SURVEY RESULTS
Non-Profit Survey:
What can't you get done in your work-week?

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Introduction:

The purpose of this presentation is to:

- Share the analysis of the Non Profit Survey: *What Can't You Get Done in Your Work Week?*
- **View the completed results.**
- See the interrelationships within the challenges.
- See solutions to challenges identified by participants.
- Learn how you can incorporate these solutions in a step-by-step fashion into the process of project design, funding, and implementation.
How to Design a Project that:

1. Fulfills your mission
2. Fulfills real community need
3. Is attractive to donors
4. Is manageable
5. Has a monitoring and evaluation plan
6. Has plan for continuation at grant’s end
Projects have 3 Basic Components:

1. Project Design
2. Project Funding
3. Project Implementation
Survey respondents had four overarching areas of concern where they felt they needed the most help:

**DESIGN**
- Not knowing how to design a project that will solve challenges faced by their constituents
- After evaluating the project realizing that project objectives had not met

**FUND**
- Not being able to find the money to accomplish project goals

**RUN**
- Having their project stall—either during implementation or at the end of the grant cycle

**After evaluating the project realizing that project objectives had not met**
Projects have sub-components that can work together to solve the respondents’ challenges.

The next few slides show how this works in a step-by-step fashion.
1. Clearly Define Scope
   - Exactly who is your community?
   - How many members are there?

2. Clearly Define Need
   - Need from community viewpoint?
   - Need based upon research?
3. Causes of the challenges
   - Underlying causes of visible need
   - What are the priorities?

4. Capacity & Vulnerability
   - Most serious vulnerabilities?
   - Skills/assets to contribute to project?
5. Solutions for the challenges
- What activities might work?
- Refine with scientific evidence

6. Community feedback
- Community perception of solutions?
- Continue to build community ownership
7. Develop management docs
- Budget, action plan, schedule
- Objectives, monitoring & eval. plan

- Backed up with research & evidence?
- Contain compelling, human stories?

8. Write presentation docs
- Backed up with research & evidence?
- Contain compelling, human stories?
9. Maintain project inertia
   ▪ Project continuation at grant’s end?
   ▪ What are stakeholder roles in this?

10. Initial donor communication
   ▪ Meet with donor organizations
   ▪ Communicate stories to individuals
11. Donor feedback
- Is the donor interested?
- Or, recommendation for other donors?

12. Fine tune presentation
- Recast activities to fit donor mission?
- Meet donor submission requirements?
13. Communication
- Award: tell staff and community
- Tell individual donors through newsletter
- Is all documentation parallel?
- Bring in project management team

14. Project documentation
- Is all documentation parallel?
- Bring in project management team
15. Launch
- Go!
- Empower staff to follow plan

16. Manage
- Different teams follow same plan
- Project feedback: make adjustments
17. Community
- Create community partnerships
- Do they feel project ownership?

18. Mid-term evaluation
- Should be easy if it is in your plan
- Do you need to adjust for success?
19. Handover
- Continuation plan?
- Is the community part of it?

20. Final Evaluation
- There should be no surprises!
- Should be quick as it was in your plan
21. Communicate
- Final report: affirm donor relationship
- Brag in your newsletter!

22. Lessons Learned
- Hiccups lead to improved performance
- Incorporate lessons into next design
Following this step-by-step progression of project activities you will be able to turn the respondents original challenges into skill sets.

Design projects that will solve challenges faced by their constituents.

Complete projects on schedule and enjoy watching project continuation after grant’s end.

Find the money to accomplish project goals.

Project objectives have been met.