

PROPOSAL | DUPAGE COUNTY HISTORICAL MUSEUM FOUNDATION

The DuPage County Historical Museum (DCHM) is owned by DuPage County and is operated under the leadership of the Wheaton Park District (WPD). Its mission is to educate the public through the collection, preservation, and exhibition of materials, documenting the history of DuPage County and providing local history services for historical organizations and scholarly endeavors.

DCHM has a Foundation Board whose primary mission is to raise funds to support DCHM and its programs. Most of the Foundation Board members participated in board training to better understand the foundation's purpose, as well as the board's role as a whole and as individuals. The Foundation recently conducted an annual Board Assessment, and some board members completed an Individual Commitment Plan to establish personal goals. Further, the Board analyzed the organization's fundraising performance and participated in training to better understand the process of fundraising. Next, the Foundation would like to continue the momentum with board engagement and implement ideas from past training to support the 2026 financial goals.

SCOPE OF SERVICES:

A Better We. Services, LLC (ABW) submits this proposal to DCHM to provide the training, consulting and project management services from January to December 2026, for the DCHM staff and Foundation Board. The services will focus on guidance and support for the Board to create and implement their first Fundraising Plan for the 2026 fiscal year.

ABW will develop materials, resources, ideas, training, messaging, resources, and tools to deliver the outlined scope of services. Materials developed for, and compensated within, this agreement become the property of DCHM, with credit & acknowledgements to ABW. The Executive Director and the Development team will approve all materials and resources; and staff will provide administrative support to implement the training (i.e., print copies, provide AV).

The scope includes the following deliverables:

Board Fundraising Plan Training – Jan 14, 2026 (2-hour session)

- Prior to session
 - Review of Individual Commitment Plan(s) submitted by the board (staff to ensure 100% of directors submit their plan)
 - Meet with DCHM staff leadership (ideally include the Foundation Board Chair) to establish training goals and agree to the Board Chair's role to help implement the Fundraising Plan
 - Develop, hone and finalize DCHM messaging and stories with the leadership team (does not include creating or designing marketing/promotional/collateral materials)
- During training session
 - Review key concepts from April 2025 training (i.e. process, fundraising matrix)
 - Evaluate the 2026 Event Plan and determine board & individual director goals for each event
 - How To 'Make the Ask' language/script for emails, socials and in person conversations
 - Team Exercise – one minute pitch, practice telling stories/messages and making an ask
 - Board agreement regarding its contributions to the 2026 Fundraising Plan
 - Look ahead to 'Reserves' goal for 2027 Permanent Exhibit capital campaign
- After the session
 - Follow up with the Executive Director and leadership team for a feedback session

- Meet with the Executive Director and Board Chair to offer a process for board accountability at, and in between, board meetings

Ongoing Support For Board & Staff Engagement – January to December 2026

Provide ongoing support to both the Foundation Board and staff to maintain board engagement and meet fundraising or board recruitment goals.

- Board Engagement
 - Meet with the Foundation Board Executive Committee and/or specific board members
 - Attend, participate, train at board meetings – Feb, April, June, Aug, Oct (EoM)
- Staff support for board management
 - Offer tools, templates & resources (i.e. Board Meeting Agenda Template, Board Recruitment Document & Steps)
 - Provide review & feedback on key documents (i.e. DCHM Foundation Board Recruitment flyer)
 - Deliver tutorials, training and/or executive coaching, tutorials as requested

Optional – Q4 2026

Provide support in the development of the 2027 Capital Campaign Case of Support to include assistance, feedback, and guidance for content, copywriting and overall design.

Project completion may involve meetings with (any of) the following:

- WPD Executive Director and/or staff leadership
- Foundation Board Chair and/or Board Vice Chair

Additionally, ABW will:

- perform activities within proposal requirements.
- embody a culture of health equity and inclusion.
- report any conflicts of interest.
- maintain strict confidentiality as a result of performing services herein.
- submit to a criminal background check if required within proposal guidelines.
- verify hours do not exceed specifications within the agreement.
- submit invoices and/or timesheets for reimbursement per schedule.
- confirm services provided herein shall be governed by the laws of the State of Illinois.

It is understood and agreed that ABW is not an employee of the client, but, rather, is an independent contractor. The client has the authority to reject or disapprove any work deemed defective; and ABW will be allowed an opportunity to correct and resubmit their work for review and payment. This agreement may be terminated by either party with a 30-day advance written notice. In the event of termination, ABW will return all materials or items issued to fulfill services rendered herein.

PROJECT(S) COST:

The 'Friends & Partners' hourly rate of \$125/hour has been extended (standard rate is \$175/hour). Hours indicated below are an estimate to complete this project.

- Fundraising Plan Board Meeting Facilitation & Training - 18 hours – **TOTAL \$2,250**
 - Project management & training preparation (12 hours)

- Meetings with staff & board members (4 hours)
- Training session (2 hours)
- Ongoing Support – 2026 Board & Staff Engagement – 60 hours – **TOTAL \$7,500**
 - Project management & preparation
 - Board Meetings (every other month)
 - Training, Tutorials & Coaching
 - Resources & Materials
- Optional Services - 2027 Capital Campaign Case of Support – 25 hours – **TOTAL \$3,125**

Invoices will be submitted monthly for payment to include activity details, hours utilized and remaining hours for ongoing support. Only actual project hours are billed in invoice(s) with net 30 terms. Additional hours will be approved by the client and billed accordingly.

POLICY OF NONDISCRIMINATION

A Better We. Services, LLC provides services to all clients and all persons without regard to race, creed, color, religion, national origin, ancestry, age, sex, gender identity, sexual orientation, pregnancy, marital status, physical or mental handicap, disability, military status, status upon discharge from military service, citizenship status, or any other category protected by local, state, or federal nondiscrimination laws, rules, regulations or ordinances.

ABOUT A BETTER WE.

A Better We. Services, LLC is a company focused on empowering communities and individuals for the greater good. The company delivers project management services, resources, training, and curated events to a growing network of nonprofit organizations, businesses, higher education institutions and community organizations.

A Better We. currently manages five clients on a variety of projects, as well as executive coaching for individuals. Projects include board training, strategic planning, agency development, executive director sessions, and managing director services. Client testimonials are enclosed with the proposal.

ABOUT FOUNDER & CEO – SHEFALI TRIVEDI

Shefali M. Trivedi is the Founder of A Better We. Services, LLC, a company focused on empowering communities and individuals for the greater good. Shefali M. Trivedi founded the company in March 2023.

Ms. Trivedi has over thirty years of experience in marketing, sales and project management working in the government and nonprofit sectors during the last twenty years. Her career began at Merck & Co. in pharmaceutical sales, and she transitioned to the nonprofit sector with the Greater Chicago Food Depository, one of the largest food banks in the country. Her service career extended to the government as she worked on countywide environmental initiatives in DuPage County.

Ms. Trivedi most recently served for nine years as Executive Director of Giving DuPage, the DuPage County Volunteer Center. During her tenure, Shefali was proud of many signature accomplishments for Giving DuPage, including:

- ✓ A 250% increase in volunteer engagement
- ✓ A thousand-fold growth in the digital marketing presence on social networks & email subscribers
- ✓ Creating and developing the first Nonprofit Partners Conference in DuPage County
- ✓ Launching Giving DuPage Days, the first ever giving day type event engaging 7,300 donors and raising over \$995,000 for hundreds of DuPage nonprofit organizations.

She is a sought-after speaker with chambers, colleges, community groups and faith organizations. In 2019, she was a recognized as a recipient of the 'Most Influential Women in Business' award with the Daily Herald Business Ledger.

Ms. Trivedi is a passionate advocate for women's empowerment, social impact, inclusion, the arts, voting rights, and sustainability. A Better We. is a female-led, minority-owned business.

CONTACT INFORMATION

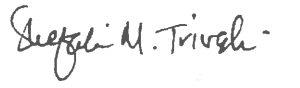
Shefali M. Trivedi
A Better We. Services, LLC | Founder & CEO
847.708.1106
hello@abetterwe.com

A BETTER WE.

PROPOSAL SIGNED BY:

Shefali M. Trivedi
(print name)

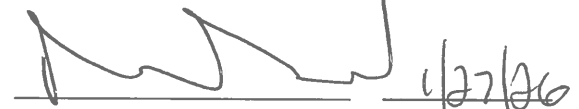
CEO & Founder
(title)


(signature)

1/15/26
(date)

Michael J. Benard
(print name)

Executive Director
(title)


(signature)

1/27/26
(date)