

Fund Development Committee

Chair: Board Member with Fundraising Experience

Members: Other Board Members or Volunteers with appropriate expertise

Staff Liaisons: Development Director, Executive Director/CEO

Frequency of meetings: Monthly

- Assists the development staff in identifying, cultivating, and soliciting gifts from individuals as well as sponsorships and donations from corporations and businesses.
- Works with staff to develop, implement, manage, and evaluate the annual fund development plan.
- Encourages full Board participation in development activities (as Board members state in their annual letter of commitment).
- Assists Executive Director/CEO and development staff in managing relationships with donors.
- Ensures the staff keeps appropriate data to measure success and fulfill the development plan.
- Tracks progress toward the organization's contributed income goals and reports to the Board at least bi-monthly.
- Ensure access to appropriate development tools for committee members and the Board.
- Works with the staff to plan and execute fundraising events:
 - With staff, helps develop, implement, manage, and evaluate annual events.
 - Encourages full Board participation in events.
 - Aims for at least a 60% ROI from each event.
 - Ensures that the staff is collecting appropriate data to measure progress toward event's success through monthly reports from development staff.
 - Tracks and reports progress toward event goals to the Board on at least bi-monthly.

Resource Development Committee

Chair: Board Member with Fundraising Experience

Members: Other Board Members or Volunteers with appropriate expertise

Staff Liaisons: Development Director, Executive Director/CEO

Frequency of meetings: Monthly

Committee Description:

The Resource Development Committee is a vital component of our nonprofit organization, dedicated to driving sustainable growth and securing essential resources to support our mission. Committed to excellence, innovation, and strategic thinking, this committee plays a pivotal role in ensuring the long-term financial stability and success of our organization.

Purpose: The Resource Development Committee works collaboratively to identify, cultivate, and maximize diverse funding streams, strategic partnerships, and in-kind contributions. By leveraging the power of fundraising, grant writing, donor stewardship, and community engagement, the committee plays a crucial role in expanding our organization's capacity and impact.

Key Responsibilities:

1. **Fundraising Strategy:** The committee designs, implements, and monitors a comprehensive fundraising strategy aligned with the organization's mission and goals. This includes creating and executing fundraising campaigns, special events, corporate sponsorships, and individual giving initiatives.
2. **Grant Writing and Management:** The committee researches and identifies grant opportunities, develops compelling proposals, and ensures accurate reporting and compliance with grant requirements. They maintain effective relationships with funders and foundations, seeking ways to enhance collaboration and secure sustainable funding.
3. **Donor Cultivation and Stewardship:** The committee establishes and nurtures relationships with individual and institutional donors, implementing strategies to engage, acknowledge, and recognize their contributions. They work closely with the organization's leadership to develop personalized stewardship plans and facilitate donor retention and upgrades.
4. **Partnerships and Sponsorships:** The committee identifies, cultivates, and fosters strategic partnerships and sponsorships with businesses, community organizations, and other nonprofits. They explore mutually beneficial collaborations, cause-related marketing opportunities, and creative ways to expand the organization's reach and impact.
5. **Resource Tracking and Reporting:** The committee maintains accurate records of fundraising activities, donor communications, and financial contributions. They generate regular reports, analyze fundraising data, and provide recommendations to enhance fundraising effectiveness and identify areas for improvement.
6. **Committee Collaboration:** The Resource Development Committee collaborates closely with other committees and departments within the organization, such as the Marketing and Communications Committee, Program Development Committee, and Finance Committee. They provide support and guidance to ensure integration and alignment of resource development efforts across the organization.

Committee Composition:

The Resource Development Committee consists of passionate and dedicated volunteers with expertise in fundraising, grant writing, donor cultivation, corporate partnerships, and nonprofit management. The committee comprises individuals who possess a strong understanding of the organization's mission, a strategic mindset, excellent communication skills, and a demonstrated ability to build and maintain relationships.

Community Engagement Committee

Chair: Board Member with Fundraising Experience

Members: Other Board Members or Volunteers with appropriate expertise

Staff Liaisons: Development Director, Executive Director/CEO

Frequency of meetings: Monthly

The Nonprofit Board Community Engagement Committee is a vital component of the organization's governance structure, dedicated to fostering meaningful connections between the nonprofit and the community it serves. This committee comprises passionate and committed board members who recognize the importance of engaging diverse stakeholders, forging partnerships, and amplifying the organization's impact.

The primary objective of the Community Engagement Committee is to strengthen the nonprofit's ties with the local community and cultivate a sense of ownership and pride among its members. Through a proactive and strategic approach, the committee strives to create opportunities for collaboration, dialogue, and active participation, ensuring that the organization's mission remains relevant and responsive to the community's evolving needs.

The committee's responsibilities encompass a broad range of activities, including:

1. **Stakeholder Mapping and Outreach:** The committee identifies and engages key stakeholders, such as community leaders, organizations, businesses, and individuals who have a vested interest in the nonprofit's work. By establishing and nurturing relationships, they build a network of supporters who can contribute their expertise, resources, and influence to further the organization's goals.
2. **Community Needs Assessment:** Recognizing that community needs can evolve over time, the committee conducts regular assessments to understand the changing landscape and identify emerging challenges. They collaborate with other committees and staff to ensure the nonprofit's programs and services are aligned with the community's priorities.
3. **Public Relations and Communications:** The committee takes an active role in promoting the organization's activities, achievements, and impact. They develop strategies to effectively communicate the nonprofit's mission, values, and successes through various channels, including social media, press releases, community events, and public speaking engagements.
4. **Volunteer Engagement:** Recognizing the power of volunteers in driving the nonprofit's mission, the committee works closely with the volunteer management team to recruit, train, and retain a diverse pool of volunteers. They create meaningful opportunities for community members to contribute their time, skills, and talents, fostering a sense of ownership and engagement within the organization.
5. **Collaborations and Partnerships:** The committee seeks out opportunities for strategic partnerships with other nonprofits, businesses, government agencies, and community groups. By leveraging shared resources, expertise, and networks, they enhance the nonprofit's capacity to address complex social issues and achieve greater impact.
6. **Diversity, Equity, and Inclusion:** The committee promotes diversity, equity, and inclusion within the organization and the community it serves. They actively seek ways to ensure that underrepresented voices are heard, and that the organization's programs and services are accessible and equitable for all.

Overall, the Nonprofit Board Community Engagement Committee plays a crucial role in building bridges between the nonprofit and the community. By fostering meaningful relationships, promoting dialogue, and cultivating a sense of shared purpose, the committee strengthens the organization's impact and creates a more inclusive and vibrant community.