

- **Project Structure and Core Processes**

Attachment A contains the basic Framework for Salina Area United Way Operations. The United Priority Cabinet is the Board committee responsible for Assessment of Community opportunities for improvement and prioritization. The Board Community Engagement Committee is responsible for encouraging and motivating individuals to be involved and participate in ACT for 2020 and Campaign activities.

Attachment B summarizes the principles and values of the Salina Area United Way. The assumption of this process is that as a Leadership Organization and servant of the community United Way will practice **radical civility** defined as consciously motivated organizational behavior in ethical submission of the common good of all in the Salina area.

Attachment C presents the basic paradigm shifts to be achieved through this project.

- **Roles and Responsibilities for Each Team and Leaders**

**Council Chair Leadership Skills and Commitment**

- Belief in the United Way mission and focus for our community's future.
- Actively recruit and encourage inclusive participation across our community.
- Project Leadership skill including training volunteers, managing timelines to achieve goals and presentation of project deliverables.
- Commitment to coordinate and collaborate with all United Priority Cabinet and Council members to achieve goals and results.

**Council Membership Skills and Commitment**

- Belief in the United Way mission and focus for our community's future.
- Embrace an open process that encourages/welcomes/ensures inclusive participation across our community.
- Active interest or expertise in the specific focus area
- Ability to actively listen and communicate within a group
- Willingness to approach community data and issues with an open mind
- Willingness to engage in frank and candid discussions
- Willingness to work towards group consensus
- Maintain confidentiality when appropriate.
- Commit to eight to ten meetings during 2010.
- Be prepared for meetings, having reviewed all materials distributed in advance.
- Assess and analyze thoughtfully all data and information brought before the council for evaluation.

Within each Council there is a matrix structure that is summarized in Table 2 below.

- Road Map of Actions Steps and Tracking Progress

Table 1. Strategic Milestones for Integration and Coordination provides a summary of how actions will be reported and project status will be monitored by the UPC and the Board.

- Budget for Activities and how resource decisions will be made.

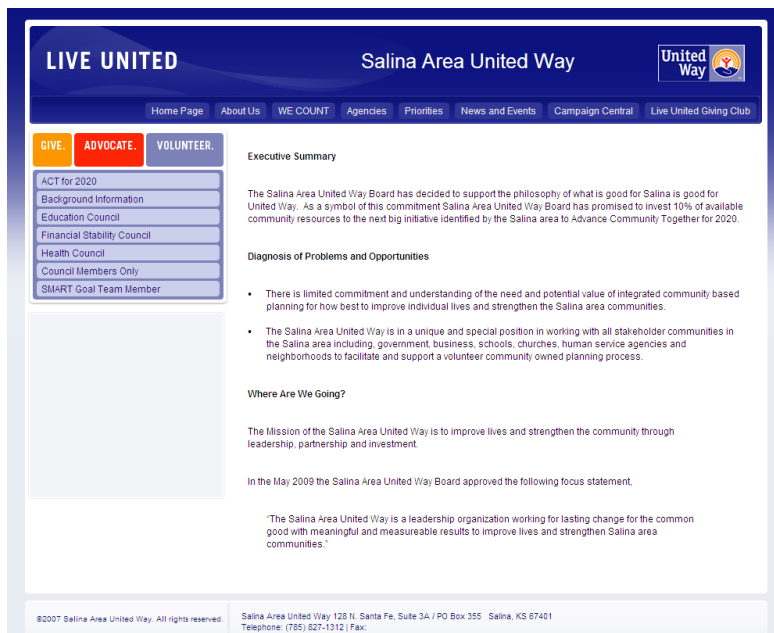
Table 3 contains a basic proposed budget. It is assumed that additional fundraising will be needed to support all the expenses of this project. Underwriting and grant requests are being considered as an option.

Resource decisions will be made by the Executive Director of the Salina Area United Way. Requests are to be put in writing at least a month before they are needed for negotiation of a final approval of the request and timing of payment. All Salina Area United Way policies and procedures must be followed.

- Project Communication

The Salina Area United Way Web site will be the hub for all project communications.

<http://www.unitedwaysalina.org/Priorities.php>



United Priority Cabinet meetings will be held the first Thursday of each month. Council meetings will be held following each meeting for communication and evaluation of council assignments and deliverables. In person communication with all other council members present is the preferred method of communication for advancing community together. United Way staff will coordinate contact lists and communication will be coordinated with the Cabinet and Council Chairs.

- System for questions, communication and feedback

E-mail and electronic surveys (Survey Monkey) will be the primary method for feedback and evaluation.

All questions should be directed to council co-chairs for initial feedback and consideration. Co-chairs may respond or forward the question or concern to a United Way staff member. If volunteers do not feel comfortable talking with the council chair they may talk with the Chair of the United Priority Cabinet.

- Communicating to Inform Community of Developments

| Milestone                 | Communication                                 | Audience: Communication Method  | People Responsible          |
|---------------------------|---|---|-----------------------------|
| May 19, 2010              | Press release for Agency Showcase Open Houses | Media: Press Release, E-mail, Web site  | SAUW Staff                  |
| June 2010                 | Agency Showcase Open Houses                   | Community: Tours, conversations and surveys   | SAUW Staff and Agencies     |
| July 21, 2010             | ACT for Kids Focus Forum                      | Media & Community: Presentations, conversations and surveys                                 | All Councils                |
| August                    | ACT for Financial Stability Focus Forum       | Media & Community: Presentations, conversations and surveys                                 | Financial Stability Council |
| August                    | ACT for Health Focus Forum                    | Media & Community: Presentations, conversations and surveys                                 | Health Council              |
| September 16 & 17         | Bridges Out of Poverty Training               | Leaders: Lecture and Conversations  | All Councils                |
| September 9, 2010         | Campaign Kickoff                              | Leaders and Community: Coordinator Training and Blitz Day for Materials                     | Campaign Cabinet            |
| September 23, 2010        | ACT for 2020 Focus Forum                      | Media & Community: Presentations, conversations and surveys                                 | All Councils                |
| November 18               | ACT for 2020 Focus Forum                      | Media & Community: Presentations, conversations to finalize opportunities for more research | All Councils                |
| January and February 2011 | ACT for 2020 Focus Forums                     | Media & Community: Presentations, conversations and surveys about opportunities             | All Councils                |
| April 1, 2011             | ACT for 2020 Focus Forum                      | Media & Community: Announce Final Priorities and strategies for 2012 to 2014                | All Councils                |