

## ANNUAL FUNDING PROGRAMME

## CRITERION 3

## QUALITY OF MANAGEMENT AND FINANCIAL PROBABILITY/VIABILITY

## DESCRIPTORS

**The Organisation employs good practice in terms of governance**

High	Organisation has required number of Board members and all office bearer positions are filled.
Medium	Organisation has required number of Board members, but not all office bearer positions are filled OR organisation does not have required number of Board members, but all office bearer positions are filled.
Low	Organisation does not have required number of Board members AND all office bearer positions are not filled.

High	Board members have wide range of relevant skills and have received induction and/or governance training.
Medium	Board members have limited relevant skills and/or training has not been delivered.
Low	Board members do not have appropriate skills and no training has been delivered.

High	Board demonstrates leadership and oversight through established, regular planning, communication and reporting mechanisms, as evidenced in Business/Strategic Plans, Board Minutes, Sub-Committee reports, monitoring reports, or other documents.
Medium	Board evidences leadership and oversight through planning, communication and reporting mechanisms, which are infrequent and reactive, as evidenced in their Business/Strategic Plans, Board Minutes, Sub-Committee reports, monitoring reports, or other documents.
Low	Limited or no evidence of planning, communication and reporting mechanisms, as evidenced in the Board Minutes, or other documents

**The Organisation employs good practice in terms of financial management**

High	As at end of 15/16 Organisation is in a stable financial position with appropriate reserves, as evidenced by annual accounts and/or management accounts
Medium	As at end of 15/16 Organisation is in stable financial position with insufficient reserves, as evidenced by annual accounts and/or management accounts
Low	As at end of 15/16 Organisation is in deficit position limited/no reserves to cover deficit, as evidenced by annual accounts and/or management accounts

High	Board receives comprehensive financial reports on regular basis which inform decision making.
Medium	Board receives adequate financial reports but not in a timely manner to inform decision making.
Low	Board receives limited financial reports on an irregular basis

High	Organisation has comprehensive financial procedures for size of organisation, which are implemented on a day to day basis, as evidenced by the documentation submitted
Medium	Organisation has adequate financial procedures for size of organisation, which are implemented on a day to day basis, as evidenced by the documentation submitted
Low	Organisation has unsatisfactory financial procedures for size of organisation, as evidenced by the documentation submitted

### **The Organisation has the capacity to deliver the proposed programme**

High	Organisation has appropriate staff with clearly designated, appropriate roles.
Medium	Organisation has staff covering all necessary roles.
Low	Organisation has insufficient staff to cover range of roles and responsibilities required.

High	Organisation has appropriate plans in place to deliver a programme of activity should all funding not be secured.
Medium	Organisation has limited plans in place to deliver a programme of activity should all funding not be secured.
Low	Organisation has unsatisfactory plans in place to deliver a programme of activity should all funding not be secured.

High	Organisation's history demonstrates excellent ability to deliver programme/projects on time and to budget
Medium	Organisation's history demonstrates adequate ability to deliver programme/projects on time and to budget
Low	Organisation's history demonstrates failure to deliver programme/projects on time and to budget