MISSION MET

Organizational Bio

This assessment is intended to be repeated yearly as part of an annual strategic planning cycle.

The assessment should be taken by the organization's executive director or other key leader.

Contents

I. General Information 1

II. Mission and Vision Statements 1

III. Programs 2

IV. Income 2

V. People 2

VI. Additional Comments (Optional) 2

I. General Information

Your Name	
Your Role in the Organization	
Date	
Number of Years Organization Has Been Operating	

II. Mission and Vision Statements

Mission Statement	
Vision Statement	

III. Programs

OVERVIEW: Provide a brief description of your organization's program(s) / service(s).	
KEY METRICS: List the key metrics, if any, that your organization measures regarding its programs / services.	

IV. Income

THIS YEAR'S INCOME: What is your organization's total projected income for this fiscal year?	
LAST YEAR'S INCOME: What was your organization's total income last fiscal year?	

V. People

EMPLOYEES: How many employees does your organization have?	
CONTRACTORS: How many contractors does your organization have?	
BOARD OF DIRECTORS: How many people are on your board of directors? (NOTE: If your organization is a fiscal project of another organization and doesn't have an official "board of directors" then answer this question with your advisory board/council in mind.)	
VOLUNTEERS: Not including board members, how many volunteers does your organization have?	

VI. Additional Comments (Optional)

Provide any other relevant and important information about your organization.	