



Mental Health Connecticut (MHC) Development Committee

As stated in the MHC Bylaws, "The Development Committee shall be responsible for facilitating development and fundraising activities of the Corporation. Responsibilities will include contributing to donor-base cultivation strategy, supporting staff on fund-raising activities, participating in donor stewardship, and integrating board members into development activities."

The Committee traditionally meets monthly, 10 times a year, with a break during the summer months of July and August.

Meetings generally run from 5:45 to 7:00 p.m. and are held in the West Hartford office located at 61 South Main Street, Suite 206.

The committee members will set yearly individual goals for personal donations, fundraisers, donor cultivation, and event participation. A \$500 minimum is recommended for a combined donation and fundraising goal for each committee member.

Role of the Committee

- Encourage new and existing supporters of MHC to donate and to fundraise
- Cultivate relationships with corporate and business decision makers on behalf of MHC
- Plan, promote, secure sponsors and donations, and encourage attendance at MHC's annual fundraiser, the Art of Wellbeing (and other events as needed)
- Secure volunteers and team members for Team MHC for the Eversource Hartford Marathon in October
- Aid staff in the planning and execution of Mental Health Awareness Month campaign, events, and activities.
- Encourage event participation and board giving from the MHC Board of Directors
- Provide input to MHC's Marketing & Development Plan and aid in the execution of tasks as assigned to meet yearly goals

Role of Chair(s)

- Provide guidance and leadership to the committee.
- Support success of members of Development Committee
- Create and maintain a fun and engaging environment at committee level and events.
- Advocate for board-wide fundraising support and giving
- Act as the bridge between Development Committee and organization
- Work in collaboration with the Governance Committee and Board Chair to recruit additional committee members.
- Report new business relative to development to the Board of Directors
- Meet in advance of each Development Committee meeting with the staff to discuss strategies and agenda items.
- Call committee meetings to order and maintain the flow of the agenda.