

Capacity Building Grant Initiative



What is the capacity building initiative?

The Capacity Building Initiative will bring together a cohort of common cause organizations who will be invited to take their organization's volunteer engagement to the next level and to work together to create collective impact in their service area.

The initiative will support a group of five (5) organizational cohorts over the course of 7 months to build a higher level of volunteer engagement and organizational capacity within their own organizations. They will work with a consultant from the Indiana Youth Institute to complete a volunteer program assessment diagnostic, nine (9) hours of training and workshopping, as well as coaching to work their plan to success.

They will be invited to build collaborations with their cohort members to maximize their collective impact through volunteer engagement. Funding will be provided for a volunteer recognition event and/or participation in National Family Volunteer Day (\$500/organization).

What is the cost? What are the financial benefits?

Due to grant funding from the Corporation for National and Community Service and Serve Indiana, the Bloomington Volunteer Network is offering the full program at no cost to selected organizations (a value of \$4000-5,000). The grant will also pay for certain volunteer program supplies and training materials, volunteer recruitment marketing materials, as well as volunteer background checks, volunteer event costs (\$500/organization) and also some financial support for low-income volunteers (transportation, child care).

Which organizations are eligible to participate?

- Organizations serving families in the Fairview School enrollment district.
- Organizations whose mission is focused on one or more of the following:
 - Youth services/development
 - Education
 - Food security
 - Parental supports
 - Housing

What outcomes should participating organizations expect?

- An increased number of skills-based and regular volunteers engaged, and an increased number of hours donated.
- A renewed commitment to holding volunteer engagement as a strategic priority that adds value throughout the organization.
- Knowledge and practice with volunteer resource management best practices to make the case to leadership and external stakeholders for investment in staffing and programming.
- An increase in awareness of the need to proactively and thoughtfully immerse and embed volunteers, especially skilled volunteers, at a variety of levels throughout the organization.
- Education and practice in ways to refine organizational infrastructure and resource gaps to create a more viable, more efficient, and more effective volunteer program.
- Increased collaboration among the participating cohort of organizations.
- Development of an organization-wide volunteer recognition event and/or participation in National Family Volunteer Day (Nov. 19, 2016)

What is the timeline? What are the expectations? This initiative runs from June through December of 2016.

Timeline	Activity	No. of staff	Length	Method
June	Orientation session (entire cohort)	2-3 staff/org	2 hrs.	in person
	Organization Assessment Diagnostic	3-10 staff/org	1 hr.	online
June July	Meeting with organization's team to interpret results of Diagnostic	2-3 staff/org	2 hr.	in person
July Aug. Sept.	Coaching with consultant for following purposes: <ul style="list-style-type: none"> • Learn goals for volunteer program • Develop plans to reach those goals • Develop volunteer positions for pro-bono (skills-based) and employee volunteers • Develop volunteer stories consultant • Develop opportunities for reciprocal service 	2-3 staff/org	Up to 10 hrs.	in person
	Participate in staff/volunteer relations training (site-specific)	All staff	1 hr.	in person
	Participate in volunteer management training (entire cohort)	2-3 staff/org.	4 hr.	in person
	Develop and execute marketing campaign, including kickoff event, to recruit pro-bono and employee volunteers (entire cohort)	2-3 staff/org	2-4 hrs.	Online, by phone
	Offer Economic Disparities Awareness Training to volunteers (entire cohort; in person)	3-10 staff/org	2 hr.	In person
Sept.	Participate in workshop focused on collaboration planning for all volunteer programs. Develop collaborative plans for National Family Volunteer Day and volunteer recognition event. (entire cohort; 4 hours; in person)	2-3 staff/org	4 hr.	In person
Oct. Nov. Dec.	Execute elements of collaboration planning and other program assignments	2-3 staff/org	varies	varies
Nov 19	National Family Volunteer Day	2-3 staff/org	3-4 hrs.	In person
Dec.	Follow-up assessment and support for all organizations	2-3 staff/org	varies	Online; by phone
	Project completion.			

Is my organization ready for this capacity building initiative?

To create success for your organization and program, the following should be in place:

1. Staff understand basic best practices of volunteer engagement.
2. Your organization is ready and eager to move to a higher level of volunteer engagement.
3. Your organization can commit the necessary staff time to fully participate.
4. Top management supports participation in this initiative.

Who will need to be involved and what is the time commitment?

- One (1) lead contact for your organization to serve as the project administrator and to manage communication with your organization's team.
- Your Executive Director or Building Principal (if a school) to commit to the project, to complete the organizational assessment and to attend several of the planning meetings.
- Three to ten (3-10) staff members to complete the organizational assessment. Participants should be key influencers, those willing to look at change within the organization to build capacity through volunteer involvement; those who make resource decisions; have a broad view of the organization; have tenure with the organization; and those who know the culture of the organization.
- A team of two to three (2-3) people to attend workshops and training sessions.

Where can I get more information?

- Contact Bet Savich (volunteer@bloomington.in.gov; (812) 349-3472) or Lucy Schaich (schaichl@bloomington.in.gov; (812) 349-3433).
- BloomingtonVolunteerNetwork.org/capacitybuilding

More about the Bloomington Volunteer Network Capacity Building Initiative

The City of Bloomington Volunteer Network received funding through the Corporation for National and Community Service and Serve Indiana to work with a small group of Bloomington nonprofit organizations. The Bloomington Volunteer Network is working with a consultant from the Indiana Youth Institute to execute this initiative.

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