

Fund Development Committee

Charge

In order to further the goals and objectives of the Corporation's Strategic Plan, as adopted and amended from time to time, the Fund Development Committee (FDC) is charged by the Board of Directors, and works with the Director of Development (DOD) to determine, plan, and fulfill fundraising goals for the SIC. The DOD staffs the committee and reports to the Board of Directors on its activities and recommendations

Responsibilities

The Board of Directors, in consultation with the FDC, Finance Committee, DOD and CEO approves annual and long-term fundraising goals. The FDC provides counsel and a sounding board for the DOD to develop and implement fundraising plans to meet financial goals.

Elements of the work of the FDC include:

- Serves as an ambassador for Star Island to raise sights of the Star Island community regarding needs and priorities for financial viability.
- Brainstorms and vets fundraising protocols and initiatives as part of the Board's strategic and long-range planning and budgeting processes;
- Establishes and oversees any sub-committees formed by the FDC, providing FDC representation to such committees, as appropriate;
- Assists DOD in formulating and implementing annual fund plans, including identification, selection and mentoring of conference representatives to the Annual Fund. Reviews plans set forth by DOD and conference representatives/leadership.
- Assists DOD in engagement and cultivation of members of the Star Island community regarding contributing time and resources to the SIC;
- Actively participates in fundraising events and activities on and off island to build awareness and garner support for the Island;
- In collaboration with DOD and other SIC committees, works to establish and maintain best practices regarding recognition and stewardship of the Star Island community and their contributions;
- In partnership with other SIC committees, in particular, Outreach and Engagement, work to raise the sights of all constituents regarding the importance of building awareness and engagement of Star Island in order to increase conference attendance and financial support;
- Provide counsel to the DOD and CEO regarding branding and messaging as it pertains to attracting and securing financial support from all constituencies (i.e., individuals, foundations, governmental agencies, and businesses);
- Partners with DOD and CEO in the identification and evaluation of new resources and activities;
- Performs an annual evaluation of the FDC's objectives and goals, assessing success and areas for improvement.

Composition of the FDC

A chair, selected by the Board, based on the recommendations of the Committee on Appointments and the DOD and CEO; a liaison to the Board (a member of the SIC Board who also serves on the FDC); representatives that provide appropriate representation of the Shoaler community.

Ad hoc members may include a member of the Permanent Trust, or members of other committees, as necessary, especially when the FDC's work may have an impact on work beyond its own scope of responsibilities.

Members of the FDC will bring knowledge and/or experience in the areas of areas of non-profit fundraising or advancement. Members may have direct experience as volunteers or staff members.

Experience in any and all of the following areas preferred: Annual, major and planned giving, campaign planning and execution, foundation and governmental relations, event planning, corporate sponsorships, stewardship and recognition, and marketing.

Members shall have three-year terms that may be renewable for one additional three-year term.

Operating Principles and Reporting:

- Through the DOD, CEO and/or board liaison, the FDC's activities are reported to the board monthly;
- The FDC meets a minimum of 6 times per year, usually by conference call. These meetings are convened by the DOD and the Chair, FDC.
- The FDC provides an annual evaluation of its organization and responsibilities, its achievements and challenges, in accordance with the SIC strategic plan.
- The FDC sets annual goals in accordance with the SIC Strategic Plan.
- The FDC prepares and submits an annual written assessment to the SIC Board for the annual meeting of the Corporation.