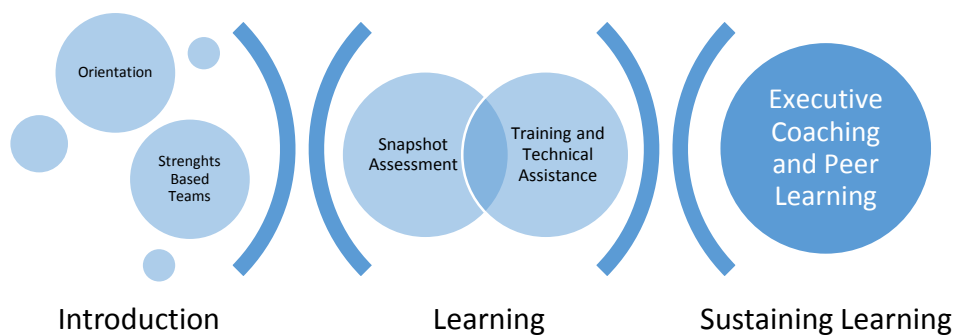


## The Vital Nonprofit™ Process

This is a **competitive application** process where NMF will intensely invest in the growth and development of up to five nonprofit organizations each year. The work with each organization takes place over a two-year time frame. **Organizations will be chosen** based on application, need, variety of budget sizes and geographic location. **Organizations will be supported** in their capacity and leadership development through training, assessment, technical assistance, coaching and peer executive and board learning sessions.

## Vital Nonprofit™ Process



### ***Introduction Phase***

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**Process Orientation** - An introductory launch meeting begins the process, once an organization is selected. At this meeting, a team of board members and management staff need to be present to learn about the process. Proposed agenda items include an overview of the process, introduction to their Vital Process cohort, a review of the new Snapshot Assessment process, and a speaker to encourage and support their journey. Each organization must also sign off on the indemnity agreement and complete the application to begin the process.

Introduction to their cohort is an important part of the process, as it is hoped the organizations will develop fully and offer peer support to one another.

**Strenghts Based Teams** – the third step in the process is to help the organization ensure they have a strong management and board team. The organization will participate in Strenghts Based Teams, facilitated by Kathie Allen and Lisa Randall. This process includes two-three hour learning sessions with group coaching between and after the learning.

## ***Learning Phase***

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**Training** – attendance at four training sessions per year is mandatory for Vital Nonprofit participating organizations. Trainings will correspond with the segments of the Snapshot Assessment. These training sessions will be offered in up to two locations in the region.

**Snapshot Assessment** - Once an organization has completed the Introductory Meeting and Strengths Based Teams training, they are ready to begin working their way through the components of the Snapshot Assessment. It is recommended that an organization complete up to four sections each year of the two-year Vital Nonprofit process. Each organization can access up to \$700 in funding to work with a consultant to facilitate the assessment section. **If no funds are requested for a section, they cannot be carried over to use with another section of the assessment.**

The Snapshot Assessment process will be treated as a continuous process, where organizations may complete all segments and access the maximum in TA support and funding. However, the real benefit of the Snapshot Assessment process is the focus and flexibility. An organization only needs to spend as much time as they need on an assessment area. They may spend the time needed and access the TA and funding they require for effective operations of their nonprofit. It is recommended that organizations complete all snapshot assessment segments through their work with consultants. Operations of an organization are inter-related and the importance of completing all sections of the Snapshot Assessment will become apparent as the process moves forward.

**Technical Assistance** - After each completed assessment section, the nonprofit organization can access \$700 of TA funds to assist them in each area. They may complete up to four sections per year.

**Governing Board Technical Assistance and Site Visits** – is an important component of this work. Dawn Ganje will provide two site visits to an organization’s Governing Board per year to provide training and technical assistance for the Governing Board’s unique needs.

## ***Sustaining Learning***

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**Executive Coaching** – coaching has been a long-term success for leaders across segments in our region. Consistently in program evaluations, coaching was the leading positive outcome for most participants. Coaching will be offered to each Executive Director participating in the Vital Nonprofit process. A coaching scholarship of \$1,500 will be provided for the executive to use over the course of the two-year process. It is anticipated that one-third of the coaching will take place in year one and two-thirds of the coaching sessions will be in year two.

**Peer Learning** – has also been a leading indicator in long-term success of leaders and organizations. NMF will facilitate three peer learning sessions each year for participating executives and board chairs/members.

**Governing Board Technical Assistance and Site Visits** – is an important component of this work. A training consultant will conduct a site visit with an organization’s Governing Board two times per year to provide training and technical assistance for the Governing Board’s unique needs.

## ***Continuous Improvement***

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Upon completion of the Vital Nonprofits™ program, the organization is eligible to apply for a \$3,000 capacity building grant for the continued development of the organization.