

## **2018 Community Investment Timeline Muskegon County**

### **Trainings**

#### **January** – Agency Grant/Annual Report Software Training

- January 10, 11 a.m. - Noon—ANDAR training on grant application, UWL offices
- January 19, 10-11 a.m.—ANDAR training on grant application, UWL offices
- January 19—UWL Portal Opens to Submit 2018-19 Grant Applications
- February 12, midnight—Grant applications for 2018-19 are due

### **Volunteer Recruitment**

- January: Recruitment letters sent via e-mail to potential panel members

### **Grant Application/Annual Progress Report process**

#### **February 12** – applications due at midnight

#### **February 12** – applications open to volunteers

- February 7, 11:30 a.m. – 1:30 p.m., Volunteer Training for online scoring at CIST Meeting
- February 12, 3-5 p.m., Volunteer Training for online scoring

#### **February** – Agency/program site visits

- February 13, 3:30-6:30
- February 14, 1-4 p.m.
- February 15, 9 a.m. to noon
- February 20, 1-4 pm
- February 21, 9 a.m. to noon
- February 22, 2-5 p.m.

#### **March** – Read/Scores and follow-up questions

- March 13, 10 a.m. to noon
- March 14, 10 a.m. to noon
- March 15, 3:30-5:30 p.m.
- March 19, noon-2 p.m.
- March 19, 3-5 p.m.
- March 21, 9 -11 a.m.

#### **April** – agency presentations

- April 9, 1-5 p.m.
- April 11, 9 a.m. to 1 p.m.
- April 12, 3:30-7:30 p.m.
- April 16, 12:30-4:30 p.m.
- April 18, 2-5 p.m.
- April 19, 1-4 p.m.

#### **May 2** – Lakeshore Impact Council, funding recommendations (4-hour meeting)

**May 9** – noon-1:30 p.m., hold for possible follow-up meeting (if further info needed, finalize recommendations)

**MAY 10 – United Way Lakeshore 100<sup>th</sup> Anniversary Celebration – THANK YOU to Investment & Review Volunteers**

**May 15** – recommendations to Executive Committee

**May 22** – board meeting, funding decisions finalized

**June, first week** – agencies notified of funding and request newly signed Partner Agency Agreements

**June 30**—mid-year report due by midnight

**July 1** – 2018-19 grant funding begins (signed Partner Agency Agreements required)

**December 31**—year end report due by midnight