

step 1&2

Steps 1&2 provide additional information about Rebuilding Together and its Affiliate Network; instructions on how to build a steering committee; and provide tools to assist in determining if your community is in need of a Rebuilding Together Affiliate.

Below are items you will to complete and return for each step:

To complete while in step 1

- Form a Steering Committee
- Conference calls on:
 - Overview of Rebuilding Together
 - General Start-up Questions.

To be returned in step 1

- Step 1 Checklist
- Steering Committee or Board Contacts



To complete in step 2

- Conference calls on:
 - Affiliate Partnership Agreement,
 - Standards of Excellence
 - Launch Breakfast

To be returned in step 2

- Signed and dated Step 2 Checklist
- Community Needs Survey

step 3&4

Steps 3&4 provide information and tools to assist your steering committee, or board, in laying the groundwork for launching a Rebuilding Together Affiliate in your community.

Below are items you will need to complete and return for each step:

To complete in step 3

- Seek pledges of \$5,000 for initial operational expenses.
- Sign Affiliate Partnership Agreement
- By-Laws & Articles of Incorporation
- Narrative for IRS 1023.

To be returned in step 3

- Signed and dated Step 3 Checklist
- 2 signed copies of the Affiliate Partnership Agreement



To complete in step 4:

- Demonstration Project
- Conference calls on:
 - Board Building
 - Project Management
 - NAC Member
 - Legal Documents

To be returned in step 4

- Signed and dated Step 4 Checklist
- By-laws Articles of Incorporation & IRS Form 1023—if completed.

step 5

Step 5 is your official welcome to the Rebuilding Together Affiliate Network.



Below are items you will need to need to return for this step:

To return in step 5:

- Copies of all nonprofit legal documents:
 - By-laws
 - Articles of Incorporation
 - Filed IRS Form 1023 or any 501 (c)(3) determination letter.

It is highly recommended that at least one representative from your affiliate to attend or participate in:

- Rebuilding Together National Conference.
- NAC Regional Meeting.
- Organizational Development Trainings.

For more information, please contact us at:

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