

Practices of Effective Nonprofit Boards: Assessment & Prioritization Tool

Assessment Codes

NEW = This is a new idea for us; we have not considered it yet.

BEG = We have recently begun to put this into practice, but we're still working it out.

YES = We do this regularly.

N/A = This is not relevant to us at this time.

PERFORMANCE AREA	PRACTICES	Assessment	Priority (1, 2, 3)
Selection and Composition	1. Collectively, the board has the combination of skills (e.g. finance, governance, facilitation, fundraising etc.), experience, and constituency representation necessary to carry out its work.		
	2. There is a new member recruitment process that first identifies the needs of the board and then recruits and selects individuals with rigor.		
	3. The board has term limits and a limit to the number of terms that one individual can serve.		
Board Structure that Supports Board Work	4. The board has mechanisms in place to manage board work and to facilitate communications between meetings (e.g. committees, task forces, retreats).		
	5. Board officers understand their roles and responsibilities and have a process for selecting and preparing new officers (e.g. officer succession planning).		
	6. The board establishes an annual workplan for itself that is aligned with the goals and objectives of the overall organization; individual members complete workplan assignments well and on time.		
Continuous Learning	7. The board evaluates its own performance and the executive director's performance on a regular basis.		
	8. The board ensures that the organization measures organizational impact and evaluates its programs and services, and then uses learnings to improve.		
	9. The board has a new member orientation plan and provides its members with professional development opportunities and guidance.		
Partnership and Relationship Building	10. Board agendas are well planned with input from all members; meetings are facilitated well and provide for open discussion with all members actively contributing and participating.		
	11. Board and staff are clear about their respective roles and responsibilities (e.g. what is governance vs. management and support).		
	12. The executive director and board chair work effectively as a leadership team to guide the work of the board and provide direction to other members.		
Community Engagement	13. Board members are active in the community and regularly bring external perspectives into board discussions.		
	14. All board members are involved in some aspect of fund development; activities vary among members (to tap into individual skills and strengths) so that the board as a whole is carrying out its overall fundraising responsibilities.		
	15. Each board member makes a financial contribution to the organization every year at a level that is significant for them.		