



GRANT READINESS CHECKLIST

1. LEGAL & GOVERNANCE

Grant-ready organizations demonstrate strong leadership and accountability.

- ☐ We have current 501(c)(3) status.
- ☐ We can demonstrate that our board is active and engaged
- ☐ Our bylaws and policies are current and accessible to the board and leadership staff.
- ☐ Our Board members contribute financially each year.

If all of the above are true, funders can trust your organization's foundation.

2. FINANCIAL HEALTH & TRANSPARENCY

Grant-ready organizations show they can manage funds responsibly.

- ☐ We maintain a balanced operating budget.
- ☐ We have current statements of financial position, activities, and cash flow.
- ☐ Our 990s and financial audits are current and available to share each year.
- ☐ Program budgets have been created and align with the program description
- ☐ We have written accounting policies and procedures.
- ☐ We have active Finance and/or Fundraising Committees.

If your financials are clear, current, and transparent, you're ready to build funder confidence.

3. STRATEGIC VISION & ALIGNMENT

Grant-ready organizations know where they're going and how to get there.

- ☐ Our mission, vision, and values statements are clear and current.
- ☐ We have a written, up-to-date strategic plan.
- ☐ Our programs clearly align with our mission and goals.
- ☐ We regularly review progress toward strategic objectives.

Funders invest in organizations with a clear direction and defined path forward.

4. IMPACT & COMMUNICATION

Grant-ready organizations can prove and share their impact.

- ☐ We can articulate the community needs we address.
- ☐ We measure outputs and outcomes for each program.
- ☐ Our website and social media are current, strategic, and tell our story.
- ☐ Our brand is consistent across all materials.
- ☐ We highlight funders and partners in our communications.

If you can measure, prove, and communicate your impact, you're ready to stand out.

5. COLLABORATION & COMMUNITY ENGAGEMENT

Grant-ready organizations work well with others.

- ☐ We collaborate with other organizations in our field.
- ☐ We have active community partners and volunteers.
- ☐ We understand our unique role among similar organizations.
- ☐ We offer opportunities for in-kind and volunteer engagement.
- ☐ Our board includes community representatives or partners.

If you're connected to your community, funders will see your broader reach and influence.

YOUR READINESS SNAPSHOT



If your checklist is filled with checkmarks, you're likely competitive for grant funding. Congratulations!



If your checklist has some gaps, you're on the right track. Focus on strengthening weak spots before applying.



If your checklist only has a few checkmarks, it may be time for a deeper assessment. Hedges can help you build the systems that make you competitive for grants.

Visit hellohedges.com or email info@hellohedges.com to learn more.