**Sustainability Self-Assessment Checklist**

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|  | **YES****2 points** | **KINDA / SORTA****1 point** | **NO****0 points** |
| 1. Do you have a current strategic plan? |  |  |  |
| 2. Does a part of that plan describe your comprehensive funding strategies, including contributed and earned income and government funding? |  |  |  |
| 3. Does a part of that plan describe your strategies for diversifying your sources of revenue? |  |  |  |
| 4. Does your Board of Directors have the desire, understanding and ability to carry out its fundraising responsibilities? |  |  |  |
| 5. Does your Board recruitment plan include the need for fundraising expertise on your Board? |  |  |  |
| 6. Are fundraising responsibilities explained to prospective Board members before they are nominated to the Board? |  |  |  |
| 7. Do your Board orientation and training plans include fundraising responsibilities? |  |  |  |
| 8. Are fundraising responsibilities and personal giving included in your annual Board member expectation agreements? |  |  |  |
| 9. Do 100% of your Board members make annual gifts? |  |  |  |
| 10. Have you established key financial indicators to track how well you are doing monthly, quarterly and annually? |  |  |  |
| 11. Do your Executive Director and Board Chair organize Board meeting agendas to prioritize clearly the importance of fundraising? |  |  |  |
| 12. Do you have an integrated Annual Resource Development Plan that encompasses all fundraising / communication / volunteer activities? |  |  |  |
| 13. Will you achieve your funding goals this year? |  |  |  |
| 14. Do you use a relational database for donor management tracking? |  |  |  |
| 15. Does your center have a skilled staff person accountable for fund development? |  |  |  |
| 16. Do you have a trained team of Board members, staff and volunteers working on fund development? |  |  |  |
| 17. Do you employ funding strategies other than, or in addition to, special events? |  |  |  |
| 18. Do you accept gifts electronically? |  |  |  |
| 19. Do you acknowledge gifts within one week of receiving them? |  |  |  |
| 20. Do you have a donor cultivation program in place? |  |  |  |
| 21. Do you measure donor retention? |  |  |  |
| 22. Do you know what your typical donor looks like?  |  |  |  |
| **TOTAL POINTS** (44 max) |  |  |  |