**ELN Self-Assessment Tool: Questionnaire TEO-O-8 – Finances and Funding – *Organisational/Unit level***

**Judgement scales for each ‘good practice’ indicator**: N/A = Not applicable; D/K = We don’t know; 1 = We are not doing this yet; 2 = We have started on this but there are still

significant improvements to be made; 3 = We are doing this well; there are minor improvements to be made; 4 = We are doing this very well.

**L&N = Literacy and Numeracy**

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| **Topic**  | **Good practice indicators** | **Prompting questions**  | **Judgement** |
| **N/A** | **D/K** | **1** | **2** | **3** | **4** |
| **Budgets and Spending** | Financial resources for embedded L&N are adequate to support on-going development and improvement of embedded L&N practice across the organisation. | How well are financial resource needs and priorities for embedded L&N identified within the organisation? How well do budget allocations for embedded L&N support actions for improvement that are identified in the organisation’s self-assessment processes? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Financial resources for embedded L&N are used for their intended purpose. | How well are financial resource needs and priorities for embedded L&N identified within the organisation? How well does the organisation use the allocated budgets for embedded L&N for their intended purposes? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **Embedded L&N Funding** | The organisation makes optimal use of embedded L&N funding opportunities. | How well is the organisation aware of funding opportunities for embedded L&N?How well does the organisation use these funding opportunities?How well does the organisation understand the implications of potential funding for their embedded L&N decisions and practices? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| The organisation is aware of and meets embedded L&N funding requirements. | How well is the organisation aware of requirements set by funders in regard to embedded L&N?How well does the organisation ensure that funding requirements in regard to embedded L&N are met? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| **Communication** | Embedded L&N budget and funding decisions and requirements are communicated effectively across the organisation | How effectively are embedded L&N budget and funding decisions and requirements communicated across the organisation? | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| ***Strengths of the organisation in regard to Finances and Funding, and evidence for these:***Click here to enter text. |
| ***Critical Actions to be taken in the organisation in regard to Finances and Funding:***Click here to enter text. |

**Name organisational unit (if applicable):** Click here to enter text.

**Date completed:** Click here to enter a date.