

SVU Foundation

Fundraising Committee

Composition

- Committee Chair should be a Board member; a Co-Chair may be selected by the Committee Chair for approval by the President
- Total of 6 members to be selected by the Chair
 - Potential Board members and/or key volunteers
 - At-Large members who have interest in or experience in non-profit fundraising

Purpose

The fundraising committee oversees and directs fundraising activity and leads the Board's fundraising efforts.

Authority

Make recommendations on fundraising efforts to Board of Directors; Implements fundraising efforts.

Charge:

The Fundraising Committee works with staff to establish a fundraising plan which may include annual events, end-of-the-year requests, and other activities. The committee ensures the proper acknowledgement of donors and keeps donor solicitation expenses in line with profits.

- Review all previous year fundraising activity including Annual Appeal and make recommendations for improvements for new fiscal year.
- Work with staff to create/update the annual fundraising plan.
- Determine Board fundraising expectations and goals; provide guidance for Board members on meeting fundraising goals; track progress toward fundraising goals both for individual Board members and for the Board as a whole.
- Develop an annual calendar for the committee's activities, including critical dates, milestones and required board actions
- Hold staff and Board accountable for implementing the strategies of the fund development plan within stated timeframes; measure progress toward goals monthly; troubleshoot with staff as necessary.

- Analyze relationships with current and prospective major donors/funders and corporate sponsors, and develop individualized strategies to cultivate or strengthen those relationships.
- Work with staff and outside consultants as required to plan and execute fundraising and friend-raising events.
- Participate in annual special events and other fundraising activities.
- Along with Executive Director, meet with current and prospective major donors and funders (foundations and corporations).
- Tap respective networks for potential donors of money, time and in-kind support.
- Copy staff on all donor email contacts (and alert staff about phone contacts) to ensure database/CRM is updated; request relevant reports from staff to inform decisions.

Expectations

- Attend and participate in regular Fundraising Committee meetings
- Contribute financially to the SVU Foundation at a level meaningful to the individual
- Come prepared to participate and engage

Accountability

- Committee provides status reports to the SVU Foundation Board of Directors during Board meetings.
- Staff Liaison: Carol Dingeldey

Meeting Frequency

- Meet at least bi-monthly and as needed.

Approved May 4, 2022