

GOVERNANCE

Boards need to ensure they are holding the organization accountable to its mission and vision; that stakeholders receive open and transparent communication about the organization; that practices are ethical and sound; and that the board itself is committed to continuous improvement. Programmatic

Please circle YES or NO for each question.

Empowerment and Accountability		
In the governance policies, has each of the board roles and responsibilities been clearly defined?	YES	NO
Is there a board orientation package? Please be prepared to provide it?	YES	NO
In the board orientation package, are the board policies outlining roles and responsibilities included?	YES	NO
Is the board orientation completed within the first six months of their start date?	YES	NO
Board Leadership and Stewardship		
Does the organization have a business/strategic plan?	YES	NO
Has the organization's strategic plan been updated in the last year?	YES	NO
Does the business/strategic plan articulate goals with targets?	YES	NO
Does the business/strategic plan articulate activities to achieve these targets?	YES	NO
Does the business/strategic plan communicate the content, implementation and evaluation of the strategic plan to stakeholders?	YES	NO
Does the organization have protocols for coaching and training their board members?	YES	NO
Has the board chair participated in any board development training?	YES	NO
Is the average length of stay of board members reasonable (e.g. two to six years)?	YES	NO
Is the board currently operating at full capacity?	YES	NO
Is the role of board chair filled with a permanent occupant (i.e. not an acting board chair)?	YES	NO
Communications and Transparency		
Has the organization held an annual meeting in the past year?	YES	NO
Does the annual report clearly convey the organization's mission?	YES	NO
Has the organization demonstrated a clear link between their activities and the mission?	YES	NO
Has the organization posted their annual report and audited financial statements on their website?	YES	NO

Service and Fairness		
Does the Conflict of Interest Policy clearly outline procedures for employees to follow if they encounter a conflict of interest?	YES	NO
Accomplishment and Measurement		
Does the organization perform board assessments?	YES	NO
Has the organization performed board assessments within the last year?	YES	NO
Does the organization report progress towards the strategic plan's performance measures?	YES	NO

Notes: