

## **Agency Background/Overview**

(27 total copies of this section needed - 7 copies placed in Fund Distribution Committee packets and 20 stapled copies for CIP interviewers. These may be two-sided copies.)

Please provide a one-three page summary of your agency as a whole, including background and overview information in terms of populations you serve, services you provide, number of staff you employ, etc. This will be utilized as a pre-reading exercise for Community Impact volunteers who will participate in your interview. This will save time in the interview process and enable us to focus more time on the program level details. You may attach additional pertinent information.

We recommend your summary include:

- A brief history
- Your organization's mission/vision, etc.
- Description of population(s) you serve
- Services you provide
- A staff/volunteer summary (number of employees/summary of volunteer usage/hours)
- Challenges your organization is facing and the potential impact of those challenges
- Opportunities for your agency as a whole, and as they relate to challenges, if applicable
- Special recognition received/accreditation, etc. (not meant to be stories from individuals and consumers)