

**Development Committee Charter**

**Purpose**:

1. The Development committee sets the vision for and manages the overall marketing and fundraising strategy of NAME OF ORGANIZATION.

2. The Development Committee is delegated the authority to act for the Board in fulfilling the Board’s fiduciary duties by engaging in the activities identified in this Charter and by engaging in other activities assigned to the Committee within the limits established in this Charter and the Bylaws.

**Membership.**

Membership on the Development Committee shall consist of not less than two Directors. All members shall be free from any relationship that, in the judgment of the Board, would interfere with the member’s independent exercise of judgment as a committee member.

**Ex Officio Member.**

The Executive Director shall be an ex officio member without vote, invited to attend meetings of the Executive Committee, unless requested not to attend by the person acting as Chair**.**

**Meetings and Procedures**

1. The Committee shall hold meetings at the call of the Committee chair, Executive Director, or any two members.

2. The Committee shall maintain minutes of its meetings and provide them to the full Board at regularly scheduled meetings.

**Powers.**

The duties and responsibilities of the Finance and Audit Committee shall include, at a minimum, the following:

1. Work with Executive Director to define the short‐ term and long‐term funding needs.
2. Contribute to and review the fundraising plan to ensure progress toward annual and long‐range funding goals.
3. Set priorities for fundraising efforts; evaluate plans and strategies; and present outcomes to Board of Directors, as appropriate.
4. Work with Executive Director to identify and solicit funds from external sources of support including, but not limited to: foundations, corporations, community organizations, and individuals.
5. Support the organization through the planning and implementation of fundraising events and campaigns.
6. Encourage participation by the full Board in fundraising efforts.
7. Identify and recruit community leaders to serve with Board members on the Development Committee.
8. Engage in advocacy and networking. Committee Member Expectations
9. Attend and participate in regular Development Committee meetings.
10. Prepare adequately for meetings in order to make informed decisions.
11. Making an annual financial gift.

**Report to Board.** Any action taken by the Development Committee between meetings of the Board shall be reported to the Board at the next meeting.