



## The Board Responsibility Matrix

F =fiduciary, S = strategic, G = generative

The board acts to <i>govern</i>	The board acts to <i>support</i>
<ul style="list-style-type: none"> <li>Affirm mission and purpose (F, S &amp; G)</li> </ul>	<ul style="list-style-type: none"> <li>Financial viability: participate with staff in raising adequate financial and other resources.</li> </ul>
<ul style="list-style-type: none"> <li>Legal: ensure compliance with federal, state and local regulations and fulfillment of contractual obligations, including payment of payroll taxes and filing of required reports (F)</li> </ul>	<ul style="list-style-type: none"> <li>Public relations: act as ambassadors to the community on behalf of the organization and its clients.</li> </ul>
<ul style="list-style-type: none"> <li>Financial: safeguard assets (F)</li> </ul>	<ul style="list-style-type: none"> <li>Volunteerism: volunteer to assist staff</li> </ul>
<ul style="list-style-type: none"> <li>E.D.: hire, monitor and evaluate and, if necessary, fire. (F &amp; S)</li> </ul>	<ul style="list-style-type: none"> <li>Volunteerism: recruit volunteers and board members</li> </ul>
<ul style="list-style-type: none"> <li>Planning: participate in determining whether program and administrative strategies are consistent with organizational mission and informed by industry and environmental trends. (S &amp; G)</li> </ul>	<ul style="list-style-type: none"> <li>Professional expertise: advise staff in areas of expertise, <i>when requested to do so</i></li> </ul>
<ul style="list-style-type: none"> <li>Programs: approve an annual operating plan and make sure there are program evaluations to measure impact. (F)</li> </ul>	<ul style="list-style-type: none"> <li>Credibility: lend names and personal reputation to the organization to use in outreach and fund development.</li> </ul>
<ul style="list-style-type: none"> <li>Efficiency and impact: approve a realistic budget that maximizes use of resources. (F &amp; S)</li> </ul>	<ul style="list-style-type: none"> <li>Fund development: give until it feels good.</li> </ul>
<ul style="list-style-type: none"> <li>Financial viability: determine the organization's economic logic and review and approve the financial strategy. (F &amp; S)</li> </ul>	
<ul style="list-style-type: none"> <li>Policies: approve board policies. Review routinely to ensure policies are up to date. (F &amp; S)</li> </ul>	
<ul style="list-style-type: none"> <li>Evaluation: assess whether the organization is achieving its purpose, at what cost, and is meeting the needs and expectations of the designated clients, consumers, customers (internal and external), and suppliers (donors) (S &amp; G)</li> </ul>	
<ul style="list-style-type: none"> <li>Board effectiveness: ensure effective governance through annual evaluations. (F)</li> </ul>	

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