

TOOL **3B** Partner Capacity Assessment

PERSON COMPLETING THIS FORM

DATE(S) REVIEWED

**STEP 1: GATHER BASIC INFORMATION ABOUT THE ORGANIZATION**

ORGANIZATION

- CURRENT PARTNER
- PROPOSED PARTNER

CONTACT PERSON

LOCATION

PHONE NUMBER

EMAIL

YEARS IN OPERATION

GEOGRAPHIC AREAS OF OPERATION

TOTAL BUDGET SIZE

SOURCES OF FUNDING

**HUMAN RESOURCES**

Total number of paid, full-time staff

Total number of paid, part-time staff

Total number of volunteer staff

Number of staff dedicated only to administration

Number of staff dedicated only to working directly with the population (contract staff)

Number of staff dedicated only to monitoring and/or evaluation

How many contract staff have professional degrees/training?  Few  Some  Many  All

Percentage (%) or number of staff members who resign or are let go/fired each year

## STEP 2: ASSESS THE ORGANIZATION'S CAPACITY

Assess the organization on each factor. There are 3 sections: human capacity, organizational preparedness for work and social connectedness to end violence against children, and monitoring capacity.

### Human Capacity

All projects rely on people with the right skills, knowledge, and experiences working together. It is not necessary that people have previous experience, but that they have ability with training and support.

H1. Are there people in the organization with experience setting project goals and planning projects to meet those goals?	YES	QUITE A BIT	TO SOME EXTENT	NO
H2. Are there people in the organization with experience in educational or behavior-change projects?	YES	QUITE A BIT	TO SOME EXTENT	NO
H3. Are there people in the organization skilled at outreach, facilitation, motivation, or teaching?	YES	QUITE A BIT	TO SOME EXTENT	NO
H4. Are there people in the organization with experience developing and implementing simple monitoring and reporting systems?	YES	QUITE A BIT	TO SOME EXTENT	NO
H5. Are there people in the organization with the experience needed to implement proposed project activities?	YES	QUITE A BIT	TO SOME EXTENT	NO
H6. Does the organization have processes for attracting, hiring, and training new staff and volunteers?	YES	QUITE A BIT	TO SOME EXTENT	NO
H7. Does the organization regularly invest in training and other professional development of their staff and volunteers?	YES	QUITE A BIT	TO SOME EXTENT	NO
<b>SUBTOTAL</b>				

#### DETAILS ABOUT THIS ORGANIZATION'S HUMAN CAPACITY:

What can be said about the organization's people and the skills, experiences, and knowledge that they bring to scaling up violence against children prevention activities?

Is there any training or technical assistance this organization would benefit from as an INSPIRE Implementing Partner?

## Organizational Preparedness for Work and Social Connectedness to End Violence Against Children

An organization's mission, values, and goals should align or overlap with the INSPIRE Framework. Additionally, organizations do not operate in isolation, they have relationships with individuals, organizations, and other entities.

S1. Overall, does the mission of the organization align with the INSPIRE framework and mission?	YES	QUITE A BIT	TO SOME EXTENT	NO
S2. Has the organization worked with and/or experience coordinating with those involved in preventing or responding to violence against children?	YES	QUITE A BIT	TO SOME EXTENT	NO
S3. Is the organization connected to ending violence against children implementers in different INSPIRE strategy areas (implementation and enforcement of laws, norms and values, safe environments, parent and caregiver support, income and economic strengthening, response and support services, education and life skills)?	YES	QUITE A BIT	TO SOME EXTENT	NO
S4. Is the organization affiliated with any sub-communities, such as those based on geography, religion, profession, or political interests?	YES	QUITE A BIT	TO SOME EXTENT	NO
S5. Are there any indications or evidence that the organization has a good reputation among the people it serves?	YES	QUITE A BIT	TO SOME EXTENT	NO
S6. Is the reach of the organization extensive enough to reach the necessary number of people with project activities?	YES	QUITE A BIT	TO SOME EXTENT	NO
S7. Does the organization have good relationships with local decision makers, organizations, and relevant government agencies?	YES	QUITE A BIT	TO SOME EXTENT	NO
S8. Does the organization have experience working with the target population of the proposed activity?	YES	QUITE A BIT	TO SOME EXTENT	NO
S9. Does the organization have existing activities that could be enhanced to meet INSPIRE project goals?	YES	QUITE A BIT	TO SOME EXTENT	NO
<b>SUBTOTAL</b>				

### DETAILS ABOUT THIS ORGANIZATION'S PREPAREDNESS AND SOCIAL CONNECTEDNESS:

What can be said about the organization's social connectedness and how it can contribute to scaling activities to prevent violence against children?

Is there any training or technical assistance this organization would benefit from as an INSPIRE implementing partner?

## Monitoring Capacity

The ability to monitor and report on project activity and progress is an important feature of adaptive management, effectiveness, and accountability.

M1. Has the organization monitored a project before?	YES	QUITE A BIT	TO SOME EXTENT	NO
M2. Does the staff understand the basic principles of, and rationales for, monitoring?	YES	QUITE A BIT	TO SOME EXTENT	NO
M3. Do they have a system for collecting and entering data?	YES	QUITE A BIT	TO SOME EXTENT	NO
M4. Is the organization willing to commit itself to developing and implementing a system for monitoring and reporting progress?	YES	QUITE A BIT	TO SOME EXTENT	NO
M5. Does the organization have experience developing and implementing a monitoring system?	YES	QUITE A BIT	TO SOME EXTENT	NO
M6. Does the organization have computers or some other way of recording monitoring data?	YES	QUITE A BIT	TO SOME EXTENT	NO
M7. Does the organization have staff members who understand the basic principles of monitoring or someone who seems capable of learning this?	YES	QUITE A BIT	TO SOME EXTENT	NO
M8. Is the organization willing to develop a simple system for monitoring and reporting progress?	YES	QUITE A BIT	TO SOME EXTENT	NO
M9. Overall, does the organization have the capacity to monitor project activities?	YES	QUITE A BIT	TO SOME EXTENT	NO
<b>SUBTOTAL</b>				

### DETAILS ABOUT THIS ORGANIZATION'S MONITORING CAPACITY:

What can be said about the organization's monitoring capacity in support of scaling activities to prevent violence against children?

Is there any training or technical assistance this organization would benefit from as an INSPIRE implementing partner?

### STEP 3: DETERMINE THE ORGANIZATION'S FIT

#### ORGANIZATION

- CURRENT PARTNER
- PROPOSED PARTNER

#### RESULTS FROM ASSESSMENT

What is the capacity of the Organization IN TERMS OF....	TOTAL FROM EACH COLUMN				=	TOTAL
	<i>Higher capacity</i>		<i>Lower capacity</i>			
Human Capacity	<input type="checkbox"/> YES	+ <input type="checkbox"/> QUITE A BIT	+ <input type="checkbox"/> TO SOME EXTENT	+ <input type="checkbox"/> NO	=	<b>7</b>
Organizational Preparedness for Work and Social Connectedness	<input type="checkbox"/> YES	+ <input type="checkbox"/> QUITE A BIT	+ <input type="checkbox"/> TO SOME EXTENT	+ <input type="checkbox"/> NO	=	<b>9</b>
Monitoring Capacity	<input type="checkbox"/> YES	+ <input type="checkbox"/> QUITE A BIT	+ <input type="checkbox"/> TO SOME EXTENT	+ <input type="checkbox"/> NO	=	<b>9</b>

#### NATIONAL COORDINATION MECHANISM THOUGHTS

#### HOW STRONG A PARTNER IS THIS ORGANIZATION?

STRONG	MODERATE	WEAK
STRONG	MODERATE	WEAK
STRONG	MODERATE	WEAK

#### TECHNICAL ASSISTANCE NEEDS

What technical assistance might help this organization be a better partner for scale up?

#### HOW DOES THIS ORGANIZATION FIT INTO THE ACTION PLAN TO END VIOLENCE AGAINST CHILDREN?

Do they or can they address any of the preconditions needed to achieve action plan results?

Do they or can they lessen any risks to achieving action plan results?