

Nonprofit Board Role Assessment Checklist

| Element of the Board's Role | Defined in Bylaws? | Board Fulfilling Role? | Recent Evidence of Board Activity |
|--|--------------------|------------------------|-----------------------------------|
| Selecting, monitoring, evaluating, compensating and – if necessary – replacing the Executive Director/Chief Executive Officer (the “CEO”), | | | |
| Developing and approving succession plans with respect to senior executives of the organization | | | |
| Defining and reevaluating from time-to-time the long-term strategy by which the organization fulfills its mission | | | |
| Monitoring the performance of the organization in implementing the strategy | | | |
| Establishing the composition of the board and its committees and determining governance practices | | | |
| Reviewing and approving material capital allocations and expenditures and major transactions; | | | |
| Approving budgets, financial plans and financial statements; monitoring and ensuring the integrity of the organization's financial reporting processes, internal control systems and audit | | | |
| Hiring the independent auditor (if any) and assuring itself of the auditor's independence | | | |
| Balancing constituency interests in a manner that is consistent with the mission | | | |
| Understanding the organization's risk profile and reviewing and overseeing the organization's management of risks | | | |
| Ensuring compliance with all applicable laws, regulations, policies and ethical standards of the organization (e.g., IRS regs., conflict of interest/related party transaction policies) | | | |
| Assisting in obtaining resources through making personally meaningful financial contributions, fundraising and/or grant-writing | | | |
| Comply with prudent management of funds rules and donor-imposed restrictions | | | |