



At Mission Obsessed we are just that, Mission Obsessed. We want you to be as successful as possible as you carry out the mission of your organization or business and change the world. We provide you with numerous services to help you **create**, **build** and **scale** your organization. We're a small company which means you get personal attention and we try our best to learn as much as we can about your mission and vision, channeling your passion and enthusiasm as we work for you.

## **CREATE Non Profit Start Up Advising**

If you are just getting started and all you have right now is just an idea, and a passion for a cause, that is more than enough. We specialize in helping new nonprofits go from ideas to impact. We offer the following services to future nonprofit founders and new nonprofit organizations:

### **MISSION, VISION AND NEED DEFINED**

Can you already articulate your organizations mission and vision? Have you already identified the need you hoping to address? We can help you get clarity on the Mission and Vision of your organization and equip you with the data to articulate the need for our organization to prospective donors.

### **BOARD DEVELOPMENT AND MANAGEMENT**

Don't have a board yet? We can help you build a strategy to attract high quality board members. Already have a board but don't think you are using them effectively? We can help you create a plan to leverage your board for maximum participation.

### **FEDERAL 501C(3) FILING/STATE EXEMPTION FILING**

One of the many requirements of seeking funding from foundations and even taking donations is making sure that you have all of your exemption paperwork in order. We will walk you through the filings for your state and federally.



## **BUILD**

### **Grant Writing and Development**

You won't be able to fulfill your mission without funding. Are you just starting to look for funding or have you hit a wall and need new fundraising strategies? Don't have the resources for a full-time development director? We provide the following affordable grant writing services and full-service development consulting.

#### **GRANT WRITING CONTRACTS**

We offer a six-month or year-long contract for an entire grant writing package, which includes researching grant opportunities, writing a series of highly competitive grant proposals, participating in debriefs with foundations on rejected proposals, and helping our clients build long-term relationships with foundations following a successful proposal. For the organizations that contract with us, we act as much more than a writer; we serve as consultants to help ensure the long-term success of the grants program.

#### **GRANT PROSPECT RESEARCH**

We access subscription-based databases and pore over lists of thousands of possibilities for grant opportunities. We then develop a list of strong matches with grant makers and your organization; this report can stand alone for your own in-house use, or as a jumping off point for us to assist with grant writing.

#### **FOUNDATION AND GOVERNMENT GRANT WRITING**

Working closely with your staff, we complete your grant application, proposal, or letter of inquiry, ensuring your narrative is strong and your entire application package meets the rigorous standards laid out by the foundation or agency.

#### **PROOFREADING AND EDITING**

We proofread your grant proposals before you submit them, making sure your message is clear and that you've followed instructions provided by the grant maker. A second set of eyes on your proposal is always important.

#### **GRANT WRITING CONSULTATIONS AND TRAINING**

We offer private coaching sessions to make suggestions and offer advice for your grant proposals, including offering insight on why you may not have received funding in the past and what you can do to improve your proposals to be more competitive in the future. We also offer an in-depth, personalized, one-on-one training program to teach you and your staff to write successful grants and build a sustainable grant writing program in-house.



## **SCALE**

### **Growth and Scale Support**

Have you been doing good work but you are ready to take it to the next level? Do you need an evaluation of your systems and process? Thinking about implementing a new program but want to solidify the design so it aligns with your mission? Let us help you get to that next step by helping you create a strategic plan, evaluating your current program, improving your systems and processes.

### **ORGANIZATION AND PROGRAM DEVELOPMENT**

Not every nonprofit is quite ready to write grants — and be competitive for funding. We assess your organization for grant readiness and then compile and implement a detailed plan of action for program and organizational development that will help your nonprofit become grant ready.

### **STRATEGIC PLANNING**

Where do you see your organization in 1 year or 3 years? Have you taken the time to think through your growth strategy? We will help you and your staff create a strategic plan to keep you on mission and guide you through the next year(s) of growth.

### **ORGANIZATIONAL EFFICIENCY**

When was the last time you updated your policy and procedures manual? Are you and your staff working as efficiently as possible? We can help evaluate and improve your operations.

### **EVALUATION**

How are you measuring success? Having accurate and effective evaluation tools are integral to demonstrating how much of an impact your organization has. We can support you with creating evaluations tools for your organization.



## **Training & Professional Development**

Learning is essential to ensuring that your organization and the people within it can provide the best service possible. It is also essential to growing your team. Investing in your staff's learning and development increases engagement and retention of your team. Let us expertly plan, lead and execute impactful trainings that support your organizational growth and health.

### **Some of Our Training Offerings**

- Adaptive Leadership: Become The Leader They Want to Follow
- Building Your Team: Effective Hiring
- Data Analytics for Managers
- Developing Through Delegation: Develop yourself and others through effective delegation
- Difficult Dealings: Learn Empathetic and Effective Management Skills to Deal with Difficult People and Situations
- Emotional Intelligence: The Key to Effective Leadership
- Excel Tools: Summarizing Data
- Fundamentals of Supervision
- Giving Feedback and Getting Results
- How Leaders Build Trust: The Key to Performance & Ability to Change
- Improving Communication, Creativity & Collaboration Through Improvisation
- The M Word: Employee Motivation and Activation Techniques
- The Personalities of Teams
- The Platinum Rule: Learn to Provide Exceptional Customer Service