

**Development Proposal – Contract for Consulting Services**

Attachments: Jennifer Brunk Development Director Resume

Proposed Consulting Services to Include

1. Creation and Implementation of a three-year development plan
2. Creation of a sponsorship program and all related materials to secure sponsors for each performance
3. Clear timelines for development activities
4. Improved donor communication plan and tools to carry out communication
5. Incorporation of Exceed donor software, already owned by the Chorale
6. Board training in friend-raising and fund-raising
7. Assistance with setting and attending individual donor meetings
8. Assistance with budget forecasts and monetary fundraising goals

Cost:

Consulting fee of \$50 per hour to be billed monthly

Possible budget of 5 hours per week for 3 months = \$3,000

Timeline:

I expect we will need to work on this throughout the remainder of the 2017-2018 season to have a solid foundation in place to ensure our success in the 2018-2019 season. I suggest we anticipate 6 months of work at 5 hours per week.