

FINANCIAL CONTROLS

Financial controls checklist

	Yes	Sometimes	No	Don't Know	N/A
Does your mission/vision/purpose statement clearly communicate what you want to achieve?	☐	☐	☐	☐	☐
Are your values and beliefs clearly stated and reflected in all your programmes and activities?	☐	☐	☐	☐	☐
Do you have a strategic plan, developed consultatively, that guides your board, staff and volunteers?	☐	☐	☐	☐	☐
Are your board meetings well attended?	☐	☐	☐	☐	☐
Do conflicts among board members interfere with the board's work?	☐	☐	☐	☐	☐
Is your board's relationship with the staff one of mutual trust and respect?	☐	☐	☐	☐	☐
Do the roles of board members and staff complement each other?	☐	☐	☐	☐	☐
Is your staff's performance evaluated frequently?	☐	☐	☐	☐	☐
Do you have systems in place to ensure services are monitored and evaluated?	☐	☐	☐	☐	☐
Do you make time to consider new programmes and initiatives?	☐	☐	☐	☐	☐
Is the quality and quantity of your programmes and activities consistent with your contracts/resources and staff?	☐	☐	☐	☐	☐
Is your financial expenditure in line with your objectives and priorities?	☐	☐	☐	☐	☐
Are your members and funders kept aware of your major decisions and financial condition?	☐	☐	☐	☐	☐
Do your financial monitoring and control systems enable you to quickly identify budget overruns, errors and protect you from most criminal activities?	☐	☐	☐	☐	☐
Are your board members carefully recruited and selected?	☐	☐	☐	☐	☐
Does your organisation provide adequate orientation, training, and evaluation for board members?	☐	☐	☐	☐	☐
Does the board have adequate measures to prevent conflict of interest?	☐	☐	☐	☐	☐
Do your personnel practices and procedures provide protection from, and recourse for, acts of abuse or harassment?	☐	☐	☐	☐	☐
Does your organisation have good levels of internal communication?	☐	☐	☐	☐	☐
Is your organisation generally well regarded in the wider community?	☐	☐	☐	☐	☐
Do you communicate the results of our work to the wider community?	☐	☐	☐	☐	☐
Does your board have reason to be optimistic about your ability to deal with whatever the next three years bring?	☐	☐	☐	☐	☐
Are you confident you comply with the relevant legislation?	☐	☐	☐	☐	☐
Are you proud to be involved with the organisation?	☐	☐	☐	☐	☐