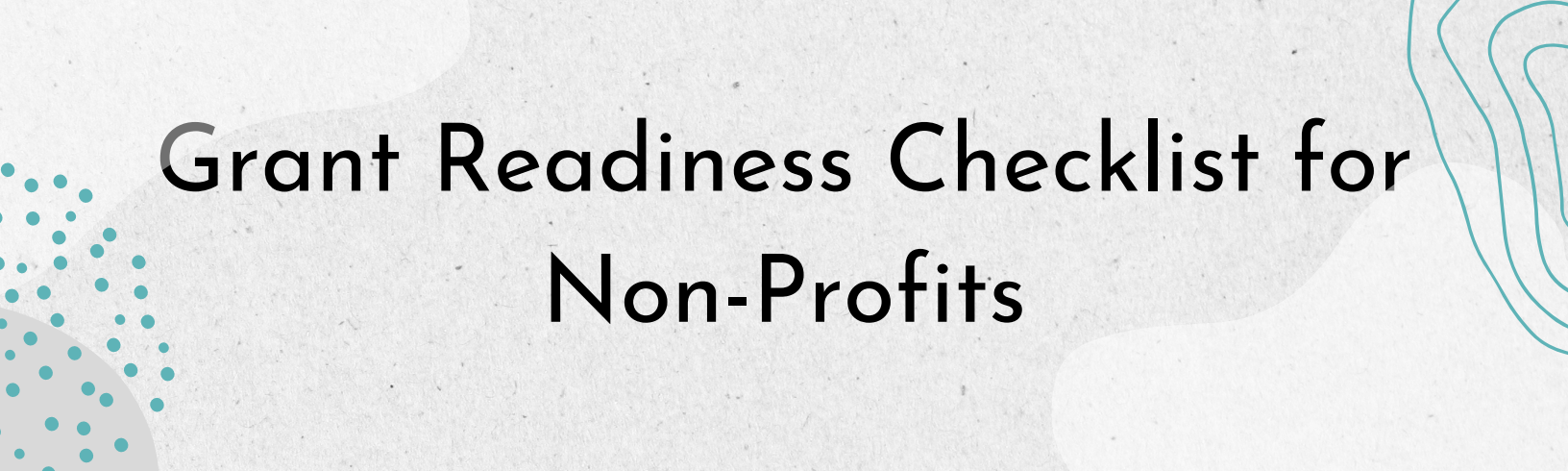




Grant Readiness Checklist for Non-Profits

Grant:

Funder:

Program:

Deadline:

Organizational Basics	☐ Charitable registration number (if relevant) ☐ Mission and vision statements ☐ Summary of organizational history and impact ☐
Strategy & Financial Documents	☐ Current strategic plan ☐ Most recent annual report ☐ Financial statements from the past 2 years ☐
Governance & Team	☐ List of board members (including bios, roles, terms) ☐ Organizational chart (if relevant) ☐ Current contact information for main grant contact ☐
Program Description	☐ Clear program description, goals, and timelines ☐ Defined priority population and community need ☐ Measurable outcomes or impact indicators ☐ Project budget and other revenue sources ☐
Application Development	☐ Grant writer with capacity ☐ System to track deadlines and requirements ☐ Plan to track and report on grant outcomes ☐



Need help turning this checklist into a winning grant proposal? Let's connect!

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