

## **JUMP Participant Organizational Capacity-Building Plan**

<b>GOAL STATEMENT: To invigorate Alpha House of Tampa’s board development process and provide opportunities for becoming a high-performing board</b>		
<b>OBJECTIVES</b> (not to exceed three)	<b>EXPECTED OUTCOMES</b>	<b>HOW MEASURED</b>
1. Develop simple, straight-forward by laws that will guide how Alpha House of Tampa and our board will function	<ol style="list-style-type: none"> <li>1. A better informed board which will lead to higher levels of engagement and effectiveness.</li> <li>2. Updated by laws document given to each board member</li> </ol>	<ol style="list-style-type: none"> <li>1. Revising term limit length and one year hiatus to continually infuse the board with individuals with new talent and broader scope of influence.</li> <li>2. Adherence to meeting attendance requirements – intervention by board chair when necessary.</li> <li>3. See objective 3 (restructured board committees)</li> </ol>
2. Develop meaningful board member job descriptions that outline the mutual expectations between the current board and its members and prospective members	<ol style="list-style-type: none"> <li>1. Developing a new job description will reflect changes that have occurred with Alpha House and its leaders over our past 30 years</li> <li>2. Provides a useful tool for the board to use in periodically reviewing and clarifying its role and job performance.</li> </ol>	<ol style="list-style-type: none"> <li>1. Increased participation by board members actively supporting the development staff.</li> <li>2. 100% of board members making a financial contribution.</li> <li>3. Participation in at least one fundraiser per year</li> <li>4. 90% attendance at workshops, board trainings, etc</li> <li>5. 40% will participate in the speaker’s bureau training provided by Tampa Connections.</li> <li>6. 100% of members will serve on a board committee</li> </ol>
3. Restructure board committees on basis of organizational needs and agency wide goals	<ol style="list-style-type: none"> <li>1. Board members will be more engaged by having a productive committee and task force structure so that everyone’s time, talent, and interests can be effectively used.</li> <li>2. Committee and committee chair job descriptions will help define the tasks needed to manage effectively, reach goals &amp; evaluate committee performance</li> </ol>	<ol style="list-style-type: none"> <li>1. Utilize a consent agenda allowing time for more substantial discussions and complex issues needing examination leading to improved goal driven board meetings and the quality of governance.</li> <li>2. Increased participation and attendance at board meetings. Invigorated board members with work to accomplish to be measured by their peers. Movement away from “rubber stamp” board meetings and weak agenda development.</li> <li>3. Committees charged to do the “legwork” for the board. Reports and recommendations brought forward for approval at every board meeting.</li> </ol>

**GOAL STATEMENT: To develop an agency-wide goal setting mechanism**

<b>OBJECTIVES</b> (not to exceed three)	<b>EXPECTED OUTCOMES</b>	<b>HOW MEASURED</b>
1. Schedule planning retreats for all board members	<ol style="list-style-type: none"><li>1. Bringing everyone together to focus on topics that are not normally on the agendas of regular board meetings such as: strategic planning, leadership training, fundraising practices, self assessments and areas of discussion for 2013.</li><li>2. Board members will have a chance to get to know each other better on a personal level.</li></ol>	<ol style="list-style-type: none"><li>1. Periodic review of our mission/vision statements</li><li>2. Special board workshops on topics such as fundraising, planning and finances presented by outside consultants. 95% attendance achieved by board members.</li><li>3. Board to develop action plans and implement at least 1 action item from each planning retreat.</li><li>4. Use of task forces and ad hoc committees to meet strategic needs.</li><li>5. Board members surveyed to determine the effectiveness of each strategic planning retreat. 90% response rate achieved.</li><li>6. At least 2 board members in attendance at governance workshops offered by management assistance providers (Nonprofit Leadership Center of Tampa Bay).</li></ol>