







Organizational Health Assessment Tool

CAVRG: _____ Date: _____ NPC: _____ Completed with: _____

	R	B	Working on it	Not yet begun	Not applicable	Comments
Organizational Development						
1 Business Plan – minimum	X					
2 Business Strategic Plan	X					
3 Annual General Meeting	X					
4 Sufficient board members	X					
5 Bylaws	X					
6 Policies and procedures	X					
7 Position descriptions	X					
8 Board orientation	X					
Financial Management						
9 Financial Statements – Annual Audited	X					
10 Financial Statements – Monthly	X					
11 Annual budget	X					
12 Funding Sources	X					
Licence of Occupation / Lease						
13 Insurance – minimum	X					
14 Insurance – review	X					
15 Annual Return	X					
16 CRA Annual Charitable Tax Return	X					
17 Land Use Policy	X					
18 Public Use Policy	X					
19 Authorized sub-licenses/leases	X					
20 Meets twice with NPC	X					
Facility Maintenance & Capital Construction	X					
21 Lifecycle Report	X					

R = Required
B = Best Practice



