



FAQ about small nonprofit plans from smallnonprofitcoach.com

How do you make a plan with us?

Your team and I will work together to create a custom plan that fits your organization, its people, and its style. That means I do a lot more asking and listening than talking as we go through the process together. When you receive your plan, you and your team should feel like it is your own.

In general, we follow these steps to create your plan:

Step One: You and I will spend about an hour doing an initial consultation and preparation session. You'll tell me what your plan needs to do for your organization. From there, I'll ask a lot of questions about how you'll use the plan and how you and your team used (or didn't use) other plans. I'll try to really get to know you and your organization--its finances, mission, operational habits, people, programs, and so forth. After our personal consultation, I'll do some background research on my own. This research not only tells me more about your small nonprofit, but gives me a better understanding of the field in which you work.

Step Two: I'll spend six to nine hours meeting with a small group of personnel that you designate. This could be a board, board committee, staff, or a mix. These sessions could take place on a single day (like a retreat) or in 90-minute to 3-hour blocks over several days. I'll lead your team through a process of discussing and exploring both the big ideas and specifics that go into making a plan that will work. We'll begin with "the end in mind" (outcomes and output) and "backward engineer" your plan to the specific activities your team will carry out each day to get you where you need to go.

The format for these sessions is interactive and we use things like markers, Post-It notes, posters, props, whiteboards, etc., to engage your team. By the final session, your plan will be fairly sketched out.

Step Three: I take everything from our sessions back to the lab to illustrate the first draft of your plan. The goal is to create a plan that will be simple enough to fit on a poster. Why? Big, detailed plans rarely get any use and are a waste of money. My goal is to give you a plan that your team will use every day to make decisions, plan their activities, set priorities, and track their progress. A single-page plan that I can illustrate on a poster will best serve you each day and for a long time.

Step Four: I present the first draft of the illustrated plan to your team for feedback and suggestions. The objective here is to observe how your team interacts with the plan. Does it do what you need your plan to do? Will it actually work for them?

Step Five: After making final revisions to the plan, I present to your team it in its final form.

Bonus steps: You get one month of free follow-up coaching to help you transition your team to using your plan. This is where you find out if your plan will actually work with use. After your free month, you receive a 10 percent discount on all coaching services from smallnonprofitcoach.com. Coaching can help you stick to your plan through difficulties, surprises, and success.

How much do these plans cost?

I created this service to meet the needs of small nonprofits, which often cannot afford expert consulting. You'll invest a flat fee of \$1,999. You'll pay a nonrefundable deposit of \$300 when you sign your contract and pay in full upon delivery. Installment plans may be available. An illustrated poster of your plan is an additional \$499. Monthly coaching plans start at \$128/month or as-needed coaching is available for \$2/minute.

How long does the process take?

That depends on your preference. If you choose to do a "retreat-style" team format, you can expect to have your plan in as little as a month. If you choose to spread out team sessions over several days, the delivery time of your plan will take place about two weeks after the final presentation.

Who works with us?

You will always work with me (BT). Get to know me by visiting [my LinkedIn profile!](#)

What will my plan look like?

I believe simple (one- or two-page), graphic plans are better. A lot of detail and research and thought will go into your plan, but people find all of that confusing when making daily decisions. You get all of the background research and notes for your files. The plan, however, will be simple enough for people to understand and take action with a glance. That's how people actually work!

You can choose a basic one-sheet graphic version of your plan or, for \$499, you can order a custom illustrated poster that incorporates themes and visual cues from your organization.

How far will you travel to work with us?

I do not charge for travel costs when working with clients within 100 miles of [Troy, Michigan](#). Clients outside this range will cover the cost of travel (airfare, food, gas, lodging, etc.) plus \$36/hour of transit time.

The best way to figure out if a custom plan is a good investment for you is to schedule a free consultation. [Click here to schedule a call now.](#)