

United Way of West Central Minnesota works to improve people's lives by mobilizing the caring power of West Central Minnesota.

youth

helping children & youth succeed

families

building strong families

basic needs

responding to those in crisis

independence

assisting the elderly, disabled and chronically ill

Important Dates and things to note:

You will be notified of your panel and the programs which you will review on **Friday March 12, 2010**. We will notify by email.

Please plan on being away from the office from 8:30-3:00 on March 25, 2010.

Do have FUN, get to know your panel members.

Do complete an on-line evaluation on **each program** reviewed (by April 2).

Do give input to the Panel Chairs so they can complete the Panel Recap Sheet after all reviews are completed.

Please be prepared on March 25 by reading the applications in advance.

Do emphasize the need for being fair to the programs that do not have a local site to visit.

Do call in agencies back a second time if there are any unanswered questions or concerns.

Do make notes and let Stacey know if there is information you are in need of from a particular program.

Do ask for assistance if you are in need of clarification on the forms or the process.

Do provide actual dollar recommendations for each program reviewed!!!! This will be important for the overall recommendation.

Do consider the dollar recommendation amount from a **ZERO BASE FUNDING investment**.

Do try and stay within the allotted time limit for each review.

Please give constructive feedback so we can improve our process next year.

April 14 is our Panel Chair meeting where each impact area's panel chairpersons will meet to decide the final funding for their impact area.

Do bring a print out of evaluation to use while on site visit.