

Family Foundation/Consultant Guide

STARTING UP

- Sense of anticipation
- Enthusiasm for learning
- Discussing values, mission, and process

GROWING

- Developing an identity
- Grantmaking programs in place
- Accomplishments on record
- Increase in assets
- Expanding board or family involvement

RENEWING

- Interest in reflection and change
- Evaluating new ideas

MATURING

- Secure; confident decision-making
- Established
- Well-managed transitions
- Willing to plan and explore new ideas

STATIONARY

- Comfortable
- Plans implemented
- Business as usual

ENDING

- Spending down or dividing

1. Know the Foundation's Life-Cycle Stage

Use this checklist to identify the stage that best describes your foundation.

2. Agree Upon the Foundation's Needs

Discuss common consultant engagement points.

- Articulate values, vision and purpose.
- Build a governance and management structure.
- Train trustees.
- Set foundation practices, procedures and policies.
- Develop grantmaking program.

- Revisit mission, vision, programs, and policies.
- Evaluate impact.
- Plan for the future and capital events.
- Develop generational /board succession plan.
- Build board unity.
- Address geographic dispersion of family.
- Provide orientation for new board and staff.
- Address family dynamics.

- Assess progress on strategic plan.
- Consider working with other funders.
- Review or revisit perpetuity.
- Revise succession plan as needed.
- Foundation retreat periodically to assess, affirm, reconsider.

- Seek legal and accounting advice.
- Plan for possible new entities.

3. Find the Right Fit

Identify key consultant attributes.

SKILLS
Background and expertise



EXPERIENCE
Prior related work and reference checks



PERSONALITY
Personal and professional style; "chemistry"

4. Establish Clear Goals for the project and for the future