

## 2023 SAMA Local Unaffiliated Application Guide

Welcome! All of the information for your 2023 SAMA Local Unaffiliated Application will be completed online using e-Clmpact. The link for e-Clmpact is:

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

**NOTE: If you applied in prior years, you will still need to create a new account using the below process**

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



Create an e-Clmpact account

To create a new account select the link below:

Click here to create a new e-Clmpact account

2.) In order to access the application, 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" value="v"/>
First Name:*	<input type="text"/>
Middle Initial:	<input type="text"/>
Last Name:*	<input type="text"/>
Suffix:	<input type="text" value="v"/>
Company:	<input type="text"/>
Job Title:	<input type="text"/>

On this form, you will also be asked to supply your preference for a username and password. Once entered, please note your credential for future access to your application, then click the "Next" button to continue

3.) On the next page you will see some available options. **ONLY** choose the, “2023 SAMA Local Unaffiliated Full Application” for the application and select “Next”. The other applications on this list are not affiliated to the SAMA application.

Please review the list of currently available Applications below.

Please review the list of currently available applications and select which you would like to apply for and click on the "Continue" button.

### Kendall County Open Process

Kendall County

Kendall County Grant Application

### Childcare Scholarship

Childcare Scholarship

Spring Childcare Scholarship

SAMA

SAMA



SAMA Unaffiliated Full Application

4.) At 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: Helping Kendall County

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**Agency Information Summary**

Address: 123 Johns Road  
Boerne, Texas  
78240  
(Main)

Email Address: ctyler@unitedwaysatx.org (Corporate)

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

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**Primary Contact Information Summary**

Contact Name: Chris M. Tyler (Executive Director)

Company: Helping Kendall County

Job Title:

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**Preferred Login**

Username: ctyler4

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

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Previous



Complete Registration

5.) This completes your agency profile. You will receive an immediate email confirmation and click on the “Next” button to access the application itself.

**6.) You should now be viewing the 2023 SAMA Unaffiliated Application (Shown below)**

**A) If you need more than one user to access your application, you can add them in “Contacts” in the left-hand navigation area and select “Add New” to create other profiles for your agency.**

**B) The forms and documents you will need to complete are in the main section of your home page. Simply click of the link to access a particular form.**

When all sections of the application have been marked completed, the application may be submitted. Applications must be no later than **Friday, April 14, 2023 by 5:00 PM CST.**

**Application Status**

[View Printable Version of this Entire App](#)

Not Started	In Progress	Ready To Submit	Submitted
Item (* indicates Required Item)	Last Updated	Status	Opt
★ 1-ABC Agency		Not Started	
<a href="#">SAMA Application for Admission*</a>		● Not Started	
<a href="#">Service Description*</a>		● Not Started	
<a href="#">Supporting Documents</a>		● Not Started	

**7) SAMA Application for Admission form – Please fill out all the fields. 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”.**

SAMA

SAMA - 2023 SAMA United Way Full Application

1-ABC Agency

Status: ● Not Started

⇌ Switch Forms

Fields marked with an \* are required fields.

This application is submitted for the following campaigns

- Bexar County Charitable Campaign
- City of San Antonio Charitable Campaign
- Combined School District Charitable Campaign
- San Antonio Water System Charitable Campaign

The above listed campaigns will be referred to as the SAMA Public Sector Campaigns.

8). Supporting Documents – this is the area to upload the extra documents we are requesting. Use the browse button to find the file on your computer and then “Save/Upload Attachments”

Supporting Documents

Description	File
<b>Texas Certificate of Authority or Articles of Incorporation*</b> ATTACHMENT A	<input type="button" value="Choose File"/> No file chosen Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx
<b>IRS 501c3 Letter*</b> ATTACHMENT B	<input type="button" value="Choose File"/> No file chosen Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx
<b>Signed IRS Form 990 dated on or after June 30, 2021*</b> ATTACHMENT C	<input type="button" value="Choose File"/> No file chosen Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx
<b>CPA Audit or Review*</b> ATTACHMENT D	<input type="button" value="Choose File"/> No file chosen Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx
<b>Board of Director Roster*</b> ATTACHMENT E	<input type="button" value="Choose File"/> No file chosen Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx
<b>Overhead Exceeding FRA %</b> ATTACHMENT F An organization with fundraising and administrative expenses in excess of twenty-five percent (25%) of total	<input type="button" value="Choose File"/> No file chosen Accepted file types: pdf, doc, docx, rtf, xls, xlsx, csv, txt, gif, jpg, jpeg, tif, bmp, png, eps, ppt, pptx

Once you have finished and marked the two forms as complete and supplied the required supporting documents, your screen will change the status where you can officially submit your information.

**The deadline for submission is Friday, April 14, 2023, by 5:00 PM CST.**

For questions about the application or SAMA, please contact Rose Gonzales at 210-352-7044 or email at [rgonzales@unitedwaysatx.org](mailto:rgonzales@unitedwaysatx.org)

For any questions regarding e-CImpact, please contact Chris Tyler at 210-352-7017 or email at [ctyler@unitedwaysatx.org](mailto:ctyler@unitedwaysatx.org)