

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

LIVE UNITED



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

United Way of Hernando County

United Way of Hernando County | 4030 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, you may mark on the pages, highlight or take notes on information that stands out to you.



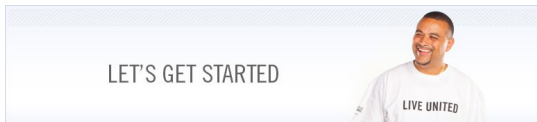
Strategically Investing Community Dollars

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.

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 numbers 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 it will go towards?)
5. **How do their financials look?** (Are they accountable?)

- Refer to Program Evaluation Sheet -



Timeline for Community Investment Grant Process

Early November	Early December	December to February	March	April	May	June
The CIG Eligibility Criteria Sheet is released to the community. The form is filled out by local non-profits & returned to the UW office by deadline.	Prospective Partner Programs are invited to the CIG Agency Workshop for a brief walk through of the CIG application, guidelines, and Q&A.	CIG grant applications are completed, printed, and returned to the UW office by deadline. (no exceptions past deadline)	CIG Review Teams meet for a 1 hour workshop. Members coordinate with their teams an appropriate time to schedule agency interviews/site-visits within the next few weeks.	By April, all CIG Review Team Evaluation Sheets and feedback are collected by the Team Leader & turned in to the CIG Committee for further evaluation. Committee organizes data & presents recommendations to the Executive Committee.	Executive Committee presents recommendations to the General Board for final approval.	Granted CIG Allocation amounts are announced to Partner Programs.