

Board Criteria and Member Performance Assessment Instrument

Please note: This is a sample assessment tool and is intended for study and educational purposes. Users may adapt this instrument to their own needs but it is not recommended to use “as-is” given the unique needs of each organization and position.

Performance Criteria

For **[INSERT FISCAL YEAR]** each member of the board is expected to:

- Raise or contribute at least **[INSERT GIVE/GET]** or the in-kind value of that amount.
- Attend programs and special events.
- Be passionate about the mission of the organization.
- Attend at least four meetings annually.
- Review reports and ask questions as appropriate.
- Assist with accomplishing at least one strategic goal of the organization by serving on a committee.
- Cultivate and recommend potential board members or other resources as appropriate.
- Self-assess.

Performance Assessment

		0	1	2	3	4
Weight ↓	This year, I ...	Unable to respond	Strongly Disagree	Somewhat Disagree	Somewhat agree	Strongly Agree
40%	1. Raised or contributed in cash or value at least \$5,000.		<\$1,000	\$2,000+	\$3,000+	\$4,000+
10%	2. Observed one program activity and all cultivation events.					
10%	3. Knew, understood, and was able to articulate the mission of the organization.					
10%	4. Attended all in-person meetings or phone conference calls (whichever is appropriate).					
10%	5. Reviewed all reports and financial statements and commented when appropriate.					
10%	6. Accomplished at least one strategic goal through active committee participation.					
10%	7. Have leveraged personal relationships to benefit the organization.					

Notes: