

# 2017 Standards of Accountability

Certification Checklist for Organizations Seeking Funding



**United Way of Monongalia and Preston Counties**

United Way of Monongalia and Preston Counties

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[www.unitedwaympc.org](http://www.unitedwaympc.org)

Funded programs must certify full compliance with all standards upon submitting a **2017 Funded Partner Application**.

Financial Standards	
Annual Audit/Independent Review	<input type="checkbox"/>
Management Letter	<input type="checkbox"/>
Management Response	<input type="checkbox"/>
Annual Budget	<input type="checkbox"/>
Financial Reports	<input type="checkbox"/>
Financial Reserve Policy	<input type="checkbox"/>
Events that Threaten Viability of Agency	<input type="checkbox"/>

Governance Standards	
Bylaws	<input type="checkbox"/>
Mission Statement	<input type="checkbox"/>
Board Roster	<input type="checkbox"/>
Maintenance of Board Minutes	<input type="checkbox"/>
Code of Ethics	<input type="checkbox"/>
Strategic Planning	<input type="checkbox"/>

Legal Standards	
IRS 501(c)(3) Letter of Tax Exemption	<input type="checkbox"/>
WV Reg. of Charitable Organizations	<input type="checkbox"/>
WV Business License	<input type="checkbox"/>
IRS Form 990 or 990EZ	<input type="checkbox"/>
Non-discrimination Policy	<input type="checkbox"/>
Whistle-blower Policy	<input type="checkbox"/>
Document Destruction Policy	<input type="checkbox"/>
Liability Insurance	<input type="checkbox"/>
Bonding	<input type="checkbox"/>
Articles of Incorporation	<input type="checkbox"/>

Human Resource Standards	
Personnel Policies	<input type="checkbox"/>
Staff Job Descriptions	<input type="checkbox"/>
Performance Review	<input type="checkbox"/>
Staff Orientation	<input type="checkbox"/>
Salary Range and Benefit Review	<input type="checkbox"/>

This checklist corresponds with the **2017 Standards of Funded Partner Accountability** document that can be obtained on the Partner Portal (<http://www.unitedwaympc.org/partnerportal>) or by contacting the United Way of Monongalia and Preston Counties.