

Best Practices in Prospect Research & Development

AFP Toronto Fundraising Day May 30, 2019

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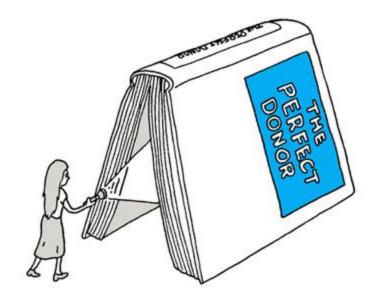






Agenda

- Who is in the room?
- Intro to Prospect Research & Development
- Best Practices including:
 - Considerations
 - Staging
 - Linkages
 - Resources
 - Capacity & Affinity
 - The database







Who is in the room?

- Please go to <u>www.menti.com</u>
- Enter code: 97 54 72

- How long have you been in fundraising?
- Does your fundraising shop currently do prospect research?
- Do you currently put ALL of your prospects' information into the database?
- How do you currently estimate capacity?
- Agree or disagree?
 - Our organization does well in estimating capacity.
 - Our organizations does well getting linkages from our board
 - We stage our research with cultivation stages





What is prospect research & development?

- Traditionally, prospect researchers were hired by charities to find and/or research *major giving donors*.
 - Foundations
 - Corporations
 - Individuals
- Now, prospect development officers work strategically with fundraising teams to provide the best information to target the *right prospects*, for the *right ask amount*, for the *right program*, at *the right time*.





Apra & Apra Canada

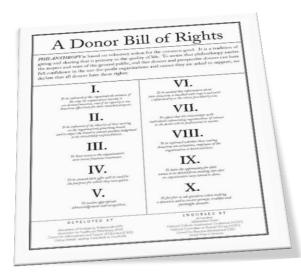
- Apra (Association of Professional Researchers for Advancement)
 - Ongoing education: conferences, webinars, regional meetings
 - Mentors, publications, websites, networking
- Apra <u>www.aprahome.org</u> (US \$240/year)
- Apra-Canada <u>www.apracanada.ca</u> (\$45/year)





Ethics and Standards Documents

- Donor Bill of Rights (AHP, AAFRC, AFP, CASE)
- AFP Code of Ethical Standards
- Apra Statement of Ethics



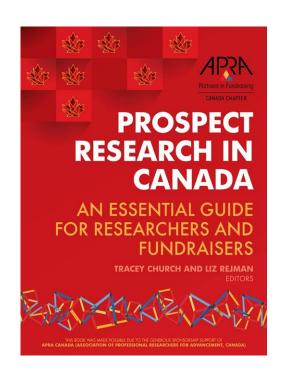








Apra-Canada Resource





Available today at: http://hilborn-civilsectorpress.com/products/prospect-research-in-canada

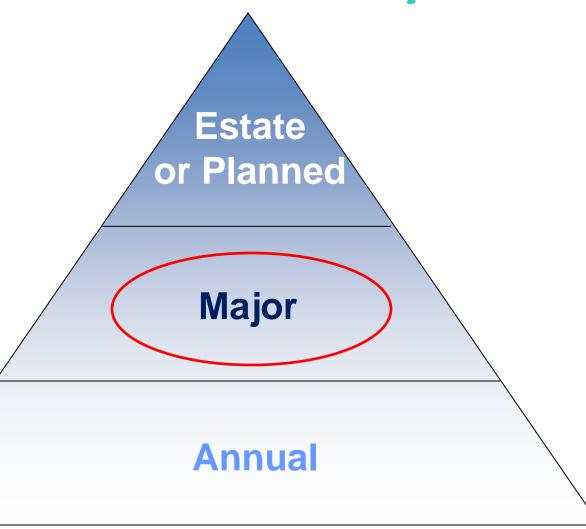
APRA-Canada members' discount price: \$65

Non APRA-Canada price: \$85





Traditional Donor Pyramid







Now – Think Integrated Giving!



All donors have a home somewhere – if not, bless and release them!





Consideration of Life Stages

Otages	K	Survive dy personal sharing nown recipients trect, immediate responses	Help Personal giving and involvement Ethnic-specific Responsive, compassionate	Invest Ethnic-specific Pan-ethnic and mainstream Formal, proactive, long term, planned		
	補	A Section 1	ing cultural, social and financial	A C		
6	Motivation	Sharing among social and economic peers	Giving to less fortunate Desire to give back Identifying with need Supporting projects	Empowering vision Building the ideal community Producing programs		
organic Sumice	Vehicles	Family Voluntary associations Faith-based organizations Mutual aid societies	Family and voluntary associations Ethnic organizations Community causes Faith-based organizations Nonprofit organizations	Ethnic and pan-ethnic organizations Noncommunity causes Mainstream organizations Private and community foundations		
5 -	Causes	Family or friends in need Children and elderly Remittances	Family and friends Education Cultural heritage Civil rights or social justice Health Remittances	Colleges and universities Cultural institutions Civil rights or economic development Hospitals and medical research		

Diana S. Newman, "Opening Doors: Pathways to Diverse Donors", 2002





Consideration of Generational Impact

GIVING ACROSS THE GENERATIONS



Generation Y

- Born 1981 1995 (age 18-32 as of 2013)
- Represent 15% of total giving
- 3.4 million donors in Canada
- 62% give
- \$639 average annual gift
- 4 charities supported



Generation X

- Born 1965 1980 (age 33-48 as of 2013)
- Represent 27% of total giving
- 4.8 million donors in Canada
- 79% give
- \$831 average annual gift
- 4.5 charities supported



Boomers

- Born 1946 1964 (age 49-67 as of 2013)
- Represent 32% of total giving
- 5 million donors in Canada
- 78% give
- \$942 average annual gift
- 4.9 charities supported



Civics

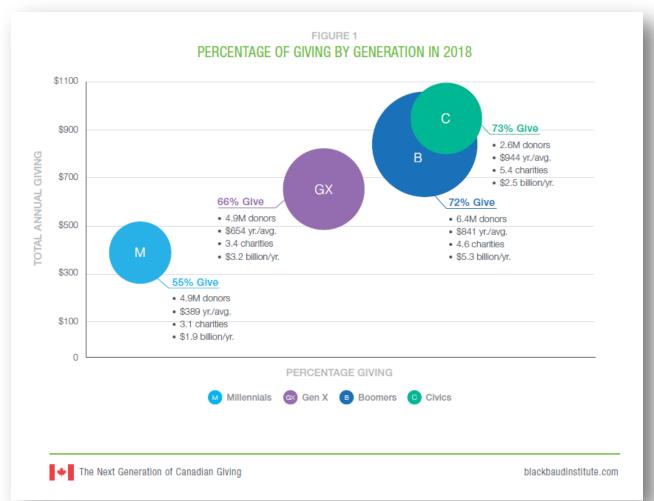
- Born 1945 and earlier (age 68+ as of 2013)
- Represent 25% of total giving
- 2.4 million donors in Canada
- 87% give
- \$1,507 average annual gift
- 7 charities supported

Generational groups, total Canadian population, and giving data (on average)



Tracey Church & Associates
Research + Consulting Services

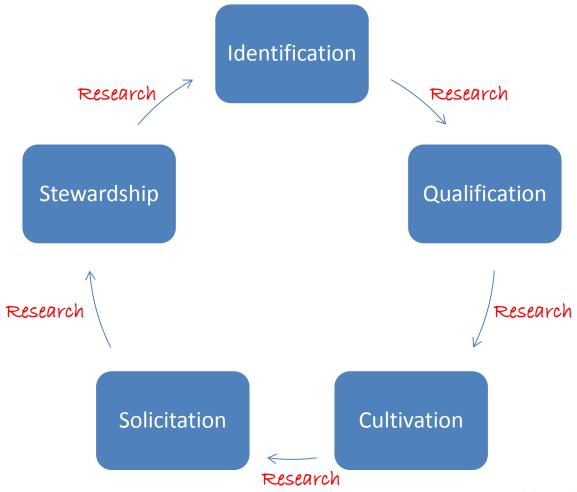
Generational Giving 2018







The Cultivation Cycle







Research Stages

- don't try and do it all at once - or you will become overwhelmed!

Cultivation Stage	Prospect Research	Prospect Management
Identification	Identify prospects through various sources	Add/update prospects in database
Qualification	Collect information regarding new prospect	Rate prospects (internal and/or external tool) for capacity & affinity. MG team plays a role in qualifying prospects.
Cultivation	Collect news alerts, update development officers on any new activity. Which cultivation activities might interest the prospect? Profile may be requested at this stage.	Prospects are assigned to development officers for cultivation. Make sure "right" prospects are invited to the "right" cultivation & stewardship events (at the "right" time)
Solicitation	Compile profile information for development officer's (& volunteer's) first meeting with prospect. Identify probable ask amount based on past giving, capacity, and development officer's added knowledge through cultivation regarding affinity	Track prospects along cultivation cycle (moves management with team)
Stewardship	Research includes ongoing tracking of the donor in regard to change in financial status and potential and timing for next major giving ask.	Team: Update database after gift, new rating, stewardship activity, and beginning date for next cycle of cultivation





Prospecting

Qualify those currently giving to your organization

- These could be lapsed major giving donors, mid-level giving donors, and/or donors who have given frequently at the annual giving range
- Do they qualify to give at a major giving level, and, are they interested in meeting with a development officer?
- Can you establish a scoring system for qualification?

Identify those who may be potential new donors

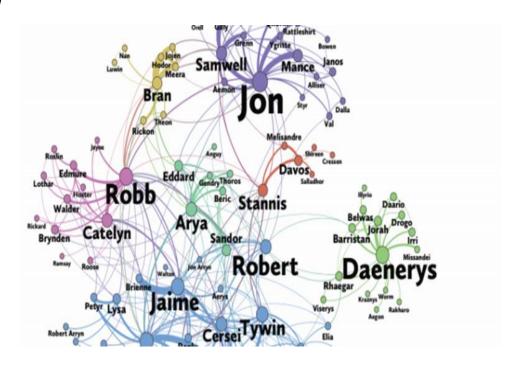
- These could be identified through your network of executives, senior volunteers, committee members, and major donors
- Or, those who have an affinity to your organization (alumni, grateful patients, family of clients) who may not have given yet
- Or, those who support other "like" causes
- Or, those who have identified certain areas of support in their corporate or foundation documentation





People, people, people!

- First and foremost! Do research which looks within at LINKAGES to :
- Staff Members
- Board Members (key volunteers)
 - e.g.) Peer Screening
- Committee Members
- Event Volunteers
- Event Attendees
- Sponsors
- Vendors
- Current Major Donors
- Advisory Groups
- Professional Groups
- Social Groups
- And your database: RFM*
 - *recency, frequency, monetary









Social Groups - Break Out!

I like	I am	I
Dogs	In a book club	Ski
Cats	Artistic	Golf
Reading	Athletic	Curl
Travelling	A Toronto Maple Leafs fan	Play an instrument
Cooking	A gardener	Play soccer
Skiing	Crazy about cars	Play baseball
Camping	A hockey player	Cycle
Writing	A figure skater	Do yoga
Movies	A dancer	Hike





Book Clubs & Mental Health?











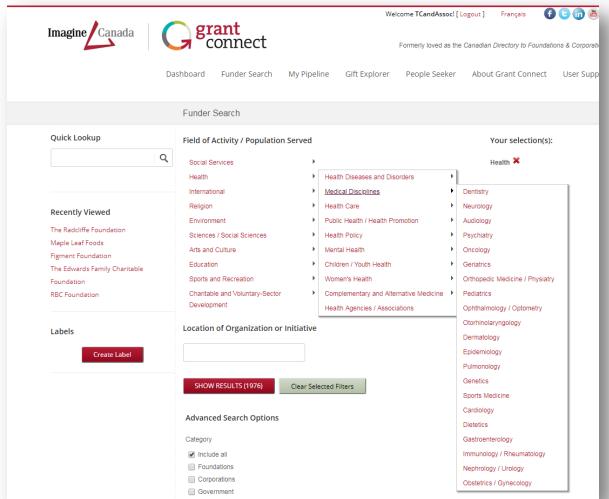
Resources: Foundations

- Imagine Canada Grant Connect (fee)
 - or through Pillar NonProfit Network
- <u>Charity Village</u> Directories Funders (free)
- <u>Canadian Charities Listings</u> (CRA) T3010s (free)
- BIG Online Foundation Search (fee)
- <u>iWave</u> Prospect Research Online (fee)
- <u>CharityCAN</u> (fee)
- Ajah Fundtracker (fee)
- US GuideStar (free, basic) 990s
- <u>US Foundation Center</u> (free, basic) 990s
- Foundation websites (~25% have their own website)
- Public or university libraries



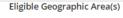


Example: Grant Connect









✓ Toronto, ON

▼ Financials & Gift History: The Gerald Schwartz and Heather Reisman Foundation

Financial information and gift history are sourced from Canada Revenue Agency T3010 Registered Charity Information Returns and/or material published by the organization (e.g., annual report, official website, etc.). While useful for researching the capacity and interests of this organization, please be aware that the information in this section may not be inclusive and may contain errors.

Financial Data

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Total Assets	\$247,522,963	\$270,339,281	\$244,219,982
Direct Charitable Activity	\$1,951,354	\$2,013,653	\$1,962,683
Total Gifts Provided (\$)	\$24,445,216	\$26,821,697	\$25,340,631
Total Gifts Provided (#)	75	74	73
Total Revenues	\$14,414,488	\$38,818,057	\$1,820,861

Gift History



Gifts Display:

Table View

Map View

Gift Recipient	Cause of Recipient	Recipient Location	Gift Size	Year
HESEG Foundation	Scholarships / Grants / Awards / Bursaries	Toronto (Ontario)	\$8,950,000	2017
Mount Sinai Hospital Foundation of Toronto	Hospitals	Toronto (Ontario)	\$2,175,000	2017
Princess Margaret Cancer Foundation	Oncology	Toronto (Ontario)	\$1,005,000	2017
United Jewish Appeal of Greater Toronto	Jewish Social Services	North York (Ontario)	\$675,000	2017
United Jewish Appeal of Greater Toronto	Jewish Social Services	North York (Ontario)	\$514,622	2017
Toronto International Film Festival	Film / Video	Toronto (Ontario)	\$400,000	2017
University of Manitoba	Universities	Winnipeg (Manitoba)	\$250,000	2017
Dalhousie University	Universities	Halifax (Nova Scotia)	\$245,208	2017
United Jewish Welfare Fund of Toronto	Jewish Social Services	North York (Ontario)	\$205,000	2017
Governors St. Francis Xavier University	Universities	Antigonish (Nova Scotia)	\$200,000	2017
f3		Di	splaying items	1 - 10 of 555





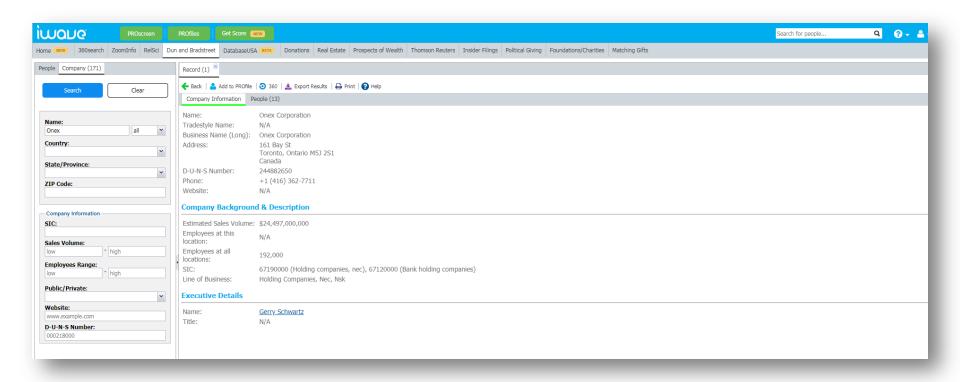
Resources: Corporations

- Google Finance or Globe Investor (free)
- Business in Vancouver (BIV) great lists!
- <u>Canadian Business Resource (CBR)</u> (basic free, also by subscription)
- <u>Canadian Newswire</u> (free, track your prospects using RSS feed)
- <u>Charity Village</u> (free)
- D&B Canada (dun & bradstreet): Hoover's Business Directory (fee)
 - Also available in iWave PRO
- <u>Scott's Ontario Manufacturers</u> (fee) smaller businesses
- Indigenous Business Directory (Can gov)
- Federal Corporation Directory (Can gov) great for contacts & directors
 - Does not include financial institutions
- SEDAR (free) Canadian public company reports
- **SEDI** (free) Canadian public company shares
- <u>EDGAR</u> (free) U.S. public company shares
- <u>LEDC</u> (free) City of London directory (new businesses & contact names)
- BIG Online Corporate Directory (fee)
- <u>iWave PRO Prospect Research Online</u> (fee) ZOOMInfo & D&B
- <u>CharityCAN</u> (fee) Corporate Canada Directors
- PUBLIC or university libraries (free!)





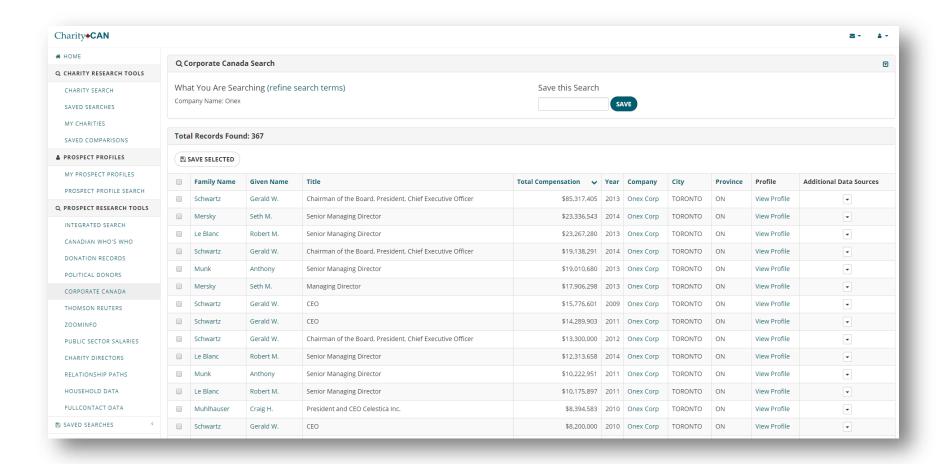
Example: D&B from iWave







Example: CharityCAN







Example: SEDAR

Summary Compensation Table

Non-equity incentive plan compensation

				pian	compensauc	711			
Name and Principal Position	Year	Salary	Share- based awards	Option- based awards (1)	Annual incentive plans (2)	Long-term incentive plans	Pension value	All other compensation	Total compensation
Mr. Gerald W. Schwartz,	2018	\$1,300,000	_	_	_	_	_	_	\$ 1,300,000
Chief Executive Officer	2017	\$1,300,000	_	_	\$ 7,939,440	_	_	_	\$ 9,239,440
	2016	\$1,300,000	_	_	\$ 6,611,616	_	_	_	\$ 7,911,616
Mr. Christopher A. Govan,	2018	\$ 308,760	_	_	_	_	_	_	\$ 308,760
Chief Financial Officer	2017	\$ 308,480	_	\$972,583	\$ 1,066,992	_	_	_	\$ 2,348,055
	2016	\$ 302,000	_	\$565,202	\$ 1,224,261	_	_	_	\$ 2,091,463
Mr. Robert M. Le Blanc,	2018	\$ 400,000	_	_	_	_	_	_	\$ 400,000
Senior Managing Director	2017	\$ 400,000	_	_	\$11,732,505	_	_	_	\$12,132,505
	2016	\$ 400,000	_	_	\$ 3,292,407	_	_	_	\$ 3,692,407
Mr. Seth M. Mersky,	2018	\$ 400,000	_	_	_	_	_	_	\$ 400,000
Senior Managing Director	2017	\$ 400,000	_	_	\$ 2,756,368	_	_	_	\$ 3,156,368
	2016	\$ 400,000	_	_	\$ 3,291,043	_	_	_	\$ 3,691,043
Mr. Anthony Munk,	2018	\$ 400,000	_	_	_	_	_	_	\$ 400,000
Senior Managing Director	2017	\$ 400,000	_	_	\$ 7,769,829	_	_	_	\$ 8,169,829
	2016	\$ 400,000	_	_	\$ 3,299,103	_	_	_	\$ 3,699,103





Resources: Individuals

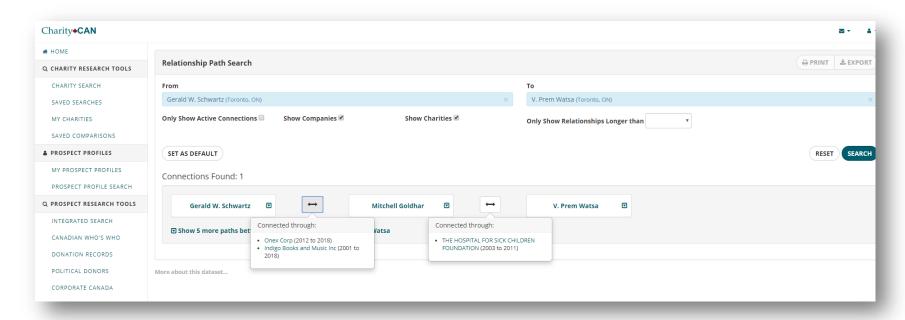
- CharityCan (fee)
 - Canadian Who's Who*, Donations to Other Orgs, Political Donors, Corporate Canada Directors, ZoomInfo, Public Sector Salaries, Charity Directors, Profiles, Relationship Mapping, ProspectPRIME
- <u>iWave PRO Prospect Research Online</u> (fee)
 - ZOOMInfo, D&B, Donations to Other Orgs, Real Estate, Wealth Ratings, Political Giving, Foundations, Matching Gifts, SEC Filings, PROScore and PROScreen
- <u>G.O.L.D. Grey House Online Databases</u> (fee) Venture Capital Firms
- Alumni directories (online & print)
- Obits (for family connections)
- Financial Post Directory of Directors*
- Who's Who in Canadian Business (defunct 2005) Print & CD*
- Top 100's
- Realtor.ca / MLS & ZooCasa for real estate information (home listing prices)
- <u>SEDAR</u> (online) holdings/info for each public company
- <u>SEDI</u> (online) share holdings in public companies
- <u>EDGAR</u> (online) US Securities
- <u>Charity Village News</u> Newsbytes
- PUBLIC or university libraries
- * = older directories are good for retired people







Linkages



Linkages also through:

- LinkedIn
- Imagine Canada: Grant Connect (LinkedIn)
- iWave: Relationship Science (RelSci) Top 50 Connections





Rich Lists





- While you should read the Rich Lists that come out on an annual basis (as some may be your donors or volunteers)...
- Most of your prospects do not have their estimated wealth published in a neat format
- But, review the lists who is new? who has fallen off?



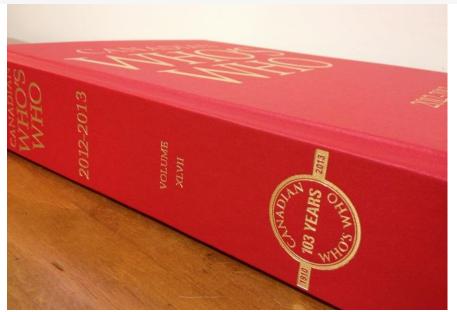


Canadian Who's Who

Canadian Who's Who Biography

■ Abbreviations Index

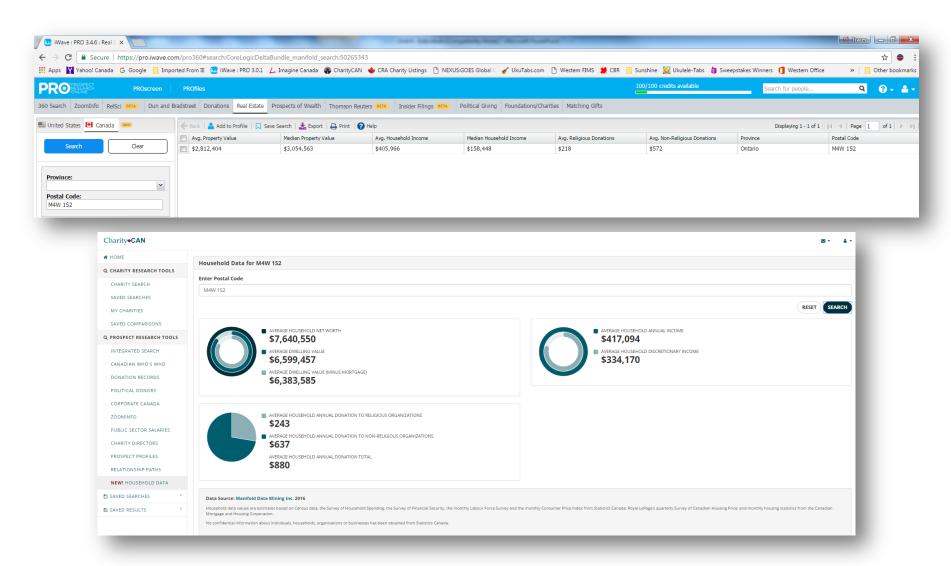
SCHWARTZ, Gerald Wilfred, O.C., B.Comm., LL.B., M.B.A., Ph.D. (Hon.), LL.D.; businessman; b. Winnipeg, Man. 24 Nov. 1941; s. Andrew O. and Lillian (Arkin) Schwartz; m. Heather Reisman; children; Carey, Jill, Andrea, Anthony; e. Univ. of Man. B.Comm. 1962, LL.B. 1966; Harvard Univ. M.B.A. 1970; FOUNDER, CHAIR AND C.E.O., ONEX CORPORATION 1984—; Dir., Celestica Internat. Holdings, Inc.; Vice-Chair, Dir., Gov. & Mem. Exec. Ctte., Mt. Sinai Hosp.; Chair of the Bd. of Trustees, Cdn. Friends of Simon Wiesenthal Center; Bd. of Trustees, Simon Wiesenthal Centre; Chair, HESEG; called to Bar of Man. 1966; law practice Asper, Freedman & Co. Winnipeg 1966–68; Assoc., Corporate Finance, Estabrook & Co. Inc. N.Y. 1970, Vice-Pres. Corporate Finance 1971; Sr. Assoc., Bear, Stearns & Co. 1973, Vice-Pres. Corporate Finance 1974; Co-Founder, Pres., Mem. Exec. Ctte., CanWest Capital Corp. 1977–83; Assoc. Prof. (Adj.), N.Y. Univ. Grad. Sch. Business Adm.; Dir., Indigo Books & Music Inc.; Vice-Chair, Mount Sinai Hospital; Mem., Ctte. on Univ. Resources, Harvard Univ. Bd. of Overseers; Dir., Gov., or Trustee of a number of other organizations, incl.: Jr. Achievement of Central Ont. and The Simon Wiesenthal Center; honours: Hon. Dir., The Bank of Nova Scotia; Officer, Order of Canada 2005; Lifetime Achievement Award (Ont.), Ernst & Young 2005; el. to Cdn. Business Hall of Fame 2006; Hon. Doctorates, Tel Aviv Univ. (Ph.D.) and St. Francis Xavier Univ. (LL.D.); recreation: sailing, tennis.







Real Estate Features (by postal code)



Demographics





22 AGING IN SUBURBIA

Older, upper-middle-income suburban couples and families

Population: 875,437 (2.26% of Canada)

Households: 314,928 (2.17% of Canada)

Average Household Income: \$111,235

House Tenure: Own

Education: Mixed

Occupation: Service Sector/White Collar



HOW THEY LIVE

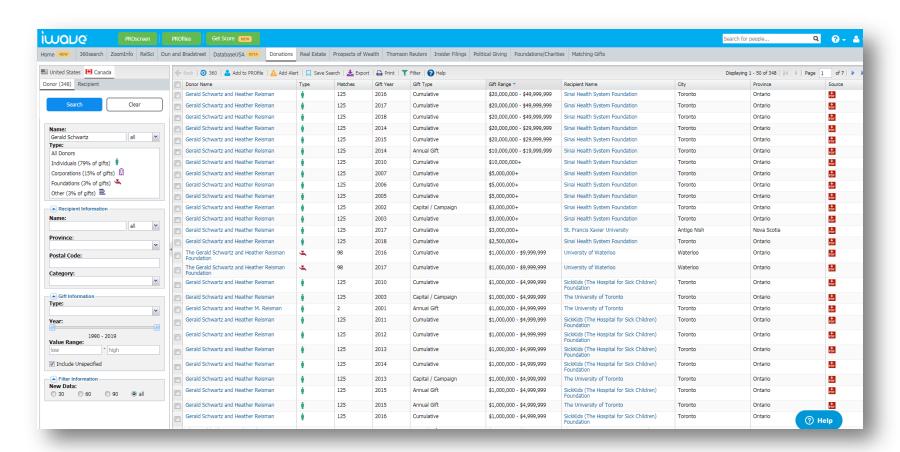
WHERE THEY LIVE







Gifts to Other Organizations







"People Resources" influence their peers!

Social Media: not just for the young at heart, or those light in the wallet!

As of the 1st quarter of 2019...

- Facebook had 2.38 billion monthly active users
- Twitter, 326 million monthly active users
- LinkedIn, 500 million members
- Instagram, 1 billion monthly active users

Don't leave your ethics at the door when searching social media – full disclosure who you are!

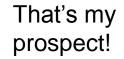
Source: Statistica.com





Other Sources

- Online news, media scans, RSS Feeds → Reader (e.g. Feedly.com push)
- Regional Newspapers & Magazines
- National Newspapers & Magazines
 - Globe & Mail
 - National Post & Financial Post
 - Canadian Business
- Regional Directories
- Public (& university) libraries
- TSX & Dow Jones (what's trending)
- Chronicle of Philanthropy (US online)
- Canada411 (online) Reverse Look-Up
- Google News alerts, Street View
- StatsCAN reports & tables
- And many more...









How long does research take?

- This needs to be shared (in a Lunch & Learn is best) with the fund development team – priority always goes to MGO with a meeting booked!
- Rule of thumb don't go down the rabbit hole!

Research Task	Scheduled Time*
Quick Turn-Around (gifts to other orgs)	1 hour
"Snap-Shot" Profile (1-2 pages)	3 hours
Foundation Profile	4 hours
Corporate Profile	5-6 hours
Individual Profile	8 hours

^{*} doesn't mean this will all be in one day, depends on research queue!



Share Your Research Queue!

Δ	А	В	С	D	Е	F	G	Н	1	J
	Date	Prospect Name	Request Type	Requested	Research	Research	Research	Date	Request Notes	Research Notes - the rest is in
1				Ву	Priority	Deadline	Status	Completed		database and/or profile
	21-Jan-17	Dr. Joe & Mary Schmoe	Qualification Snapshot	Mary Jane	Α	25-Jan-17	Completed	23-Jan-17	Mary Jane has a meeting with Dr.	Donor has higher capacity than
2				Smith					Schmoe on January 30th, 2017	current giving record.
	25-Jan-17	The Best Foundation	Foundation Profile	John Booker	Α	1-Feb-17	Completed	1-Feb-17	Just finished a multi-year pledge,	Under the radar but found additional
									cultivating for next gift; will be	capacity than previous giving.
									accompanying donors on site visit	
3									the second week of February.	
	7-Feb-17	Joseph Jones	Individual Profile	Robert	В	17-Feb-17	In Progress		Joseph Jones is being considered	
				Downey					for a board position. Need affinity,	
4									capacity and linkages.	
	1-Mar-17	Robert Quick	Qualification Snapshot	Mary Jane	С	21-Mar-17			Board chair is attending event with	
				Smith					prospect at the end of March.	
									General overview and capacity	
5									rating required.	

Or, better yet, set these up as Research Actions in your database! ©





What activity is expected of your fundraisers?

This relates directly to research activity, proposal writing and stewardship needs

Performance Goals for Major Gift and Planned Giving Officers

Weekly Contact Goal for Individual Fundraiser = Total Number of Donors/Prospects Under Management divided by
4.

CONTACT (MOVES) OBJECTIVES AND MIX

(In order to provide a model, we use the number "100" as an example of the contacts under management.)

Standard	Qualifying	Cultivation	Solicitations or Asks Need-	Stewardship
	Contacts	Contacts	ed	Contacts
New Fundraiser	70% of Contacts	20% of Contacts	5% of Contacts	5% of Contacts
	(18 per week)	(5 per week)	(1 per week)	(1 per week)
Experienced Fundraiser	25% of Contacts	50% of Contacts	15% of Contacts	10% of Contact
(3 to 5 years)	(5 per week)	(13 per week)	(4 per week)	(3 per week)
Very Experienced Fundraiser (5 years and longer)	5% of Contacts (1 per week)	65% of Contacts (16 per week)	20% of Contacts (5 per week)	10% of Contacts (3 per week)

- A reasonable target for gifts secured is 6 per month by whatever method. Depending upon the organization and the giving constituency, this could result in \$1 million per year.
- A contact (move) has an objective. It may be accomplished by letter, telephone, or personal visit.
- With good prospects, one contact (move) per month (12 per year) is desired, with 4 to 5 per year in the form of personal visits.
- The number of personal visits will be somewhat determined by the geographical distribution of your contacts— the more dispersed the group, the more likely the difficulties in making the 4 or 5 personal contacts a year.





Calculating Wealth

Wealth indicators help to determine the "right" ask amount. We use the word "indicator" because this is based on small amounts of information.

- Donation history: to your organization and other organizations.
- Wealth lists for individuals and/or company listings
- Articles: such as those detailing a sale of a private business, etc.
- Information circulars: provide information of directors and top executives of public companies (from SEDAR).
- Real estate and shareholdings
- Executive compensation and/or salary estimates
- Prospect review meeting with staff and volunteers. Peers would understand the circumstances of their situation therefore have a good idea how much they can give.
- We can also use "total philanthropic capacity" TPC formulas if we cannot find giving to other organizations





Prospect Management

Data Mining and Modeling

- Once you have your list of prospects in your database, how do you
 prioritize which prospects to visit first?
- What programs best suit a prospect: annual, planned, and/or major giving?
- Prospect ratings vary from in-house rating systems to custom rating tools from external companies.
- Data Mining: Automated or manual extraction or query of information from a constituent database (Henze, 2004).
- Predictive Modeling: Discovery of underlying meaningful relationships and patterns from historical and current information within a database (and external info) and using these findings to predict *individual* behaviour (Henze, 2004). (e.g. Analytics)





Setting up Capacity & Affinity Ratings

Capacity estimates what a prospect <u>is able</u> to give (think *predictive* & *external*) – to <u>any</u> organization.

- Researchers may look at what donations, if any, a prospect has given to other organizations or foundations.
- An *individual's* salary may be found on SEDAR, if he or she is a top executive of a public company.
 - Individuals give ~1 − 5% of net worth
- Corporations often have written commitments to community support on their web pages or in their annual reports.
 - Corporations give ~1% of annual revenue
- Foundations usually list their totals assets and also their gift ranges.
 - Foundations give ~4-4.5% of total assets depending on the market





Setting up Capacity & Affinity Ratings

Affinity rates how likely a prospect is likely to give to <u>your</u> organization based on a closeness or connection with your organization.

- In health-care organizations, a grateful patient may have a high affinity to your institution.
- Unfortunately, or fortunately, because of the privacy laws in Canada, unless a grateful patient comes forward to declare his strong affinity, we may never know it.
- But, there are other ways to see affinity:
 - Past donations to your own organizations or others like it
 - Volunteer activity in your organization or others like it
 - Common business associations with your organizations, and so on.





Setting up Capacity & Affinity Ratings

For capacity, researchers & solicitors can set up potential gift ranges, such as:

- Under \$1,000
- \$1,000 4,999
- \$5,000 9,999
- \$10,000 **–** 24,999
- \$25,000 **–** 49,999
- \$50,000 99,999
- \$100,000 499,999
- \$500,000 999,999
- \$1 million or more

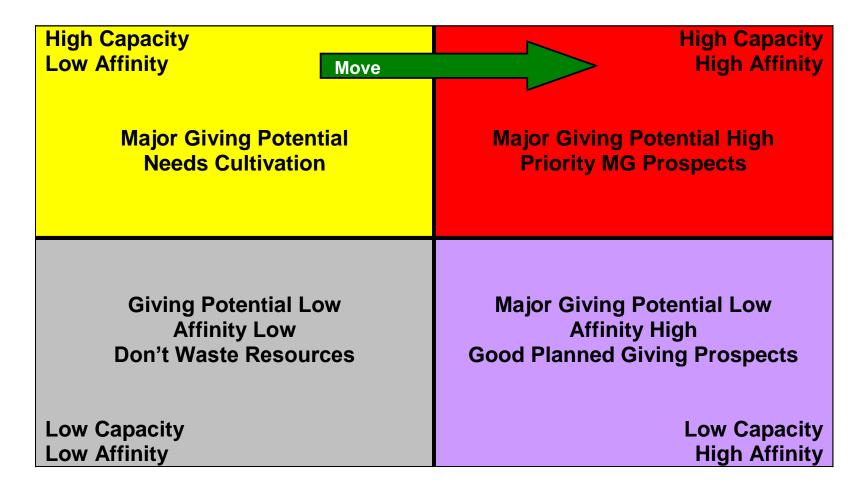
Similarly, affinity ratings can be created, such as:

- 0 Unknown
- 1 Low
- 2 Moderate
- 3 Excellent





Capacity vs Affinity







Notes on Capacity & Affinity Ratings

- In addition to rating prospects for capacity (wealth) and affinity (to your organization), you can also add in ratings such as:
 - Linkages (to your organization)
 - Likelihood (e.g., is this a good time?)
 - Inclination (very subjective based on solicitation)
- Capacity and Affinity ratings are always dynamic and change throughout solicitation.
- Often prospects are given a "general" capacity rating (in the ratings area of the database) and then a "specific" capacity rating for each particular ask.





What do you include in the database?

Exerything!!







By everything we mean...

Prospect Information (all should be dated)

- Contact Information (home, work, foundation)
 - Address, Phone, Email, Website (note keep old info)
 - Social media: LinkedIn, Twitter, Facebook, Instagram
- Date & place of birth
- Family information (link records in database)
- Education & designations
- Current & past positions (link records in database)
- Current & past corporate directorships (link records in database)
- Current & past volunteer roles (link records in database)
- Awards & honours
- Corporate overview
- Foundation overview
- Recent & relevant news (highlights, not entire articles)
- Additional hobbies, interests, clubs
- Additional strategic notes for solicitation (link associates and friends)
- Relevant giving (don't list it all: think large gifts and relevant gifts)
- Wealth indicators (executive compensation, real estate, shareholdings, others)
- Additional linkages/relationships to your organization (e.g., vendors)
- Past activity with your organization
- Affinity rating (range, date, by whom, and reason for rating)
- Capacity rating (range, date, by whom, and reason for rating)
- Assigned giving program
- Assigned solicitor, if assigned (records should be linked)
- Assigned volunteer, if assigned (records should be linked)
- Additional strategic notes & photos

Activity Information

- Prospect Identified By (Researcher? Staff? Volunteer? Date, Comments)
- Research Requested (By whom? Due date? Type? Comments)
- Research Completed (By whom? Type? Comments)





As review: where are we going with this?

- A charity deserves targeted, relevant, well-timed asks
- Researchers are uniquely skilled to complement a development team to meet their goals with well-matched prospects
- Researchers work strategically with development teams to provide the "right prospects" for the "right programs", at the "right gift amount", at the "right time"
- Use your research resources to find: individuals, corporations & foundations that match a charity's mission & financial goal
- Manage the database to be able to easily add your prospects, rate them, and extract them according to fundraising needs
- Part of a researcher's worth is steering the fund development team AWAY from those prospects who have neither the capacity NOR the affinity to give to your organization!





Thank You!

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