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**Development Committee Charter**

**Purpose:**

The primary purpose of the Development Committee is to have a group of committed people to focus on making sure the organization has adequate resources to advance its mission. The Development Committee exists as an advisor to the President and CEO and Chief Strategy Office providing input and insight into the organization’s fundraising strategy. The Committee engages Directors, donors, and community leaders to generate general, ongoing, and specific contributions to the organization and ensures donor support is recognized.

**Membership:**

Development Committee consists of no fewer than (3) members of the Board of Directors with no less than 1 representative from Silver Key Foundation and 1 from Silver Key Operations.

The Chief Strategy Officer (CSO) and Executive Assistant shall serve as staff to the Committee.

**Operations:**

The Foundation Board Chair will designate a member of the foundation board to serve as Chair of the Development Committee for a term of one year; there is no limit to the number of terms that may be served.

The Committee shall meet monthly or as frequently as necessary and appropriate at the call of the Chair of the Committee or the President and CEO.

**Charter:**

The Development Committee shall provide guidance and support to the President and CEO and Chief Strategy Officer to help achieve annual budgeted fundraising goals. The Committee shall forward any recommendations for unbudgeted activities to the President and CEO for approval or disposition.

Committee members shall assist the organization in creating awareness of the mission and establishing connections throughout the community through various channels of ambassador activities.

**Committee Authority:**

Committee members are authorized to perform donor outreach and solicitation of funds on behalf of the organization.