



Change Often®

Project Impact Report

NONPROFIT DEVELOPMENT

Change Often - Social
Innovation Firm

*to improve is to change...
to perfect is to Change Often.*

Introduction

About Change Often - Social Innovation Firm.

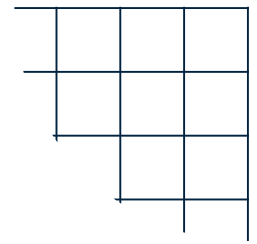
About Us

Change Often - Social Innovation Firm is a consultancy that boldly chooses to solve social and economic challenges through leveraging collaborative solutions and providing comprehensive capacity building services.

Working in spaces where the bottom line prioritizes lives saved over dollars made, we consult and partner with nonprofits, learning institutions, socially-responsible businesses, government entities, and foundations to construct and carry out purpose-driven strategies and initiatives that create change.

Innovation and collaboration are not mutually exclusive—they feed and build upon each other. Innovation happens through collaboration, and the future will be won by those who develop great relationships that leverage the collective power of many. For this reason, Change Often - Social Innovation Firm aligns with Impact Partner organizations to develop strategies and initiatives that bridge gaps and create opportunities for much needed social change to take place.

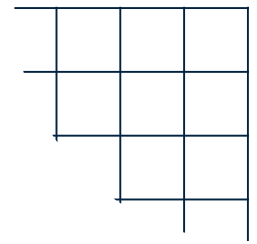
Our promise: Every project involving our team receives a unique and interdisciplinary approach to ensure that our work fits your needs—regardless of how challenging it may be. We strive to demonstrate how our collaborative approach can accommodate your constraints and ensure successful completion of a project on time and on budget. We appreciate your organization taking the time to review this Impact Analysis and look forward to discussing it with you in more detail.



Project Summary

Mt. Zion Baptist Church is a pivotal force in the High Point community. Dr. Rev. Frank Thomas had a vision for the High Point community beyond the already amazing work being done with the Community Writing Center. Through genuine relationships and a diligent and homegrown network, Change Often was able to commit to helping Dr. Rev. Frank Thomas bring his vision to fruition.

Since Mega Mission Ministries (M3) was envisioned, Change Often provided expert-level collaboration equipping Dr. Thomas's vision with the necessary action to execute. Change Often facilitated M3's first Board Retreat, creating the space for the development of the organization's mission, vision, values, goals, programs and services, organizational structure, and governing documents. With the support and counsel of Change Often, M3 was able to hire, orient, and manage our first staff member, the Program Director, within the first two months of incorporation.



Product Scope | Expected Outcomes

Outcome 1: Filed Articles of Incorporation

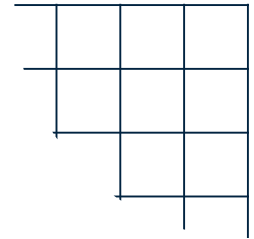
Action: In collaboration with Brian Gavigan and Gavigan Legal Solutions, PLLC, Change Often coordinated the filing of M3's Articles of Incorporation. For the submission of the 1023, Change Often submitted the amendments for M3's Articles to ensure the organization would be recognized for charitable purposes. M3's Articles of Incorporation were filed on June 17, 2021 and amended on December 1, 2021.

Outcome 2: Employer Identification Number (EIN)

Action: Change Often ensured the delivery of M3's EIN through coordination with Brian Gavigan and Gavigan Legal Solutions, PLLC. The EIN was provided on June 10, 2021.

Outcome 3: Organizational Bylaws

Action: During the Board Retreat for M3, Change Often facilitated the necessary components for the development of organizational bylaws. After M3's stakeholders reviewed the draft for the organizational bylaws, revisions were made and Change Often coordinated the votes and signatures so the document is legally binding.



Product Scope | Expected Outcomes Continued

Outcome 4: Mission, Vision, & Values Statements

Action: Change Often facilitated M3's Board of Directors brainstorming and solidifying the organization's mission statement, vision statement, and organizational values during the Board Retreat held on June 29, 2021.

Mission Statement

Build a stronger community by creating a nurturing environment, providing compassionate programming, and establishing relationships that empower individuals to thrive.

Vision Statement

Strengthened community relationships that empower and uplift the voices of individuals to build a thriving city.

Values

Integrity

Compassion

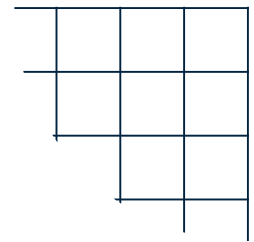
Accountability

Courage

Individuality

Outcome 5: Governance Structure & Protocol

Action: To provide structure for M3, Change Often developed and coordinated several documents related to governance, protocol, and legalities for the organization.



Product Scope | Expected Outcomes Continued

Outcome 6: Hired Program Director

Action: In collaboration with Principal Stakeholder, Rev. Dr. Frank Thomas, Change Often coordinated and advised the hiring process for M3's first employee, the Program Director within two months of entity formation.

Outcome 7: Filed Form 1023

Action: Change Often submitted the Form 1023 with Rev. Dr. Frank Thomas on December 21, 2021 with the following components: Articles of Incorporation, Bylaws, Conflict of Interest Policy, EIN, Narrative Description of Activities, Financial Data, and other supplemental attachments.

Outcome 8: 501(c)(3) IRS Status

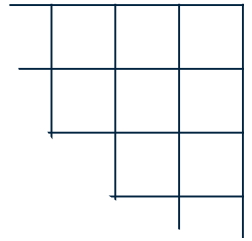
Action: On March 24, 2022, the IRS determined that as of June 17, 2021, Mega Mission Ministries is exempt from federal income tax under IRC Section 501(c)(3).

Outcome 9: Increased comfortability for developing and managing Mega Mission Ministries as a sustainable nonprofit organization.

Action: Change Often provided several resources with best practices and templates for M3 to utilize throughout its life cycle.

Project Case Study

Mega Mission Ministries, Inc.
Nonprofit Development

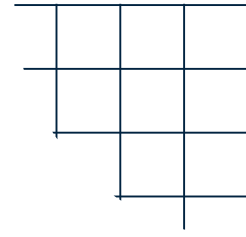


Project Scope | Firm Activities

Scope of Work

The Services are defined as tasks associated with completing the following project deliverables:

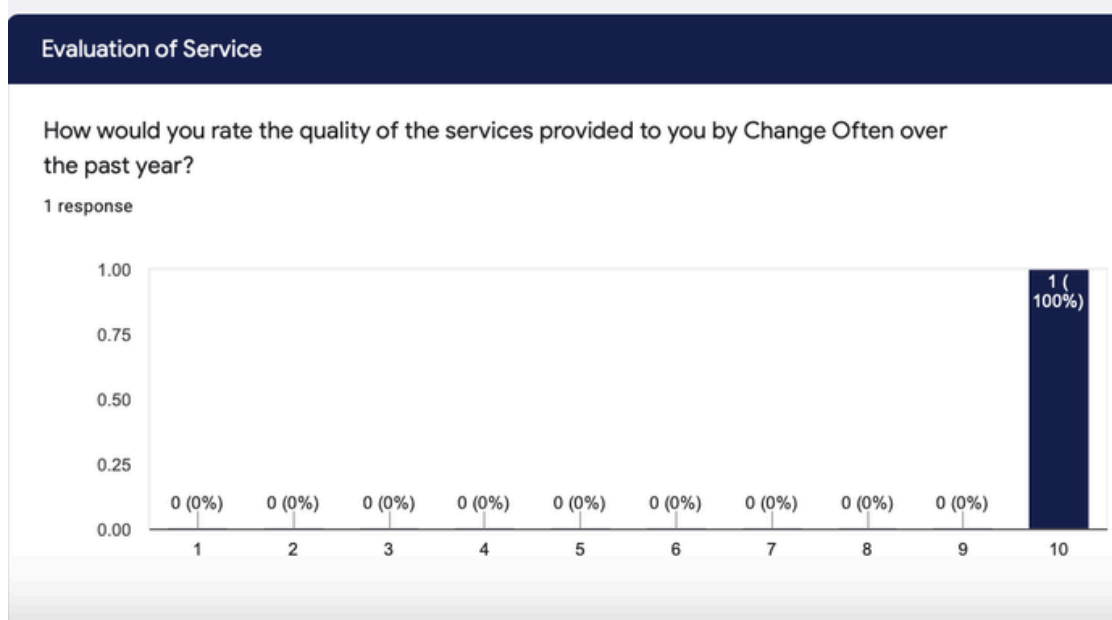
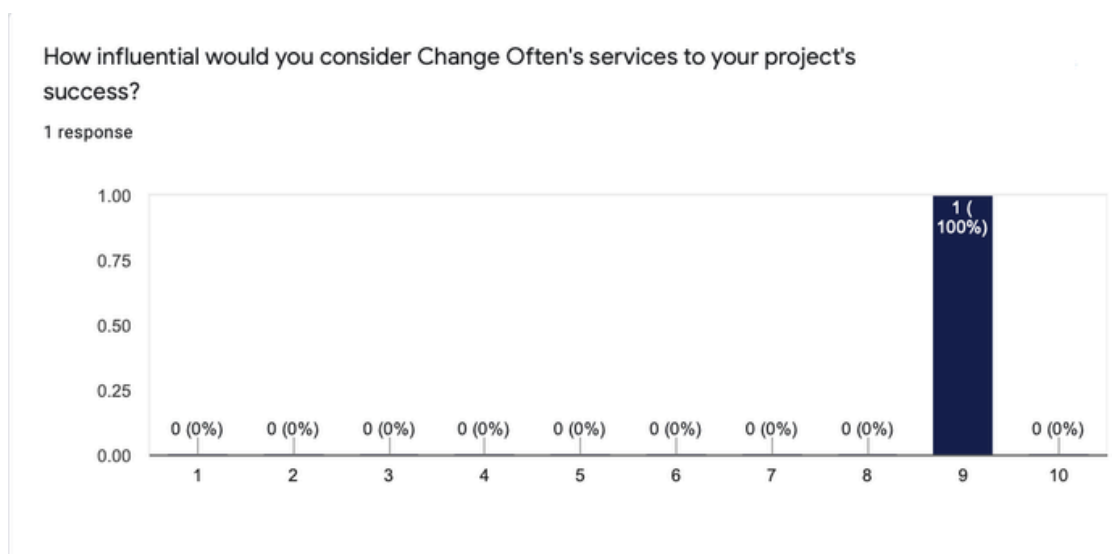
- The consultant will lead efforts for the completion & submission of the organization's Articles of Incorporation and 1023 form filing.
- The consultant will ensure completion of organization bylaws, impact narrative, conflict-of-interest policy, summary sheet for 1023 needs, and sample operating budget.
- The consultant will advise and assist the client in their development of a board structure and governance protocol.
- The consultant will facilitate meetings with the client to provide regular updates, assess timely delivery of project needs, offer critical insight, and build organizational capacity for purposes of project completion.
- The consultant will provide an excellent level of stewardship within the community to develop relationships and engage critical partners, securing their investment in the concepts of the project for the purposes of achieving desired goals and objectives.

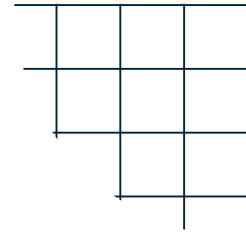


Project Highlights

“As one of the early (start up) clients, I believe we (us and CO) have learned some valuable lessons that will streamline future interaction with future partners.”

Rev. Dr. Frank Thomas, Board Chair | Mega Mission Ministries, Inc.





Project Highlights



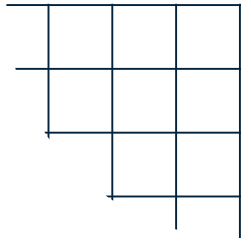
In reference to M3's Board Retreat on Tuesday, June 29, the Board of Directors provided the following responses

Change Often Question: What made this retreat successful?

M3's Response(s): "Interaction" "CO's preparedness" "Openness of group and facilitation" "Well planned, organized, and professional"

Mega Mission Ministries, Inc.

Transforming Ideas into Action, the story of a nonprofit's creation.



Have you ever noticed...

Visionaries do it all. Between his commitment to Mt. Zion Baptist Church and the Community Writing Center's poetry initiatives, adult programming, high school services, elderly workshops, and community engagement, Dr. Thomas knew he needed help laying the foundation for these critical programs to thrive.

He had a vision for these services to impact the lives of those in High Point, but he needed Change Often to help develop capacity for this work to be sustained and grow.

So we decided to...

assist Dr. Thomas with the formal creation of Mega Missions Ministries. By creating organizational bylaws, filing articles of incorporation, and facilitating a board retreat to orient new members, the foundation was laid for the work to continue.

Over nine months of collaboration, Change Often created an array of documents and filed them as legally binding protocols. After three months of waiting, the IRS recognized Mega Mission Ministries as a formally incorporated nonprofit entity.

"I take pride in being able to guide an impact partner through nonprofit development and giving them the tools they need to create and manage a sustainable nonprofit in my hometown."

- Kayla Quick, Nonprofit Project Consultant



Project Highlights

Transforming Ideas into Action, the story of a nonprofit's creation.

Outcomes:

Board retreat.

The newly created board was able to contribute to the path that M3 would take by discussing the mission and vision statements, which created buy-in of the group. By coordinating and facilitating this space, a group of leaders were called to set their sights on M3's mission, vision, values, and goals - while providing insight to inform other items, such as organizational structure, and bylaws. When asked what made the board retreat successful, Jakki Davis answered that the retreat was "well planned, organized, and professional"

Sustainable Impact.

Change Often fostered increased comfortability for developing and managing Mega Mission Ministries as a sustainable nonprofit organization. We did this by providing resources for building first-year goals, structure on the path to an effective nonprofit, board member materials, and other documents to ensure that M3 could continue their important mission after the project ended.

Hiring of a Program Director.

After two months of entity formation, Change Often was able to work with Dr. Thomas to hire a program director, which was a major success for the organization and allowed them to continue growing.



Following up after the project had left Change Often's hands, Program Director Douglas McCollum reported that now there are now 22 students consistently being served by the Community Writing Center. He stated that one parent expressed "deep gratitude" of the program as their child received all 5's on their EOG's.