



United Way
of Greater New Haven

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Summer Youth Fund Grant Review Team Recruitment

Grant Review Team Interest Form Due Friday, April 29th, 2022

Purpose of Position:

United Way of Greater New Haven (UWGNH) brings people, resources and organizations together to create a thriving community. UWGNH values the experience and expertise of our community in making decisions about community investments, and so we are currently seeking volunteers interested to serve on our Summer Youth Fund Grant review team. The opportunity is open to individuals who work with youth agencies or schools, parents, youth advocates, and most importantly YOUNG PEOPLE themselves (ages 15 and older) are encouraged to apply.

Time Commitment:

May 2022. Please plan to commit a minimum of 5-10 hours to this effort. Particularly heavy time investment will be required during the weeks of May 4 – May 18 for the reading and scoring of grant applications. Please make sure you have the time available for this process and can commit to attending the mandatory orientation and review session meetings.

Orientation and Review Session:

Volunteer reviewers must be available on one of the following dates for orientation and training:

- Tuesday, 5/3 @ 3 - 4pm
- Tuesday, 5/3 @ 4 - 5pm
- Wednesday, 5/4 @ 3 - 4pm
- Wednesday, 5/4 @ 4 - 5pm

Volunteer reviewers must also be available on one of the following dates for the final review & recommendations session:

- Friday, 5/20 @ 2 - 5pm
- Monday, 5/23 @ 4 - 7pm
- Tuesday, 5/20 @ 3 - 6pm

Job Description:

Review team members assess grant proposals submitted by local youth organizations. This will involve the following:

- Participating in a 1-hour mandatory volunteer training.
- Reading anywhere between 10-15 online grant proposals.
- Scoring applications using a rubric in an online system.

- Participation in a Review Session meeting (3 hours), held via Zoom, during the month of May to determine which proposals best align with the goals of the grant program and make funding recommendations.

Requirements:

- Not employed by an organization or group submitting a proposal for funding.
- Be able to dedicate at least 5-10 hours of service including required training, reviewing and scoring applications, and making funding recommendations over 3 weeks in May, 2022.
- Access to a PC and WiFi.
- Knowledge of—through work within or lived experience with—local youth programs.
- Able to maintain confidentiality and not share applicant information outside of meetings.
- Disclosure of relationships with local youth organizations (as a volunteer, board member, donor, staff member, or relative of a staff or board member) and completion of Conflict of Interest form.

Compensation:

We recognize that there may be costs members will incur to fully participate in this process. For this reason, Review Team members who complete the process will be eligible for a stipend in recognition of their time invested in this process.

Accommodations:

We will work with review team members to support your full participation in this process (Examples: access to reliable WiFi and a PC is an issue or if you prefer printed copies of review materials).

Interested in Joining the Team? [Please complete our interest form before April 29, 2022.](#)

You will be notified on Monday, May 2 whether or not you have been selected to be part of the Grant Review Team. Please hold the orientation and review session meeting times in your calendar until the Review Team members are confirmed.