

# Land of Sky P20 Council

*Executive Committee Meeting:*

*July 8, 2024 11AM*

*Virtual via ZOOM (Details below & outlook invitation)*

Agenda:



- Discussion of August 16th full council meeting agenda (11:30-1:30):
  - 66% of council member respondents (18 total) preferred a virtual format
  - Agenda could include -
    - Organizational Consultant discussion with Creative Fundraising (See below on their scope of work)
      - What do we need the council members to provide input on based on below?
        - Resources: Mentimeter (<https://www.mentimeter.com/features/live-polling>) or Slido (<https://www.slido.com/>) during meetings and collaboration tools like Miro (<https://miro.com/online-sticky-notes/>) or Mural (<https://www.mural.co/use-case/sticky-notes>)
      - AT Updates & How Council Members Need to Assist with Fall Event Planning
- Attendance
  - Transitioning Members & Members to remove

## Join Zoom Meeting

<https://us06web.zoom.us/j/82573663699?pwd=2lthZxFCfSMDI9qQbddAwfUpzV78EZ.1>

Meeting ID: 825 7366 3699

Passcode: 607334

### 1. **Scope of Work**

Under this Agreement, CFA will provide the following services (the “Services”):

- **Landscape Review:** Research collaborative structures and their funding frameworks, focusing on replicable components. This will include benchmarking fundraising revenue and best practices from similar organizations in North Carolina and the United States.
- **Stakeholder Analysis:** Collect stakeholder input on CLIENT’s value proposition through interviews with CLIENT staff, CLIENT Members, external partners, and prospective donors. CFA will work with CLIENT staff to confirm individuals to be interviewed.
- **SWOT Analysis:** Provide an evaluation of CLIENT’s existing infrastructure, outlining strengths, gaps, and opportunities. This will cover the governance system, funding framework, council and staff capacities, and programmatic efforts.
- **Structure and Funding Strategy:** Develop a strategy to support funding needs and priorities for the next 5-7 years. This will include comparing CLIENT’s current structure with a proposed structure to ensure long-term sustainability.
- **Funding Source Review:** Develop a report of funding sources including alignment with state and federal priorities.
- **Sustainability Plan Case Development:** Develop a compelling case to position a new sustainability plan to stakeholders for support and advocacy.
- **Flexible and Strategic Sustainability Plan:** Develop a comprehensive strategic sustainability plan for CLIENT, outlining a clear, actionable, and adaptable strategy for long-term sustainability, accommodating potential changes in the contributing landscape.

At the conclusion of this process, CLIENT can expect the following deliverables:

- **Draft Sustainability Plan**, the contents of which will include (but are not limited to):
  - Vision
  - Written case for sustainability
  - Summary of stakeholder engagement process to include:
    - Internal CLIENT Members
    - External partners not on the CLIENT Council
    - CLIENT Staff

- Analysis and findings across the scope of work
- Messaging and fundraising audit, including recommendations for how CLIENT can better position the organization for annual and long term fundraising success and tell a compelling, succinct and consistent story of impact
- Staffing structure recommendations
- Final report, including a proposed implementation strategy

## 2. **Timeline**

To execute the Services described in this Agreement, CLIENT will engage CFA from August 1, 2024, continuing through October 31, 2024. The following timeline is an estimate of when various aspects of the Services will be conducted:

### **August**

- Landscape Review
- Stakeholder Analysis
- SWOT Analysis

### **August-September**

- Structure and Funding Strategy
- Funding Source Review

### **September-October**

- Sustainability Plan Case Development
- Flexible and Strategic Sustainability Plan