



Build your group the right way.

A free, structured roadmap for anyone organizing a community preparedness, mutual-assistance, or civic-service group — covering the parts most groups never write down.

Legitimacy is not something you claim. It is something you build.

WHAT YOU WILL HAVE WRITTEN BY THE END

- ✓ **A stated identity** — mission, values, and a lawful-purpose declaration.
- ✓ **A governance structure** — roles, decisions, succession, accountability.
- ✓ **Membership standards** — vetting, conduct, and a fair disciplinary process.
- ✓ **A complete Forms Library** — records you can adopt as-is.

127

Pages, fill-in

A working document you complete — not a book you read once.

7

Parts, in sequence

Identity, governance, membership, standards, training, community, sustainment.

\$0

Free to adapt

Use it, adapt it, share it. Attribution is all that's asked.

READ OR DOWNLOAD IT AT

uodt.org

The Universal Organization Development Template. No signup, no cost — read it in your browser or download a copy to adapt.

contact@uodt.org



WHAT'S INSIDE

Seven parts that turn a group of people into an accountable organization.

Written for groups that organize around readiness, preparedness, or community service — whose work is legitimate, but whose structure, left informal, can be misread. It is not a manual of tactics or a catalog of equipment. It is a roadmap for becoming an organization, opening with a founding roadmap and carrying worked examples throughout with blank space for your own answers.

I	Identity & Foundation Mission, core values, the "what we are / are not" boundary, and your lawful-purpose declaration.
II	Governance & Structure Leadership models sized to your group, roles and responsibilities, decision-making, succession, bylaws, accountability, dispute resolution, and conflict of interest.
III	Membership & Conduct Vetting and onboarding, background-check duties, membership stages, code of conduct, a fair disciplinary process and severity matrix, protected reporting, and participants under eighteen.
IV	Standardization Doctrine Documentation, communications, identification and appearance standards, and after-action discipline.
V	Training & Readiness Training administration, planning and running training events, safety governance, halting an activity, incident recording, firearms-safety protocols, a class framework, and a bounded readiness standard.
VI	Community Integration & Public Affairs Community service, responder and agency relationships, public presentation, and handling scrutiny.
VII	Sustainment & Administration Records management, the document register and usage guide, retention and disposal, a full Forms Library, continuity, resource planning, and review cycles.

WHO IT'S FOR ■ Civil Response Groups (CRG) and Mutual Assistance Groups (MAG) ■ Preparedness and community-readiness groups ■ Neighborhood and community-service organizations ■ Anyone organizing with no prior background in how organizations are run	WHAT YOU GET ■ A founding roadmap — what to do, and in what order ■ Worked examples from a model organization ■ Blank prompts you fill in to build your own standing documents ■ A complete Forms Library, ready to adopt
--	---