



## **NONPROFIT BOARD SELF-APPRAISAL / DISCOVERY TOOL**

### **Introduction**

The role of the Board of Directors of a nonprofit agency is critical to the success of the nonprofit sector. It demands focused efforts and full commitment of those involved. To ensure its effectiveness, a Board often undertakes a careful self-examination of its structure, operations and performance. The results from this self-appraisal are to be used as a tool for the Board to acknowledge its strengths and identify areas for improvement.

### **Instructions**

This self-appraisal highlights six key areas of Board governance. Board members should complete the form independently, checking one box per line. Please provide additional comments as you like or explain your assessment briefly in the space provided at the end of each section.

<b>BOARD RESPONSIBILITIES</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
The board has a good understanding of the mission and strategic priorities and goals					
Board members understand their roles and responsibilities as distinguished from staff roles and responsibilities					
Board members understand the financial condition of the organization					
The board knows the legal requirements and stipulations under which they act					
The board oversees and evaluates organizational success					
The board evaluates the Executive Director on the basis of progress in achieving the organizational goals					
The board provides adequate supervision and support to the Executive Director					
Board members serve as links to the community and represent the organization in the community					

**COMMENTS:**

<b>BOARD STRUCTURE</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
The board is diverse and representative of the community					
The board has active and functioning committees					
The board is comprised of both new and experienced members to guarantee new ideas and continuity					
The size of the board is appropriate for the time commitment and work load required					

**COMMENTS:**

<b>BOARD LEADERSHIP</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
The board establishes the culture, values and guiding principles for the organization					
The board 'govern' rather than 'manage' the organization					
The board provides orientation for new board members that adequately prepares them for their role					
The board monitors its own accomplishments and progress					
The board has plans in place for officer succession and turnover of board members					

**COMMENTS:**

<b>BOARD PRACTICES</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
The board has a clear understanding of the by laws and all policies and procedures relating to their role					
The board regularly monitors policies					
Conflict or disagreements are resolved effectively in a timely manner					
Board members are familiar with the organization's programs and outcomes					
There is adequate and informative communication between board and staff					

**COMMENTS:**

<b>BOARD MEETINGS</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
The frequency of board meetings is adequate for the amount of work					
Attendance at board meetings is good					
Board meeting agendas are planned in advance and distributed					
Meeting time is managed effectively					
Board members come to the meetings prepared, and actively participate in discussions					
Meeting minutes have clearly identified action items, which are reviewed at future meetings					

**COMMENTS:**

<b>BOARD CULTURE</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
Board members work well as a team					
The board has a climate of mutual trust and respect					
Board members accept assignments and carry them out in a timely manner					

**COMMENTS:**

<b>ADDITIONAL CONSIDERATIONS</b>	<b>Strongly Agree</b>	<b>Agree</b>	<b>Disagree</b>	<b>Strongly Disagree</b>	<b>Need more information</b>
The Membership Advisory Committee (MAC) provides timely and relevant recommendations to the Aliveness Board					
The MAC is representative of the Aliveness Project's membership					

**COMMENTS:**

**Board Priorities:**

Please list the three to five points on which you believe the board should focus its attention in the next year. Be as specific as possible in identifying these points.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**THANK YOU FOR COMPLETING THIS SURVEY!**