

Overall Self-Assessment Workbook Scorecard

Use this scorecard to indicate where you approximate your coalition/organization to be in each category sub-section on a scale of 1 to 5. Place the corresponding number in the appropriate box. If the category does not apply, choose N/A. In the last column, identify where you hope to be in 12 months for each section.

This scorecard will help you see overall trends within each section as well as overall results for discussion. For sections that have a majority of categories in the 'basic' to 'moderate' rankings, please consider reviewing the resources provided for each section.

Name of HFC Coalition: _____

Date: _____

1. GOVERNANCE	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
1.1 Vision, Mission, and Values							
1.2 Legal Status							
1.3 Governing or Advisory Board							
1.4 Leadership and Succession Plan							

2. ADMINISTRATION	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
2.1 Organizational Structure							
2.2 Operational Policies, Procedures and Systems							
2.3 Filing and Information Systems							

3. HUMAN RESOURCES	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
3.1 Staffing							
3.2 Job Descriptions and Staff/Volunteer Supervision							
3.3 Personnel Policies							
3.4 Compensation (stipends, salaries, and benefits)							
3.5 Volunteers and Interns							

4. FINANCIAL MANAGEMENT	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
4.1 Financial Policies and Procedures							
4.2 Internal Controls							
4.3 Financial Documentation and Reporting							
4.4 Financial Planning and Sustainability							
	Basic		Moderate		Robust	N/A	

5. ORGANIZATIONAL MANAGEMENT	1	2	3	4	5		12 month goal:
5.1 Strategic and Operational Plan							
5.2 Resource Mobilization							
5.3 Engagement with Donors							
5.4 Communication Strategy: Documentation and Reporting							
5.5 Internal Communication and Decision-Making							
5.6 Stakeholder Involvement							
5.7 Knowledge Management							

6. COALITION CAPACITIES	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
6.1 Size and Diversity of Membership							
6.2 Membership Process and Outreach							
6.3 Member Involvement							
6.4 Coordination & Collective Impact							
6.5 Member Collaboration and Knowledge Sharing							

7. PROGRAM DESIGN	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
7.1 Assess Hunger in the Community							
7.2 Community Asset Mapping							
7.3 Hunger Free Communities Planning							
7.4 Implementation of Anti-Hunger Interventions							
7.5 Sustaining Anti-Hunger Interventions							

8. PROGRAM MANAGEMENT	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
8.1 Project Implementation							
8.2 Monitoring and Evaluation (M&E) and Quality Assurance (QA)							

9. POLICY ANALYSIS AND ADVOCACY	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
9.1 Organizational Commitment							
9.2 Knowledge and Skills							
9.3 Policy Analysis							
9.4 Advocacy Strategy and Implementation							
9.5 Engagement with Legislators							
9.6 Sectoral Leadership							

10. Racial Equity	Basic		Moderate		Robust	N/A	12 month goal:
	1	2	3	4	5		
10.1 Need and Capacity							
10.2 Organizational Buy-In							
10.3 Analysis and Evaluation							
10.4 Planning and Intervention							