

Startup Checklist for Nonprofit Organizations

The following questions are a good starting point to determine whether you should pursue a new nonprofit organization. Don't worry if you answer "no" to some of these questions—it just identifies where you need additional help!

Do I/we Have: Yes No

A Basic Mission Statement?

A Basic Vision/Values Statement?

Evidence that our organization is needed?

- Are other groups doing the doing the same thing we want to do?
- Are they serving the same proposed clientele group(s)

Articles of Incorporation and By-laws?

The help that we need to get started?

- Attorney?
- Accountant/bookkeeper?

A startup plan for at least the first three years which includes financial projections?

A name for the organization?

A list of potential board members?

A list of documents to be filed with state, federal or other government agencies?

A list of potential contributors?

A group of at least three people who are truly dedicated to the purpose of this organization?

At least one person who is willing to potentially make personal sacrifices for the organization?