

Board of Trustees

Committee: Development Committee

Primary Purpose of Committee:

The Development Committee and its members has a basic responsibility for coordinating, overseeing and advertising on the organization's fundraising activities including River Valley Views and all scheduled special fundraising events.

Committee Accountability and Members:

The Development Committee is a standing committee of at least three volunteers and is accountable to the Board of Trustees. The chair of the committee is appointed by and serves on the Board of Trustees of the River Valley Charter School.

Primary Responsibilities of Committee:

Development Planning	Advise the Development Office and School Director in the preparation of and oversight of the annual strategic development plan, including a comprehensive strategic fundraising goal, priorities and strategies.
Prospect Review	Work with the Development Office and the Director to identify, cultivate and solicit individual, corporate and foundation funding prospects.
Fundraising Materials	Work with the Development Office and the Director to develop fundraising materials including the case for philanthropic support and the annual giving message.
Annual Fund	Oversee major donor, direct mail and related fundraising efforts including working with the Director in outreach and initiating community connections do generate prospective donors.
Special Events	Take primary responsibility for planning and implementing all fundraising events; securing sponsorships, donations of goods/services, recruiting volunteers and attendees, and reaching targeted fundraising goals of the special events program.
Evaluation of Fundraising Strategies	Review all efforts against expected performance and evaluate and modify strategies based on ROI.
Volunteer Recruitment	Recruit key volunteer leadership and solicitors for the organization's fundraising efforts and to serve on the

	committee and its sub-committees.
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