**Capacity Building Training Program**

**Session Descriptions**

As Garland advances towards its 2030 Vision, cooperation and collaboration with nonprofits is essential to success. The Rethink Capacity training program is the next step in capacity building and partnership preparation for organizations that serve Garland citizens. The program enhances the environment, processes, and culture through which city government and nonprofits intersect. Moreover, it signifies the City’s desire to ensure nonprofit involvement in identifying and addressing citywide priorities. The topics covered in this 6-month program give non-profit executives and managers the tools they need to build their internal capacity, identify their support network in the community, and collaborate on important community initiatives.

**2015 Topics & Dates**

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| Date | Topic | Description |
| 3/2711am – 1pm | **Kick-Off and Networking Lunch** | Have lunch with us as we share the Rethink Capacity story and network with past graduates. |
| 4/178:30 am | **Connecting with Local Government** | Local governments and nonprofit organizations often serve the same clients, but with different missions and resources. In this session, participants will have the opportunity to learn more about Garland’s 2030 Vision and the many ways the City of Garland collaborates with community partners. We will also discuss gaps and opportunities to work together more effectively.  |
| 5/298:30 am | **What Are We Doing and** **Where Are We Going?** | We’ll understand how the mission statement and values statement work together to produce quality outcomes for the organization. How can we translate the mission into each program and operations area of their organization? And we’ll work together to discover ways to consistently connect with teammates to ensure the values (the way we do it) and mission statement (what we do) are connected daily. |
| 6/198:30 am | **Let’s Get On Board!** | Let’s recruit, train, and support the best board members in the region. This session will give you the tools you need to achieve the highest level of board performance for the benefit of your organization. We’ll look at what you currently do and provide some great tools to give it a boost! |
| 7/108:30 am | **We’re In The Resources!** | Raising resources (cash, in-kind, planned) for an organization can feel like a huge, up-hill task that takes lots of work with little reward. Because we’re time-limited, we’ll focus on the tactics of fundraising. In this session, you’ll develop a fund-raising calendar, develop a good online/off-line fundraising mix, the role of communications in donor development, and discuss best-practices for event follow-up. Bring your current plan and/or use the tools we give you to create one. |
| 7/318:30 am | **Program Design Excellence** | Program design is a direct reflection of our ability to create programs that are the daily work and measurable outcome of the mission. Here, we’ll talk the skeleton of great program design, the all-important one-pager of a program, and much more. Bring your program description to work on! |
| 8/218:30 am | **Join the Team - Volunteer Recruitment, Engagement, and Retention** | Volunteers are the life-blood of most non-profits and they provide the necessary help needed to serve clients, help administratively, and so much more. Many organizations could not survive without the help of these generous and committed community change agents. In this session, we will discuss the strategic volunteer engagement plan, tools for volunteer recruitment and retention, rewarding and thanking, and much more. And yes…it’s interactive! So bring your volunteer recruitment/engagement documents so we can work on it together. |
| 9/118:30 am | **TBD** |  |
| 10/247:30 am-2 pm | **2014 Neighborhood Summit** | Graduate Recognition & Awards Presentation**The Hyatt Place-Garland** |
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**Cost:** $300 per organization; 2 participants from your organization; $100 each for additional participant

**Application Deadline:** Close of Business April 10, 2015

**Location:** Conference Room A, Garland Chamber of Commerce, 520 North Glenbrook Drive, Garland, TX 75040

**Schedule:** All Fridays

**Time:** 8:30 am – 12 Noon

**2030 VISION**

**In 2030, Garland is a community that blends old and new into a *distinctive destination* for people and businesses.
We successfully *adapt to changing needs* and *benefit from new opportunities*, strengthening our identity as *a sustainable community* with a hometown feel.
We are a community known for our *appealing neighborhoods*, *globally-connected business hub*, and *beautiful parks, active lakefront, and natural areas*.**

**This program is a collaboration between the**

**City of Garland Office of Neighborhood Vitality and BE The Delta.**