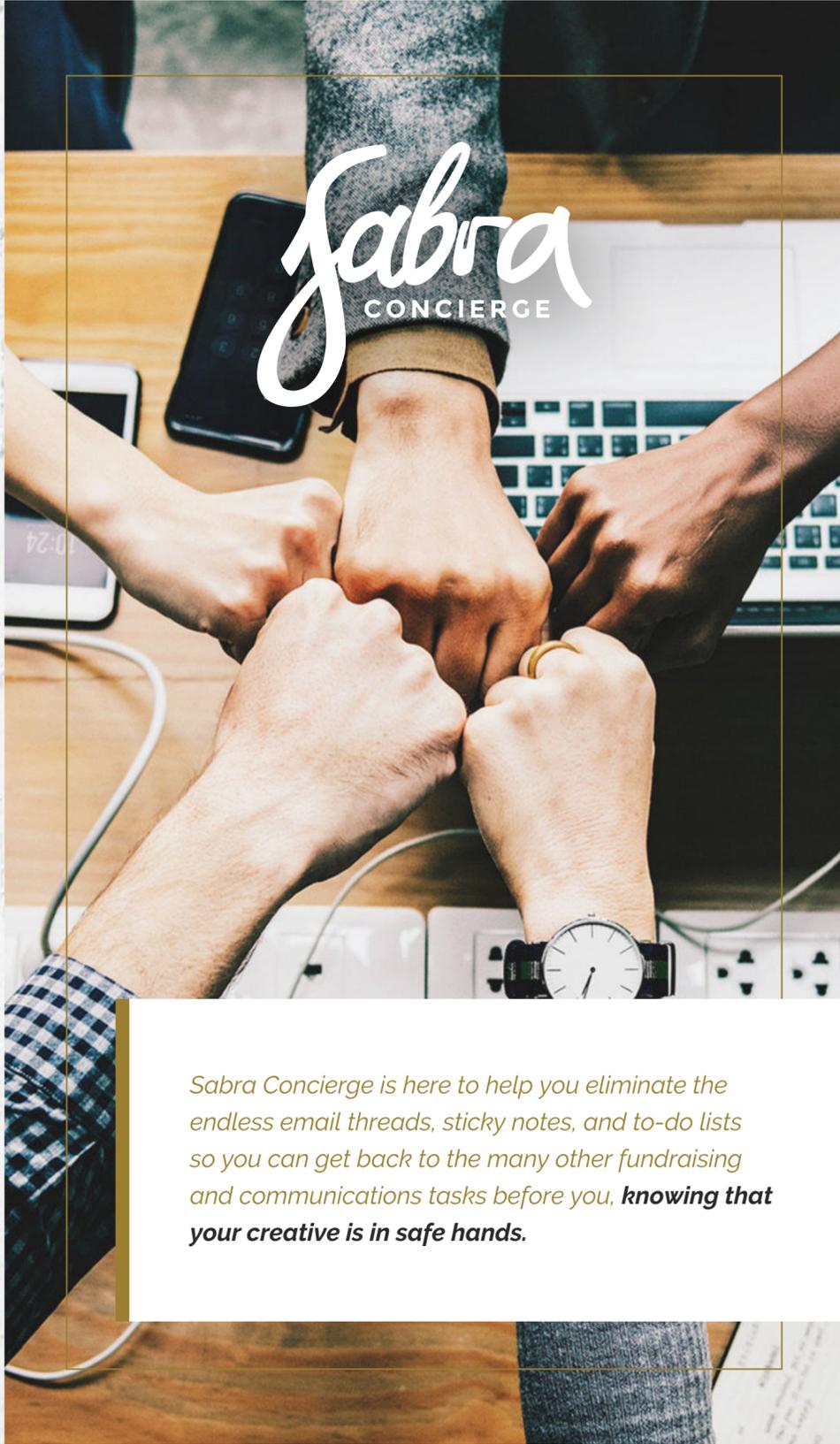




Sabra
CONCIERGE

Nonprofit Creative, Made Simple

WWW.SABRACREATIVE.COM



Sabra
CONCIERGE

*Sabra Concierge is here to help you eliminate the endless email threads, sticky notes, and to-do lists so you can get back to the many other fundraising and communications tasks before you, **knowing that your creative is in safe hands.***

We Want to Make

a Difference

Some of our clients are intent on helping the environment. Others fight to protect women's rights around the globe. Some strive to be a safety net for veterans, and others still reach out a helping hand to those struggling to make ends meet.

Sabra is committed to supporting organizations that are working for the betterment of other people's lives. **We care about your Mission, and are determined to help you amplify the reach of your organization's voice.**

We've seen it *all.*

Sabra is proud to work with many nonprofit organizations, each with their own unique histories, personality, staff, audience, and way of doing things.

Thanks to our work with them over the better part of a decade, we have developed a unique perspective on the needs nonprofits share and the roadblocks they face.

Prior to working with us on creative projects, our clients are often faced with:



LACK OF RELIABILITY



LACK OF QUALITY



LACK OF A DEPENDABLE OR REASONABLE BUDGET



Let's take a look

at your other options.

*These are common solutions many of our clients have tried. **You could:***



*Hire a huge agency
to do it all.*

Larger creative and marketing agencies are prohibitively priced for nonprofits. It's hard to justify such costs to your Board of Directors and their scope of services is way beyond what you really need.



Hire a jack of all trades.

It may seem convenient to find a jack of all trades to handle all your design, marketing, web, and other communication needs in-house. However, there's only so much a single person can do and keep track of. You constantly run the risk of them burning out or quitting.



*Hire an in-house design
and development team.*

Those new salaries and other overhead and HR costs add up quickly. You now also have a new team to train and manage, which can be draining on resources.



Hire freelancers.

Quality freelancers are laborious to find, complicated to negotiate and coordinate with, and often unreliable. To make matters worse, the revolving door of freelancers must all be trained, brought up to speed on your needs and integrated into your workflow, no matter how long they stick around.

Why not partner with us,

instead?

Sabra will supercharge your organization by providing you a single, dependable point of contact for all your web and creative needs.

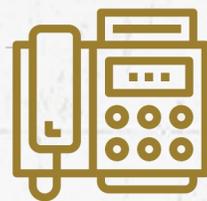
That's right. An entire creative and web team at your disposal. For less than the cost of a single salary.

Sabra is a safe haven for nonprofits because our creative workflow and quality service are more affordable than larger firms, easier than hiring in-house, and more reliable than searching for freelancers.



Simplify your life

*Imagine if you could single-handedly manage
all your creative needs in one place.
Sabra Concierge helps you do just that.*



You ask, we make it happen.

You'll love having one place to turn to for all your creative needs! Send us an email or schedule a consultation call whether you have a new project or even just an idea you'd like to explore.

Eliminate the stress of hiring vendors, searching for freelancers, planning, scheduling, coordinating, gathering, ordering, and overseeing. We know what questions to ask so we can always design or develop what you need, when you need it.

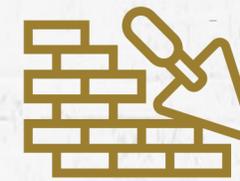


No surprises.

Your projects won't just be completed on time - you will participate in the process, give your input and feedback, and approve each iteration before we move on to the next round.

Feedback, editing, updates and deliverable Milestones are all built into your Project Timelines to ensure you always know what to expect.

There will be no surprises. No approximations. Everything will work and look exactly the way you approved it. By the end of each project, you will be fully convinced of every part of it. You will feel ownership over the final product!



It just gets better and better

The longer you work with Sabra, the more we get to know you, your team, and your audience. In time, we will even start anticipating your needs! **No one will be better suited to work with you to reach your goals.**

No more wasting time getting budgets approved, finding vendors, and negotiating contracts. You can now jumpstart projects in no time.

Our Process

How do we pull it off?

Simple. Proactive planning, open communication lines, and an amazing team.



Step 1:

Identify your Priorities

During your first **Concierge Planning Meeting**, we start by identifying your **Priority Projects**. A new website or brand, materials for key fundraisers, annual events, reports, print designs, web maintenance. Anything you can't live without.

Then we discuss your **Bucket List**. These are all the projects you never had time to do but could really benefit your organization. Whatever you want. All your dream projects, in order of priority.

Step 2:

Draw your Roadmap

Your **Roadmap** is a master calendar containing all your Projects, Timelines and deadlines for your current Concierge period. Having this bird's eye view of our collaboration ensures you can take full advantage of our services.

We schedule your Priority Project Timelines to meet those deadlines first. Then, we take a look at your Bucket List to see what else we can accomplish for you along the way!

Step 3:

Stay informed, be involved, feel empowered!

Never fear falling behind or losing track. You will receive project updates and reminders well in advance, so you'll never be caught off guard.

Easy online collaboration tools.

Working with Sabra, you'll have access to some fantastic online collaboration tools that allow you to easily keep track of projects, look up Milestones, make requests, and add comments. You'll wonder how you ever did without!

Sometimes you just have to talk it out.

We make it super easy to book a call online and speak with our Creative Director directly.

Step 4:

Focus on your Mission

You can now focus on the big picture and let us take care of the details.

An entire creative team is at your disposal. Artists and technicians, passionate in their craft, ready and waiting to bring your ideas to life. All you have to do now is ask.

DETOURS

As new projects arise, just let us know. We will adjust your Roadmap to fit them between existing projects. All you have to do is ask, and the day you need it, it's in your hands.

DELAYS

Delays happen, deadlines can change. If you're in a pinch or anything changes, keep us in the loop. Your Roadmap can be adjusted! Communication is key.

UPDATE MEETINGS

We will hold regular Concierge Update Meetings during your Concierge period to make sure your Roadmap is always up to date and relevant.



Sabra's *services*

So, what should we start with?

We want you to take full advantage of your Sabra Concierge. Check out our menu of services and see what we could be creating for you.



Web Design & Development

Your website will be beautiful and on-brand. Your visitors will always find the information they're looking for. Your team will have no trouble updating or adding any content. And you'll have zero stress because Sabra will keep your website updated, backed up, and secure.

[Tell me more](#)

Brand Design

We don't only design logos. We craft brands to promote recognition, trust, and engagement. Your organization, your campaigns, your events, and your fundraisers will all benefit.

[Tell me more](#)

Special Events

Our experience in coordinating and fulfilling all your special event creative needs will give you the peace of mind you need to focus on your message and on planning your most successful event yet.

[Tell me more](#)

Brochures & Annual Reports

We turn your content into beautiful, on-brand documents that lift your message and make it shine. Truly engage your donors and rally the community around your collective achievements each year.

[Tell me more](#)

Sabra's *services*

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Direct Mail

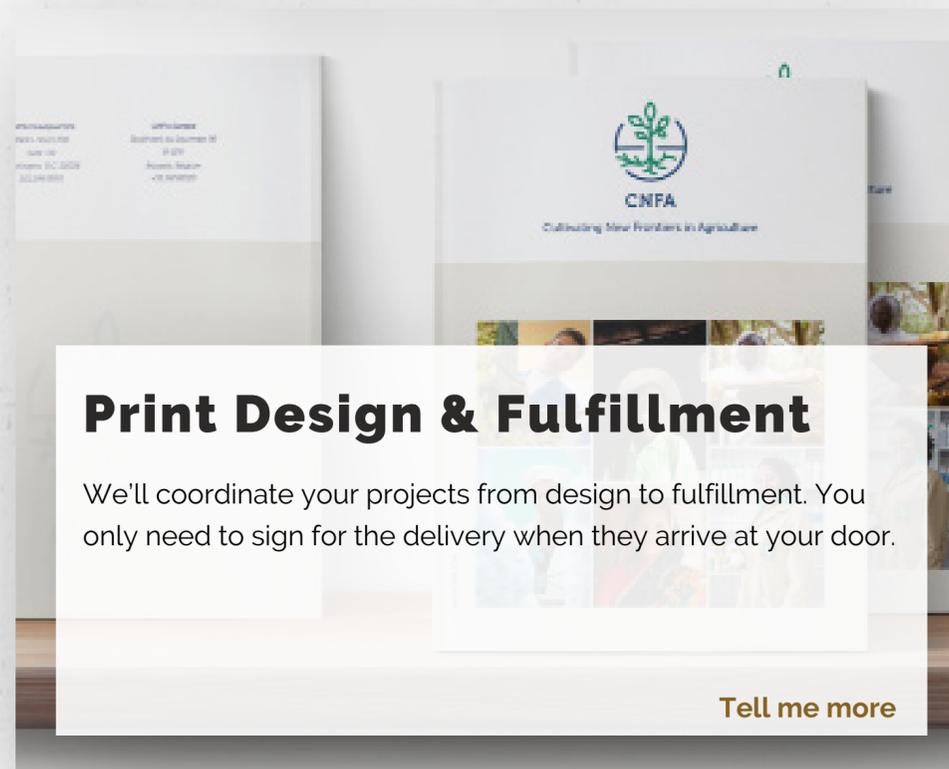
Send mail that gets pinned to the refrigerator, not thrown in the recycling! We help you stand out in everyone's mailbox.

[Tell me more](#)



Email Fundraising

We help you build, manage, segment, and target your Mailing List to increase engagement and donations. We also can help plan, schedule, coordinate, and design your newsletter campaigns!



Print Design & Fulfillment

We'll coordinate your projects from design to fulfillment. You only need to sign for the delivery when they arrive at your door.

[Tell me more](#)



Creative Consulting

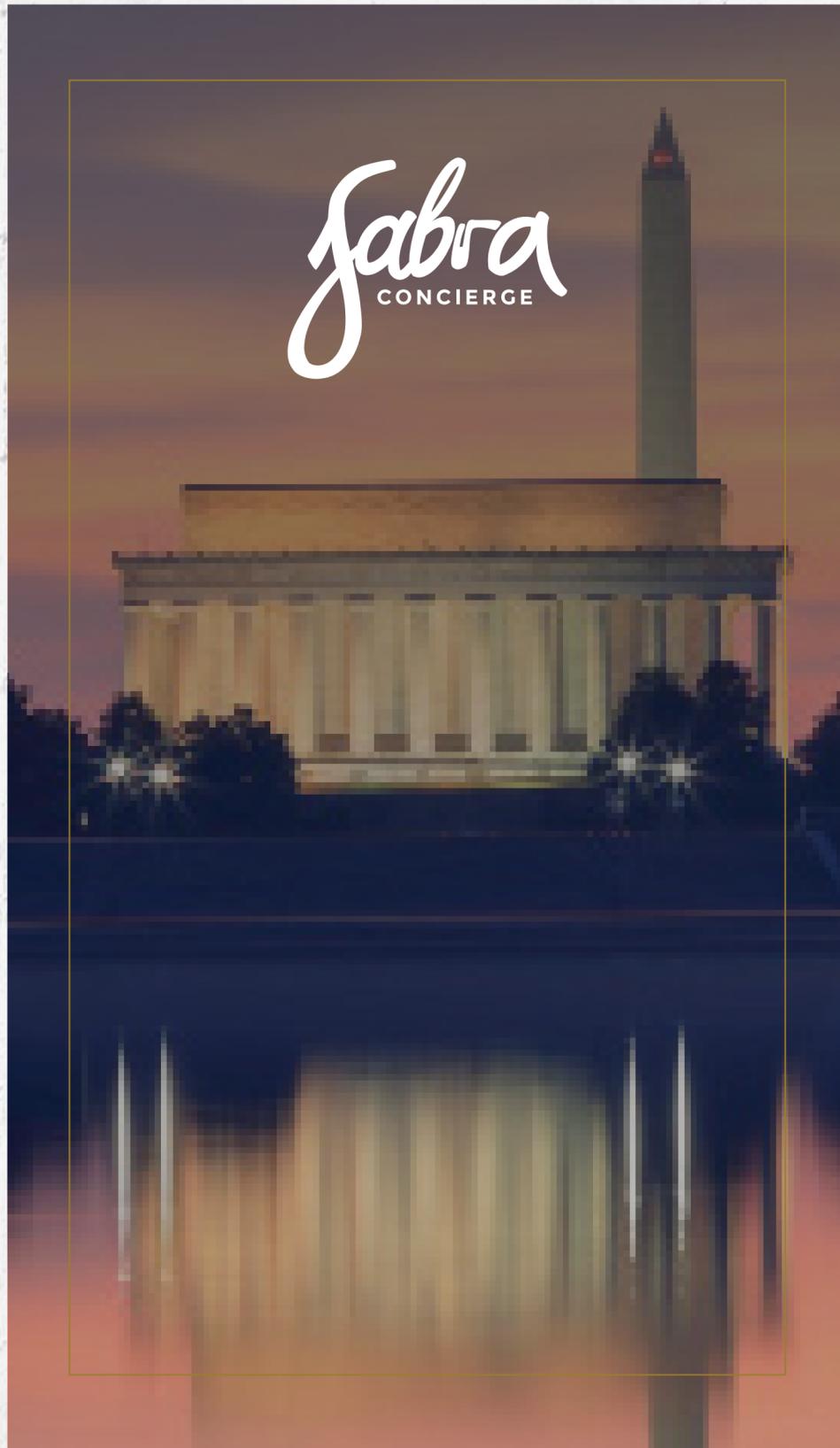
Reach out to Sabra anytime you have an idea. We will start by asking you the right questions. Then, we'll bring our team together to come up with solutions to turn your idea into a tangible project with a timeline that fits into your long-term plan.



Concierge *Plans*

- 12 - MONTH	- 6 - MONTH	- 3 - MONTH
Quarterly <i>Payment Plan</i> \$2,950 PER MONTH	Up Front <i>Payment</i> \$3,500 PER MONTH	Up Front <i>Payment</i> \$4,500 PER MONTH
Monthly <i>Payment Plan</i> \$3,500 PER MONTH	Monthly <i>Payment Plan</i> \$4,000 PER MONTH	Monthly <i>Payment Plan</i> \$5,000 PER MONTH

All Sabra Concierge term lengths have a fixed monthly rate. If paid quarterly or up front, the monthly rate is reduced.



Roadmap

Projects & Timelines



Roadmap

Your Concierge Roadmap is a master calendar containing all your Projects, Timelines and Milestones for your current Concierge period.

Projects

There is absolutely no limit to the number of Projects scheduled on a Concierge Roadmap.

However, only one Project can be active at once.

Projects can contain a single Timeline, or multiple Timelines.

For example, several Timelines can be scheduled within a single Project to generate several materials for the same event.

Projects can range from several weeks long to as short as a few days.

This depends the Scope of the Timeline or group of Timelines contained within it.

Concurrent Timelines and Rush Requests

If a Project is active, but the need arises for a new Project to be completed concurrently to the active Project, we're happy to do it! The additional Project will be billed separately at \$85/hour. Any urgent (same day, etc.), Rush Project request will be billed separately at \$150/hour.



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