



## **BOARD RESOLUTION PRESENTED BY THE GOVERNANCE COMMITTEE**

*Presented March 17, 2010*

### **FORMATION OF THE RESOURCE DEVELOPMENT COMMITTEE**

At the November 18, 2009 meeting of the Covering Kids and Families, Inc. (hereinafter "CKF-IN") Executive Committee, a recommendation was made to develop a charge and establish a Resource Development Committee of CKF-IN, to be a free-standing committee of the board.

#### **Resource Development Committee Charge**

The CKF-IN Development Committee is charged with planning and implementing the organization's resource development program and shall be a standing committee of the board. The committee serves as the mechanism by which board members and other volunteers are involved in the resource development process. The scope of the CKF-IN Resource Development Committee shall be two-fold:

- 1) To recommend to the Board and Executive Director an agenda and strategies to secure adequate state and federal dollars to support the CKF-IN mission in Indiana; and
- 2) To recommend a CKF-IN Investment Strategy to secure corporate, foundation, and individual investment dollars to support the CKF-IN mission in Indiana, including local matching funds.

#### **Resource Development Committee Co-Chairs**

The President of the CKF-IN Board shall recruit and appoint co-chairs for the CKF-IN Resource Development Committee. At least one of the co-chairs shall be a member of the CKF-IN Board. The co-chairs of the CKF-IN Resource Development Committee shall recruit members to the committee and shall coordinate activities with the CKF-IN Board and Executive Director. At least one member of the Executive Committee shall sit on the Resource Development Committee.

#### **Resource Development Committee Composition**

The CKF-IN Resource Development Committee shall comprise:

- 1) Representatives of the CKF-IN Board;
- 2) Representatives from regional CKF-IN coalitions;
- 3) Representatives of the community stakeholders external to the CKF-IN Board as recommended by the CKF-IN Board and CKF-IN Development Committee co-chairs to include corporate, foundation, and individual representatives; and
- 4) CKF-IN Staff

#### **Resource Development Committee Member Roles & Responsibilities**

To meet periodically on a schedule developed and implemented by the Resource Development Committee members to discuss potential resource development strategies, advise CKF-IN Staff, and provide linkages to CKF-IN grantors and/or donors on behalf of CKF-IN.

#### **Resource Development Committee Member Characteristics**

Members will be recruited and appointed to the CKF-IN Resource Development Committee to assist CKF-IN in developing resources to further their mission in Indiana who possess one or more of the following characteristics:

- 1) Knowledge and involvement with CKF-IN.
- 2) Contacts and associations with current community leaders;
- 3) Business and economic linkages.
- 4) Social linkages;
- 5) Experience as a resource development volunteer;
- 6) Experience as a resource development professional; or
- 7) History of philanthropic giving.

#### **Resource Development Committee Staff**

The CKF-IN Resource Development Committee shall be staffed by the CKF-IN Executive Director and/or his/her designee. Staff shall:

- 1) Assist in arranging CKF-IN Resource Development Committee meetings;
- 2) Assist in developing budgets and resource development targets;
- 3) Assist in providing relevant CKF-IN materials to support resource development efforts; and
- 4) Attend meetings of the CKF-IN Resource Development Committee.