

Join Us in Making a Difference:

Volunteer Opportunity with United Way Greater Chippewa Valley

Are you passionate about making a positive impact in your community? United Way Greater Chippewa Valley is currently seeking dedicated volunteers to help us review grants and annual program reporting submissions. This is a fantastic opportunity to contribute to the effectiveness and transparency of our local initiatives.

We're excited to announce several key updates designed to improve the structure, clarity, and overall impact of our volunteer committees and teams. These changes reflect our commitment to enhancing collaboration and ensuring that every effort we make drives greater community impact, especially as we adapt to the challenge of fewer staff resources managing these essential committees. Below is a list of the review teams we are recruiting for:

- **Annual Progress Report (APR) Review Team: focuses on annual program reporting**
 - **Grant Review Teams: focuses on grant review (every 3 years)**
 - **Financial Review Team: focuses only on financial review of the programs annually**
 - **Program Partner Committee (can only be part of if currently a funded partner): focuses on biannual meetings (topics), community feedback, gaps in services etc.**
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- **Unified Structure:**

If you have served on an advisory council before we would like you to know that they will no longer be divided by initiative. We hope this streamlined structure will promote broader collaboration and increased efficiency.

- **Conflict of Interest Policy:**

Organizations currently receiving, or planning to apply for, United Way funding may **not** serve on the Financial, APR, or Grant Review Teams. This ensures transparency and impartiality in our processes.

If you're ready to lend your expertise and join a team focused on creating meaningful changes, we'd love to have you onboard. Together, we can continue to strengthen our community's future. Contact Billie Jo Burgraff, bburgraff@uwgcv.org, with your preferred team/committee, name, and email address to be added to our new volunteer database. Feel free to reach out with any questions.

Below you can review the different volunteer positions to see which you may be interested in.

Annual Progress Report Review Team

Overview

The Annual Progress Report (APR) Review Team ensures transparency, accountability, and learning within UWGCV's Community Impact investment process. This team evaluates mid-year, and year-end reports submitted by funded program partners to assess progress toward goals, identify successes, and flag potential challenges or opportunities for improvement.

The APR Review Team plays an essential role in monitoring impact, supporting data-informed decision-making, and strengthening the partnership between UWGCV and its funded agencies.

Meeting Schedule: July–September annually (starting in 2026)

Membership Restrictions: Members may not be current or prospective grant recipients.

Representation: 1–2 representatives will serve on the Community Impact Committee (CIC), which meets every other month.

Team Goals

- Review and evaluate mid-year and end-of-year progress reports submitted by program partners.
- Conduct financial review of reports to ensure grant funds are properly invested.
- Ensure funded programs are achieving outcomes consistent with their grant agreements.
- Identify common themes, successes, and areas where additional support or learning opportunities may be beneficial.
- Provide constructive feedback to UWGCV staff and the Community Impact Committee to guide future investments and capacity-building efforts.
- Maintain confidentiality and objectivity throughout the review process.

Volunteer Position Description

Title: Annual Progress Report Review Team Member

Reports To: Community Impact Director or assigned UWGCV staff liaison

Time Commitment: Approximately 10–15 hours annually (July–September)

Key Responsibilities:

- Read and evaluate assigned program reports using UWGCV’s standardized review tool.
- Attend one orientation/training session and 1–2 team meetings to discuss findings and trends.
- Provide written and verbal feedback in a professional and constructive manner.
- Participate in consensus discussions to summarize insights for the CIC.

Ideal Qualifications:

- Experience in nonprofit management, grant administration, or program evaluation.
- Experience in conducting financial reviews to ensure compliance.
- Ability to interpret data and outcomes reporting.
- Commitment to equity, collaboration, and continuous improvement.

Grant Review Teams

Overview

The Grant Review Teams are responsible for reviewing all applications submitted during UWGCV's competitive grant process. These cross-functional teams help ensure that funding decisions are equitable, data-driven, and aligned with United Way's strategic priorities across initiative areas (Education, Health, Financial Stability, Basic Needs, and Digital Access & Engagement).

Meeting Schedule: October–December annually (starting in 2026)

Membership Restrictions: Members may not be current or prospective grant recipients.

Representation: Each team will send 1–2 representatives to the Community Impact Committee (CIC), which meets every other month.

Team Goals

- Review and evaluate grant applications for alignment with UWGCV's community impact goals and funding priorities.
- Conduct financial review of applications to ensure grant funds are properly invested.
- Participate in structured scoring, discussion, and recommendation sessions.
- Ensure fair and transparent review practices that promote community-wide impact.
- Recommend funding allocations to the Community Impact Committee for final approval.
- Identify trends and opportunities within the applicant pool that may inform future community needs assessments or funding strategies.

Volunteer Position Description

Title: Grant Review Team Member

Reports To: Community Impact Director or assigned UWGCV staff liaison

Time Commitment: Approximately 20–25 hours annually (October–December)

Key Responsibilities:

- Attend reviewer orientation and training sessions.
- Read and score grant applications using UWGCV's established evaluation criteria.
- Participate in team discussions to compare ratings and reach consensus recommendations.
- Maintain confidentiality and objectivity in all deliberations.
- Represent the community voice in United Way's funding decisions.

Ideal Qualifications:

- Background in social services, education, public health, finance, or related fields.
- Experience in conducting financial reviews to ensure compliance.
- Strong analytical and communication skills.
- Commitment to fairness, diversity, and UWGCV's mission of improving lives in the Chippewa Valley.

Program Partner Committee

Overview

The Program Partner Committee (PPC) provides a collaborative forum for currently funded program partners to exchange ideas, provide feedback, and strengthen the partnership between UWGCV and the nonprofit community. The PPC advises on the design and content of Program Partner meetings, identifies opportunities for capacity-building and collaboration, and helps ensure that UWGCV's strategies remain grounded in real community experience.

Meeting Schedule: January, April & September

Membership: Open to current UWGCV-funded program partners.

Representation: Initiative-aligned representatives will serve as liaisons to the Community Impact Committee (CIC), which meets every other month.

Committee Goals

- Advice on Program Partner meeting agendas and training topics to ensure relevance and value.
- Provide insight and feedback to UWGCV on how investments are supporting community outcomes.
- Strengthen cross-sector collaboration and sharing of best practices among funded partners.
- Serve as a conduit for communication between program partners and UWGCV staff.
- Identify systemic barriers and emerging needs within the community.

Volunteer Position Description

Title: Program Partner Committee Member

Reports To: Community Impact Director or assigned UWGCV staff liaison

Time Commitment: Approximately 1-1.5 hours per meeting

Key Responsibilities:

- Attend and actively participate in quarterly committee meetings.
- Offer candid, constructive feedback on UWGCV's partnership and funding processes.
- Collaborate with peers to identify training and resource needs among partners.
- Share updates and insights from funded programs that illustrate impact and challenges.
- Represent initiative-aligned perspectives to the Community Impact Committee as requested.

Ideal Qualifications:

- Current program director, manager, or staff member of a UWGCV-funded program.
- Collaborative mindset and interest in continuous learning.
- Commitment to advancing shared community goals.

COMMUNITY IMPACT VOLUNTEER STRUCTURE

