



Since the application must be completed in one sitting – it cannot be saved – we have provided this downloadable, printable sample of the questions so you can be thinking about your answers prior to beginning the process. Once the application opens June 15<sup>th</sup>, [click here](#) to start the process.

1. Your nonprofit's name, the name of the person filling out this application, and that person's position.
2. Through which channel(s) did you hear about this opportunity and/or IKF?
3. Is your nonprofit headquartered in AND does it serve Wake, Orange and/or Durham counties? **Please stop here if you answered no as those are the counties IKF serves. Thank you for your time and interest in IKF!**
4. Is your organization a 501c3 or are you currently in the process of obtaining that status? **Please stop here if you answered no. Thank you for your time and interest in IKF!**
5. Name of Executive Director
6. Primary Contact Person for IKF
7. # of years current ED has served
8. Mission Statement
9. Vision Statement
10. Website address
11. Faith-based? Yes or No
12. Political affiliation? Yes or No
13. Do you have an active Board of Directors?
14. Nuts & Bolts
  - a. Date incorporated/created
  - b. Staff size
  - c. What is your annual budget?
  - d. Do you have an annual report? Yes or No
  - e. Number of volunteers
  - f. Do you feel like you are known in the community? Why or why not?
  - g. What kind of fundraising do you do and what are approximate net proceeds?
15. Do you follow a strategic plan or roadmap? Yes or No
16. Define "under-resourced" as pertains to your organization (operational, financial or marketing infrastructure).
17. Describe *what* makes your organization sustainable, i.e., describe the operational, financial, or marketing infrastructure that is already in place.
18. Briefly list a few successes.
19. Briefly describe your Board (how many, dig in or sit back, diversity, diverse careers, etc.).



20. IKF requires a minimum of 30 minutes each week with our primary contact, either by phone or in person. Will our contact be able to dedicate this amount of time each week? Yes or No
21. Is your organization able to absorb IKF's help (accessible, react to our requests, etc.)? Yes or No
22. Bullet the top five goals for the next 6-18 months.
23. We strive to ensure IKF's talents best match a potential client's goals. How, specifically, can IKF help you with the above-stated goals?
24. IKF enthusiastically gives seven months of time to our clients, so it's worthwhile to both parties when we know you intend to use our work to amplify your community impact and to execute your strategic plan and/or Vision Statement. For example, if we mutually agree to create a video, we expect that it will be used to accomplish specific goals and be distributed accordingly. Please advise if you have the means and the intent to use what we deliver either immediately and/or to execute your strategic plan and/or Vision Statement? Yes, No, or Maybe. Please explain.
25. Would there be an opportunity for IKF to work with your client population in some way? If yes, please explain.
26. Is there additional information pertaining to the above questions you would like us to know?