



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 |
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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 |
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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: