



# Association for the Development of Pakistan

## Monthly Report

Mar-14

Association for the Development of Pakistan								March 2014
New Proposals								Approved from screen Rejected
Project Name	NGO	Budget	Description	Project location	Next Steps	Proposal Received	Screeener	Screening Decision made/ expected?
Isa Khel Rural Development Program	IRDP	\$9,366	Bio gas plants installation	Mianwali	Screening in process (have asked PPAF energy experts for their opinion on the proposal)	2/13/2014	Anam Zakaria	March. 2014
Beer Development Society	BDS	\$35000	Water filtration plants	Haripur	Screening in process	3/13/2014	Mehreen Siddiqi	April 2014
Al-Mustafa Development Network	ADN	\$20000	Expansion project - Education	AJK	Screening in process	21/3/2014	Anam Zakaria	April 2014
Association of Development Awareness and Motivation	ADAM	\$20000	Installation of hand pumps	Peshawar	Screening in process	3/21/2014	Mehreen Siddiqi	April 2014
	<b>Current Month</b>	<b>Previous Month</b>						
Early Stage	3	2						
Approved	0	2						
Rejected	1	3						
On hold	0	0						
<b>Total</b>	<b>4</b>	<b>7</b>						







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.	Lead: Mehreen Siddiqi	In process.	Ongoing
Media Team	The media team has overall responsibility for dissemination and promotion of activities and information.	Leads: Nabeel Shakeel, Anam Zakaria and Sabah Baxamoosa	Develop a new Media Team.	Ongoing
Knowledge Management System	To develop a tool that will capture and share key learnings from the projects evaluated by ADP every year	Lead: Tarim Wasim	In progress.	Ongoing
Fundraising	To actively raise funds to meet the funding needs of approved projects and to develop a more formal fundraising format for ADP	Leads: Tarim Wasim, Mubarik Imam, Anam Zakaria and Sabah Baxamoosa	(i) Improve communications with donors. Duty of Communications Lead. (iii) Plan fundraising events (iv) Foundation Fundraising (v) Donor receipts and letters	Ongoing
Focus on sectors	Improve ADP's knowledge in the sectors its involved in and the type of projects it funds.	Education Lead: Anam Zakaria Water Lead: Mehreen Siddiqi	To develop a framework for each of these sectors and then develop more knowledge around the sectors by researching the norms and meeting with/talking to all relevant players.	Education sector strategy complete. Water strategy in process (to be completed within 1st quarter of 2014). To focus on health and energy then.
Improve existing volunteer management system	Improve volunteer retention / engagement	Lead: Operations Manager (with support from Mehreen Siddiqi and Sabah Baxamoosa)	Establish relationships with existing and new volunteers to improve existing system	Ongoing
Experts panel	Develop a panel of experts who can provide expertise to project teams during project evaluations	Lead: Operations Manager (with support from Mehreen Siddiqi and Anam Zakaria)	Identify experts/organizations and reach out to them to see if they're willing to be on an ADP panel of experts	Ongoing

Shariah Compliance	To get Shariah compliance from an Islamic scholar (Mufti) to help with fundraising in Ramzan	Lead: Anushe Osman with support from Mehreen Siddiqi	Identified: Mufti Ibrahim Esa. Have contacted him and sent the required documents to start the Shariah Compliance process	Before Ramzan 2014
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Volunteers

	Total			New (this month)			Notes
	Staffed(1)	Needed(2)	Available(3)	Signups(4)	Selected	Trained	
Permanent Evaluation Committee	6	3	3	-	-	-	
Project Team Leads	6	3	3	-	-	-	A few PTLs have been identified and are in the process of promotion
Project Team	18	9	7	8	6	6	Some of the signups did not respond to our introduction email
Site Visits	2	6	6	6	2	2	Quite a few of the signups were also for PEVAL, while some were not up to the mark.
Fundraising	-	-	-	-	-	-	
Media	6	-	-	5	2	2	
Other							
<b>Total</b>	<b>38</b>	<b>21</b>	<b>19</b>	<b>19</b>	<b>10</b>	<b>10</b>	

**Key:**

- (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

	February	March
Total signups	17	19
Initial screening of volunteers	2	3.1
Volunteers Staffed - Days	-	-
NPS	-	-
Promotions	0	0
New projects launched	2	0
New projects expected	4	3

**Issues:**

- Need to expand our PEC / PTL pool
- Need to work on establishing a regular site visit volu

**Initiatives:**

- Have conversations with all PTLs to determine an ac
- Move volunteers up to PTL level
- Determine whether any PTLs can be moved up to the