

80% VCF Consultancy Grant for all registered Charities and IPCs
Terms & conditions apply

PRIORITY GOVERNANCE & MANAGEMENT PROJECTS

“Governance in the charity sector refers to the processes and structures by which the **Board of the charity steers the charity** towards achieving its charitable mission and enhancing the well-being of its beneficiaries. This is done through **improving organisational effectiveness while maintaining accountability and public trust.**”

- Code of Governance for Charities and Institutions of a Public Character (IPCs)

The following priority projects would enable NPOs to tap on the expertise of external consultants to implement recommended governance and management practices and systems. SSTI School of Non-Profits will advise NPOs on project specifications including clear deliverables and outcomes, and facilitate the VCF Consultancy grant application process.

Type of Priority Consultancy Projects	Deliverables Expected from Projects
Board Governance	<ul style="list-style-type: none"> · Online Board Assessment Survey report for board development · Board Policy Manual documenting governance and organisational policies of the NPO · Board Profiling Exercise to facilitate board recruitment and succession planning (All of the above can be provided by SSTI School of Non-Profits)
Strategic Planning	<ul style="list-style-type: none"> · Analysis report on the NPO’s strength-weaknesses-opportunities-threats and stakeholders’ expectations · Strategic forward plan (at least 3-5years) to achieve organisation’s mission and intended outcomes
Organisation Processes	<ul style="list-style-type: none"> · System for regular assessment (at least half-yearly) of organisation processes (including ISO certification#) · Systems and processes aligned with the Singapore Quality Class SQC) framework (# VCF only supports consultancy to reach ISO standards and first round certification but not re-certification and ISO maintenance fees.)
Financial Policies/Procedures	<ul style="list-style-type: none"> · Financial Policies and Procedures manual · Enhanced Internal Control system with documented policies and procedures in key risk areas (including purchase & procurement, receipting & payments, fixed asset register etc)
Human Resource Management and Organisational Development	<ul style="list-style-type: none"> · System for strategic approach to staff recruitment, development, evaluation and retention (aligned to the organisation’s work and needs) · Job analysis, specification and organisational structure review and development · Performance Management, including Appraisal system · Compensation and Rewards management · Training needs analysis and planning · Systems and processes aligned with the People Developer Standard (PDS)
Work Redesign	<ul style="list-style-type: none"> · Review of workflows and process charts for recommendations of work redesign and implementation.

Information Correct as of 01/08/08

* Please visit www.ncss.org.sg/vcf for more information on VWO-Charities Capability Fund (VCF)