

SAMPLE FUNDRAISING WORK PLAN

Task	Who	Sept	Oct	Nov
Analysis of funding issues				
Analyze current funding activities	LE	■		
Analyze other organizational issues	MS	■		
Determine long-range needs				
Review strategic plan	LE	■		
Develop three-year budget	LE	■		
Develop funding source matrix	EH	■		
Identify program options				
Review organizational model	SC		■	
Research other funding programs	EH		■	
Evaluate current funding programs	MS		■	
Develop policy recommendations	LE		■	
Write fundraising plan	LS		■	
Adopt fundraising plan	LE		■	
				■
Implement funding program				
Develop implementation strategy	SC			■
Develop workplans/budget	SC			■
Begin implementation	LE			■