



Starting Smart: Navigating the Nonprofit Start-up Process in Hawaii



Sponsored by the Department of Hawaiian Home Lands

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Life Stages of a Nonprofit Organization

- Imagine & Inspire
- Found & Frame
- Ground & Grow
- Produce & Sustain
- Review & Renew



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Board's Responsibilities: Setting Policy

The # 1 policy is your Mission Statement

- Governing Policy
- Executive or Administrative Policy
- Operating Procedures
(set by staff if you have staff)

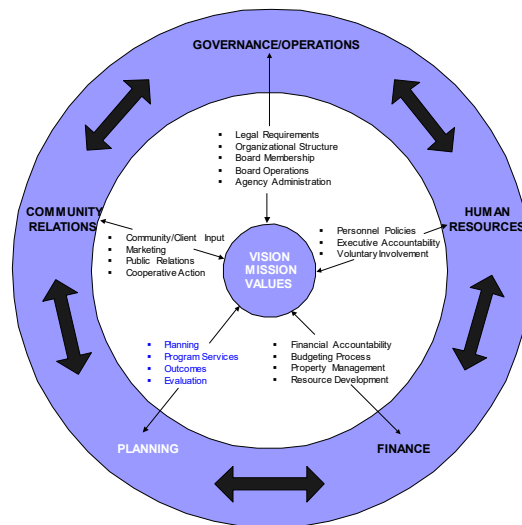


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POLICY AREAS: The Big Picture



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Characteristics of Good Board Members

- What are the characteristics of good board members?

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Building a Strong Board

- What are your criteria for recruiting good board members?
- How many board members should your have?
- How long should Board members serve?
- Tools for Board Development:
 - Board Representation Matrix
 - Board Roster

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Essential Functions of the Board

1. Administration of the Corporation
2. Program Planning and Budgeting
3. Evaluating Organizational Effectiveness
4. Retaining and Evaluating Top Management
5. Financial Stewardship
6. Constituting the Community Connection



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Additional Considerations

- Do you anticipate hiring staff members? What is the relationship between board and staff members? (Hint: governance and management)
- As a founder, when will you let go? What needs to be in place? What can make it graceful?
- What makes for meaningful community engagement?

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How Mission Planning & Outcomes Are Related



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Where Mission, Planning & Outcomes Overlap



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Mission

- What is a Mission Statement?
- What would we like a Mission Statement to do for our organization?
- If you don't have a mission statement, how to you write one?
 - Identify core values
 - Use mission checklist
 - Ask wordsmith(s) to draft a strawman
 - Evaluate, identifying what the board likes and what could be improved
 - Redraft until you hit the "sweet spot"
 - Ask an outsider for feedback

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Mission

- Activity - share your mission statement in small groups, evaluate based on the handouts and discussion.
 - What did you learn about your mission statement?
 - What could be improved?
 - How would you change your mission statement if you think it is necessary? Best approach?
- How do you keep the mission, vision, and values of your organization alive?

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Organizational Excellence



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