

# 2018 Strong Individuals and Families (SIFIC) and Successful Students (SSIC) Impact Council RFP Guide

Welcome! All information for your Strong Individuals and Families and Successful Students Impact Council RFP application(s) will be completed online using e-CImpact. The link for e-CImpact is:

<https://agency.e-cimpact.com/login.aspx?org=46725F>

**NOTE: FOR ALL CURRENT UNITED WAY PARTNER AGENCIES AND PARTICIPANTS IN THE READY CHILDREN RFP, PLEASE USE YOUR REGULAR LOGIN TO E-CIMPACT TO ACCESS THE RFPs. ONCE IN THE SITE, YOU WILL SEE A LINK FOR "SIFIC & SSIC Request for Proposal" IN THE NAVIGATION AREA.**

**ALL OTHER APPLICANTS, PLEASE USE THE INFORMATION BELOW TO CREATE YOUR ACCOUNT TO ACCESS THE APPLICATION IN E-CIMPACT.**

1.) This above link will take you to the login page. To get started, please go the section "New to e-CImpact" and click on the button, "Click here to create a new e-CImpact account" as shown below.



Community Impact Management

AGENCY SITE

UNITED WAY OF SAN ANTONIO AND BEXAR COUNTY

Sign-In

Please sign in to your account.

Sign in to our Secure Server

[Forgot your password?](#)

New to e-CImpact?

Create an e-CImpact account

To create a new account select the link below:

Click here to create a new e-CImpact account

2.) In order for non-United Way partners to access the RFPs, you will need to create a profile for your agency using the below form. Items marked with an asterisk are required fields.

### Agency Account Information

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EIN Number:	<input type="text"/>
Agency Name:*	<input type="text"/>

### Address

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Address Type:*	<input type="text" value="-- Select Address Type --"/>
Address Line 1:*	<input type="text"/>
Address Line 2:	<input type="text"/>
City:*	<input type="text"/>
State:*	<input type="text" value="Texas"/>
Zip Code:*	<input type="text"/>

### Email Address

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Email Address Type:*	<input type="text" value="-- Select Email Type --"/>
Email Address:*	<input type="text"/>

### Phone Number

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Phone Number Type:*	<input type="text" value="-- Select Phone Type --"/>
Phone Number:*	<input type="text"/>

### Primary Contact Information

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Contact Type:*	<input type="text" value="-- Select Contact Type --"/>
Prefix:	<input type="text"/>
First Name:*	<input type="text"/>
Middle Initial:	<input type="text"/>
Last Name:*	<input type="text"/>
Suffix:	<input type="text"/>
Company:	<input type="text"/>
Job Title:	<input type="text"/>

On this form, you will be asked to supply your preference for a username and password. Once entered, please note your credentials for future access to e-Clmact and the RFPs, then click the "Next" button to continue.

3.) On the next page you will have an opportunity to choose which SIFIC or SSIC RFP(s) you would like to apply for by selecting the appropriate radio button. Make your selection and choose “Next” button at the bottom.

**NOTE:** If you are applying for more than one RFP, you will only have to complete the agency registration once, but you will have to fill out a separate RFP for each area you are applying for using the “SIFIC & SSIC Request for Proposal” link in the navigation area.

## 2018 United Way RFP

### 2018 SIFIC United Way RFP



#### SIFIC Indicator 1 Independent RFP

**Strong Individuals and Families Impact Council Result:** All individuals and families are stable, flourish economically, reach their full potential and maintain a quality of life free of discrimination.

**Overview of Intent of Result:** Through this RFP, United Way’s Strong Individuals and Families Impact Council seeks applicants providing services that increase income, reduce wage disparities and interrupt the cycle of family violence. This RFP is for the entire result, and applicants may apply to one or more indicator(s) and one or more of the corresponding strategy(ies) via one proposal, so long as each indicator selected and each strategy selected is addressed thoroughly. It is expected that if an applicant applies for more than one indicator in a proposal, the applicant will explain how the work to achieve the indicators’ targets is intentionally integrated in the proposed program(s). Applicants may also choose to apply to a single indicator only.

**Indicator 1:** Percentage of population at or below 200% of the Federal Poverty Level (FPL)

**Strategy 1a (summary):** Provide and/or build capacity for organizations that offer education and workforce development (e.g. adult basic education and/or non-degree certificates, industry-specific certificates or other career pathways) to clients at or below 200% of FPL.

4.) Proceeding to the next page you will be asked a series of pre-qualification questions to determine your agency's eligibility. Please answer each question before proceeding by using the "Next" button.

#### SIFIC & SSIC Independent Application



Fields marked with an \* are required fields.

Please respond to the below qualification questions and click on the continue button

1. Does the agency have an IRS 501(c)(3) determination letter dated prior to January 1, 2016?\*
2. Does the agency provide health and human services primarily in Bexar County?\*
3. Does the agency have the capacity to electronically track and upload program performance metrics on a monthly basis and finances on a quarterly basis?\*
4. Does the agency have the ability to procure and track the required co-investment for the proposed program?\*
5. Does the agency agree to participate in a shared data system?\*
6. If funded, does the agency agree to participate in the Impact Council through which the program is funded?\*
7. Have you read the Impact Council Request for Proposal Process Guide and do you understand the requirements and expectations of an agency receiving United Way funding? (Please note there have been changes since the release of the Ready Children Impact Council RFP.)

Yes

No

Yes

No

Yes

No

Yes

No

Yes

No

Yes

No

Yes

No

5.) Moving on to the next page you will have an opportunity to review the profile information you entered. If everything is correct, click on the “Complete Registration” button.

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**Registration Review**

EIN:

Agency Name: 111 DELETE

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**Agency Information Summary**

Address: 700 S. Alamo  
San Antonio, Texas  
78205  
(Main)

Email Address: ctyler@unitedwaysatx.org (Main)

Phone Number: (210) 352-7017 (Main)

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**Primary Contact Information Summary**

Contact Name: Chris Tyler (Development Director)

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**Preferred Login**

Username: ctyler2017

Password: \*\*\*\*\*

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Previous



Complete Registration

5.) After reconfirming your agency profile, you will receive an immediate email confirming your agency’s registration and you will be in the site. For any future logins please use the credentials you created during the registration process. YOU DO NOT NEED TO RE-REGISTER

6.) The eight sections of the RFP and supporting documents you will need to complete will now be in the main section of your home page. Simply click the links to access a particular form.

**Application Status** [View Printable Version of this Entire](#)

Not Started      In Progress      Ready To Submit      Submitted

Item (* indicates Required Item)	Last Updated	Status
<b>1-DEMO Starforce</b>		<b>Not Started</b>
<a href="#">Organization Information*</a>		● Not Started
<a href="#">Organization's Capacity*</a>		● Not Started
<a href="#">Program Design*</a>		● Not Started
<a href="#">Performance Measures &amp; Evaluation*</a>		● Not Started
<a href="#">SIFIC Result 1 - Indicator 2 Performance Measures*</a>		● Not Started
<a href="#">Budget Form*</a>		● Not Started
<a href="#">Budget Narrative*</a>		● Not Started
<a href="#">Sustainability*</a>		● Not Started
<a href="#">Supporting Documents</a>		● Not Started

7.) For the RFP, please fill out all of the required fields (as marked with asterisks). Always remember to save your work using the icons and links at the top and bottom of the page. Use "Save my Work" as you are working on the forms. When you have completed the form to your satisfaction, use "Save My Work and Mark as Complete". The system will not automatically save for you.

### 2018 United Way RFP

2018 SSIC United Way RFP - SSIC Indicator 1.1 Independent RFP

1-DEMO Starforce

Status: ● Not Started

**Switch Forms**

**Organization's Capacity**


8.) "Supporting Documents" – Please use this area to upload the requested required documents. Use the browse button to find the file on your computer and then "Save/Upload Attachments"


**Supporting Documents**

Description	File	Mo
<b>Copy of IRS 501(c)(3) Determination Letter*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, ppt, pptx	
<b>Articles of Incorporation and/or Certificate of Incorporation and any Amendments*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, ppt, pptx	
<b>By-Laws*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx	
<b>Documentation of DBA (if applicable)</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, ppt, pptx	
<b>Statement of Non-discrimination*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, ppt, pptx	
<b>Proof of Insurance*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, ppt, pptx	
<b>Current Board of Directors roster that includes end of current term, professional field/experience*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx	
<b>Current Organizational Chart*</b>	<input type="text"/> <input type="button" value="Browse..."/> Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp,	

Once you have finished and marked the all forms as **“Complete/Ready to Submit”**, supplied the required supporting documents and required signature pages, your screen will change to the status where you can officially submit your application. We ask that the head of your organization use their e-CImpact profile to approve and submit the application.

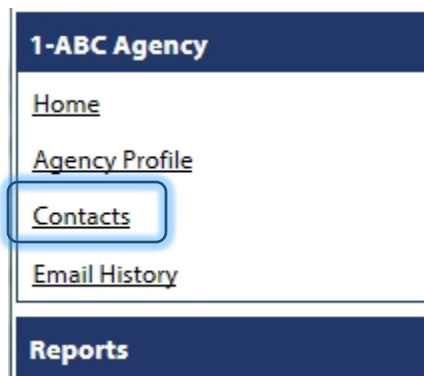
Printing- At any point in time you are able to print the application for your reference or records. To do so click on the printer icon shown below. From the options that appear, it is recommended that you first click the PDF option and then print. Likewise, you can save the PDF to your PC in needed.

**Application Status** [View Printable Version of this Entire Application](#) 

Item (* indicates Required Item)	Last Updated	Status	Options
1-ABC Agency	6/25/2018 3:10 PM (CST)	In Progress	
<u>Organization Information*</u>	Chris M. Tyler 6/25/2018 3:10 PM (CST)	<span style="color: yellow;">●</span> In Progress	
<u>Organization's Capacity*</u>		<span style="color: red;">●</span> Not Started	

### Supplementary Information

**ADDITIONAL USERS:** To aid in your RFP completion, you may create additional user profiles for others in your organization to access e-CImpact. To do so, click on the “Contacts” link in the navigation area.



Then click the “Add New” link and you are able to fill in the person’s information and SAVE.

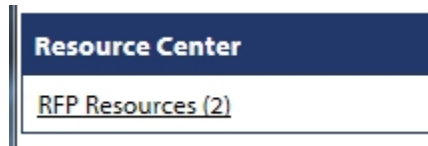


Returning to the “Contacts” link, you will see that the person has been added to your roster. With the profile created, you can assign the person’s login credentials by using the “Request a Login” link associated with the person’s name

Jane	Test	Administrative Staff	No	test@unitedwaysatx.org	<a href="#">Request a Login</a>
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It is recommended that you use the person’s work email as their username and the criteria for the password will be displayed.

**RFP RESOURCES:** In the bottom left hand corner of your navigation area you will find a section where we have placed a number of resources to assist your RFP completion. You will need save and complete some of these items for eventual upload into “Supporting Documents”



## Questions

For questions regarding e-Clmpact, please contact Chris Tyler at [ctyler@unitedwaysatx.org](mailto:ctyler@unitedwaysatx.org)

For questions about the Strong Individuals and Families Impact Council (SIFIC) RFP process, contact [RFPFamilies@unitedwaysatx.org](mailto:RFPFamilies@unitedwaysatx.org)

For questions about the Successful Students Impact Council (SSIC) RFP process, contact [RFPStudents@unitedwaysatx.org](mailto:RFPStudents@unitedwaysatx.org)