

Sustainable Development Readiness Assessment Form

This assessment form is designed to help grassroots, faith-based, and community-based organizations evaluate their readiness to apply for sustainable development funding. It provides a structured way for both applicants and funders to assess key areas of organizational and project preparedness. Applicants should rate their level of readiness in each area using the 1–5 scale below and provide an explanation of what is needed to become fully ready.

Readiness Scale:

- 1 – Not Ready
- 2 – Beginning Awareness
- 3 – Somewhat Ready
- 4 – Mostly Ready
- 5 – Fully Ready

Please check the number that best represents your organization's current status in each area and describe any additional support or actions needed.

Leadership and Governance

Our organization has a defined leadership team or planning committee guiding this project.

1 2 3 4 5

What we need to become ready:

Roles and responsibilities for decision-making are clear within our team.

1 2 3 4 5

What we need to become ready:

Our organization has a shared vision or mission that aligns with affordable housing goals.

1 2 3 4 5

What we need to become ready:

Site Identification and Feasibility

We have identified at least one potential property or site for affordable housing development.

- 1 2 3 4 5

What we need to become ready:

We have begun to explore zoning and land-use requirements for our site(s).

- 1 2 3 4 5

What we need to become ready:

We have conducted basic feasibility considerations such as access, utilities, and ownership status.

- 1 2 3 4 5

What we need to become ready:

Community Engagement

We have engaged community members or faith partners in conversations about housing needs.

- 1 2 3 4 5

What we need to become ready: _____

We have held at least one community meeting, focus group, or listening session.

- 1 2 3 4 5

What we need to become ready: _____

We have gathered documentation or letters of support from community stakeholders.

1 2 3 4 5

What we need to become ready:

Government Relationships

We have met or communicated with local zoning or planning departments about our concept.

1 2 3 4 5

What we need to become ready:

We have introduced our project to city council or local elected officials.

1 2 3 4 5

What we need to become ready:

We understand the permits, approvals, or variances that may be required for development.

1 2 3 4 5

What we need to become ready:

We received approval from our House of Worship governance body to move forward with the project.

1 2 3 4 5

What we need to become ready:

Financial Planning and Partnerships

We have developed or started a basic project budget with estimated costs.

1 2 3 4 5

What we need to become ready:

We have identified potential partners such as developers, lenders, or consultants.

1 2 3 4 5

What we need to become ready:

We have researched or identified possible pre-development funding sources.

1 2 3 4 5

What we need to become ready:

Documentation and Organizational Capacity

We maintain records of meetings, community sessions, and partnership discussions.

1 2 3 4 5

What we need to become ready:

We have started or drafted a written Sustainable Development Plan summarizing our approach.

1 2 3 4 5

What we need to become ready:

We have staff or volunteer capacity to manage next steps once funding is received.

1 2 3 4 5

What we need to become ready:

Applicants should complete this form as part of their Sustainable Development Planning Grant submission. Funders will review responses to determine whether the applicant has the foundational elements in place to move toward pre-development funding.