



JUMP Capacity Building Initiative Frequently Asked Questions

Journey to Unlock Management Potential (or JUMP) Capacity Building Initiative is designed to support the capacity building and sustainability efforts of nonprofit organizations in Hillsborough and Pinellas counties. Selected organizations choose a core team to participate in skill building opportunities and implement capacity building activities. The initiative is coordinated and administered by the Tampa Bay Healthcare Collaborative (www.tampabayhealth.org) whose mission is to promote health, wellness and safety of individuals in our community through coordinating existing resources and promoting increased access to care.

Eligibility Criteria for JUMP:

- Designated 501 (c)(3) nonprofit organization or fiscal agent
- Operating Budget between \$500,000 to \$5,000,000
- Full-time Executive Director / CEO in current position for at least one year
- Serving residents of Hillsborough and/or Pinellas counties
- Mission aligned with funding partners; currently Allegany Franciscan Ministries (www.afmfl.org)

Below is a listing of commonly asked questions about the JUMP Capacity Building Initiative. Additional information can also be found on the Tampa Bay Healthcare Collaborative website at:

<http://tampabayhealth.org/initiatives/jump-capacity-building/>.

1. Q: How does the JUMP Initiative define *capacity building*?

A: The development of an organization's core skills and capabilities, such as leadership, management, finance and fundraising, programs and evaluation, in order to build the organization's effectiveness and sustainability to meet the organization's mission.

2. Q: Who is JUMP intended for?

A: JUMP is designed for nonprofit organizations serving residents of Hillsborough and/or Pinellas counties with budgets between \$500,000 and \$5,000,000 and a full-time Executive Director/CEO in their current position for at least one year. Organizational missions should be aligned with that of JUMP's funding partners. Currently, the funding partner for the JUMP Capacity Building Initiative is Allegany Franciscan Ministries (www.afmfl.org).

3. Q: How will JUMP support nonprofit organizations?

A: JUMP supports executive directors, staff, and board members working together to build stronger nonprofit organizations. An award of up to \$20,000 will be provided to participating agencies to serve as a catalyst for the implementation of capacity building activities. A collaborative learning experience will support the work of organizational teams over the 12-month Initiative period.

4. Q: When can our organization apply for JUMP?

The 2013 organizational self-assessment and competitive application phase of JUMP will occur from August 1 through August 30, 2013. Additional information regarding the updated 2013 application and self-assessment process can be obtained at the JUMP Capacity Building Initiative information session hosted by the Tampa Bay Healthcare Collaborative on August 1, 2013. Following the information session, initiative details will also be posted on the Tampa Bay Healthcare Collaborative website at www.tampabayhealth.org.

5. Q: How does our organization apply for the JUMP Capacity Building Initiative?

Interested organizations are required to complete an application and the organizational self-assessment. Potential participants should plan to attend the information session on August 1, 2013 to receive more information and a unique ID required for the application/assessment process.

Organizations ineligible or choosing not to apply for the initiative may still take advantage of the organizational self-assessment and a post-assessment review workshop scheduled for October 4, 2013. This follow up session will discuss key elements and highlight results of the self-assessment. It will also provide an opportunity to review alignment of board and staff attitudes and create awareness about agency strength.

6. Q: How will the decisions be made to select organizations from the applications?

A: The JUMP planning team will combine objective criteria with subjective review and analysis to select at least four organizations to participate in JUMP Team 4. Eligibility will be assessed based on established criteria. Information provided in the application along with results of the organizational self-assessment will be utilized to identify organizations that are in the best position to fully participate in JUMP and assess those that possess factors that indicate a good probability for success. [Eligibility requirements are listed at the end of this document; additional details are also included in the Executive Summary.](#)

7. Q: Who should participate on the JUMP Capacity Building Initiative team if our organization is selected?

A: It is particularly important to have board members and staff participation and buy-in to ensure capacity building success. Participating organizations will appoint a five to seven member "capacity building team" consisting of Executive Director/CEO, at least one Board Member, and other key board members and/or staff as determined by the agency. Agencies should choose team members based on their ability to lead / champion / guide capacity building efforts throughout the program period. Selected organizations should also take into consideration the time commitment when selecting their capacity building team members; full participation by each team member is an important aspect of the JUMP Capacity Building Initiative.

8. Q: What is the timeframe?

A: Participating nonprofit organizations of JUMP Team 4 will be selected and notified September 2013. The fourth cohort will begin in October 2013 with the self-assessment review session, bus tour, and individual agency site visits. Selected organizations will participate in the program for approximately 12 months. [Please see the JUMP Team 4 timeline for more detailed information on the timeframe and schedule of events.](#)

9. Q: How much of a time commitment should the capacity building team members expect to make if we are chosen to participate in JUMP?

A: The JUMP experience includes a Self-Assessment Review Session (2 hours), a Cohort Bus Tour (8 hours), a Strategic Refresh Session (4 hours), an Innovations Workshop (4 hours), a series of three Learning Labs (3 hours each), and a Capstone Workshop and Celebration (4 hours) scheduled over the 12-month Initiative period. Each member of the capacity building team is expected to attend all in-person activities. Participants are also expected to maintain contact with at least one other Team (organization) member between sessions to enhance peer-to-peer learning opportunities. Participation in the JUMP Initiative will also include working with your capacity building team as necessary to develop the capacity building plan and complete small assignments in between meetings to better facilitate group learning. [For additional information on time commitment and timeframe, please reference the JUMP Team 4 Participant Timeline.](#)

10. Q: We have an interim Executive Director/CEO or an Executive Director/CEO that has not been in their position for a year but we have a Board President that has – would that count?

A: No, the initiative is designed to have a capacity building team champion efforts in the organization. Established working relationships between Executive Director/CEO and board/staff are very important for maximum success in the JUMP Capacity Building Initiative.

11. Q: We have \$490,000 in revenue and an estimated \$20,000 in-kind. Would that make us eligible for the revenue requirement?

A: No, the revenue requirements are based on best practice models and research in the area of capacity building. The revenue requirement applies to actual dollars.

12. Q: What if we are a program that has its own advisory board with revenue that makes us eligible but we are part of a larger organization that is above the limit?

A: The revenue guideline applies to the organization and its governing body that has been issued the 501(c)3 designation.

13. Q: What if we get selected and are unable to have a board member attend the Innovations Workshop for the entire day? Could one attend for part of the day? Could two split the day?

A: The capacity building team should consist of five to seven members. Organizations are encouraged to choose members based on their ability to lead/champion/guide the effort and make arrangements for the necessary time commitments. It is extremely important that all team members participate in the Innovations Workshop. (Organizations selected to participate can discuss this topic in more detail on an individual basis if necessary).

14. Q: When would the organization receive the JUMP funds if selected to participate?

A: Funds will be distributed in two installments to selected JUMP Team 4 participants. The first installment will occur around January 2014 after the organization submits their capacity building plan. The second installment will occur around December 2014 after the organization submits their progress reports.

15. Q: Who has previously participated in the JUMP Initiative?

A: The JUMP Initiative served its pilot group, JUMP Team 1, beginning in October 2008 and its second cohort, JUMP Team 2, began in January 2010. JUMP Team 3 began December 2011. Previous participating JUMP organizations include:

Cohort 1 (October 2008 – January 2010):

- The Centre (*formerly Centre for Women*) (www.thecentre.org)
- Creative Clay (www.creativeclay.org)
- Franciscan Center (www.franciscancentertampa.org)
- Gulfcoast Legal Services (www.gulfcoastlegal.org)
- REACH UP (www.reachupincorporated.org)
- St. Petersburg Free Clinic (www.stpetersburgfreeclinic.org)

Cohort 2 (January 2010 – March 2011):

- CASA (Community Action Stops Abuse) (www.casa-stpete.org)
- Healthy Start Coalition of Pinellas (www.healthystartpinellas.org)
- Frameworks of Tampa Bay, Inc. (*formerly OPBI - Ophelia Project & Boys Initiative*) (myframeworks.org)
- YWCA of Tampa Bay (www.ywcaoftampabay.org)

Cohort 3 (December 2011 – December 2012):

- Alpha House of Tampa (www.alphahouseoftampa.org)
- Girls Inc. of Pinellas (www.girlsinc-pinellas.org)
- Kimberly Home Pregnancy Resource Center (www.kimberlyhome.org)
- Vincent House (www.vincent-house.org)

Key Partners:

- Allegany Franciscan Ministries
- Collaborative Labs at St. Petersburg College
- Lackey Consulting
- Nonprofit Leadership Center of Tampa Bay
- Robertson Consulting Group
- Tampa Bay Healthcare Collaborative