

## COMMITTEE DESCRIPTIONS:

### Standing Committees

- ❑ **Membership Committee** helps to recruit new members to Impact100 Sonoma. The committee plans and staffs membership events held throughout the year to convey the Impact mission and to demonstrate the value of our organization. These include social events and educational forums. The committee meets 2-3 times during the year. If you are interested in participating in the Membership Committee, contact Ann Reder at [membershipevents@impact100sonoma.org](mailto:membershipevents@impact100sonoma.org).
- ❑ **Member Services Committee** focuses on retaining and engaging existing Impact100 Sonoma members through networking activities: hikes, monthly coffee socials, cocktail get-togethers, volunteer days, etc. **New ideas and new members for the committee are needed.** If you are interested in participating in the Member Services Committee, please contact Nancy Pollock at [membershipServices@impact100sonoma.org](mailto:membershipServices@impact100sonoma.org).
- ❑ **Special Events Committee** provides pre and post event support for all Impact100 Sonoma events. This includes site recommendations, logistical and budget support, planning strategies, meeting materials, and development of copy, invitations, and signage. The committee meets 2-3 times a year and in concert with Membership and Membership Services Committees. If you are interested in participating in the Special Events Committee, please contact co-chairs Beth Aaron and Nancy Bruce at [Specialvents@impact100sonoma.org](mailto:Specialvents@impact100sonoma.org)
- ❑ **Development Committee** fosters sponsorships for Impact100 Sonoma events, meets with other Impact members to discuss potential business contacts in the community, and raises funds to help offset administrative expenses such as website maintenance, print materials, and administrative support. The committee meets several times a year to plan sponsorship approach strategies. If you are interested in participating in the Development Committee, contact Mirja Muncy at [development@impact100sonoma.org](mailto:development@impact100sonoma.org)
- ❑ **Focus Area Committees – Impact Grant.** These Committees are responsible for the proposal to grant process for the Impact Grant. Within each focus area, this includes evaluating Letters of Intent, inviting viable applicants to submit a proposal, participating in site visits, and based on merit, making a final selection of the most worthy applicant to move forward as a finalist. The committees meet approximately 3-5 times during the year and also participate in site visits at the various non-profits. If you are interested in participating in a Focus Area Committee, please contact [grants@impact100sonoma.org](mailto:grants@impact100sonoma.org)
- ❑ **Focus Area Committees – Greater Impact Community Grants.** These Committees are responsible for the proposal to grant process for the Greater Impact Community Grants. Within each focus area, this includes evaluating Letters of Intent, inviting viable applicants to submit a proposal, participating in site visits, and based on merit, making a final selection of the most worthy applicant to move forward as a finalist. The committees meet approximately 3-5 times during the year and also participate in site visits at the various non-profits. If you are interested in participating in a Focus Area Committee, please contact [communitygrants@impact100sonoma.org](mailto:communitygrants@impact100sonoma.org)
- ❑ **Financial Review Committee** is responsible for reviewing the financials submitted by applicants during the grant process. The review focuses on evidence of stability and ensures that the non-profits meet all eligibility requirements. Potential financial or sustainability concerns are identified and shared with the Grant Chair and specific Focus Area Committee. The committee meets 2-3 times during the year and also provides consultation services to the Focus Area Committees. If you are interested in participating in the Financial Review Committee, please contact [financialcommittee@impact100sonoma.org](mailto:financialcommittee@impact100sonoma.org)
- ❑ **Directory Committee** develops and maintains an annual membership directory that includes membership information and photos and assists with photography at events. The directory helps to identify member interests and promote greater networking among members. The committee meets approximately 2-4 times a year to develop plans related to their activities. If you are interested in participating in the Directory Committee, contact Kathryn Perry at [directory@impact100sonoma.org](mailto:directory@impact100sonoma.org)

- ❑ **Communications Committee** conveys information to the Impact membership and builds awareness for the organization in the community. This is achieved through monthly e-newsletters, press releases, articles, and website updates. The committee meets 2-3 times a year for planning purposes. If you are interested in participating in the Communications Committee, please contact Judy Scotchmoor at [pr@impact100sonoma.org](mailto:pr@impact100sonoma.org)

### Special Committees for 2011

- ❑ **Community Outreach Resource Committee (CORG)** provides outreach to the nonprofit community of Sonoma Valley in order to identify how Impact100 Sonoma may provide a greater impact to the community. CORC will eventually develop a Nonprofit Community Directory and a Skills-based Volunteer Database of Impact 100 members willing to share personal business skills with Sonoma Valley's non-profit organizations. If you are interested in participating in the Community Outreach Resource Committee (CORG) please contact Lorraine Ashton at [communitygrants@Impact100Sonoma.org](mailto:communitygrants@Impact100Sonoma.org)
- ❑ **Focus Area Research Committee** is responsible for aligning our 2011-2012 Impact 100 Grant and Community Grants Focus Areas with the most critical needs identified within Sonoma Valley and making recommendations to the Impact100 Sonoma Board. If you are interested in participating in the Focus Area Research Committee please contact Constance Grizzell at [communitygrants@Impact100Sonoma.org](mailto:communitygrants@Impact100Sonoma.org)
- ❑ **Grant Application Forms Committee** is responsible for the review and redesign of the Impact and Community Grant applications, information sheets, and application filing process to simplify, clarify and standardize grant proposal data received from Sonoma Valley non-profits. If you are interested in participating in the Grant Application Forms Committee please contact Patti England at [grants@Impact100Sonoma.org](mailto:grants@Impact100Sonoma.org)

If you would like to invest your time on a project that is not related to Committee work or have any questions or suggestions, please contact Impact's President, B.J. Bischoff at [president@Impact100Sonoma.org](mailto:president@Impact100Sonoma.org) or 707.939.5007.