A Guide to Volunteering on United Way's Community Investment Grant (CIG) Review Team

LIVE UNITED
United Way
United Way of Hernando County

**Designed to evaluate local
HEALTH, EDUCATION & FINANCIAL STABILITY
programs applying for United Way funding.**

United Way of Hernando County | 4028 Commercial Way, Spring Hill, FL 34606 | 352-688-2026 | www.UnitedWayHernando.org

Community Needs & Solutions | Where the Dollars go

Thank you for your interest in being a part of United Way of Hernando County's CIG Review Team. This short-term volunteer opportunity is extremely rewarding. Whether this is your first time sitting on a Review Team or your tenth, every year there are new applicants, new requests, and new stories to be shared!

This experience will give you a better understanding of :
- What United Way does
- Who United Way supports
- What our community needs are
- What our local resources are
- How investing in United Way makes a difference right here at home
- How YOU can help those in need

"THE HEART OF A **VOLUNTEER** IS NOT MEASURED IN SIZE, BUT BY DEPTH OF THE COMMITMENT TO MAKE **A DIFFERENCE** IN THE LIVES OF OTHERS."
-DEANN HOLLIS

CIG Review Team Members

United Way and the CIG Committee utilizes Review Team Members who are willing to help review grant applications and interview local non-profits for Community Investment Funding. You won't be alone in this process! Each member is placed on a team of 5-7 community members and given a grant application for 1-3 applying agencies.
Some members are loyal UW donors, some are first time givers and would like to see where their dollars go, some are curious about what United Way does, and others are simply wanting to make a difference! When reviewing the applications online through e-CImpact, you have access to their grant proposal and will submit recommendations.
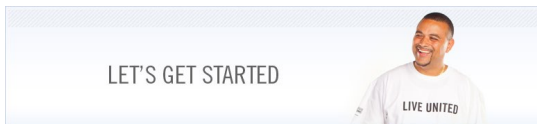

These are the primary factors that help hold United Way accountable for the hundreds of thousands of dollars that are raised and allocated each year.

LET'S GET STARTED
LIVE UNITED

Strategically Investing Community Dollars

When evaluating the Agencies and their programs, there are a few main things you want to keep in mind:
1. **Are their services needed in our community?** *(Are they meeting those needs?)*
2. **What are their outcomes from last year?** *(Do they project to increase impact this coming year?)*
3. **Do you believe the program requesting funding will fit into the United Way model?** *(Are they a good Partner?)*
4. **If allocated funds, how do they plan on spending them?** *(Are they detailed about what funds will go towards?)*
5. **How do their financials look?** *(Are they accountable?)*
   - Refer to Program Evaluation Sheet or ask your Team Leader -

Timeline for Community Investment Grant Process

November PHASE 1	*December*	*January to March* PHASE 2	*March/April*	*April* PHASE 3	*May*	*June*
The CIG Eligibility Process is opened to the community. Interested 501c3 non-profits submit the required information online to United Way prior to deadline. (new and/or existing Partner Programs must complete)	Qualified Programs are notified of their eligibility to attend the mandatory CIG Agency Workshop in January.	United Way hosts the mandatory CIG Agency Workshop. A walk through of the online CIG application is provided. Guidelines are discussed and Q&A. The CIG grant process is open for two months from January to mid March. Applications are submitted to UW thru e-CImpact by deadline. (no exceptions past deadline)	**CIG Review Teams** will meet for a 2 hour Workshop. Teams schedule a convenient time within the next few weeks for agency interviews/site-visits. (Only complete & approved applications will be shared w/ Teams for Phase 3)	*Agency Interviews Take Place* All CIG Review Team evaluations and feedback are collected & viewed by the CIG Committee for further evaluation. The Committee reviews & presents recommendations to the Executive Committee.	Executive Committee reviews & approves recommendations. They then share with the General Board for final approval.	Granted CIG Allocation amounts are announced to Partner Programs. Monthly financial support begins the new fiscal year July*