Financial Statements: Review Checklist

Statement of Financial Position

☐ Are there unusual trends?
☐ Is the current ratio greater than 1.0?
☐ Can we access capital in an emergency?
☐ Are we prepared for a significant economic crisis?

Statement of Activities

☐ How are we addressing large variances between budget and actual?
☐ Are we overly dependent on a single funding source?
☐ Is revenue increasing at least as fast as expenses?
☐ Did our bottom line meet expectations?

Statement of Cash Flow

☐ Are we using more cash than we are generating?
☐ How does the overall cash activity compare to prior year?
☐ Do we have positive cash flow from operations?
☐ Do we have at least 60 days of operating cash on hand?

Audited Financial Statements

☐ Did we receive a clean audit opinion?
☐ Do any of the footnotes cause us concern?
☐ Are we complying with loan covenants?
☐ What impression would a donor or lender have after reading our statements?