



CONVERSATION STARTERS

Prioritize and Focus

FOR CHIEF EXECUTIVES

1. What would enable you to devote 10% of your weekly schedule to short- and long-term planning? What would you eliminate from your current schedule?
2. How do you engage your board in serving as your thought partner? What do you do to ensure that they remain focused on their top three governance responsibilities?

FOR STAFF TEAM MEMBERS

1. How do you go about setting your work priorities, both short-term and long-term? What are your top three priorities today and this week?
2. How can you create time in your weekly schedule to reflect on your priorities and adjust them as needed? How will you communicate any planning changes to your manager?

FOR BOARD MEMBERS

1. How do you establish your annual work plan and priorities? What training and education programs could strengthen new member onboarding and ongoing governance performance?
2. What processes are in place to provide the chief executive, individual board members, and the board collectively, with ongoing feedback and an annual performance assessment?

FOR INDIVIDUAL DONORS

1. Before giving to a nonprofit, how can you gather information about its strategic plan and finances?
2. Does your giving tend to be more strategic or reactive? How might committing to multi-year giving be beneficial to the nonprofits you support?

FOR INSTITUTIONAL PHILANTHROPIES

1. How often do your board and staff refocus your grantmaking approach and priorities? How do you communicate these shifts to your grantees?
2. How can funding a nonprofit's board and staff development, strategic planning, and executive succession planning be wise investments?