

Mission Elevation Program Application Preview

This document is to help you prepare for your ME Program application. Please Submit your application via the online form at <https://form.jotform.com/VCDC/MECohort7Application>

Here are some important things you need to do *before* completing your application:

- 1) Set up a call with the Mission Elevation team to talk about how the program can benefit your organization.
- 2) Confirm with your Board Chair that if admitted to the program, that your efforts throughout the program will be supported at the Board level.
- 3) Confirm your internal team of two that is best suited to tackle your top challenge. We generally recommend that the Executive Director/CEO be a part of this team except in very specific circumstances.
- 4) Confirm that all program dates work for both parties on your team. Please refer to the website for more information.

Please direct any questions regarding the program or application to Raven Bates at 804-482-6232 or rbates@vacdc.org

EARLY DECISION DEADLINE: October 15th, 2024

FINAL DEADLINE: December 15th, 2024

The next round of the Mission Elevation program will begin onboarding in March 2025 and run until June 2026.

Notification to selected participants will be made with in 3 weeks of each application deadline.

1. Organization Information

- Organization Name: *
- Address: *
- Website: *

- Mission Focus (Choose all that apply): * Affordable Housing. Economic Development, Homeless Support. Community Development. Other, please specify
- Organization's Mission: *
- Year Founded: *
- Service Area Size: * Statewide, Regional, City-wide, Local/Neighborhood
- Organization's Operating Budget - Current Year: *
- Staff Size: * Include Full Time and Part Time
- When was the organization's latest strategic plan completed? *
- Upload a copy of your most recent strategic plan (if available).

2. Participant Information

If selected for the program please include the information below for each of your organization's team members.

Team Member One

- Team Member One – Full Name:
- Job title: *
- Length of time at organization: *
- Description of role at organization: *
- Team Member One - Please describe your current capacity and share an experience when you found yourself working outside of your comfort zone. *
- Team Member One - Please describe any previous experience participating in leadership programs, cohort program experience(s), and/or working with a professional coach. *
- Team Member One - Please describe any major personal changes that you anticipate over the next 2 years (e.g.: retirement, applying to academic programming, etc.)*
- Phone Number *
- E-mail *

Team Member Two

- Team Member Two - Full Name: *
- Job Title: *
- Length of time at organization: *
- Description of role at organization: *
- Team Member Two - Please describe your current capacity and share an experience when you found yourself working outside of your comfort zone. *
- Team Member Two - Please describe any previous experience participating in leadership programs, cohort program experience(s), and/or working with a professional coach. *
- Team Member One - Please describe any major personal changes that you anticipate over the next 2 years (e.g.: retirement, applying to academic programming, etc.)*
- Phone Number *

- E-mail

Team Question

- Describe how your team's composition and any personal and professional attributes that will help you to achieve success in this program. *

3. Assess your organizational capacity

Please work with your team partner listed above on the application to complete the following section.

- How would you rate your organization's capacity to successfully navigate change? *

	Very comfortable with change	OK with change	Change resistant	Change management is an area of growth for us.
Organizations Overall Capacity for Change	☐	☐	☐	☐

- Please describe your organization's current capacity for adaptation and change? Please cite examples of how your organization has successfully adapted plans, projects or operations in response to changing circumstances. *
- What organizational changes could help your organization be even better equipped to envision a more sustainable future and align organizational culture and operations to realize your vision? *
- How have the events of the last few years impacted you and your organization? *
- Please describe any major organizational changes that you anticipate over the next 2 years (e.g.: key leader retiring, new programs starting). *
- Please rate your organization in terms of current performance in each area below: *

	High Performing	Better than average	Average	Area for Growth
Board Development	☐	☐	☐	☐
Fundraising	☐	☐	☐	☐
Strategic Thinking	☐	☐	☐	☐

Communications	☐	☐	☐	☐
Governance	☐	☐	☐	☐

4. Current Top Sustainability Challenge

Please work with your team partner listed above on the application to complete the following section.

In responding to the following questions, please be specific...do not identify a vague lack of financial resources as an obstacle unless you can also identify a specific and credible solution to that lack of resources. For example, in such a case, you might focus on how new business strategies could lead to more steady, recurring and controllable sources of revenue.

- Please outline the greatest obstacle to your organization's continued success over the next ten years. Please be clear about why this issue is the greatest obstacle to success. *
- Why has overcoming this obstacle been so difficult? *
- What are current organizational strengths that can be called upon to solve this problem? How will you, your staff and your Board be engaged in arriving at these solutions? *
- Assess the sense of urgency of this issue/challenge...does your staff, board and partners understand how important this is to the success of your organization. For the scale ranking below....if they understand and are taking action, then it would be "very high"....if people do not see or understand this challenge, then it would be "no". *

	Very Urgent	Urgent	Somewhat Urgent	Not Urgent
Urgency of Top Challenge	☐	☐	☐	☐

5. Your Story of Success

Please work with your team partner listed above on the application to complete the following session.

Imagine your organization five years in the future. Please write a brief newspaper article in the December 2029 version of your local newspaper or online media service (a place where would be honored to have press) that describes how your organization has moved from its current situation in December of 2024 to a better capitalized, more financially independent organization in December of 2029. Please include specific details that illustrate the achievements that you are celebrating on that future date - including adding potential quotes from customers and key partners.

- Your story headline: *
- The year is 2029, tell your 5 year success story: *
- What are the 3 most significant changes that occurred in your story? In the table describe where you are currently and where your organization finds itself in 2029. *

	FROM: 2024 Situation	TO: 2029 Situation
1.		
2.		
3.		

6. Program Expectation Questions

- What expectations do you have for experiences/outcomes of participating in the Mission Elevation Program? Both personally for those on your team and organizationally. *
- In reviewing this program and the commitments with your Board of Directors, what excited them the most? What concerned them? What questions do they have about the program? *

7. Confirm Program Commitments

- Please confirm the following program commitments: *

☐ I understand that attendance is mandatory for all retreats and program functions. Our team will actively participate in all program events and is available to attend all of the four in-person gathering dates that have been set that are as follows:

- o June 8-10, 2025; September 28-30, 2025; January 25-27, 2026; and June 7-9, 2026
- o Webinars and coaching call sessions are scheduled between retreats and planned well in advance with participants.

☐ Our team understands that a significant amount of time outside of the meetings, coaching times and webinars will be needed to achieve measurable results.

☐ Our team understands that peer support and coaching is a core element of the program, and is prepared to support our peers within the program.

☐ We understand the program fee is \$2,000* and organizations pay their own travel related expenses.

☐ The organization has presented this opportunity to the Board of Directors and they support this application and your organization's participation in this program fully.

**The tuition fee is a small portion of the overall cost of the program per organization. The program is generously made possible by grant and sponsorship funds.*

- o How did you hear about the Mission Elevation Program? * Partner or Peer Referral, Web Search, Industry Conference, Word of Mouth, Other
- o If you were referred to the program, who referred you?

Executive Director/CEO Signature

Type Name *

**If you have any questions about the program or your application, email
rbates@vacdc.org.**