


# Communities That Care: Funding Work Group



<p><b>Phase 1</b> →</p> <p>Work groups not yet formed</p> 	<p><b>Phase 2</b> →</p> <p>Choose work group chairperson, where to meet, and a regular date and time to meet</p>	<p><b>Phase 3</b> →</p> <p>(May begin in P2) Identify who will perform <b>Key Tasks</b> below; roles may change as needed</p>	<p><b>Phase 4</b> →</p> <p>Continue working on <b>Key Tasks</b>, and other milestones set by the CTC or work group</p>	<p><b>Phase 5</b> →</p> <p>Accomplish all <b>Key Tasks</b> and other milestones; re-visit Phases 2 thru 4 as needed</p>
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## Key Tasks

<p><b>Develop Options</b></p> <p>Develop list of potential funding sources, including: grants, community foundations, fund-raising event ideas, local businesses for donated services or goods, etc.</p>	<p><b>Manage Money</b></p> <p>Decide who in the work group will manage the budget (ideally an accountant or someone with access to Quick-books)</p> <hr/> <p>Decide who in the work group will prepare a treasury report each month</p>	<p><b>Find Partners</b></p> <p>Find a 501c3 agency to act as fiduciary for grant proposals</p> <hr/> <p>Find a 501c3 agency to act as the fiscal sponsor to hold non-grant funds; may be same as fiduciary</p>	<p><b>Proposal Writing</b></p> <p>Decide who will write and submit proposals for grants and community foundation funds; a local non-profit may be willing to volunteer a grant writer</p> <hr/> <p>Decide who in the work group will track grant reporting deadlines and write these reports</p>	<p><b>Misc. Tasks</b></p> <p>Decide who in the work group will approach local businesses for donations of goods and services, event spaces, and/or employee volunteers</p> <hr/> <p>Plan and hold fundraising events</p>
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