



# Association for the Development of Pakistan

## Monthly Report

Sep-11

New Proposals

Approved from screening  
Rejected

Project Name	NGO	Budget	Description	Project location	Next Steps	Proposal Received	Screeener	Screening Decision made/ expected?
AHD	Agency for Human Development	\$13,886	Water and Sanitation Facilities	Charsadda	Project approved. Team to be staffed - on hold because several water and sanitation projects are already being evaluated.	03-Mar-11	Naima Hasan	Mid May 2011
YDO	Youth Development Organization	\$11,764	Water suuply scheme (Installation of hand-pumps)	Rajanpur, Punjab	Approved. Team to be staffed.	18-May-11	Dawood Ahmed	Aug-11
SADDA	SADDA Welfare and Development Organization	\$11,647	School improvement Program	Tehsil Dargai, Malakand	Rejected. Though the NGO has been involved in the education sector, it does not have experience undertaking similar projects in the past. Additionally, there were concerns around measurability.	06-Jun-11	Asad Mawjee	Sep-11
SHATAC	Shehri Ijtamai Taraqiati Council	\$11,764	Incineration plant at a Hospital	Mandi Bahauddin	Pending screening.	03-Jul-11	Naima Hasan	Oct-11
HDO	Humdard Development Organization	\$11,529	Installation of hand-pumps	Charsadda	Rejected. NGO's annual revenues are much lower than the funding amount requested. Also, ADP would prefer to limit the amount of proposals from within the same target area.	10-Jun-11	Mehreen Siddiqi	Sep-11
ABKT	Association for Behavior & Knowledge Transformation	\$11,720	Construction of latrines	Charsadda	Checklist complete. Decision to be made.	22-Jun-11	Naima Hasan	Oct-11
MWO	Memona Welfare Organization	\$10,837	Construction of a health center	Bahawalpur	Pending screening.	22-Jul-11	Ahmed Makani	Oct-11
OHRA	Organization for Human Resources Allocation (recommended by Mr. Mubashir at HEED)	\$11,759	Water supply scheme	Nathীগالي	Approved. Team to be staffed.	27-Jul-11	Umbreen Tapal	Sep-11
RF	Roshni Foundation	\$11,741	Roshni Model Primary School Project	Chinglai, Swabi	Pending screening.	22-Aug-11	Dawood Ahmed	Oct-11
YMS	Young Man Society	\$10,882	Rehabilitation of water supply system	Rahim Yar Khan	Pending screening.	06-Sep-11	Mehreen Siddiqi	Oct-11
QSET	Qurban and Surraya Educational Trust	\$11,647	Computer lab for existing school	Lahore	Pending screening.	13-Sep-11	Qasim Ashraf	Oct-11

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AWHES	Aman Welfare Health and Education Society	\$11,776	Upgrade of existing medical center	Muzaffarabad	Pending screening.	18-Sep-11	Bilal Hussain	Oct-11
SOS	SOS Children's Village	\$11,764	Construction of classrooms in existing school	Kasur	Pending screening.	19-Sep-11	Hasham Mehmood	Oct-11
AHMTT	Ali Hasan Mangi Memorial Trust	\$10,250	Low cost housing scheme	Larkana	Pending screening.	19-Sep-11	Jawad Hasan	Oct-11
SRS	Sindhica Reforms Society	\$11,536	Construction of latrines	District Shaheed Benazirabad, Sindh	To be assigned to screener.	26-Sep-11		

	Current Month	Previous Month
Early Stage	10	7
Approved	2	3
Rejected	2	4
On hold	1	1
Total	15	15

Projects Under Review

Approved

Rejected

Project Name	NGO	Location	Budget	Description	Project Team	Evaluation Committee	Next Steps	Proposal Received	Decision made/Expected	Diligence Stage
APS	Arshad Public School AJK		\$11,619	Water supply project-installation of water tanks, pipes etc to provide the school with access to clean water	Uzaib Saya, Habiya Beg, Mariam Haqqie	Mubarik Imam, Dawood Ahmed	ADP to partner with HEED to construct water pipeline for the school. Due diligence being conducted on HEED's proposal.	15-Jun-10	Oct-11	End
HEED (M)	Health Education Environment Development Association	Mishtimba, AK	\$11,764	Mishtimba Village family latrines	Danish Iqbal, Abdullah Hasan, Habiya Beg	Tarim Wasim, Nabeel Hasnain	Mid stage of evaluation. Site visit to be conducted soon.	09-Apr-11	Oct./Nov. 2011	Mid
SS	Sudhaar Society	Kasur	\$11,765	Sanitation and Health (Construction of latrines and installation of hand-pumps in 15 schools)	Farzal Dhojki, Babar Khan, Muzammal Ashraf	Rameez Dossa, Ahmed Makani	Site visit has been conducted. Team is in the process of making a decision.	25-Mar-11	Oct-11	End
HEED(edu)	Health Education Environment Development Association	Neelum Valley, AK	\$16,470	Rehabilitation of flood affected schools	Danish Iqbal, Naveed Alam, Alizay Saeed	Tarim Wasim, Jazib Zahir	Mid stage of evaluation.	17-Apr-11	Oct./Nov.2011	Mid
LS	Lifeline Society	Near Multan and Muzaffargarh	\$10,235	Water Supply Scheme (Installation of hand pumps)	Saman Nizami, Maryam Jillani, Shiza Shahid	Mubarik Imam	Mid stage of evaluation.	25-Mar-11	Oct./Nov. 2011	Mid
YRC	Youth Resource Center	Nowshera	\$11,764	Water Supply Scheme (Installation of hand-pumps)	Saba Gul, Ali Taufeeq, Kamran Ali	Waleed Saraf, Mehreen Siddiqi	Mid stage of evaluation.	17-Mar-11	Oct./Nov. 2011	Mid
SIDO	Social Integrated Development Organization	Charsadda	\$10,674	Water Supply Scheme (Installation of hand pumps)	Mughees Butt, Talal Butt, Hadia Raheel, Ruqaiya Ramzan	Mehreen Siddiqi, Qasim Ashraf	Site visit to be conducted in October so team can make a decision.	30-Mar-11	Oct./Nov. 2011	End
MHSF	M.H. Sufi Foundation	Hafizabad	\$11,764	Expansion of School - Kaseese Branch	Adeel Qaiser, Imran Siddiqui, Alexis Saba	Tarim Wasim, Syeda Quratulain Masood	Site visit has been conducted. Team to make a decision based on site visit report.	26-May-11	Oct-11	End
RDO	Rural Development Organization	Faisalabad	\$11,543	Upgrade/extension of existing medical center	Ali Taufeeq, Sobia Nusrat, Taha Mashhadi	Syed Shahan Zafar	Initial stage of evaluation	14-May-11	Dec-11	Early
FIDA	Foundation for Integrated Development Action	D.I. Khan	\$11,761	Setting up bio-gas plants	Owais Rafiq, Shammi Quddus, Omar Bilal	Khurram Jamali	Initial stage of evaluation	16-May-11	Dec-11	Early

	Current Month	Previous Month
Early Stage Diligence	2	
Mid-Stage Diligence	4	
Final Stage Diligence	4	
Rejected	0	
<b>Total</b>	<b>10</b>	<b>0</b>

Projects In Progress

Project Name	NGO	Location	Budget	Description	Start Date	Expected End Date	Funding To Date	Remaining Funding	Next Reporting Date	Potential Disbursement (Y/N)	Notes (next milestone, issues etc.)
Al-Qasim	Al Qasim Foundation	District Khushab	\$8,841	Sustainable Energy - Biogas plants for Soon Valley community	27-Feb-09	TBC	\$8,841	\$0	End of 2011 (completion of project)	N	Last tranche of \$2,330 released on July 15, 2011. Once construction of the last 4 bio-gas plants is complete, a site visit will be conducted to verify the construction and functioning of all plants. (Soon Valley experiencing 20 hours of load shedding a day so progress has been a bit slow.) To receive update from AQF soon.
MGPO	Mountain and Glacier Protection Organization	Mansehra	\$9,523	Water Supply Scheme for Shamdarah and Chajhar, Mansehra district (140km from Islamabad)	Aug. 2010	Summer 2011	\$4,957	\$0	N/A	N	Site visit conducted by Imad Rashid in Feb., 2011. According to the site visit report, 3 pumps are functioning fine whereas one is pumping muddy water which is being used for feeding animals. Project team has decided to cancel the project. MGPO has sent over a report with relation to the existing 4 pumps and will return the remaining amount which was not used for the 5th pump to ADP. Mehreen to send Authority Letter to MGPO so funds can be transferred.
HEED	Health, Education, Environment & Sustainable Development	Sokar, AJK	\$11,308	Sanitation Coverage for Sokar Village in Kashmir (target 60 Family Latrines in total)	Oct. 2010	TBC	\$11,308	\$0	Report C (1 year after completion of project)	N	Project has come to an end with construction of all latrines completed. HEED held its last Hygiene Promotion session in early Apr., 2011. Report B submitted. Issues identified by HEED in its 3 month post project completion survey have been dealt with. A revised Report B has been submitted to ADP.
SWS	Sahara Welfare Society	Ghotki, Sindh	\$9,411	Set up a computer lab in Noor Lakhan School in Katch area	Jan. 2011	TBC	\$4,705	\$4,705	Report on completion of Phase I (Aug. 2011)	Y	ADP disbursed a total of \$4,705 in Jan. and Feb., 2011 which have been received by SWS. Noor Lakhan School has been upgraded to a High School. Phase I: (i) Construction of computer lab is complete. (ii) Electrical work has been completed. (iii) Furniture and air conditioner for lab have been purchased. (iv) Installation of windows and door is in progress. (v) Newly hired computer teacher has been trained - training was supposed to end by Aug. 10, 2011. (vi) Watchman has been identified. Team waiting to receive photographs from SWS so that last tranche can be sent over.
Amir Public School	Nia Ujala	Gujranwala	\$7,006	Development of a school in Gujranwala (setting up of classrooms)	Jan. 2011	TBC	\$7,006	\$0	Report to be submitted when project comes to an end	Y	ADP wired first tranche of \$2,706 to APS in late Jan., 2011 and then second tranche of \$2,800 in Mar., 2011. Third tranche of \$600 received by APS in June, 2011. Room construction and furnishing complete. Teacher training has been completed successfully with great feedback from all participants. APS sent over photographs of the Training as well as the Instructor's Training Schedule and his Recommendations. Last tranche sent over in Sep., 2011.
NEEDS - Poultry	Network for Education & Economic Development Services	Charsadda	\$7,725	Sustainable livelihood creation through poultry/ microfinance option	Apr. 2011	TBC	\$2,600	\$5,753		Y	1st tranche of \$2,600 released by ADP on Mar. 23, 2011. 16 loans (ranging from Rs. 2000 - Rs. 5000) were disbursed in the 2nd week of July. 2nd installments received from all 16 families. 21 others are registered but loans have not been disbursed yet.  Due to instability in the availability and the fluctuating prices of chickens, NEEDS wants to introduce some other options into the project - loans for other small but viable businesses. ADP to discuss further options with NEEDS and make a decision.
SDO	Saibaan Development Organization	Mansehra	\$8,823	Setting up of a water filtration plant	Jul. 2011	TBC	\$0	\$8,823	SDO to inform ADP when preliminary requirements have been met	Y	SDO to send executed landlord agreement and finish the boring process in order to find an adequate water supply. The boring process could not be started because of heavy rains but in the mean time, SDO has been holding meetings for Water User Committees and has also met with an Islamabad based organization that has experience in the installation of water filtration plants. SDO has also held Awareness Sessions in different communities to inform them of the construction of the plant and to emphasize the importance of Health and Hygiene. Funds will be disbursed once the above mentioned requirements have been met (expected time frame: Oct. 2011).
CAP	Community Advance Program	Lahore	\$8,717	Computers and furniture for existing schools	Oct.2011	TBC	\$3,485	\$5,232	Submission of Project Metrics Form on completion of Phase I	Y	Contract has been finalized and signed by CAP. 1st tranche transferred in Sep., 2011.
SFL	Sahara for Life Trust	Muzaffargarh	\$15,529	Reconstruction of homes for flood victims	Oct. 2011	TBC	\$0	\$15,529	To be based on final contract	Y	Approved from legal screening. Team in the process of finalizing contract.

Projects In Progress	8
Remaining Funding	\$40,042

### Financials

	<u>Q3</u>	<u>YTD</u>	<u>Notes</u>
<b>Donations (net)</b>	\$18,975	#REF!	
<b>Project Disbursements</b>			
Microfinance for Poult	\$-	#REF!	
Sokar Village Latrines	-	#REF!	
Amir Public School	900	#REF!	
Al-Qasim Biogas Plant:	2,330	#REF!	
CAP Computer Lab	3,485	3,485	
<u>SWS Computer Lab</u>	<u>-</u>	<u>#REF!</u>	
<b>Total</b>	<b>\$6,715</b>	<b>#REF!</b>	
<b>Expenses</b>			
Salaries	\$4,308	#REF!	
Fundraising	-	#REF!	
<u>Other</u>	<u>352</u>	<u>#REF!</u>	
<b>Total</b>	<b>\$4,660</b>	<b>#REF!</b>	

### Available Funds

<b>General</b>	<b>\$70k</b>
<b>Flood Redevelopment</b>	<b>\$27k</b>

**Volunteers**

	Total			New (this month)			Notes
	Staffed <sup>(1)</sup>	Needed <sup>(2)</sup>	Available <sup>(3)</sup>	Signups <sup>(4)</sup>	Selected	Trained	
Permanent Evaluation Committee	7	3	2	0	1	1	7 PECs are staffed presently. Khurram Jamali and Hasham Mehmood are on their first projects as a PECs. Saad Hasan and Natasha can be staffed on new projects.
Evaluation Committee	7	0	0	0	0	0	7 ECs are staffed on projects currently. The EC structure has been changed to only have PECs on projects. Existing ECs will either be groomed to take on the PEC role or remain as part of the PTL pool until they are ready to be PECs. Those with weak past records will be observed on their current projects and kept as PTLs on future projects or rotated out.
Project Team Leads	6	4	3	0	2	1	9 PTLs are staffed on projects right now. Ahmad Chaudary is available to take on a new project if its near or in Lahore. Bilal Hussain is also available. Bilal Noor has connected with Nabeel Hasnain to get trained as a PTL.
Project Team	20	6	9	8	5	5	2 new projects were staffed (YDO and FIDA). Ohra will also be staffed this week. 2 - 3 new projects are lined up for staffing after that.
Site Visits	3	1	8	6	5	2	Site Visit for MH Sufi was conducted by Salman Naveed Khan, Ammar Ali will be conducting visits for both HEED projects once the teams have briefed him. Waseef Jamal will be conducting the visit for th SIDO project as well in the upcoming week. All site visit volunteers have also been connected to the media team so that they can take relevant pictures and get some material for human interest stories.
Sourcing	1	0	0	11	0	0	Projects with more established NGOs with relevant past experience are being focused on right now since there is a greater probability of approval of a project if the NGO has prior experience in a sector.
Fundraising	8			4	0	0	The fundraising team will be raising the funds for the recently approved projects (SFL, CAP)
Media	4	0	0	4	0	0	Ayesha Shahid, Natalia Bokhari, Sanaa Qureshi, Vajiha Sipra & Nabeel Ahmed are actively involved. Shemrez Khan is a new volunteer who is interested in coming on board for social media. Nabeel has connected with him and they will be talking about his involvement.
Web team	2			1		0	
Legal	3	1	0	1	0	0	Ongoing work on registering ADP in Pakistan. Dawood Ahmed who is currently an EC may be moved on to the legal team
Marketing	2	4	4	2	0	0	Najia Khan and Saman Malik will be taking up the lead roles for the marketing team acting as co - coordinators. Hadia Raheel is looking after the partnerships development role.
Other	11	8	5	0	8	8	Adnan Iqbal, Junaid Tahir and Hasan Karahan have joined as part of the KMS team. Hasan Riaz may also be coming on board for this as well as Madeeha Ansari (for the content part). 8 new volunteers have been assigned to PECs to help them in research and data compilation. These include Said Ali, Harris Abbasi, Maryam Hafeez, Omair Khalid, Sidra Hameed, Bilal Azhar, Saffaan Qadir, Khurram Afzal
<b>Total</b>	<b>74</b>	<b>27</b>	<b>31</b>	<b>37</b>	<b>21</b>	<b>17</b>	

**Total signups** 14  
**New projects launched** 2  
**New projects expected** 3

According to maximum numbers based on proposals approved and in the pipeline

- (1) Actively engaged on a current project
- (2) Number of current openings or expected near-term needs
- (3) Qualified and trained volunteers that have available capacity (can include Staffed volunteers)
- (4) Total adds up to more than actual signups since people indicate multiple interests

**Issues:**

More volunteers need to be staffed

**Initiatives:**

KMS volunteers have been staffed  
 Salman Naveed Khan has been hired as the new VM

Other Initiatives

Initiatives	Description	Volunteers	Updates	Expected Completion Date
ADP Pakistan Registration	To locally register ADP as a non-profit within Pakistan. This will smoothen the fundraising process as well as open up other opportunities in Pakistan.	Mubarik Imam	Moved to a new lawyer who is in the process of building a rapport with the Registrar. Lawyer has sent over a list of documents that need to be sent to her before she can file for registration - in process.	NA
Media Team	The media team has overall responsibility for dissemination and promotion of activities and information.	Lead: Nabeel Shakeel; Volunteers: Natalia Bokhari, Ayesha Shahid, Ayesha Sarfaraz; Vajiha Sipra	Constantly updating projects pages on the website. Last issue of Dastak went out on Aug. 14, 2011. Next issue to go out in November, 2011.	Ongoing
Volunteer Review	Group to review ADP's Volunteer Management Processes (recruiting, orientation, screening, training, staffing, feedback) with the aim of improving them.	Naima Hasan; Mehreen Siddiqi; Tarim Wasim; Mubarik Imam	Naima to draft a document detailing processes related to volunteers. Team to discuss issues like Volunteer retention, feedback, recruitment, training and recognition.	Ongoing