

# GOVERNANCE

## Phase III: Evolving Governance

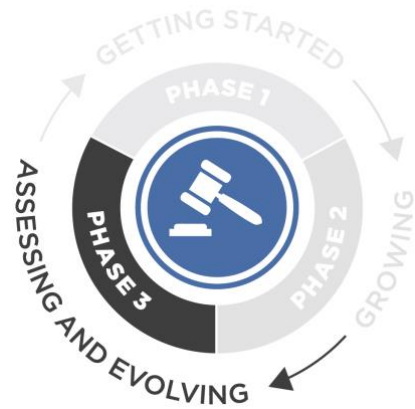


### Activity 19: Representative Governance Assessment Checklist

Please fill out the following checklist to the best of your ability. For those components in the checklist that are a “No” or “In Progress,” rank their priority for completion on a scale of 1-5, with 1 denoting “low priority” and 5 “high priority.”

The community/organization’s governance provides community stakeholders with decision-making roles and responsibilities	Yes	No	In Progress	Don’t Know	N/A	Rank
1. Do you engage elected/appointed representatives from community stakeholder groups in the official, decision-making governing body? <i>Possible evidence: Bylaws or other formal, legal governance documentation names and describes the role of this governing body</i>						
2. Do you require that major decisions about the community/organization that affect stakeholders (especially decisions about its organizational form, ownership, and pricing) be approved by this official, decision-making governing body? <i>Possible evidence: Bylaws or other formal, legal governance documentation that describe decision-making protocols</i>						

The community/organization’s governance encourages participation and input from community stakeholders	Yes	No	In Progress	Don’t Know	N/A	Rank
3. Do you make governance meeting agendas, minutes, and official decisions openly available to community stakeholders? <i>Possible Evidence: Documentation accessible by community stakeholders</i>						
4. Do you have an openly documented process for soliciting/resolving community stakeholder concerns and/or objections about governance decisions? <i>Possible evidence: Process clearly described on the Website or another publicly available location</i>						



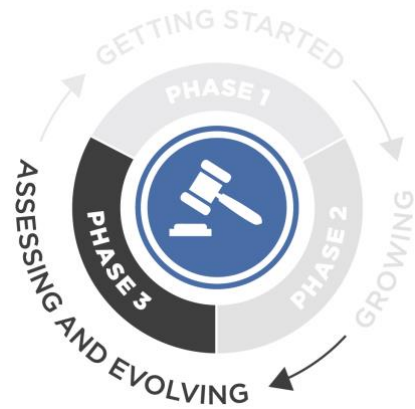
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	Yes	No	In Progress	Don't Know	N/A	Rank
5. Do you officially involve stakeholder community representatives in reviewing and amending the governance system? <i>Possible evidence: Bylaws, evidence of participation in a review/amendment process</i>						
6. Do community stakeholders give input into governing body appointments/elections? <i>Possible Evidence: Solicitation process, election process documentation</i>						
<b>The community/organization's governance officially engages representatives from active stakeholder communities in fiduciary oversight and management accountability</b>						
7. Does a governance body that includes stakeholder representatives protect the organization's assets and members' investments? <i>Possible evidence: Documented role in overseeing the creation and approval of the annual budget, financial quarterly close reports, annual fiscal reporting, annual audit/review</i>						
8. Does a governance body that includes stakeholder representatives recruit, hire, and oversee the director/manager/CEO? <i>Possible evidence: Bylaws, evidence of annual reviews, evidence of participation in recruitment and hiring of the director</i>						
9. Does a governance body that includes stakeholder representatives provide direction for the organization? <i>Possible evidence: Bylaws, Policy setting evidence, Strategic planning evidence</i>						



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The community/organization ensures that representative voices change over time	Yes	No	In Progress	Don't Know	N/A	Rank
10. Do you set and enforce term limits for representatives? <i>Possible evidence: Bylaws, Minutes from governance meetings, elections, number of representatives that change over time</i>						
11. Do you have a process for stakeholders to express concerns or objections regarding who is serving as their representative? <i>Possible evidence: Process clearly documented in the Bylaws, on the Website or in another publicly available location</i>						