

Building Social Good Quick Organizational Capacity Assessment

Use this quick assessment to identify the areas where your organization is strongest and where focused skill development could have the greatest impact.

Rating Scale

- 1 – Not in Place
- 2 – Emerging
- 3 – In Place, but Inconsistent
- 4 – In Place and Consistent
- N/A – Not Applicable

Leadership

	Rating (1–4 or N/A)
We have a clear mission, vision, and priorities.	_____
Our leader's roles and responsibilities are clearly defined.	_____
Our leader communicates clearly and consistently.	_____

Programs & Impact

	Rating (1–4 or N/A)
All programs and services clearly align with the mission.	_____
Program goals and outcomes are clearly defined.	_____
Data collection and evaluation systems are in place.	_____

Financial

	Rating (1–4 or N/A)
Our organization develops and uses an annual operating budget.	_____
Monthly financial reports are reviewed by leader and board/oversight.	_____
We have clear internal controls.	_____

Personnel

	Rating (1–4 or N/A)
We have updated job descriptions for all staff and key volunteers.	_____
We have a formal onboarding process in place.	_____
We have an employee handbook/volunteer handbook in place.	_____

Operations

	Rating (1–4 or N/A)
We have documented procedures and workflows for all operations.	_____
We have technology systems in place (email, file sharing, CRM, etc.).	_____
We are in compliance with all county/state/federal requirements.	_____

Community Partnerships & External Relationships

	Rating (1–4 or N/A)
External communications are in place (website, newsletter, social media, etc.).	_____
We have key community partners in place with signed agreements/MOUs.	_____
We are known in our community for the work we do.	_____

Reflection

1. Which area needs the most attention over the next 12 months?

2. If you could improve just one area in the next 90 days, what would it be and why?

Ready for More?

The full Building Social Good Organizational Capacity Assessment evaluates more than 60 indicators across governance, leadership, programs, finances, people, operations, fundraising, and community relationships, then provides a practical roadmap for strengthening your organization through our Skills for Good mentoring. Email info@buildingsocialgood.com to learn more!