Review of the organization’s goals and purpose.

1. What would you say that the purpose of this website is?
2. Who are your clients (target market)?
   1. Elderly people?
   2. Volunteer workers?
3. What would you like this website to be able to do?
   1. Is it purely informational?
   2. Will user input be required anywhere? If so where and for what purpose?
      1. Elderly people?
      2. Volunteers?
4. Is there any branding such as logos, pictures, phrasing, organization mission statement, etc…?
5. Do you have a color scheme?
6. Do you want to see prototypes, if so, when are you available to view these?
   1. What is the best method to contact you?
7. Do you have a plan for webhosting? Domain?
8. Suggestions for Maintenance?
   1. If not us, then who and how?

For our backup plan we will plant to show him the following websites and then try to figure out what he likes/dislikes about each one.

Example Website: (likes and dislikes)

* <http://www.rtseattle.org/>
* <http://www.rebuildingtogethersf.org/>
* <http://rebuildingtogethernyc.org/>