



## Need fundraising help?

*Use this checklist as a guide to ask if your organization is ready to take on a major fundraising effort.*

### Organizational Structure

- 501c3 tax-exempt status
- State charitable solicitation license
- Approved plan of action with defined objectives
- Operational budget with financial capability for fundraising objectives
- Community awareness

### Vision

- Clear Vision and Mission Statement
- Strategic Plan
- Case for Support

### Leadership

- Strong Board of Directors support
- Community leadership represented on board
- Executive staff buy-in

### Donors

- Database of past and current donor records
- Active use of Board relationships
- Prospective major donors identified

### Infrastructure

- Office and staff capacity to support fundraising effort
- Compelling communication tools
- Efficient database software

***Let us help you get ready...***

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