

# Accountability Chart

*Sample and Template*

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## Accountability Chart Sample

Accountability Chart			
<b>Strategic Area:</b> Finances <b>Goal:</b> Financial stability will be achieved and maintained to help ensure the long-term existence of the organization and its assets <b>Strategy:</b> Conduct an annual signature fund-raising event		<b>How does this relate to your mission and vision?:</b> By protecting and ensuring the financial stability of the organization, we are fulfilling our board duties, as well as ensuring the future through providing adequate resources. Our fund raising event will directly promote our mission to provide quality musical entertainment to the public in an affordable, accessible manner.	
Project Year 1 2 3 4 5			
Tactics	Staff/Owner	Notes	Completion Date
Fund raising committee will develop 3 ideas and propose them to the board	Lisa is the lead Fundraising Committee	Fundraising Committee will meet April 2 before the next board meeting.	October, 2008
Select location and date for event	Mark is the lead Events Task Force	Mark will send out e-mail to Events Task Force with possible suggestions.	April or May, 2009
Work with media to market the event	Bill is the lead Marketing Committee	Marketing Committee is meeting with J&C representative next Wednesday.	June, 2009
Select entertainment and caterer	Stacie is the lead Events Task Force	Will discuss at next meeting (April 9th)	June, 2009
Develop invitation list, invitations, and coordinate mailing of invitations.	Jonna is the lead Events Task Force	Jonna will bring donor list to meeting in May.	July, 2009
<b>Objectives:</b> (see annual benchmarks on Master Strategic Plan)  Increase individual gifts raised. Increase the number of face to face planned gifts solicitations. Raise a minimum of \$5,000 at new signature fundraising event.			

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