

2017-2019 Community Impact Investment Volunteer Roles and Responsibilities



United Way of Northwest Arkansas

Purpose:

Community Impact Investment Volunteers are critical to the success of the Community Impact Investment Process. These volunteers help ensure UWNWA donor dollars are invested in programs and collaborations that align with UWNWA’s Community Impact Initiatives. This process is meant to be an educational and rewarding experience for the investment volunteers.

For the upcoming investment cycle, Community Impact Investment Volunteers will be assigned to teams to evaluate proposals in each of the Children Living in Poverty (CLIP) Initiative. The bold goal of the UWNWA is to create a pathway out of poverty for every child. The seven investment focus areas for CLIP fall within one of two sectors of impact – Stronger Today and Prosperity Tomorrow.

	Stronger Today	Prosperity Tomorrow
Investment Focus Areas	<ul style="list-style-type: none"> • Advocates & Mentors • Child Wellbeing • Youth Homelessness 	<ul style="list-style-type: none"> • Parents as First Teachers • Quality Out of School Time (OST) • Connected Youth • Self-Sufficiency

Composition of Community Impact Investment Teams:

- Seven investment teams (one for each investment focus area) consisting of at least five (5) investment volunteers each.
- Each investment team will have one member designated as the investment team leader.

Key Responsibilities of the Investment Volunteers:

- Attend one of the investment volunteer orientation and training sessions
- Review and evaluate all applications for your assigned Initiative area *(from the comfort of home or wherever you work best)*
- Meet with your assigned Initiative area team to review and rank programs
- Work with UWNWA staff to conduct site visits to ask follow-up questions to collect additional information to help the team make informed recommendations for funding.
- Attend your assigned Initiative area team’s final meeting to participate in the decision-making process to finalize your team’s funding recommendations
- Optional check-in site visits throughout the funding period *(on a voluntary basis, if you are interested in seeing how your investment(s) is being put to use)*
- Continue to be an enthusiastic supporter and champion for United Way and its community investment process

Community Impact Initiatives

The entire investment process is driven by our Community Impact Initiatives. Your team will review programs that are all a part of one of the CLIP initiative areas. For example, if you are on the “Parents as First Teacher” team, your group will focus on early childhood programs that are making an impact on the school readiness and education of children in our community

Expected Time Commitment:

Training Session Participation <ul style="list-style-type: none"> Information about our strategic plan and investment process Tools for evaluating programs and making funding recommendations Impact strategy-specific content 	Late January 2017 <i>Approximately 1.5 hours for orientation and training</i>
Letter of Intent Review <ul style="list-style-type: none"> Review and score Letters of Intent from local agencies; each volunteer is asked to evaluate 12 programs. 	February-March 2017 <i>Approximately 15-30 minutes per program</i>
Letter of Intent Deliberations <ul style="list-style-type: none"> Participate in initiative area group discussion and develop consensus for programs invited to submit a full application 	March 2017 <i>Approximately 1.5 hours</i>
Application Review <ul style="list-style-type: none"> Review and score funding applications from local agencies; each volunteer is asked to evaluate 8-10 programs 	April-May 2017 <i>Approximately 45 minutes – 1 hour per program</i>
Site Visits <ul style="list-style-type: none"> Conduct on-site program evaluations of applicants; while not mandatory, each volunteer is encouraged to attend at least 2 site visits 	May 2017 <i>1-1.5 hours per program (does not include travel time)</i>
Funding Deliberations <ul style="list-style-type: none"> Participate in a group discussion and develop a consensus-based score for each program Determine funding recommendations based on available dollars and program scoring 	Late May 2017 <i>2-3 hours (varies by focus area)</i>
TOTAL ESTIMATED TIME COMMITMENT	19 – 25 Hours

Benefits

- Get a behind-the-scenes look at how United Way invests your dollars in the community.
- Deepen your awareness of community issues, needs and resources.
- Play an active role in helping to meet the needs in the community.
- Increase your visibility and your employer’s in the community.

For questions about the Community Impact Process, please contact Melody Timinsky, Vice President of Community Impact at mtiminsky@unitedwaynwa.org.

LIVE UNITED!