



Association for the Development of Pakistan

Monthly Report

09-2014

Association for the Development of Pakistan		September 2014		
Other Initiatives				
Initiatives	Description	Volunteers	Updates	Expected Completion Date
Media Team	The media team has overall responsibility for dissemination and promotion of activities and information.	Leads: Nabeel Shakeel, Anam Zakaria and Sabah Baxamoosa	(i) Develop a new Media Team (ii) The Nation has agreed to look into an op-ed on ADP. The task has been delegated to Nabeel Shakeel.	Oct. 2014
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	On hold at this time	TBD
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 norms and meeting with/talking to all relevant players.	Basic strategies are complete. Fleshing them out further is ongoing.
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
Bank account for ADP in Pakistan	To open a bank account so fundraising can be initiated in Pakistan	Lead: Mehreen Siddiqi and Anam Zakaria	Bank requires further documentation. Once that is provided, the Bank should be able to expedite the process	Sep/Oct 2014
Celebrating 10 years of ADP	To come up with different initiatives in which we can celebrate the ten year anniversary by involving all volunteers	Lead: Mehreen Siddiqi, Anam Zakaria, Sabah Baxamoosa, Anum Malik	T-shirts have been made and Card design / design for donors have been finalised	Before the end of the year 2014
Setting up University Chapters	To contact universities for recruiting their students as volunteers	Lead: Anum Malik, Sabah Baxamoosa	Email already sent to LUMS.	On hold because of fundraising delays till now

Volunteers

	Total			New (This Month)		Notes
	Staffed(1)	Needed(2)	Available(3)	Selected	Trained	
		end of the month	to be staffed			
Permanent Evaluation Committee	6	1	1	-	-	
Project Team Leads	6	1	3	4	4	Four PTMs were promoted to PTL status
Project Team	18	3	45	77	2	The large no. of signups are because of LUWS. They expressed interest in evaluation, but will probably be used for fundraising
Site Visits	3	3	32	5	2	SOS, Sukaar, PKSS
Fundraising	-	-	50	-	-	
Media		-	-	0	0	
Other						
Total	33	8	131	86	8	

	February	March	April	Jun/July	August	September
Total signups	17	19	19	34	10	77
Initial Outreach - Days	2	3.1	4.3	2	2	2
NPS	-	-	-	-	-	-
Promotions	0	0	0	0	0	4
New projects staffed	2	0	0	2	1	1
Number of people responding to survey for NPS						

6 people have responded to the NPS question and each have selected 5 (definitely yes)

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 th

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

Dastak	Volunteer Spotlight	Meet ups	Strategic	Emails to all Volunteers
Sent fundraising update on PRES - SHS project on September 15th, with a 27% open rate compared to 22% open rate in August	Saad Sherwani - September 7th	Toronto meet up, September 6th	Board meeting: September 30th; Sponsored Pakathon as thought partners on September 25 - 28, 2014.	Seeking assistance in finding a Hydro Power Expert
				Seeking contact in WaterAid Pakistan