



THE ANNIE E. CASEY FOUNDATION

Aug. 1, 2017

Dear NPU-V neighbor,

We invite you and others you may know across the NPU-V neighborhoods to apply to become a 2017 Advisory Board member for the Annie E. Casey Foundation's Community Investment Fund. The Casey Foundation's Atlanta Civic Site team partners with community members to support resident-led projects in NPU-V that focus on our priority areas: education achievement, neighborhood transformation, and family economic success.

The Role of Community Investment Fund Advisory Board Members

The board will review, select and manage funding for community projects, with support from Atlanta Civic Site staff. **Please note that board members and groups they lead are not eligible to apply for Community Investment Fund grants; therefore, if you are a member of the board, senior staff or otherwise leading an organization or a project that would like to apply for a grant, you should not apply to be an Advisory Board member.** We will share information about the 2017 Community Investment Fund application process in early next year.

Additional guidelines to consider before applying to the Advisory Board:

- The board will consist of no more than 13 members. We seek representation from all NPU-V neighborhoods.
- To prevent conflicts of interest, we will ask selected members to disclose their affiliations with groups that are active in NPU-V.
- We are committed to assembling a board that represents the diversity of the community and encourage individuals who are new to community leadership work to apply. We especially seek to include parents, youth and young adults.
- We will give preference to applicants who reside in NPU-V but also encourage individuals who own businesses or work in the community to apply.
- Board members will receive the training necessary to carry out their responsibilities. No prior experience is required.
- Board membership will require an average time commitment of five to 10 hours per month. This includes a required orientation, monthly meetings and workshops, scoring grant applications and site visits with grantees.

- Board members must serve for at least one year, starting in January 2017. Terms are renewable annually, and members may serve for up to four years.

The ideal applicant is detail- and deadline-oriented, has a strong commitment to NPU-V and an interest in developing his or her leadership capacity.

A selection committee will interview semifinalists during the **week of Nov. 7**. We will notify new board members of their selection by **Nov. 28**.

Applications are due by 5 p.m. Monday, Oct. 31, 2016. If you are interested in nominating someone for board membership, please provide his or her name and contact information to Kristina Sales (ksales@aecf.org or 678.686.0159), or pass along the application and encourage that person to apply.

We want to recognize and express appreciation to the 2016 Advisory Board members for their commitment and service: Philip Wu, Mary Gay, LaKeta Whittaker, Sabrina Mobley, June Shepherd, Evelyn Clemons, Richard Harris, Tamara Mason, Amber Bell and Charte Bailey. Thank you!

We look forward to working with you and greatly appreciate your interest in developing a strong resident team to lead the Community Investment Fund.

Respectfully,

Richard Harris
2016 Advisory Board Co-Chair

Amber Bell
2016 Advisory Board Co-Chair

Kristina Sales
The Annie E. Casey Foundation



Title:	Full name:		
Phone:		Email:	
Address:			
City		Zip Code:	
Neighborhood of residence:			
If you are not a resident of NPU-V, do you own a business or work in NPU-V? If so, in which neighborhood?			
How long have you been involved in NPU-V? Please describe your involvement in the community.			

The following information will help ensure that the board adequately reflects the diversity of the NPU-V communities. You are not required to answer, but your response will help us ensure an inclusive board.

Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male	Age: <input type="checkbox"/> 16–18 <input type="checkbox"/> 19–24 <input type="checkbox"/> 25–34 <input type="checkbox"/> 35–54 <input type="checkbox"/> 55+
Race/ethnicity:	
Do you have school-aged children? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, do your children attend school in NPU-V? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, are you involved in any parent groups? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please name the group(s): _____	

Please describe your interest in serving on the Community Investment Fund Advisory Board.

What skills will you bring to the board? What skills would you like to develop?
 (Check all that apply.)

Skill(s)	Very Experienced	Some Experience	Need Training
Advocacy and Organizing			
Board and Organizational Development			
Communication (Oral)			
Communication (Written)			
Community Outreach			
Computer and Social Media Experience			
Conflict Management			
Facilitation			
Financial Management			
Fundraising			
Grant Management			
Program Planning and Evaluation			
Other (please specify):			

For the items you checked as “very experienced” or “some experience,” please provide details.

Describe a challenge you foresee in the Community Investment Fund process and how you would address it.

The Advisory Board is a **volunteer working board**, which means you will be expected to attend at least 80 percent of all meetings, trainings, activities and other board-related events. As a volunteer, you will not be compensated for your participation. However, you will be provided with training and leadership development, networking opportunities, and an opportunity to positively impact your community.

Please discuss your ability to commit to the board and specify any days or times when you are unavailable.

Provide contact information for one personal and one professional reference:

Reference Name	Phone	Email Address	Relationship

You may also submit a résumé or additional information that you feel is important to note when considering your application. Please limit your attachments to no more than two pages.

Acknowledgment

To the best of my knowledge, the information provided in this application is accurate and complete.

Signature:

Date:

Guardian Signature (if younger than 18):

Date:

Submitting Your Application

Send all applications to Kristina Sales at ksales@aecf.org or the following address:

**The Annie E. Casey Foundation
Atlanta Civic Site
477 Windsor Street, SW, Suite 304
Atlanta, Georgia 30312**

ATTENTION: CIF Board Application

Questions? Call the Casey Foundation's Atlanta Civic Site office at 678.686.0159.

Thank you for your interest!