

# GIVE. ADVOCATE. VOLUNTEER. LIVE UNITED



## COMMUNITY INVESTMENT SCHEDULE WITH TRAINING DATES

Please note: One on one sessions with database specialist regarding Apricot must be scheduled in advance with 20 minute slots available

The activities listed below are primarily donor/volunteer activities. Please pay attention to deadlines!		
<b>Education Collaborative Meeting</b>	September 7, 2017	3-5 p.m.
<b>New Agency Certification Training</b>	October 3, 2017	9:30-11:30 a.m.
<b>New Agency Certification Training</b>	October 4, 2017	3-5 p.m.
<b>Quarterly Report Training</b>	October 10, 2017	9-10:30 a.m.
<b>Quarterly Report Training</b>	October 11, 2017	3-4:30 p.m.
<b>1<sup>st</sup> Quarter Report (July 1-September 30, 2017)</b>	October 31, 2017	<b>No later than 5 p.m. CST. No late submissions.</b>
<b>Education Collaborative Meeting</b>	November 2, 2017	3-5 p.m.
<b>Health Collaborative Meeting</b>	November 7, 2017	3-5 p.m.
<b>New Partner Agency Certification Application Deadline</b>	November 10, 2017	<b>No later than 5 p.m. CST. No late applications will be accepted.</b>
<b>Financial Stability Collaborative Meeting</b>	November 29, 2017	3-5 p.m.
<b>Existing Partner Agency Certification Deadline</b>	December 1, 2017	<b>No later than 5 p.m. CST. No late applications will be accepted.</b>
<b>Community Investment Grant Application Available</b>	January 2, 2018	12:00 a.m.
<b>Agency Application/Budget Workshop</b> <i>General (Certification, CI Process, Application &amp; Budget)</i> <i>One on one sessions with database specialist regarding Apricot</i>	January 8, 2018 January 10, 2018	1/8: 11 a.m. – 1 p.m. (Apricot 1-on-1) 1 p.m. – 3 p.m. (Application/Budget Workshop) 1/10: 9-11 a.m. (Application/Budget Workshop) 11 a.m. – 1 p.m. (Apricot 1-on-1)
<b>Quarterly Report Training</b>	January 9, 2018	9-10:30 am
<b>2<sup>nd</sup> Quarter Report (October 1, 2017-December 31, 2017)</b>	January 31, 2018	<b>No later than 5 p.m. CST. No late submissions.</b>
<b>Additional Follow-Up Application Workshops</b> <i>For organizations new to the process who discover additional concerns &amp; questions as they fill out the application</i> <i>One on one sessions with database specialist regarding Apricot</i>	February 5, 2018 February 7, 2018	2/5: 11:00 am – 1 pm (1-on-1) 2/5: 1-3 pm 2/7: 9-11 am 2/7: 11-1 pm (1-on-1)
<b>Health Collaborative</b>	February 6, 2018	3-5 pm
<b>Education Collaborative</b>	February 14, 2018	3-5 pm
<b>Community Investment Grant Applications Due</b>	February 16, 2018	<b>No later than 5 p.m. CST. No late applications will be accepted.</b>
<b>Community Investment Staff Liaison Training</b>	February 21, 2018	9-10:30 am
<b>CI Volunteer Training Sessions</b>	February 27, 2018 February 28, 2018	2/27: 12-2 p.m. 2/27: 2-3 pm (1-on-1) 2/28: 10 am-11 am (1-on-1) 2/28: 11 am -1 pm
<b>Financial Stability Collaborative</b>	March 1, 2018	3-5 pm
<b>Panel Chairs Training</b>	March 2, 2018	10:30-11:30 a.m.
<b>CI Meet and Greet</b>	March 8, 2018	4:30-6 pm
<b>Volunteer Review (2 weeks)</b>	March 9 – 23	<b>Questions for agencies due to</b>

<i>Applications are evaluated by CI Donors/Volunteers</i>		<b>UWEC by 8:00am on March 23<sup>rd</sup></b>
<b>Q&amp;A Response from Agencies (2 weeks)</b>	March 28 – April 11	<b>Answers to Questions due to UWEC by 8:00am on April 11<sup>th</sup></b>
<b>Quarterly Report Training</b>	April 3	3-4:30 pm
<b>Quarterly Report Training</b>	April 5	10-11:30 am
<b>Site Visits/Oral Presentations (2 weeks)</b> <i>Schedules are based on each panel meeting on the same day of the week for 2 weeks. Agencies will be contacted to schedule these after applications have been submitted.</i>	<b>Education/ Financial Stability Goals 4, 5, &amp; 10:</b> Tuesday, April 17 <sup>th</sup> & 24 <sup>th</sup> (8 am-5 pm) <b>Health Goal 6-7:</b> Wednesday, April 18 <sup>th</sup> & 25 <sup>th</sup> (8 am-5 pm) <b>Education Goal 1-3:</b> Thursday, April 19 <sup>th</sup> & 26 <sup>th</sup> (8 am-5 pm) <b>Health Goal 8-9:</b> Friday, April 20 <sup>th</sup> & 27 <sup>th</sup> (8 am-5 pm)	
<b>3<sup>rd</sup> Quarter Report (January 1-March 31, 2018)</b>	April 30, 2018	<b>No later than 5 p.m. CST. No late submissions.</b>
<b>Site Visit &amp; Oral Presentation Scores Due</b>	<b>May 1, 2018</b>	Due no later than 8 a.m.
<b>Panel Deliberations &amp; Volunteer Recognition Lunch</b> <i>CI Donors/Volunteers will meet as panels to deliberate funding recommendations. These funding recommendations will be brought to the CI Board Committee.</i>	<b>Education/Financial Stability:</b> Tuesday, May 1 <sup>st</sup> (9 am-1 pm) <b>Health Goal 6-7:</b> Wednesday, May 2 <sup>nd</sup> (9 am-1 pm) <b>Education Goals 1-3:</b> Thursday, May 3 <sup>rd</sup> (9 am-1 pm) <b>Health Goal 8-9:</b> Friday, May 4 <sup>th</sup> (9 am-1 pm)	
<b>Health Collaborative</b>	May 8, 2018	3-5 pm
<b>CI Chair/Co-Chair Deliberation Meeting</b> <i>CI Panel Chairs and Co-Chairs will evaluate panel funding recommendations before bringing funding proposal to the BOD.</i>	May 9, 2018	2:00 – 5:00pm
<b>Financial Stability Collaborative</b>	May 10, 2018	3:00-5:00 pm
<b>Education Collaborative</b>	May 23, 2018	3:00-5:00 pm
<b>Exec Committee &amp; BOD Approval</b>	May 24, 2018	3:00-5:00 pm
<b>Quarterly Report Training</b>	May 29	10:30am-12pm
<b>Quarterly Report Training</b>	May 31	2-3:30 pm
<b>Compliance check to maintain reduced designation fees</b>	June 1	12-1:30pm
<b>Media Alert for June Event</b>	June 8	<b>Invite media to hear who will be funded for community investment.</b>

<b>Community Announcement Event</b>	June 21	Event to announce who will be funded for community investment.
<b>Follow-Up Press Release</b>	June 22	Press release sent to media not in attendance. Formal award contracts mailed to funded partners.
<b>4<sup>th</sup> Quarter Report (April 1- June 30, 2018)</b>	July 31	<b>No later than 5 p.m. CST. No late submissions.</b>

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