



# DISCOVERY SESSIONS

**Discovery Sessions** are a part of the NSP Organizational Assessment program tailored for smaller or all-volunteer organizations. This program enables your nonprofit organization, with the assistance of a skilled facilitator, to address a specific developmental need of your choosing. Areas that may be addressed through the Discovery Session program include, but are not limited to:

- ✓ Mission
- ✓ Sustainability
- ✓ Capacity Building
- ✓ Planning
- ✓ Board Development

Discovery Sessions include one or two meetings with your board leadership and the facilitator focused on the selected topic. The facilitator will provide information and guide discussion to assist your group in understanding how to work on the issues identified. You will receive a brief memorandum summarizing the outcomes of the Discovery Sessions – issues raised and recommendations – which can be used to guide future work in your organization.

### A Discovery Session may benefit your organization by:

- Helping you **prepare for change**, begin a new planning process, or integrate new members of the leadership team.
- Bringing your board leadership together to **develop a common understanding** of the work needed to **function more effectively**.
- Providing a **written report** that summarizes outcomes and recommended priorities for use with board, staff or future planning consultants.

*It was useful as it consolidated some of the ideas that were already germinating and put a realistic perspective on our plans. It also helped energize the group and generated the desire to move forward.*

- Board Chair

### Getting started – it begins with a conversation:

**Talk with NSP staff** – if this seems like a good ‘fit’ for your organization you’ll be sent an application.

**Submit an application** – you will be asked to provide your budget, by-laws, meeting minutes, and other information to help your facilitator understand your organization.

**Identify key participants** – be as inclusive as possible, in addition to the board chair, consider board officers, committee chairs and any staff or volunteers – include differing perspectives to get the most from the process.

**Contact your facilitator** – upon approval, you will receive your consultant’s contact information – it will be your responsibility to contact the consultant and establish mutually agreeable times and dates.

**Participate fully to get the most from the process** – ensure that all participants attend all sessions and encourage them to be as forthright as possible. Review your report carefully and provide feedback.

**Discovery Sessions are designed to help strengthen your organization** – and are separate from Hartford Foundation grant making. Participating in the program neither improves nor reduces your chances of receiving other Foundation support. This NSP program is provided at no cost to your organization.

**For more** – contact Doug Shipman, Nonprofit Support Program, 860-548-1888, [dshipman@hfpg.org](mailto:dshipman@hfpg.org). [www.hfpg.org/nsp](http://www.hfpg.org/nsp).