

## **Development Committee Charter**

The role of the Development Committee is to oversee the organization's overall development plan and fundraising to include: organizing, monitoring, and evaluating efforts by the Board to develop philanthropic revenue that ensures the organization's financial ability to carry out its mission.

### **Purpose**

This charter ("Charter") governs the operations of the Development Committee ("Committee") of the Board of Directors ("Board") of Children's Trust of South Carolina. The Committee supports the mission, goals and programs of Children's Trust through the development of an effective development plan, including the fundraising done by the board, to include: organizing, monitoring, and evaluating efforts by the Board to develop philanthropic revenue that ensures the organization's financial ability to carry out its mission.

### **Organization**

The Committee shall be comprised of a Chair, at least one other Children's Trust Board member, and at least three additional community members. Community members should have a strong background in one of the following: fundraising, business, sales, communications and/or marketing fields and group represent the many diverse elements of the broader community. At least one Children's Trust staff member will attend meetings and provide support to carry out the work and goals of the committee.

Qualified Committee members will:

- Proactively develop relationships with potential sources of financial support;
- Provide opportunities for these prospects to contribute to Children's Trust that will accomplish their personal objectives and aspirations;
- Make Children's Trust a personal charitable priority.

### **Committee Member Duties and Responsibilities**

1. Establish a fundraising plan, goals and action plans, in concert with staff, to support the organization's short and long-range goals and objectives.
2. Ensuring that the case for support is strong, current, and based on the organization's mission and goals; and distinguishes the organization from others in the field
3. Work with appropriate staff in their efforts to raise money.
4. Recommend fundraising goals to the Board for approval.
5. Take the lead in fundraising outreach efforts. (i.e. chairing a special event sub-committee; golf tournaments, hosting fundraising events)
6. Monitor and regularly report progress of development initiatives to board and donors.
7. Assure that all members of the Board have the training, tools, and support to effectively participate in fundraising activities.

8. Assist in identifying and cultivating prospects, determining whether a potential donor's interests and values match those of opportunities at Children's Trust, and if so, asking them to contribute financially to accomplish mutual objectives by assisting with development efforts.
9. Help to evaluate potential prospects for increased contributions
10. Recommend policy to the Board on all matters relating to the fundraising program, including:
  - o Donor confidentiality, gift acceptance, donor recognition, planned giving, etc.
  - o Provide input to the Board Nominating Committee to ensure the recruitment of Board members able and willing to secure financial and other resources for the organization.

### **Meetings**

The Committee will normally meet at least six times per year and more often if determined necessary based upon the scope of work. Meetings are called by the Chair of the Committee. Upon the request of the Board, the Committee shall submit the minutes of all meetings of the Committee to, or discuss the matters discussed at each Committee meeting with the board.