

Name of Your Community Land Trust

Business Planning Assumptions

SAMPLE

FINAL

June 2015

Prepared by:

Your Name
The Name of Your CLT

Name of Your
Community Land Trust

EXECUTIVE SUMMARY

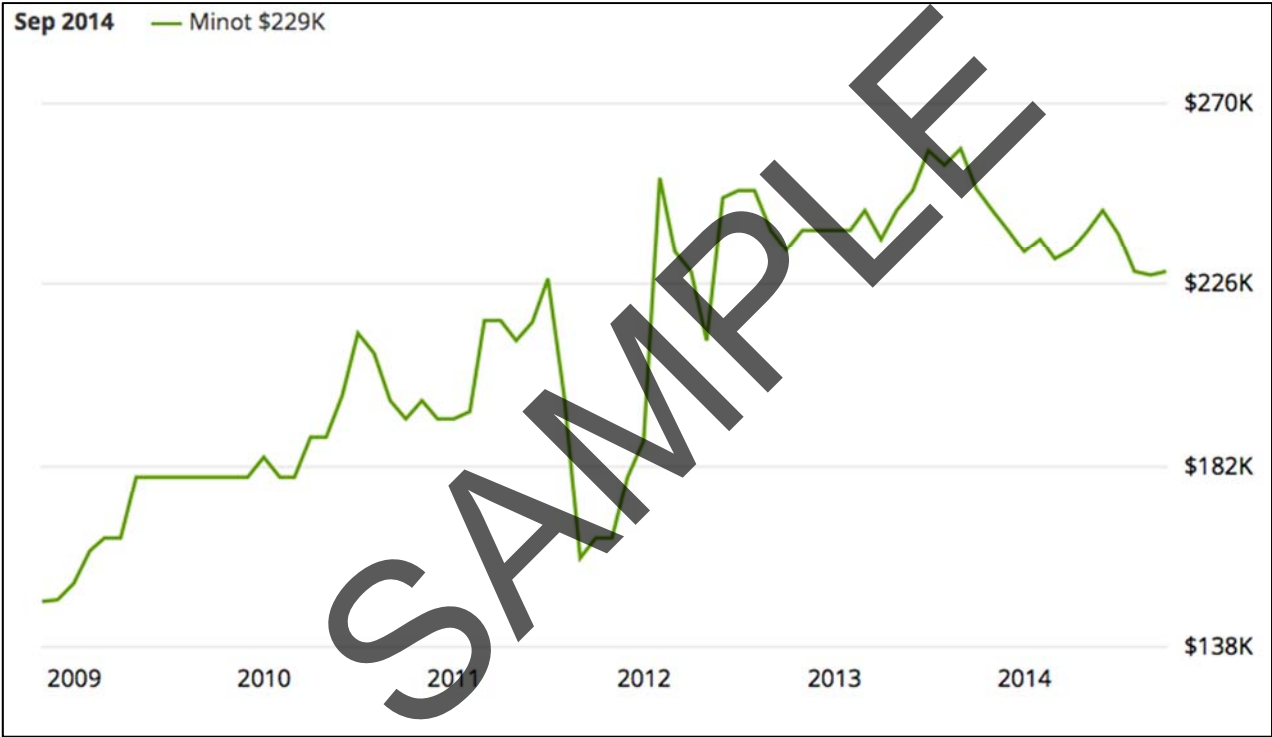
The Executive Summary, providing a brief overview of the highlights from this business plan, will be drafted after the rest of the document is completed – and will be inserted here. This summary should fit on this, single page.

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COMMUNITY NEEDS

Every good business plan includes at least a brief overview of the urgent needs faced in the community that the CLT initiative is intended to address. This section does not need to be really long and detailed but should, over a couple of pages clearly explain the nature and the extent of the needs that will be the focus of your CLT's mission and activities.

Charts like the one below (intended only as an example) are always a good idea.



ORGANIZATIONAL ASSUMPTIONS

Service Area

The primary geographic area to be targeted by the community land trust (CLT) is...

Community Uses To Be Preserved

The primary uses to be included in the CLT's portfolio and protected for the long-term benefit of the community are:

1. Housing – *describe type and tenure of housing*
2. Other uses (*describe, if applicable*)

Target Clientele

The focus for the CLT's primary activities will be...

1. Threshold eligibility
2. Priorities and preferences

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Purpose

The focus of the community land trust is...

1. Mission statement
2. Values
3. Long-range goals

Organizational Structure

The community land trust is (will be) operated, at least initially, as...

1. Corporate structure
2. Membership
3. Board of directors

Organizational Fit in the Community

The organizational niche filled by the CLT is...

1. Potential partners
2. Possible competitors
3. Distinguishing the CLT

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Portfolio Development

Properties will be brought into the CLT's portfolio by...

1. Development strategy
2. CLT roles and responsibilities

5-YEAR PLAN: 2016-2020

5-Year Objectives

In order to achieve its long-range goals (as stated above), the community land trust has identified the following primary objectives for the period from January 2016 through December 2020:

1. Objective 1:
2. Objective 2:
3. Objective 3:
4. Objective 4:
5. Objective 5:
- 6.

Critical Functions

In order to accomplish the identified objectives over the next five years, the core functions to be managed by the CLT include;

1. *Describe:*
2. *Describe:*

3. *Describe:*
4. *Describe:*
5. *Describe:*

Portfolio Growth

Based on a realistic assessment of the nature and scope of local affordable housing needs and the public sector and private sector resources that are likely to be available to address these urgent needs in this community over the next five years, the pace at which the CLT's portfolio is anticipated to grow is:

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ORGANIZATIONAL CAPACITY REQUIREMENTS

Board of Directors

The governing board of the community land trust is comprised...

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Key Partnerships

In order to be successful, the CLT must (develop) (rely on) critical partnerships with a number of community organizations and....

Staffing Plan

The purposes

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OPERATING BUDGET REQUIREMENTS: 2016-2020

Estimated Annual Operating Expenses

The annual operating...

Projected Annual Operating Revenue

The assumptions regarding _____ CLT's revenue projections for 2016 (on which the operating budgets for future years are based) are as follows:

SAMPLE

OPERATING BUDGET GOES HERE....

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