



AFEI Overview & Funding Priorities

The AFEI is a giving circle established by The SOFEI Group, Inc. (formerly known as Virtuous Enterprises, Inc.) a nonprofit training and development organization devoted to creating pathways to economic independence for low-income families headed by women of the Washington region through spiritual, personal, and career enrichment services.

The AFEI is comprised of 1,000 active *Ambassadors* (i.e., members) committed to raising 1 million dollars per year to create economic independence for low-income families headed by women through ‘community-based’ grant making to low-income, women-headed householders in the following areas:

- Educational scholarships for technical certifications, associate, bachelors, or master degrees
- Entrepreneurship grants and micro loans
- Childcare and transportation stipends
- Temporary housing assistance for women escaping domestic abuse

AFEI Mission

To decrease the growing trend of poverty amongst low-incomeⁱⁱ, women-headed householders within the Washington region through direct grant funding support in the areas of educational attainment, entrepreneurship, childcare and transportation, and temporary housing.

AFEI Fund Allocation

Each Ambassador will contribute \$1,000 annually and commit to a three-year membership. Ambassador contributions will be allocated as follows:

- Giving Circle Administration– 25% (\$250,000)
- Educational Scholarships – 25% (\$250,000)
- Entrepreneurship – 20% (\$200,000)
- Childcare and Transportation – 15% (\$150,000)
- Temporary Housing Assistance – 15% (\$150,000)

Note: Each Ambassador can designate her annual contribution to the community grant of her choice.

AFEI Philanthropy Education

AFEI members will receive training to support them in their efforts as Ambassadors. Training topics will focus on women in philanthropy and the importance of social investing in services and programs that support women and girls, and will be provided via:

- Teleseminars and Webinars
- Quarterly Philanthropy Boot Camps
- Mini-Philanthropic Conferences



AFEI Committees

The AFEI has seven committees headed by an approved chair. Each chair is responsible for scheduling and conducting meetings to ensure all committee members are honoring the goals and objectives established by each committee and the AFEI circle.

Membership – Chair: Vacant

Assist with recruiting diversified and committed giving circle members that have a strong connection to the community and a passion to lift low-income women-headed families out of the cycle of poverty.

Grant – Chair: Vacant - Establishes grant criteria, reviews grant proposals, and makes recommendation for prospective grantees.

Evaluation & Impact - Chair: Dr. Margo Bailey, President – Strategic Results Consulting & Training, LLC - Establishes, reviews, and evaluates individual and community impact and evaluation methods for each grantee.

Public Relations - Chair: Vacant

Develop marketing and communication strategies to promote the AFEI's activities in the Washington region and the community-at-large.

Finance – Chair: Andrea Shearin, Vice President, Compliance & Community Reinvestment Manager – Industrial Bank - Maintains accurate records of all funds associated with the giving circle and will provide a report to giving circle members every quarter or per their request. Additionally, the committee will make reports available to the general public when requested.

Education Committee – Chair: Rozita Washington, President – Leading Through Change, Inc.
Coordinates Ambassador training and other AFEI educational opportunities.

Events Committee – Chair: Velicia Marshall, Human Resource Specialist, FEMA

Coordinate events to increase giving circle visibility and membership (e.g., arranging and securing event venues, event sponsorship, speakers and/or entertainment, registration and publicity mailings, and other event logistics).

AFEI Staff Roles & Responsibilities

Membership Relations – Vacant

- Oversees the membership and education committees
- Assist Development Manager with giving circle management
- Liaison to AFEI Members
- Manage AFEI Membership Database
- Manage grantee database
- Analyze and generate reports of membership status
- Designs materials that represents the purpose of the giving circle



Development Manager - *Vacant*

- Oversees grant, public relations, event, and evaluation and impact committees
- Strategic planning for growth and sustainability of the AFEI giving circle
- Plan, develop, and implement criteria for membership participation
- Assists with recruitment of giving circle members
- Conducts business and community outreach
- Manage giving circle's finances and the work of Membership Relations
- Manage grant designations
- Attends and represents the president in her absence of all committee meetings

Chief Empowerment Officer - *Deborah M. Avens*

- Oversees the finance and grant committees
- Oversees all giving circle activities and grant designations
- Meet with all committee chairs four times per year
- Serves as the liaison of all giving circle committees and THE SOFEI GROUP board

Administrative Assistant - *Vacant*

- Provides administrative support (e.g., correspondence development, mass mailings, meeting coordination assistance, and event coordination support) to all giving circle committees and staff.

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ⁱ Grants will be issued directly to low-income, women-headed families

ⁱⁱ Annual Household Income of \$40,000 and below