



A C T I V I T I E S

Activities During 2001

- Over 175 nonprofit and funder representatives meet to focus on relationship building and distribution of the study for further review.
- Agreed upon and developed insights on how funders and nonprofits can work together.
- Other funders join the process based on input from the large group meeting participants.
- Sedgwick County and KHF acknowledge need for ongoing process.
- The design team is expanded to include more funders and the team decides to focus on contract monitoring and development as a first step.
- Second large group meeting is held to discuss contract monitoring and development.
- Nonprofits and funders agree on summer work “charges and offers to be made.”
- Both work groups work separately on tasks and meet twice during the summer for call outs and course correction.
- Full group agrees to initiate joint activity related to contract monitoring and development.
- Self-Help Network is asked to facilitate nonprofit summer work group meetings.
- A number of products are developed over the summer.
 - Possible Structure/Design of Area Nonprofit Association... “Chamber of Service.”
 - Common Monitoring Documents Required by City of Wichita, Sedgwick County, and United Way.
 - Checklist of Early Warning Signs (Technical Assistance Indicators Checklist).
 - The Dual Role of Funder and Provider (White Paper).
 - Value of National Accreditation to the Contracting/Monitoring Process.
 - Definition of Capacity and How Capacity Can Be Supported.
- Nonprofits and funders improve their mutual understanding of contracting processes and design tools to improve monitoring. The idea of a “Nonprofit Chamber” begins.
- Full group meets to review Summer Work Group Products.
- Group decides not to develop a local accreditation process.
- Group decides not to create a common depository for monitoring information needed by all major funders.
- Group agrees on set of best practices regarding how funders/monitors should use national accreditation findings and how they can be involved in the accreditation process.
- The “Early Warning Signs” list is expanded it is decided to reword into positive language (Checklist for Strong Nonprofits).
- Twenty nonprofit representatives agree to initiate an area nonprofit association for the Sedgwick County area and schedule a first meeting to determine the structure and function of the new organization.



A C T I V I T I E S

Activities During 2002

- Call out on progress with Nonprofit Chamber of Service and support from funders and nonprofits to continue development.
- Acknowledgement that a local nonprofit association could address many of the capacity building needs identified in the initial report.
- Decision to dedicate the fall 2002 joint meeting of nonprofit and funders to expert input about local nonprofit associations.
- Joint committee of funders and nonprofits formed to design ways to recruit and develop an expanded pool of NP board members.
- WSU-LINK to meet with nonprofit and funder representatives (advisory board) to better coordinate grant writing efforts.
- Closure on discussion about dual role as funder and service provider.
- Over 80 nonprofits and funder meet with national nonprofit association experts
 - Participants learn ways other communities have built capacity of nonprofits through associations.
 - Participants clarify what they hope to gain from an association.
 - Gained clear initial commitments from specific nonprofits to start the association.

Activities During 2003

- Over 70 nonprofits and funders meet to:
 - Clarify the mission of the mission the Nonprofit Chamber of Service.
 - Develop a set of guiding principles to be used by the incorporators.
 - Create a 1-year strategic “start-up” development timeline.
 - Charge a group of “incorporators” to take next steps.
- Incorporators begin meeting twice a month.
- Federal ID number is established for the Nonprofit Chamber of Service.
- Group is incorporated in the State of Kansas as the Nonprofit Chamber of Service of Sedgwick County, Inc.
- Incorporators and SHN work with a SHN contracted attorney to draft bylaws.
- Incorporators and SHN work with a SHN contracted attorney to complete an IRS 501 (c) (3) application.
- Meeting of Nonprofits and Funders in July to review bylaws and organizational activities, initiate a nomination process for the Nonprofit Chamber of Service board of directors, and gain signed letters of intent from nonprofits to join (to date 10/08/03 – 70 nonprofits signed letter of intent).



A C T I V I T I E S

Activities During 2004

- Call out on progress with Nonprofit Chamber of Service and support from funders and nonprofits to continue development.
- First annual meeting of the Nonprofit Chamber of Service, Inc., includes presentation by Peter Berns, CEO of the nationally recognized Maryland Nonprofit Association.
- Election of Nonprofit Chamber of Service Board and Officers.
- 501 (c) (3) application completed.
- Membership materials created and sent to nonprofits and other supporters.
- Listserve developed and implemented for sharing among nonprofits.
- Nonprofit Chamber co-sponsors workshop on Sarbanes-Oxley and its application to nonprofits. Over 90 participants attend.
- Nonprofit Chamber exploring partnerships with others to provide additional roundtables and workshops.
- Outreach program for new Executive Directors implemented.
- Strategic planning conducted with board to outline next three year activities, as well as immediate goals and plans.
- Structure established for the search of an executive director. Search is to be completed in Fall of 2004.