

YOU can help decide where United Way invests funding!



Decisions on how United Way invests donor dollars in the community are made by community volunteers serving on investment panels. Volunteers are needed to help United Way of Greater Topeka decide how to invest funding in basic need areas of Domestic Violence, Health/RX, Rent & Utility Assistance and Food.

Investment panels are made up of 15—18 community volunteers who wish to help decide which applications should be funded. These volunteers will review the applications on their own and score the applications using our secure on-line investment software (e-C Impact) in advance of the panel meeting. They will then meet as a group to make the final funding decisions during the panel meeting. Individual volunteer scores are not shared — only combined scores are shared with the group.

Volunteers are needed for December Basic Need panels!

We need your help to get the remaining volunteers in two ways:

1. You can sign up for a panel. By serving on the panel, you get to see United Way in action and how volunteers make investment decisions, get a deeper understanding of the UW impact work and how funds are invested in the community.
2. You can recruit two of your staff or co-workers to serve on panels. This is an excellent way for your staff to gain an understanding of United Way, increase their knowledge of the community, and gain new leadership skills.

How to sign up for a panel:

1. **Email Kimberly at kimberly.wolff@unitedwaytopeka.org and let her know which one you are signing up to participate.**

The specific panel dates are:

Rent and Utility Assistance Panel: December 5th 9AM-4PM

Domestic Violence Panel: December 7th 1-4PM

Food Assistance Panel: December 12th 9AM-4PM

Health/RX Assistance Panel: December 14th 9AM-2PM

2. **Attend one of the two training sessions—hosted at the United Way offices**
November 14th 12-1PM or November 16th 4-5PM

2. **Read and evaluate the proposals through a secure online grant management system at your convenience.**

- You will have access to the Request for Proposals that United Way issued and then you will have access to the proposals submitted and all of their supporting documents.
- We estimate you will spend approximately 1 – 1.5 hours per proposal. We recommend you read through all the proposals, review the evaluation tool and then go back through and score each proposal.

3. **Attend the in person panel session for a facilitated conversation to reach consensus on funding decisions.**

We ask you to **plan for the full time allotted** but depending on the number of proposals, you may finish earlier. **We will provide lunch, drinks and snacks.**



Thank YOU!
Great things happen when we
LIVE UNITED!