

Sample Board Self-Assessment

Dear Board Members,

One of the responsibilities of a board is to govern itself. It is helpful for the Board to conduct an assessment of its own performance.

Please reflect on your general knowledge of (the organization's) governance practices and the extent to which the Board of Directors (Board) follows good governance practices. Whenever possible, we ask that you consider the aggregate efforts of the Board in each area.

Your responses will remain anonymous.

Thank you!

*1. Mission

The Board is responsible for ensuring that (the organization's) mission is current and clearly stated. As you rate the Board's work in this area, please consider the level to which:

- **The mission reflects (the organization's) work.**
- **The Board understands the mission.**
- **The Board uses the mission as a guide in making decisions.**

The performance of the Board is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

*2. Planning

The Board is responsible for establishing (the organization's) strategic direction and should periodically set aside time to review, discuss, and approve (.....'s) strategic plan. Please consider factors such as the level to which:

- **The strategic plan is current.**
- **Board members are familiar with the plan.**
- **The Board and management use the plan to guide decision making.**

The performance of the Board is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Sample Board Self-Assessment

*3. Overview of Programs

Board members should be familiar with key programs, understand how they support (the organization's) mission and strategic plan, and periodically review outcomes. Please consider the level to which:

- **Board members can describe (the organization's) primary programs.**
- **The Board reviews outcomes of each program regularly.**
- **The Board reviews the financial impact of each program at least annually.**

The performance of the Board is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

*4. Support of the Executive Director

The Board is responsible for selecting, supporting, and evaluating (the organization's) Executive Director and ensuring the viability of (the organization's) leadership if there is an unplanned absence. Please consider whether:

- **The Executive Director receives an annual performance review.**
- **There is a succession plan in place which is reviewed periodically.**
- **There is a good working partnership between the Board and the Executive Director.**

The performance of the Board is:

	Poor	Fair	Good	Excellent	Cannot evaluate:
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Sample Board Self-Assessment

*5. Financial Oversight

The Board should provide financial oversight to protect the assets of (the organization).

Please consider the level to which the Board:

- **Approves a budget annually.**
- **Reviews financial statements regularly and understands the statements.**
- **Ensures that adequate internal controls are in place.**

The performance of the Board is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

*6. Resources

The Board should work to ensure that (the organization) has the resources it needs to accomplish its mission. Please consider the Board's efforts to support and increase various sources of revenue for (the organization), such as:

- **Foundation, corporate, or community grants.**
- **New donors.**
- **Financial contributions from Board members.**

The performance of the Board is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Sample Board Self-Assessment

*7. Board Engagement

Board members should make the organization one of their priorities and make a personal effort to participate actively. Please consider the level to which Board members:

- **Attend and participate in Board meetings and committee meetings.**
- **Invest time in learning about (the organization) and the its current issues.**
- **Offer introductions to influential people who can advance (the organization's) mission.**

The Board's performance is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

*8. Ethics

The Board should be accountable for its decisions, practice transparency and be free of conflicts of interest. Please consider the level to which:

- **Board members sign and abide by a Conflict of Interest policy.**
- **The Board makes decisions that clearly put (the organization) ahead of personal interests.**

The Board's performance is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

Sample Board Self-Assessment

*9. Continuing Good Governance

The Board is responsible for ensuring a continuation of good governance. Please consider the level to which:

- The Board works to ensure that members have skills and attributes needed to support the strategic plan.
- Cultivation of new Board members includes an assessment of their skills relative to those identified as needs of (the organization).
- Board members receive an adequate orientation and ongoing education.

The Board's performance is:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

*10. Effectiveness of Board Meetings

Board meetings should be a benefit to (the organization) and a good use of Board Members' time. Please consider the level to which:

- The agenda for Board meetings is well planned and covers areas that are important and relevant.
- There is ample discussion of important topics.
- Discussions lead to decisions that provide helpful guidance to (the organization's) management.

Board meetings are:

	Poor	Fair	Good	Excellent	Cannot evaluate
Please rate:	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments:

11. Please include other comments that will be useful in evaluating (the organization's) Board performance: