

FINANCE UNLOCKED FOR NONPROFITS QUICK ASSESSMENT

<i>Please assess how well you know and can apply the following concepts.</i>	Don't know concept	Know concept but <u>not how to apply it</u> to my organization	Know concept and <u>how to apply it to</u> my organization	Know concept and <u>regularly apply it in</u> my organization	SCORE
BALANCE SHEET					
Balance sheet as a snapshot of an organization's finances	1	2	3	4	
Liquidity	1	2	3	4	
Assets	1	2	3	4	
Liabilities	1	2	3	4	
Reserves	1	2	3	4	
			Balance Sheet TOTAL		
INCOME STATEMENT					
Income statement as document showing financial activity over period of time.	1	2	3	4	
Budget	1	2	3	4	
Actuals	1	2	3	4	
Reporting	1	2	3	4	
Revenue diversification	1	2	3	4	
			Income Statement TOTAL		
IRS FORM 990					
990 as a public document open to all to see.	1	2	3	4	
990 as a marketing tool.	1	2	3	4	
990 providing governance best practices.	1	2	3	4	
990 is required.	1	2	3	4	
			IRS Form 990 TOTAL		
GIVING					
Communication between finance and fundraising roles.	1	2	3	4	
Pledge	1	2	3	4	
Endowment	1	2	3	4	
In-kind	1	2	3	4	
Restrictions	1	2	3	4	
			Giving TOTAL		
OVERSIGHT					
Internal controls	1	2	3	4	
Access/ segregation of duties	1	2	3	4	
Policies & procedures	1	2	3	4	
Review	1	2	3	4	
Avoiding fraud	1	2	3	4	
			Oversight TOTAL		
www.washingtonnonprofits.org/fun			TOTAL SCORE		