

SELKIRK & DISTRICT COMMUNITY FOUNDATION INC.

Planning – Strategic & Annual Operating Plan and Planning Cycle Policy

This policy is designed to demonstrate a Board's commitment to providing a vision for the Community Foundation

Three Year Strategic Plan

Good strategic planning results in better communication and a better understanding of how various parts of an organization work together to produce desired results.

The Board working with the Executive Director will establish the Foundation's overall direction through development and approval of a Strategic Plan. The Strategic Plan provides the guidance to the Foundation.

Strategic Planning includes a review of the mission and vision statement The Foundation's activities and Vital Sign Report will be considered when developing the strategic plan. .

The Strategic Plan should identify the 'key areas' in which the Board wants to focus the activities of the Foundation and the goals for each of these key areas:

- Fund Development & Endowment Building
- Local Grant Making
- Community Awareness & Communications
- Community Leadership
- Smart & Caring Community

The Strategic Plan will be developed in the first third of the Foundation fiscal year.

Annual Operating Plan

The Strategic Plan will be considered when the annual Operating Plan is developed.

The Board of Directors and Foundation staff work together to develop the annual operating plan.

The Operating Plan will contain the key areas, key committee responsibility, support team and primary goal(s).

The Annual Operating Plan will contain action statements, timelines, responsibilities, status and resources/results for each of the goals.

The Operating Plan, shall be presented and approved to Board of Directors.

The Operating Plan will be developed annually and reviewed at least once during the year.

This policy is to be reviewed every three years.

ADOPTED at a meeting of the Board of Directors of the Foundation:

DATE: February 13, 2018

Chair _____ **Gord Henrikson**

Secretary _____ **Michele Polinuk**