

# **THE AMERICAN LAW INSTITUTE**

## **DEVELOPMENT COMMITTEE CHARTER**

(Adopted by resolution of the Council and effective on May 16, 2011.  
Amended on January 16, 2015.)

### **I. Purpose**

The Development Committee oversees the Institute's fundraising initiatives subject to directives from the Council and Executive Committee.

### **II. Membership**

The Development Committee should not have fewer than five members and may not have more than thirteen members, one of whom is the President. After receiving recommendations from the President, the Executive Committee appoints the remaining members of the Development Committee, including the Chair and, if desired, a Vice Chair. All members of the Development Committee must be members of the Institute and a majority must be members of the Council or Council members emeritus.

### **III. Meetings**

The Development Committee meets as often as it determines is appropriate, but not less than once each year.

### **IV. Authority and Responsibilities**

The Development Committee's authority and responsibilities are as follows, subject to directives from the Council and Executive Committee:

- A. Direct the Institute's fundraising and development program.
- B. Set the goals for fundraising and development, including targeted amounts and retention of donors from year to year, and receive and review periodic reports from the Director or the Director's designee regarding gifts received by the Institute.
- C. Review staff recommendations as to key themes to be emphasized in the Institute's fundraising from individual, law firm, and foundation sources, and as to fundraising communications to the membership and prospective donors.
- D. Assist in identifying prospective individuals, law firm, and foundation donors and in the recruitment of members of the Council and members of the Institute to assist in specific fundraising communications and solicitations.
- E. Review at least annually and recommend to the Council or Executive Committee changes as appropriate to the Institute's Gift Acceptance Policy.

F. Determine the appropriateness of, and recommend to the Council or Executive Committee major gift campaigns, and oversee the success and milestones of each campaign.

G. Recommend to the Executive Committee the hiring of consultants as appropriate from time to time to assist in determining the feasibility of or in implementing major gift campaigns.

H. Recommend to the Executive Committee any changes in the size of permanent or temporary staff employed in connection with the Institute's fundraising and development initiatives.