



United Way
of the Midlands



Grants and Initiatives Committee & Role Descriptions

Committee Description: The Grants and Initiatives Committee works with United Way to make investments in the community that will benefit women and children.

The Grants and Initiatives Committee reviews grant proposals and chooses community partners to recommend to the WIP Executive Committee to fund and partner with through volunteerism. Once funds have been awarded, the committee assists in monitoring grantee progress towards outcomes using reports from United Way.

The committee also writes and reviews the applications for self-sufficiency funding and the WIP Blueprint for Leadership Scholarships

Principal Responsibilities:

- Work with Community Impact and Financial Stability Council at United Way to review grants on volunteer committees and determine which partners funded by UWM fit the WIP mission
- Review RFPs with UW to determine appropriate grant applicants which partners fit financial stability for women and children. Recommend grant recipients, length of funding and progress reporting. Plan and carry out site visits of grantees to evaluate the likelihood of success when reviewing applications as necessary
- Communicate volunteering needs of grantee to WIP Community Engagement Committee
- Review and select recipients of self-sufficiency funding and Blueprint for Leadership Scholarship, communicating appropriately to all applicants in a timely manner

Leadership Roles

- Chair:
 - Organize and facilitate committee's activities with input from the committee, WIP Director, and final vote from Executive Committee
 - Conduct committee meetings regularly
 - Facilitate all committee action items, delegating and monitoring tasks in a timely manner
 - Report committee's activities to the Executive Committee monthly
 - Disperse relevant information and upcoming WIP and UWM events and volunteer opportunities to the committee
 - Recruit three-ten active WIP members to serve on the committee
- Vice-Chair:
 - Schedule meetings on behalf of the Chair with members and WIP Director
 - Attend monthly Executive Meetings and provide committee report in the absence of the Chair
 - Conduct committee meetings in the absence of the Chair
 - Keep meeting minutes that are then emailed within 48 hours to the committee members and WIP Program Coordinator, with a copy to Executive Committee Chair and EC Vice Chair
 - Chair-elect for following year, unless otherwise discussed

The Grants & Initiatives Committee processes are as a result of a new MOU between WIP and United Way of the Midlands, which went into effect on July 1, 2017. Following is a brief summary of the four activities of the Grants & Initiatives Committee.

- **1) Grant:** \$50,000 for an annual grant using the United Way of the Midlands request for proposals process, aligned with timing of the process and review {funds from UWM}
- **2) Blueprint for Leadership:** Two current WIP members to participate in Blueprint for Leadership through United Way of the Midlands {funded by UWM}
- **3) WIP Member Conference Attendance Support:** \$2,500 for current WIP members seen as emerging leaders to attend a conference {funds from UWM}
- **4) Professional Opportunities for Women Seeking Self-sufficiency:** Annual returns from the WIP Endowment Fund to support underserved women participating in professional and/or education opportunities {\$2,500 annually; funds from returns on WIP Endowment Fund}