

How a Strive Network can have their own Brink:

1. Starting a Youth Advisory Board

a. Adult Liaison

- i. The presence of an adult liaison at all board activities will be crucial to its success, especially in the beginning stages. As has been described periodically throughout this template, the adult liaison will serve as the consistent link between the Board of Directors and the Youth Board of Advisors. The liaison should come from the Board of Directors, or hold a similarly important position, for two reasons: there will always be a representative from the youth board at executive meetings, and the most alignment between the two boards will occur.

b. Orientation

- i. An orientation event will be the first board meeting held for the year. For new boards, it should serve as the introduction between youth and the adult liaison.
- ii. Ideally held in the same location as most future meetings (to provide familiarity with the work environment), the orientation should include fun icebreakers, an explanation of the specific work done by the partner nonprofit, and a description of the role the youth board will have, in that order. The meeting can close with another icebreaker.

c. Meetings

- i. Two options for frequency
 1. Take place as the board members see fit, ideally at least once a month to maintain fluidity.
 2. Take place a set number of times a month. It is suggested to have a specific day chosen before the application process begins. If applicants already know what day and time they would have to commit to once accepted, they would only apply if they knew they were available.
- ii. Subject matter will likely vary meeting to meeting, as the board will ideally be discussing the current duties of the nonprofit. Topics will either be recommended by the adult liaison, who can then lead the youth through meaningful discussion, or will be chosen by the board members themselves. In the beginning stages of the board, when the youth may still be unfamiliar with how to best contribute, it might be wise for the liaison to guide them through topic ideas.

2. Create a calendar for your specific region

- a. The surplus of information the schools will receive can be intimidating. A calendar allows those who want to use your resources to see them on a non-intimidating easy-to-read timeline. The easier your program is to understand the more likely they are to implement it.
- b. Beginning to end of FAFSA season.

- c. View our calendar as reference: (Insert our calendar)
 - d. Consider customizations such as school FAFSA events or dates that might be significant for your region or state.
3. Use our documents/zip files
- a. Playbook: The playbook is an easy presentation to used by teachers with little background knowledge necessary to inform students of the basics of FAFSA.
 - b. FAQ Sheet: This sheet is a condensed version of the playbook that provides all of the general information needed to fill out the FAFSA.
 - c. Student Zip File: This zip file contains documents helpful for students looking to complete the FAFSA.
 - d. Counselor Zip File: This zip file contains documents, flyers and general information that can help to promote a FAFSA forward thinking ecosystem within a school for counselors with the intention of educating students on the nuances of FAFSA.
 - e. Strive Network Zip File: This zip file contains documents, that can help to promote a FAFSA forward organization like Brink.

Note: The documents we have created are specific to our region and contain specific information regarding Tulsa; therefore, it may be beneficial to recreate your own documents with your respective data.

4. Have a Summit:
- a. Why a Summit is important:
 - i. Shows the importance and relevance of the project
 - b. Here are steps necessary to having a successful summit:
 - i. Get people there
 - 1. Invite with at least two weeks notice
 - 2. Get RSVPs
 - 3. Make them understand what we are trying to do
 - a. What are they signing or not signing up for?
 - ii. Don't waste time
 - 1. Make sure they know what your product is
 - a. Why your project is important
 - i. Explain why FAFSA is important in your community and consider providing statistics and personal anecdotes for persuasion of your audience.
 - b. What your project is
 - i. Explain your credibility and what you have done so far in your community.
 - c. How your project was developed
 - i. Explain your unique process of how your project came to be and your steps that led to your success.

Also, consider telling your audience how they could help further the project (Call to Action).

2. Why schools should implement/use the resources you provide
 3. Leave time for questions
 - a. Designate specific people to answer questions - no mobs
- iii. Follow Up
1. Create opportunities for contact
 - a. At the end of the summit talk to people and get their information and feedback about the summit
 - b. Having a sign up sheet would be helpful in keeping track of all of the contacts
 2. Stay in touch with those interested
 - a. Periodically emailing those who attended