

**TRIDENT UNITED WAY 2019-2022
BASIC NEED INVESTMENT REVIEW COUNCIL
MEMBER ROLES & RESPONSIBILITIES**



Overview:

The Basic Needs Investment Review Council (BRC) provides review of applications and recommendations to the Community Impact Committee for the basic need investment funds. Members participate in activities to learn about Trident United Way's investment strategy and priority areas that will inform the applicant review process. The BRC is responsible for ensuring donor contributions are invested efficiently in programs that address barriers to education, financial stability and health and provide immediate and/or short term assistance helping individuals and families access basic needs, stabilize or recover from an emergency situation.

Committee Composition:

The Basic Needs Investment Review Council (BRC) should have a minimum of 15 members and no more than 25. Members of the Community Impact Committee, TUW Board of Directors or other TUW committees can serve on this council. Other members are recruited from TUW corporate campaign partners and other communities that are representative of the diverse Tri-County area.

Time Commitment and Term:

Term: The term limit is from November 2018 through June 2019.

Time commitment:

- Volunteer Orientation and Training | November 2018 & January 2019
 - In person orientation and poverty simulation activity, 3 hours
 - Training, 2 hours
- Applicant Review, | February – March 2019
 - Review on your own, approximately 10 hours
 - In person meetings for group recommendation consensus, 10 hours
- Investment Learning and Review Sessions | January 2020 – June 2022

Basic Need Investment Review Council members are invited to attend and participate in twice a year meetings and learning sessions that will provide updates, reports and successes on the programs selected for funding during the review session. *These will not be required for BRC members to attend, but highly recommended.*

It is highly recommended to attend all meetings, but members must attend at least 50% of regular and special meetings to participate in decision making for funding recommendations, unless excused for good cause. Active participation is highly encouraged so volunteers get the full benefit of the experience and funding recommendations are made with the highest level of integrity.

Accountability:

The Basic Need Investment Review Council reports to the Community Impact Committee (CIC). All recommendations provided by the Basic Need Investment Review Council for review and funding, require review by the CIC, which will make a recommendation to the TUW Board of Directors for approval.

Members agree to engage annually in Volunteer Commitment Conversations where applicable, with the TUV Strategic Volunteer Engagement staff liaison. Commitment Conversations will provide the opportunity for volunteers to provide feedback on their opportunity, staff to provide feedback on volunteer fulfillment of member responsibilities, and plan for future opportunities.

Goals/Objectives:

- Provide funding recommendations for TUV Basic Need Investments and ensure appropriate stewardship of funding
- Ensure TUV donor contributions are invested effectively and efficiently to prepare children for future success, help people work and use resources wisely, creating a healthier tri-county
- Participate in a volunteer driven process to guarantee transparent, objective and neutral grant award decision-making

Responsibilities/Duties:

- Use the scoring rubric to review and recommend funding for applications in the Basic Needs priority areas
- Provide detailed, constructive, objective and timely review of assigned applications
- Serve as a champion and ambassador for TUV in the community by promoting projects and supporting funding decisions
- Work in collaboration with other Investment Review Councils to support continuous learning, monitoring and evaluation where necessary

Abilities, Skills, and/or Experience:

Reviewers should demonstrate some combination of any of the following skills or abilities:

- Passion for TUV's areas of focus in education, financial stability and health,
- Alignment to TUV's values and investment commitment to organizations that provide services to underserved and lower income populations
- Willingness to understand and learn about TUV's focus areas and impact work
- Collaborative thought leadership and decision-making
- Analytical and strategic thinking
- Ability to listen and take part in constructive dialogue that leads to group consensus
- Ability to be impartial and objective, free of personal biases about programs and TUV investments
- Moderate to high proficiency in using computers and able to access the online grant management system
- Thoughtfully consider making a monetary donation to Trident United Way at a level that is significant to you

Prioritized experience and backgrounds:

- Members of the community who have previously been a beneficiary of services who can offer a lived experience perspective
- Corporate professionals with decision-making authority
- Education, financial stability and/or health practitioners not applying for funding