

1. Does the Foundation already work with a development consultant? **No**
2. How extensive is the Foundation's database of past donors and supporters? If software is in use, what software is it? **We have an extensive donor database of past and present Library supporters.**
3. How much money has been raised during the quiet phase and how has it been raised? **We are currently still in our quiet phase. The Foundation hopes to have at least \$2M before going public. Our funds have been raised through grants, special events, wine sales (The Foundation has two signature wines), and the annual letter.**
4. Is there a campaign leadership committee? **We have a campaign leadership committee consisting of Library District and Foundation Board members in addition to staff and donors.**
5. How often would the Foundation wish us to be on site? **I do not know how often the Foundation would want the firm on site.**
6. Will the selected firm be working directly with an internal person responsible for fundraising? If not what is the structure? **Yes, the selected firm will be working with the Development Director and the Communications Manager.**
7. What is the split of monies to be raised between the quiet phase and the public phase? **The quiet phase has begun and we hope to have 1/2-3/4 of the funds raised prior to going public.**
8. Are you currently applying for grants? **Some grants have already been written and received. We will continue with grant writing.**
9. Is there a budget established for possible print production, mailing services, or media purchase? If not does there need to be a placeholder in the bid? **We do not have a budget established for print, mailing, or media so please include.**
10. For other fundraising ideas not included in the bid, are there volunteers that are available to assist with events? **We have a corps of dedicated volunteers to assist with events and activities.**
11. What is the approval process for work created by selected firm? **Our Capital Campaign Steering Committee will make final decision.**