

Agenda Item 5.1
April 5/17 CAFII Board Meeting

CAFII Strategic Plan Development Proposal

Background: With a new Co-Executive Director, CAFII has additional resources to take on additional activities. This is a prime moment for CAFII's leadership to consider the Association's priorities and to identify the best areas for its Co-Executive Directors to focus their energies, through the development of a CAFII Strategic Plan, 2017-2020.

Proposed Approach: A Strategic Plan Development Backgrounder is being prepared, for initial review and approval by the EOC. The document will then be recommended to the Board of Directors for review, revision, and approval. This final approved document will determine the focus of CAFII staff and budget going forward.

The content of the Strategic Plan Backgrounder will be:

- Who are We? This section reviews the mandate and mission of the organization to ensure it remains current and up-to-date.
- Where Are We? This section identifies the organization's existing focus, strengths, and achievements.
- Where Do We Want to Go? This section identifies existing Strategic Initiatives we wish to continue; and potential new Strategic Initiatives we may wish to add to the Association's Strategic Priorities.
- How Do We Get There? This section develops a high level implementation plan to achieve each potential Strategic Initiative, including any new resources, people, budget etc. necessary to achieve the related objectives.

Timelines and Process: The proposed timelines for developing a new CAFII Strategic Plan are:

Item	Deadline	Status
Provide proposed approach to EOC Chair to gain approval to proceed	Prior to March 21/17 EOC meeting	Complete
Provide proposed approach to EOC for discussion, feedback, and approval to proceed	March 21/17 EOC meeting	Complete
Provide proposed approach to Board of Directors for approval to proceed	April 5/17 Board meeting	Pending
Table and review initial version of the Strategic Plan-Development Backgrounder with EOC Chair; make any proposed changes	April 17/17	Pending
Table and review modified version of the Strategic Plan Development Backgrounder with full EOC, for discussion: (i) preliminary discussion at April 25/17 EOC meeting; and (ii) fulsome discussion – with two hours set aside for review, possibly with a facilitator	May 23/17 EOC meeting	Pending

Revise document and submit to EOC Chair, for approval for interim update presentation to Board of Directors	May 30, 2017	Pending
Provide an interim update on Strategic Plan Development to Board of Directors	June 6/17 Board Meeting	Pending
Present Draft CAFII Strategic Plan, 2017-2020 to EOC, for review, feedback, and approval to take to the Board	September 19/17 EOC meeting	Pending
Present revised version of Proposed CAFII Strategic Plan, 2017-20 to Board of Directors, for review and approval	October 3/17 Board Meeting	Pending