

2026 Foundation Summit

Foundation – Timeline/Storyboard Guidelines

The purpose of the storyboard is to share the story and timeline of your local foundation – first, how it came into being, what were the driving factors in its creation, what were the actions and events that helped get it off the ground.

Then, how the foundation has been able to grow and increase its community impact through success stories and the achievement of milestones. For instance, what has been most important to the foundation's success or led to the foundation reaching new levels of service and impact?

Finally, include any other items that define your foundation's heritage and how the original vision has been advanced. Look to the future as to what is possible and what you are working towards.

Below is a list of topics to aid you in creating your storyboard. Focus on the ones that are most applicable to your foundation, or have had the greatest effect, but it is beneficial to have an understanding of most, if not all, the topics. This may become an ongoing project but a valuable one for institutional knowledge to be transferred to future leadership, while also a lens to view success and cause for celebration!

CKCF & AFFILIATE STORYBOARD TIMELINE —

2026 Foundation Summit

1. Founding & Origins

- Date of establishment
- Founding board members
- Reasons your community created the foundation
- First gift received
- Original mission/vision

2. Leadership & People

- Board chairs over the years
- Executive/staff history (if any)
- Key volunteers or committees
- Memorable leadership moments

3. Financial Growth Milestones

- First \$100,000 in assets
- \$500,000, \$1 million, \$5 million, \$10 million milestones
- First major bequest
- Years of significant growth

4. Community Impact & Grantmaking

- First grant awarded
- Grantmaking totals (e.g., \$100K, \$1M, \$5M granted)
- Signature projects (e.g., Newton Public Library, Hillsboro Childcare Center, CKCF Impact Investing)
- Crisis/disaster response efforts

5. Funds & Programs

- First donor-advised fund
- First scholarship fund
- First agency fund
- Youth philanthropy, women's funds, challenge grants, nonprofit support programs

6. Partnerships & Collaborations

- City, school district, chamber, hospital, arts, or business partners
- Regional collaborations or joint initiatives with CKCF

7. Branding & Public Presence

- First logo and any rebrands
- Website launch, major social media milestones
- Key events, donor celebrations, public campaigns

8. Proud Moments (Optional)

- Donor stories
- Community wins
- Turning points
- A photo that captures your foundation's spirit

9. Looking Ahead

- Vision for the next 5-10 years
- Strategic priorities or dreams for your community

Format Expectations

- Storyboard size: Approx. 24x36" poster, trifold board, or digital slide or just a plotter paper rolls
- Photos encouraged — archival or modern
- Use your affiliate's colors/logo
- Make it visual, bold, and community-driven