



DEVELOPMENT AUDIT

Are there gaps in your fundraising that keep you from reaching your goals?

Or maybe you've got untapped potential hiding in plain sight – amazing opportunities that are low-hanging fruit if you just saw them and had a strategy for reaching them?

The problem is that you can't see the forest for the trees. You need someone from the outside to have a look and see what you can no longer see. You need someone who isn't IN your nonprofit to take a close look to see what you're missing.

WHAT IS A DEVELOPMENT AUDIT?

If you do what you've always done, you'll get what you always got.

It's a good idea stop and evaluate your fundraising efforts periodically to see if there are things you can improve, things you should let go of, or new things you could add.

A Development Audit may be right for you if your organization has:

- stagnant fundraising results
- a leadership transition
- outgrown your current space
- the need to add staff or expand programs

Through a Development Audit, an outside consultant (that's us!) can evaluate your fundraising program from A to Z to provide you with objective feedback to identify opportunities that are "diamonds in the rough" just waiting to be mined! We'll make suggestions for improving anything that will help you raise money, from the language in your thank-you letter to the way you manage your grant deadline calendar.

Typically, a Development Audit consists of a thorough review of strategies, procedures and past results, along with materials review and interviews with staff, volunteers, and select members of the Board of Directors.

In a nutshell, it's an in-depth process that can help clarify priorities for moving forward.

HOW IT WORKS

We start by **gathering information** about your nonprofit. We'll send you a **detailed questionnaire** to fill out which will provide information and background about your organization. We'll ask you for copies of specific materials (fundraising letters, grant proposals, thank-you letters, brochures, etc.), along with reports of fundraising activities and their results from the past year.

Then, we'll spend 3-4 days in your office with you, talking with key staff, volunteers, and Board members to gain a deeper understanding of the organization's fundraising activities. After we finish our research, we'll prepare a **Summary Report** (typically about 15 pages) to detail our **findings and recommendations** for improvement. It typically takes 1-2 weeks to get your report once your site visit is complete.

Finally, we'll hop on the phone to go through the report with you to answer any questions, provide any insight, and create a plan for next steps.

YOUR INVESTMENT

Our fee for a Development Audit is \$10,000 plus travel.

It's a simple and wise investment into the future of your organization. And really smart if you feel certain there are opportunities that you're missing.

GUARANTEE

I can guarantee that if you implement our suggestions based on what we find, you'll recoup that investment within the year, probably much sooner.

READY FOR NEXT STEPS?

We have only a few openings each year for audits. If you're interested, here's what your next steps look like:

- We'll find a time on the **calendar** that works for you and us, and pencil it in.
- We'll draft a short **work agreement** and send to you for your review and signature.
- Once we get that back, we'll send you a **questionnaire** along with a list of things we need from you.
- We'll also send you an **invoice** for a \$1,000 deposit (we take checks and all major credit cards). You'll get another invoice for the rest at the beginning of the month that we do your audit.
- Plan on spending 3-4 days in person with us. We typically work onsite 5-6 hours each day (so you'll actually have a little time to check email!).

Anything else you'd like to know? Want to check availability? Email us at Support@GetFullyFunded.com or call our office at **865-657-9915**.