"You Don't Need More Passion. You Need a Plan." Passion won't keep the lights on or the rangers paid. Structure will.

1. Mission & Impact	
	☐ Clear 1–2 sentence mission statement
	□ 1–3 measurable impact metrics tracked quarterly
2. Fin	nances & Structure
	☐ Basic monthly budget tracked regularly
	☐ Roles & responsibilities written down (even for volunteers)
	☐ Folder system for finance, comms, and reporting
3. Do	nors & Partners
	☐ Quarterly donor updates (newsletter, WhatsApp, email)
	☐ List of key partners and stakeholders mapped
	☐ Basic proposal toolkit (1-pager, pitch deck, budget, impact snapshot)
4. Me	edia & Storytelling
	☐ Organised library of photos, videos, and stories
	☐ Compelling impact stories linked to fundraising calls
	☐ Consistent branding across all touchpoints
5. Rh	ythm & Planning
	☐ Monthly or quarterly planning session with the team
	☐ Annual review of mission, metrics, and donor strategy
	Tip from Ashley If your conservation work only lives in your head, it will die there too. Write it down. Share it. Build it.



Book a free call - Let's Start Building