

agency review

Community helping individuals and families move out of crisis, establish stability and maintain self-sufficiency.

Because we are Tempe.



Human Services Funding
FY 2017/2018
VOLUNTEER INFORMATION



TEMPE
Community
Council

MISSION STATEMENT

Connecting those in need with those who care. Tempe Community Council does this by convening community, conducting research, determining priorities, implementing effective programs and exemplifying prudent stewardship of resources.

HISTORY

For over 30 years, Tempe Community Council (TCC) has managed and administered the allocation of human service dollars by the City of Tempe to local nonprofit human service organizations. Resources are allocated to the organizations through a volunteer, citizen-based review process called "Agency Review." Final funding decisions are made by the Tempe City Council.

RESOURCES

Agency Review funds come from the City of Tempe General Revenue Fund, Federal Community Development Block Grants and voluntary water utility customer donations through Tempe's *Help to Others*. Total funds allocated are over \$700,000 to approximately 40 Valley-wide agencies serving Tempe clients. For a detailed list of agencies which are funded through this process please refer to our website at: www.tempecommunitycouncil.org/nonprofit-partners/.

HELP US SUPPORT OUR MISSION

TCC is seeking volunteers interested in participating in this review process. Agency Review is a rewarding and valuable experience which provides a unique perspective on the needs of our community. The average time commitment includes three to four days between February and March, in addition to individual proposal reading time.

APPLICANT AGENCY REQUIREMENTS

Eligible human service organizations must have 501(c)(3) status and deliver human services (TCC defines "human services" as programs/services for clients who are economically disadvantaged or become economically challenged through unexpected life circumstances) to clients and residents in Tempe.

CONTACT

If you are interested in participating as a volunteer in this grant process, please contact cindy_kominska@tempe.gov, 480.858.2310 or visit our website at: www.tempecommunitycouncil.org.

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IMPORTANT DATES FOR 2017



VOLUNTEER TRAINING DATES

NEW Volunteers

Wed Feb 2	9:00-10:00 AM	Hatton Hall, 34 E. 7th Street, Tempe
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RETURNING Volunteers

Wed Feb 2	4:00-5:00 PM	Hatton Hall, 34 E. 7th Street, Tempe
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VOLUNTEERS RECEIVE PROPOSALS TO REVIEW, SCORE & SUBMIT QUESTIONS

Online System Opens

Thurs Feb 3	Noon	E-CImpact
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Due Via Online System

Mon, Feb 20	BEFORE Noon	E-CImpact
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AGENCY INTERVIEW DATES

Specific days and times TBD in February
(Volunteers complete at least one half-day)

Wed, Mar 1-3 & Mon, Mar 13-17	8:00am-Noon or 12:15 pm-4:00PM	Hatton Hall, 34 E. 7th Street, Tempe Hatton Hall, 34 E. 7th Street, Tempe
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FINAL REVIEW & RECOMMENDATIONS MEETING

Fri, Mar 24	9:00 to Consensus	Hatton Hall, 34 E. 7th Street, Tempe
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AR VOLUNTEER RECOMMENDATIONS TO TCC BOARD

Wed, Apr 5	7:30 AM	Hatton Hall, 34 E. 7th Street, Tempe
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RECOMMENDATIONS TO TEMPE CITY COUNCIL

(date is tentative)

Thu, Apr 27	4:00 PM	City Council Chambers
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FY 2017/18 Agency Review Process

VOLUNTEER TIMELINE



DATE	TIME	TASK
Mon, December 12, 2016		COT Human Services Funding Application Open in e-Cimpact
Thu, January 19, 2017	By Noon	COT Human Service Funding Applications Due in e-Cimpact
Tue, January 24, 2017	9:00 AM	Agency Review governing body (TCC Agency Review Enhancement Committee) reviews all agency applications.
Thu, February 2, 2017	9:00-10:00 AM - NEW Volunteers 4:00-5:00 PM - RETURNING Volunteers	Volunteer Training & Orientation Hatton Hall, 34 E. 7th Street, Tempe Trainings will prepare volunteers for the online application system. Training on “How to Read a Form 990.” Applications (proposals) will be assigned to volunteers the next day.
Fri, February 3, 2017		Proposals distributed to Volunteers. Volunteers will be assigned proposals to review and submit their suggested questions for the agency interviews.
Mon, February 13, 2017	(by appointment only)	Last Day for Volunteer Training & Orientation “Make-Ups”
Mon, February 20, 2017	<u>BEFORE NOON</u>	Volunteer Interview questions and scoring due in e-Cimpact by Noon
Wed, March 1-3, 2017 AND Mon, March 13-17, 2017 (exact dates to be determined)	TBD	Agency Interviews. Held in Hatton Hall, 34 E. 7 th Street. Determine significant questions and answers. Each Committee member will serve a minimum of one half-day to interview agencies during this week.
Fri, March 24	9:00 AM until Consensus	Final Review & Recommendations Meeting. Hatton Hall, 34 E. 7 th Street, Tempe Agency Review Committee meets and determines final recommendations by reviewing composite evaluations. Lunch provided at 11:30 am
Wed, April 5	7:30 AM	Review and accept recommendations at TCC Board Meeting
Week of April 17 (tentative)		City of Tempe Budget Review begins. City Departments make individual presentations to Council.
Thu, April 27 (tentative)		Second Public Hearing / AR Recommendations presented to City Council
Thu, June 29 (tentative)		City of Tempe Final Budget Approval
Mon, July 3, 2017		Agencies are officially notified of City allocations
May-June (exact dates to be determined)		Annual Agency Site Visits Each year 5-10 agencies are visited by AR volunteers (optional).

FOR MORE INFORMATION

www.tempecommunitycouncil.org
tccinformation@tempe.gov
480.858.2300

34 East 7th Street
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Community
—caring for and about one another.



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Council



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