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Fund Development Committee Charge

Purpose

The Fund Development Committee assumes primary responsibility for assisting the Board of Directors (Board) to achieve its due diligence of assuring Girl Scouts Heart of New Jersey's (GSHNJ) fiscal health by charting the course for philanthropy-focused revenue generation. The Board of Directors, in consultation with the Fund Development Committee, Finance Committee, CEO and Fund Development staff, will determine the annual fundraising goal. The Fund Development Committee, in partnership with the CEO and fund development staff shall:

- Provide leadership to all fund development activities
- Review, update and monitor the fund development plan
- Oversee the identification, research and segmentation (corporation, individual, family, organization, foundation, and government etc.) of donors
- In conjunction with the Board of Directors, will cultivate, solicit and steward donors

Composition:

1. The Fund Development Committee shall be appointed in accordance with the bylaws.
2. The Fund Development Committee shall consist of at least two board members and at least three members who are not board members.
3. The Board Chair/President and CEO are ex officio members of the Fund Development Committee.
4. The Fund Development Committee should include members with experience and/or enthusiasm for fund development.

Responsibilities:

1. Ensure there is a compelling case for support of Girl Scouts Heart of New Jersey (GSHNJ) in place and that this case for support is shared with all those who have contact with potential donors to GSHNJ. Support CEO in effort to nurture a culture of philanthropy throughout the organization.
2. Develop long and short-range fund development plans and strategies in support of the strategic direction and needs of the council. Ensure donor segmentation plan is in place that will retain and grow the donor base. Identify donor trends in the organization and understand the implications.
3. Evaluate fund development results and that funds are raised efficiently. Report to full Board on plan progress.
4. Engage Board of Directors in strategic dialogue and decision-making on fund development and encourage board participation in fund development activities. Work with the Board to identify, solicit, cultivate, and steward donors.

5. In partnership with Board Chair, lead solicitation of board to ensure 100 percent participation in annual giving. Encourage Board participation in fundraising activities.
6. Monitor all fundraising activities to ensure ethical practices are in place, that donors of time and money are acknowledged appropriately and that fund development activities are cost effective.
7. With Board Development Committee, identify and recruit leadership and volunteers for fund development including members for special development activities.
8. As needed, educate full Board on best practices in fund development.
9. Perform an annual self-assessment of committee's work.