

# Delano Main Street

## ORGANIZATION COMMITTEE

## DRAFT WORK PLAN

Goal: To build strong, stable support for the revitalization effort in the community

- Strategies:
1. Communicating with different constituencies about revitalization progress and the organization's successes
  2. Recruiting, training, recognizing and developing leadership among a broad-based group of volunteers
  3. *Assisting the board of directors with membership/investor recruitment and development*
  4. Assisting the board with identifying and developing appropriate partnerships with other groups and entities

Project: ANNUAL MEMBERSHIP CAMPAIGN Completion date: April 16, 2003

Chair: Eleanor Roosevelt Phone: 603-868-3372 Fax: 603-868-3373 E-mail: erosevelt@fdr.net

Committee Members: Jim Henson, Woody Jones, Lee Iacocca, Valecia Crisafulli, Mildred McCormick, Juan Valdez + team leaders

Tasks	Responsibility	Timetable	Cost	Revenue	Progress/Completion	Comments
Recruit team leaders	Lee, Juan, Valecia	Feb. 1				
Prepare campaign materials	Jim, Valecia	Feb. 15	\$450			
▪ Copy/graphic design	Valecia, Jim	Feb. 1				
▪ Production arrangements	Jim	Feb. 1				
▪ Sponsorship funding	Valecia	Feb. 1		\$1200		
▪ Pick-up & distribution	Jim, Juan	Feb. 15				
Prepare group mailing	Mildred	Feb. 20	\$150/postage			
Write press releases, media meeting	Valecia, Lee & Eleanor	Feb. 15				
Schedule, make civic presentations	Lee, Eleanor, Juan	3/1-4-1				
Arrangements for kick-off coffee	Ben, Juan	Mar. 1				
Personal contacts & visits	Team leaders	3/1-4/1				
Contacts with primary funders	Eleanor, Lee, Valecia	3/1-4/1				
Tracking, follow-up calls	Mildred, Eleanor, Lee, Valecia	4/1-4/15				
Arrangements for April 16 <sup>th</sup> party	Ben	4/1				
Awards & sponsorships	Valecia	4/1	\$300	\$500		
Tracking & thank-you's	Mildred	4/-4/15	\$100			

TOTAL: \$1,000 \$1,700