

ORGANIZATIONAL ASSESSMENT©

**ADMINISTRATION AND MANAGEMENT / PROGRAM PLANNING
AND EVALUATION QUESTIONNAIRE**

To be completed separately by each of the following:

- Executive
- Program Director
- head of the board's Program Committee
or, if there is not such a committee, the Board Chair

1. Does the organization have an annual program plan that corresponds to its strategic plan and budget?

Yes _____

No _____

2. Does the organization take steps to ensure that its current and planned programs correspond to the needs of its target population and/or community?

Yes _____

No _____

Please describe: _____

3. Does the organization consider its service delivery role and scope in the light of other similar or related services available in the community?

Yes _____

No _____

Please describe: _____

4. Does the organization ensure that it is applying the best practices of its field in designing and implementing programs?

Yes _____

No _____

Please describe: _____

**ADMINISTRATION AND MANAGEMENT / PROGRAM PLANNING
AND EVALUATION QUESTIONNAIRE (continued)**

5. Has the organization developed, and does it apply consistently, organization-wide performance standards across all programs?

Yes _____ No _____

6. Does the organization conduct ongoing systematic program monitoring and evaluation that includes measurement of outcomes?

Yes _____ No _____

Please describe: _____

7. Does the organization coordinate its service delivery with other organizations providing similar or related services?

Yes _____ No _____

8. Does the organization engage in any programmatic collaborations with other organizations?

Yes _____ No _____

Please describe: _____

(Any questions that were answered "no" indicate that the item should be given attention.)