

Ministry Evaluation Guideline

1. Does the organization have a clearly defined vision/mission?

Point Value _____

No (-2)

They are trying to develop it (-1)

I don't know (0)

Yes, though the work they do in the community doesn't always seem to align with it (1)

Yes, and their work is in alignment (2)

2. Does the leader of the organization exhibit humility?

Point Value _____

No (-2)

Improvement is needed (-1)

I don't know (0)

Usually (1)

Always (2)

3. Is the leader the only face the public knows in association with the organization? Point Value _____

The public is largely unaware of the organization (-2)

Yes, the leader is the only one publicly associated with the organization (-1)

I don't know (0)

Yes, but the leader is often accompanied by another employee (1)

A number of leaders/employees in the organization are known in the community (2)

4. Is there a succession plan in place for leadership? Point Value _____

No, I'm afraid of what will happen to the organization if the leader retires/leaves (-2)

It's been discussed but no plan has been formulated (-1)

I don't know (0)

Yes, there is a plan but there are no identified successors (1)

A successor has been identified and trained (2)

5. Does the organization have a high staff turnover?

Point Value _____

Yes, it seems that there are new people working there all the time (-2)

Leadership is consistent, but general employees seem to change frequently (-1)

I don't know (0)

Employees seem to stay for a year or two (1)

The staff has been consistent for several years (2)

6. Is the organization able to maintain consistent business hours?

Point Value _____

The organization is seldom open to the public (-2)

Operating hours change frequently (-1)

I don't know (0)

There have been a few changes, but the hours seem relatively consistent (1)

Yes, they maintain consistent operating hours (2)

7. Are employee salaries in line with like organizations?

Point Value _____

They are much higher or lower than the average (-2)

They seem out of line, but they've been this way for years (-1)

I don't know (0)

The organization is making incremental changes to adjust salaries to come in line with like organizations (1)

Yes (2)

8. Are there other organizations in the community doing the same type of work?

Point Value _____

Yes, there are multiple organizations with similar missions (-2)

There are maybe one or two others (-1)

I don't know (0)

The organization seems to be unique in our community (1)

The organization is viewed as the subject matter expert (2)

9. Does the organization work collaboratively with others?

Point Value _____

No, they like to work alone (-2)

They've never considered the value of working with others (-1)

I don't know (0)

They work collaboratively with one or two other organizations (1)

They are always looking for new and innovative ways to collaborate (2)

10. Are there government agencies in your community that provide the same type of assistance as the organization?

Point Value _____

Yes (-2)

No, but there is one in a neighboring community (-1)

I don't know (0)

There is a state or federal program that meets the same needs, but it has no local office (1)

No, there is no government program that meets the same need (2)

11. Does the organization have outcomes (either qualitative or quantitative) that can be measured?

Point Value _____

No, what they do can't be measured (-2)

They share limited stories of success but no metrics (-1)

I don't know (0)

Yes, they share some measures (1)

They provide clear metrics regularly (2)

12. Does the organization provide annual reports?

Point Value _____

No (-2)

Some years yes, but not every year (-1)

I don't know (0)

Yes, but I have to request it (1)

Yes, information is provided annually and is easily accessible (2)

13. Is the organization transparent with its budget?

Point Value _____

No, I have no idea what their budget looks like (-2)

I'm given limited information if I ask for it (-1)

I don't know (0)

Yes, but there are some minor concerns about how they use their funding (1)

Yes, I feel confident, knowing how they spend their funding (2)

14. Is the organization well known in the community?

Point Value _____

It's a well-kept secret (-2)

A limited number of people have heard of it (-1)

I don't know (0)

Word seems to be getting out (1)

It's a well-known organization in our community (2)

15. Does the organization have current, public information (on website, social media or some other online source)?

Point Value _____

No, there is no information online (-2)

They have a website, but it's not current or accurate (-1)

I don't know (0)

Yes, but they aren't very consistent with putting new information out (1)

Yes, they have a strong/accurate online presence (2)

16. Does the organization send out regular updates to donors and volunteers?

Point Value _____

No updates are sent (-2)

We get updated only with critical news (-1)

I don't know (0)

Information is sent out inconsistently (1)

Yes, regular updates are sent out (2)

Total Point Value _____