

Capacity Building Academy



Interest Form

2017-2018

Organizations interested in participating in the Capacity Building Academy must complete and return this interest form to Suzie Gomez of the Inland Empire Community Collaborative (IECC) sgomez.iecc@gmail.com by **November 1, 2017**. *Complete all sections. Please print legibly or type.*



Section A: Organizational Information

Organization Name:			
Street Address:			
City, State:		Zip Code:	
Website:			
Contact Person:		Title:	
Email Address:		Telephone Number:	

Please provide a brief description of your organization (mission, services, length of operation, staff size, number of sites, number of people served).

Individuals and organizations are eligible to participate in the Capacity Building Academy (CBA) if one of the statements below are true for them. Preference will be given to organizations who serve children 0-5 and their families in San Bernardino County, however, all interested applicants are encouraged to submit an interest form.

Please mark "X" next to the statement that most directly applies.

<input type="checkbox"/>	My organization is a nonprofit that serves the Inland Empire and we are willing to build our capacity.
<input type="checkbox"/>	My organization is a nonprofit that serves San Bernardino County and we are willing to build our capacity.
<input type="checkbox"/>	My organization serves children 0 to 5 who live in the Inland Empire and we are willing to build our capacity.
<input type="checkbox"/>	My organization serves children 0 to 5 who live in San Bernardino County and we are willing to build our capacity.

Section B: Capacity Building Participants

Participants in the Capacity Building Academy will attend monthly sustainability planning workshops from January through August 2018. Organizations are asked to assessable a team of 1 to 5 participants who will participate in the Academy. Not all team members need to attend each session. Rather, you may want your board treasurer or bookkeeper/accountant to attend the sessions on strategic financing and have staff attend sessions on vision and desired results. Workshops will take place at First 5 San Bernardino on the third Thursday of each month from 9 am to 3 pm. Dates include January 18, February 22, March 22, April 19, May 17, June 21, July 19 and August 16, 2018.

Graduates completing the Academy will complete a sustainability plan and make a presentation to a funders panel at the October 2019 THRIVE conference. Graduates of the Academy are eligible to participate in the IECC.

Please put a X mark next to positions within your organization you would want to participate in the Academy.

<input type="checkbox"/>	Executive Director	<input type="checkbox"/>	Development staff
<input type="checkbox"/>	Board President/Treasurer	<input type="checkbox"/>	Direct service Staff
<input type="checkbox"/>	Chief Financial Officer/Finance Staff	<input type="checkbox"/>	Board members

How many individuals from your organization (staff, board, volunteers) would you estimate will participate in the Capacity Building Academy?

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 to 3	3 to 5	More than 5	

Section C: Certification of Understanding and Submission

All participants in the Capacity Building Academy are required to complete an organizational assessment using McKinsey's Organization Capacity Assessment Tool (OCAT). The IECC will customize the process and assist you in its completion. The only exceptions are organizations that completed an OCAT within the past 24 months.

BY SUBMITTING THIS INTEREST FORM, I HEREBY CERTIFY THAT ALL OF THE INFORMATION PROVIDED IS TRUE AND COMPLETE. **Please mark "X" next to each statement, indicating your agreement to each condition of participation.**

<input type="checkbox"/>	I certify that I have read the capacity building academy interest form and I/my organization wishes to be considered for inclusion in the Academy.
<input type="checkbox"/>	I will participate in and engage stakeholders to assist in completion of the OCAT assessment. I understand that the results will be aggregated across participating organizations and provided to First 5 San Bernardino without agency identifying information. (if not appropriate, please state "NA")
<input type="checkbox"/>	I agree to participate in the spirit of collaboration and mutual growth with my coach, IECC support associate, and other CBA participants. I will also communicate any scheduling or agency challenges promptly as they arise.

Signature

Date

To submit, email to sgomez.iecc@gmail.com

Interest forms are due no later than November 1, 2017