

Grant Readiness Checklist for Ministries & Nonprofits

1. Legal & Organizational Structure

- Registered nonprofit or ministry (501c3 or equivalent if applicable)
- EIN number
- Board of directors or leadership structure

2. Mission & Vision

- Written mission statement
- Defined purpose and target population
- Clarity on what problem you are solving

3. Program or Project Plan

- Specific program or initiative to be funded
- Clear goals and expected outcomes
- Basic timeline for implementation

4. Financial Documentation

- Basic budget (organizational or project-based)
- Record of income and expenses
- Bank account in organization name

5. Leadership & Accountability

- Identified leadership team
- Roles and responsibilities defined
- System for oversight and reporting

6. Community Impact Evidence

- Testimonials, photos, or records of past work
- Proof of community engagement

- Any measurable impact

7. Readiness for Growth

- Ability to manage funds responsibly
- Willingness to track and report outcomes
- Openness to structure and systems

8. Ministry Website & Email

- Web presence
- professional email address

Note: This checklist is used during your Grant Readiness Session to evaluate your current position and next steps. If there are items your organization do not currently have, don't worry Kingdom Sowers Advisory can assist you with those things.