



YES FOR EARLY SUCCESS COOPERATIVE

CFO Policy Compliant Form

SECTION 1: GENERAL INFORMATION

Date:

Prepared By:

Reviewed By:

Approval Status: Approved Pending Needs Revision

SECTION 2: PROJECT SUMMARY & TRACKING

Project Name	Task Description	Start Date	Due Date	Status	Notes/Challenges
Example Project	Budget Reconciliation	01/10/2024	01/30/2024	In Progress	Need additional data

SECTION 3: COMPLIANCE & POLICY REVIEW

Policy/Procedure	Compliance Status	Action Required	Responsible Party	Due Date
Financial Audit Policy	Compliant	None	CFO	N/A
Procurement Guidelines	Needs Update	Review vendor contracts	CFO & COO	02/15/2024

SECTION 4: FINANCIAL REPORTING & BUDGETING

Budget Allocation Updates:

Cash Flow Monitoring:

Grant Compliance Checks:

Procurement Policy Adjustments:



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SECTION 5: SUPPORT & RESOURCE NEEDS

Challenges Identified:

Additional Resources Needed:

CEO Support Required:

SECTION 6: CFO SIGNATURE & CEO REVIEW

CFO Name & Signature:

CEO Name & Signature:

Date: