

# Prospectus

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## Development Officer for Menucha

Anticipated Hire Date (uncertain)

### Salary Details

	Year 1 (2009)	Year 2 (2010)	Year 3 (2011)
Base Salary	\$25,000.00	\$37,000.00	\$50,000.00
FICA	\$1,912.50	\$2,830.50	\$3,825.00
<b>Benefits</b>			
Health	\$2,000.00	\$2,000.00	\$9,750.00
Retirement			\$6,000.00
Office Set Up	\$2,000.00		
Cont. Ed		\$1,000.00	\$1,500.00
Expenses	\$5,000.00	\$7,000.00	\$9,000.00
<b>Total</b>	<b>\$35,912.50</b>	<b>\$49,830.50</b>	<b>\$80,075.00</b>
<b>Three Year Total</b>	<b>\$165,818.00</b>		

Year 1 is calculated at 20 hrs/week

Year 2 is calculated at 30 hrs/week

Year 3 is calculated at full time employment and Board of Pensions Benefits

### Working Assumptions

The main focus of work for the first year will be to develop a giving program to include:

- Vehicles for giving when guest are in residence at Menucha
- An annual campaign
- Development and organization of donor data base
- Identification and cultivation of major donors
- Recruitment of additional FoFM Board Members
- Assume primary responsibility for Fund Raising Events

The main focus of work for the second year will include:

- Continuation of first year's work
- Ground work for Major Capital Funds Campaign to begin in 2011

The main focus of work for the third year will include:

- Continuation of previous year's work
- Successful start of Capital Funds Campaign (estimated \$2-\$3 million)

## **Additional Information**

The fundraising goals for this person will be as follows:

Year 1= \$75,000

Year 2= \$100,000

Year 3=\$150,000 (plus goal for Capital Funds Campaign)

This is only \$25,000 more (for the first year) than we are currently raising. The following years include more time for the position and thus a higher expectation for funds raised. It is the hope that by the third year, this position will be self-sustaining.

The Capital Funds Campaign described above will occur primarily with the congregation of First Presbyterian Church, Portland, OR. With the completion of this campaign, a net sum of approximately \$100,000 per year will be cut from the current Menucha budget (one of the goals of the campaign is to retire the debt we currently hold). In addition, much of this money is slated to address deferred maintenance needs and so it is anticipated that a further reduction in our maintenance budget will also occur. Thus by the fourth year, we should see approximately \$250,000 to \$300,000 extra income for the facility and program.

Another task force is currently developing a site redevelopment plan to be unveiled in early 2011. This will provide interest and excitement for the campaign described above. It will also be the basis for a second Capital Funds Campaign to occur immediately following the successful completion of the first. This campaign will be for a significantly higher amount and will fund at least the first phase of our redevelopment.

## **Conclusions:**

For an initial investment of \$165,000 (over a 3 year period) we anticipate a total return of \$575,000 by the end of the fourth year. This course of action will insure a stable source of annual funds which is vital to the future success of Menucha. It also will allow us to grow and develop to better meet our mission. In short, securing a Development Officer at this point in our progress is a necessary part of our future.