

**NCJW Greater Dallas Section
Research + Development Committee
[Revised June 10, 2019]**

Background

In 2019, the NCJW GREATER DALLAS SECTION (“NCJW”) Board of Directors approved a new Strategic Plan that called for the establishment of a standing “Research and Development Committee” (“R+D”) to:

- (1) Develop (i) a set of criteria and (ii) an ongoing process, to research and assess the:
 - a. Development of new, NCJW-originated service projects;
 - b. Partnership by NCJW in existing service projects with community partners; and
 - c. Engagement in community-wide strategic partnerships that advance the mission, goals, and priorities of NCJW.
- (2) Report relevant findings and make recommendations to the NCJW Board of Directors based on the research and assessment.

Committee Description

- R+D is a standing committee of the NCJW Board of Directors and will report to the NCJW Board of Directors.
- R+D is responsible for ongoing research, assessment, and recommendations of support for new service projects and community partnerships.
- R+D falls under the leadership of the Vice President(s) of Public Affairs.
- A Vice President of Public Affairs may serve as the Chair of R+D or, in the alternative, the Vice President(s) of Public Affairs may appoint an NCJW member to serve as Chair of R&D.
- The Chair of R+D will serve on the NCJW Board of Directors.
- The Chair of R+D will serve for a one (1) year term, and the term may be renewed for one additional, successive one (1)-year term.
- The Chair of R+D will appoint a committee from the membership of NCJW.
- R+D will hold meetings on a regular basis as determined by the R+D Committee Chair.

Responsibilities of the R+D Committee

- R+D will be responsible to :
 - Perform ongoing research in the community to determine the viability of new NCJW-originated projects that align with the mission of NCJW and the local strategic priorities set by the NCJW Board of Directors to address an unmet need in the community;
 - Evaluate the case for support for projects that are championed by NCJW members and presented to R+D for consideration;

- Evaluate the case for support for requests for volunteers and/or resources that are presented by external organizations;
 - Evaluate NCJW participation in community-based strategic partnerships.
 - Make recommendations and handle requests to SHARE for seed-funding for start-up projects, as may be appropriate; and
 - Collaborate with the Advocacy Committee to assure that new initiatives are aligned with the advocacy goals of NCJW.
- R+D will develop a set of criteria and project evaluation process to assess the creation or adoption of new service projects and/or support for community partner projects that may fall into one or more of the following categories:
 - NCJW-originated Projects:
 - Ongoing, NCJW funded project, subject to the PACE process; OR
 - Emergency Response Project; OR
 - One-time Project .
 - Community-originated Projects:
 - Ongoing project commitment of NCJW resources, subject to the PACE process; OR
 - Emergency Response Project; OR
 - One-time Project
 - Strategic Partnerships, e.g. strategic involvement and leadership opportunities, for example
 - Board seats
 - Coalition leadership seats
 - Community-wide Task Forces
 - R+D will evaluate whether a new project or strategic partnership merits support by NCJW in the form of leadership, volunteers, and/or financial resources.
 - R+D will evaluate whether a project or partnership is well-served by a long-term or short-term commitment of leadership, volunteer and/or financial resources.
 - All recommendations of R+D for the adoption of new projects or development of new strategic partnerships must be submitted to the NCJW Board of Directors for approval.

Service Project Evaluation Tools

- Proponents of new projects will submit a “New Project Submission Form” [attached] that solicits the data required for project evaluation.
- R+D Committee members will analyze the data provided through the use of the “New Project Rubric” [attached] to assess the strength of the case for support and to decide whether to recommend the project for approval by the Board of Directors.
- R+D Committee members will advise proponents of new projects on the submission of data, as may be necessary.