



To: Development Committee
From: Anders Peterson
Date: 5/6/2024
Re: May 7th Meeting

<u>Objectives</u>	<u>Purpose</u>
I. Introductions (7 min)	Committee shares
II. Approval of March meeting minutes (2 min)	Committee approves minutes
III. FY24 Progress (15 min)	Committee is informed
IV. FY24 Strategic Actions: Individuals, Toast & Foundations (30 min)	Committee discusses
V. Upcoming meeting dates (5 min)	June 12, 2024, 8am

II. March Meeting Minutes (p. 6)

III. FY24 Progress

Group	FY24 Goal	FY24 Progress YTD	FY23 Goal	FY23 Progress YTD	FY23 Final	FY22 Final
Individuals	\$640,000	\$423,756	\$640,000	\$473,259	\$593,093	\$646,867
Toast	\$500,000	\$465,685	\$500,000	\$406,922	\$406,922	\$412,350
Foundations	\$360,000	\$316,000	\$360,000	\$501,000	\$501,000	\$311,500
Grand Total	\$1,500,000	\$1,205,441	\$1,500,000	\$1,381,181	\$1,501,015	\$1,370,717

We are at \$1,205,441 (80%) for the year, compared to \$1,381,181 (92%) at this time last year. We have made gains in recent weeks across individuals, Toast, and foundations but are still behind for the year.

We have confidence in ~\$200,000 more to come, via:

- LYBUNTs (\$120,000), more info below
- Potential gifts from new prospects (\$20,000)
- New Foundation asks to Mifflin and Clowes (\$50,000)
- 20-year anniversary asks to existing and past donors (\$30,000+). We will also make a broad appeal to our full supporter community before the end of the year.

We need additional support with names and/or strategies to pursue to close the \$1.5MM.



Key additions since our March meeting:

Kathleen Beatty \$40,000	Anne Marie Bernard \$3,000
Alison Mackey \$15,000	Thomas Crowley \$2,500
Laura Desmarais \$10,000	Mark Leary \$2,500
Preston McSwain \$10,000	Katherine Canaan \$1,500
Georgia Murray \$10,000	Erica Zieba \$1,500
Christopher Gordon \$10,000	Elaine Tagliareni \$1,500
Tom Sorbo \$10,000	
Jude Jason \$6,500	
Tom Huff \$5,000	
Molly Frew Waters \$5,000	

IV. FY24 Key Strategic Actions – Key Focus is Adding New Dollars

a. Toast

- i. The Toast was very successful in 2024. It was a true community celebration with large numbers of alumni (30+) and former staff (20+) present to celebrate 20 years of Boston Prep. We saw good growth in sponsorship dollars (+\$15,000), attendance (+77 in the room), and total giving (+\$59,000). We raised more money than ever in advance of the night. In all, it was the second most we've raised at a Toast.
- ii. Follow Up with Sponsor Attendee groups: invites to further connect about BP
- iii. Adding new members to the Toast Committee for SY25
- iv. ***We want your feedback about how to improve the event for 2025!***
 1. Our team's key takeaways:
 - a. Increase staffing and seating at the transition to the program. Limit program time further.
 - b. Continue to grow and add sponsorship dollars.
 - c. Add new individuals to the Toast Committee next year to expand outreach.
 - d. We are in the process of contacting new individuals - both corporate and friends of attendees - in order to solidify engagement with Boston Prep moving forward.

v. FYI Tentative Toast 2025 Date: April 4, 2025

YTD Comparisons	2019	2022	2023	2024
Total Raised	\$412,083	\$412,000	\$406,922	\$465,685
Tickets allocated/in the room	563/464 (Seaport)	213/173 (Virtual)	398/214 (AFH)	454/291 (AFH)

b. Individuals

- i. **Currently at \$423k, with ~\$170,000 in potential via LYBUNTs, new asks, and 20-year appeal.**
- ii. Met multiple times with Dan McCarthy to bring financial planning mini courses to 9th and 10th graders
- iii. Met with Teresa Koster and Berklee City Music to determine partnership; will ask Teresa for year-end gift
- iv. Continue to use new connectors (Kim, Tom, David R.) to make introductions and tap new leads for individual and corporate giving
- v. LYBUNT mailing will go out this week. Top remaining LYBUNT'S:

Spector	\$25,000
Bogle	\$25,000
Bain Children's	\$15,000
Bayer	\$15,000
Cherney	\$12,000
L. Gordon	\$10,000
Callaghan	\$10,000
- vi. *We are looking for ideas for additional individuals - current or lapsed - to add to our list of approaches.* Current list is: Benka, Taylor, Sorbo, Kavanagh.

c. Foundation Plan

Updates:

- Submitted Clinton H. and Wilma T. Shattuck SY25 10k proposal
- Submitted Bushrod H. Campbell and Adah F. Hall 10k proposal
- Submitted Mifflin Memorial Fund 40k Proposal
- Submitted Application for One8 5k applied learning institute
- Awaiting Clowes Fund June Decision for 40k grant two year grant
- Submitting Lloyd. G Balfour Application June 1
- Submitting Amelia Peabody Proposal May 15th
- Barr Portrait of a Graduate Phase II

Current Foundations:

Foundations	Amount
Wellington Management Foundation	60,000
Barr Foundation	50,000
One8 Foundation (Anon)	25,000
Charles Hayden Foundation	86,000
Liberty Mutual Foundation	25,000



Hamilton Charitable Foundation	10,000
The HPB Foundation	40,000
Clinton Shattuck	10,000
Paul and Edith Babson Foundation	10,000
Goal	360,000
Total	316,000
Remaining	44,000

Name	Notes	Refer	Amount
New Foundations	Goal 360K		
HPB Foundation		LJ	\$40,000
<i>Clowes Fund</i>	Submitted Proposal, late June - target 20k	AP/LJ	
State Street Foundation	Submitted LOI	LJ	
Kelly Family Fund	Submitted LOI	LJ	Declined
Smith Family Found.	Submitted LOI	LJ	
Someone Else's Child	Reaching out for Introductory Meeting	LJ	
Hyam's Foundation	Submitted LOI	LJ	
Dell Foundation	Support new charters, expansion?	LJ	
Viney Wallach Foundation	Support STEM programs	LJ	
Cabot Family Charitable Trust	Application Due Feb 1, Submitted	LJ	Declined
<i>The Mifflin Memorial Fund</i>	Application Due April 15, Submitted	LJ	
Nellie Mae Education Foundation	Reached out, and they told me to sign up for Email List	LJ	
Hanover Insurance Foundation	Reached out for Introductory Meeting	LJ	
Lloyd G. Balfour	Application June 1, Connected with BOA and she suggested this was our best bet	LJ	
Eversource	Submitted Application 3/20	LJ	Declined
Bushrod H. Campbell and Adah F. Hall Charity Fund	Submitted application 4/12	LJ	



Stantec	Submitted application 1/30	LJ	Declined
Eastern Bank	Submitted application 1/29	LJ	Declined
Paul and Edith Babson Foundation	Reaching out to personal connection	LJ	10,000
Amelia Peabody Foundation	Reaching out to pre-pandemic connection, submitting application May 15th	AP/LJ	

Looking Ahead to SY25:

Name	Notes	Amount Requested	Amount Earned
Clowes Fund	Submitted Application, waiting for response in June, 40k two year grant	20,000	
Clinton H. and Wilma T. Shattuck Trust	Submitted Proposal April 30th	10,000	
Liberty Mutual Foundation	In a two year grant, 50k total. Thinking through long term goal because Liberty is shifting their grant process slightly	25,000	25,000
Charles Hayden Foundation	Earned 86K, will request similar		
HPB Foundation	Got 20k grant, requesting more SY25, thinking through approach		
Paul and Edith Babson Foundation	Will Request 10k again in SY25	10,000	
Barr Foundation	Opportunity to apply for 200k-600k three year grants. School team attending "Planning Palooza" today		
Hamilton Foundation	Earned 10k, will apply again		
Wellington Foundation	60k Grant		
One8 Foundation	Applying for 5k grant to role out an applied learning platform, hoping to get more separately		
Bushrod H. Campbell and Adah F. Hall Charity Fund	Submitted 10k proposal		
Lloyd G. Balfour	Connected with BOA, guided to submit this in June, potential for multi year grant		

Appendix

Minutes from March 13, 2024

Attendees: Claire Newton, Bill Clark, Andrew Kaplan, Tom Huff, Kim Borchert, Lily Jewell, Anders Peterson, John Grandin

- I. The Committee approved minutes from the January Committee meeting.
- II. The Committee discussed the school's progress toward its development goals.
- III. The Committee discussed key initiatives with individuals, foundations, and the school's upcoming toast event.

Appendix

Committee Charter (as of September 2023)

FY24 Development Committee Charter

Purpose

Boston Prep's Development Committee exists to ensure that Boston Prep meets its annual fundraising needs, including occasional capital and other funds. The Committee also serves as a key networking arm for the organization.

Appointments and Composition

The Committee consists of 7-11 individuals, including at least two Trustees, as well as Foundation Directors and members of the community. Appointments shall be made by the Committee Chair in consultation with the Board Chair, Executive Director and Senior Director of Development.

FY24 Goal

1. Raise \$1,500,000 in the annual fund, with specific goals at the following sources:
 - \$640,000 from Individuals
 - \$500,000 from The Toast
 - \$360,000 from Foundations.

Meetings

The Committee shall meet roughly once every other month during the academic calendar year. Meetings will be scheduled for the following dates:

- 9/13, 11/8, 1/10, 3/13, May TBD, 6/12

FY24 Membership

- Claire Newton (Chair)



- Kim Borchert
- Amelia Cheers
- Bill Clark
- John Grandin
- Andrew Kaplan
- Tom Huff
- Meekerley Sanon (school)
- Lily Jewell (school)
- Anders Peterson (school)

Key Strategies for FY24

- Create a meaningful connection with each donor in our network over the course of the year.
 - In many cases, this will be a one-to-one conversation. (See Development Tiers chart below for how we are conceiving of differentiating among levels.)
 - Run regular, engaging individual opportunities & events for donors and prospects to engage with school; the key is to offer manageable opportunities, finding the right lever for each donor or prospect (See table below for Proposed Engagement Chart below.)
- Conduct an analysis of our existing donor base to draw back in lapsed donors and upgrade existing donors
- Capitalize on networks of new Committee members in growing our program
- Add attendees and sponsors to the Toast in order to make the next shifts in attendance and dollars to meet goal (*Tentative date: April 5, 2024*)
- Submit 19 foundation requests for funding, 11 of which would be new sources of funding. Research will be done on a rolling basis to identify other potential sources of funding.
- Provide a clear narrative and engaging initiatives to support
- Overlay strong communications that tell the stories of those closest to the work
- Continue to formalize our procedures for individuals and our formal tracking system