

# Site

## Locations for Your Clinic

Part of your business plan is the consideration of your location. This is one of the most important decisions your team will make because available space will impact operations of the clinic in many crucial ways. Large space allows you to offer more types of services to more people and the possibility of growth and expansion without changing the location. If you must purchase or rent space or if it needs to be retrofitted in order for it to be usable, then your fundraising needs will be significantly greater than if a suitable space is donated. Location selection should consider the patient population's ability to find the address and get to the site on public transportation.

The site committee will spend time searching for an appropriate location. Encourage them to involve other outside community members familiar with the real estate and commercial rental market. Your local hospital may have vacant space they can donate or lease for a minimal amount. Mention your search every time you talk with churches, civic leaders, clubs, or the press about the new clinic; casually include your network in the process. While your bias may be for donated space, you must balance your vision of size and service with resources available.

### Location checklist:

- Access to public transportation
- Proximity to target population
- Budget available to pay rent/purchase facility
- Relationship with building owners
- Available church property
- Available hospital property

### Consider these locations:

- Available space at partner churches
- Vacant physician office
- Shared space at local health department

- Evening/weekend hours at existing clinic
- Vacant office space
- Shared space with other nonprofits

Adhere to the chain of command

The site committee will recommend a location to the Planning Team, perhaps listing several sites reviewed and the pros and cons of each. The Planning Team Leader will present final recommendations to the Board of Directors for legal/financial/sustainability implications before making a final decision.