



# The 3-Step Sustainability Project Kickstart Checklist

Jumpstart your sustainability initiative with this quick-action guide designed for leaders who want to make an impact right now. These first three foundational steps set the stage for a successful, sustainable project that aligns with your organization's goals and global standards.

## **✓ Step 1: Define Your Vision & Charter**

- Clarify the sustainability problem you are solving.
- Outline measurable objectives linked to relevant UN SDGs.
- Identify your project sponsor and success criteria.

 *Output:* A one-page sustainability project vision statement.

## **✓ Step 2: Identify Key Stakeholders**

- List individuals or business units influencing sustainability outcomes.
- Map each stakeholder's power and interest levels.
- Note potential champions and resistance points.

 *Output:* A simple stakeholder engagement map.

### ✓ Step 3: Establish Initial Metrics

- Select 3–5 key indicators (energy use, waste reduction, social impact).
- Record current baselines and set realistic short-term targets.
- Choose how you'll track progress (dashboard, spreadsheet, or app).

📌 *Output:* A basic sustainability metrics tracker.

✨ *Ready to take your initiative from idea to impact?*

Download the **full 10-Step Sustainability Project Launch Checklist** to plan, fund, and deliver sustainability projects with confidence.

→ [\[Get the Full 10-Step Checklist Here\]](#)

**PRO TIP:** This checklist is based on PMI global standards and integrates AI best practices.

**DISCLAIMER:** This checklist is an original educational resource inspired by PMI, UN SDG, and sustainability frameworks. It is not affiliated with or endorsed by the Project Management Institute.

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