

# COMMITTEE CHARTER: DEVELOPMENT

## Committee Charge

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The Development Committee oversees and actively participates in the generation of contributed revenue, including strategy development and execution.

## Responsibilities

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The specific responsibilities of the Development Committee include:

- Overseeing progress and attainment of contributed revenue goals, fundraising expenses, and assessment of events and campaigns
- Helping staff set annual goals and strategies for generating contributed revenue
- Participating with and backing up staff in building donor relationships and appeals
- Engaging Trustees and Advisory Board members in developing relationships with active and potential donors and contributors
- Recommending to the board policies and processes designed to facilitate generation of contributed revenue
- Supporting audience development efforts for the annual fundraising auction, and other development related events
- Each Pratt committee has the responsibility to collaborate with the Diversity, Equity, & Inclusion (DEI) Change Team and the responsibility to apply an intersectional anti-racist lens to all decision-making by following the established and developing best practices approved by the DEI Change Team.

## Meetings

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The Development Committee meets on a monthly basis.

## Members

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Committee members will be drawn from current Trustees, Advisory Board members, and persons from the arts and/or philanthropic community. The committee is staffed by the Pratt's Development Director and includes the Executive Director on as regular basis.

## Reports

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The committee members typically receive and review the following reports, which are often confidential:

- Current donor prospect lists
- Historical donor data
- Performance reports, including actual contribution data and spending in comparison to budgeted goals