Resource Development Committee
Standing Rules

Purpose
Provide leadership and organization to ensure efficient and coordinated solicitation of gifts. Increase scholarship revenue to assist Napa Valley College students with their educational expenses. Build mutually beneficial partnerships between the local business community and Napa Valley College with a focus on financial support of college priorities. Assist with planning and coordination of events to enhance resource development. Maintain a planned giving program.

Membership
The Resource Development Committee will be comprised of not less than four (4) and up to seven (7) members, including the NVCF Board President.

The committee shall establish regular monthly meetings.

A quorum is at least four members present at a duly noticed meeting.

A Chair or Co-chairs may lead the committee and serve for a two-year term.

Functions/Deliverables
1. Provide leadership and organization to ensure efficient and coordinated donor cultivation and solicitation of undesignated, scholarship and program support gifts.

2. Plan, and coordinate and review the student scholarship program in partnership with the NVC Financial Aid office to ensure that the Foundation is cultivating, maximizing, and stewarding donors and their contributions.

3. Build mutually beneficial partnerships between the local business community and Napa Valley College with a focus on financial support of college priorities.

4. Identify and assist with carrying out appropriate events to enhance fundraising.

5. Assure on-going stewardship of donors.

6. Maintain a coordinated and strategic planned giving program aligned with the mission of the Foundation.

7. Maintain a targeted annual marketing plan that include a personal contact with existing Legacy members and a targeted outreach program to potential new members.

8. Coordinate with Napa Valley College to assist in a major gifts campaign.

9. Partner with Napa Valley College to market the college to the Napa Valley community

10. Develop and maintain an alumni council or association.