

USAID ACDC TECHNICAL ASSISTANCE COMPONENT for organizations of organizational assessment Rounds 1 through 6

TA was provided based on the conclusions and recommendation of the Organizational Assessment Component. It was provided in six 6 rounds for 10 organizations, based on Individual Development Plans, which were jointly developed for every organization.

ACDC Technical Assistance Component		
I	<i>Institutional Leadership Program (ILP)</i>	Organizational Development
		Project Development and Management
		Advocacy
		Inter-sector Relationships and Public-Private Partnership
		Financial Management
		Training of Trainers
II	<i>Specific Training Courses</i>	Survey Design and Conduct
		Good Governance
		Integrity and Anti-Corruption
		Civic/Youth Engagement
		Volunteering for Social Change
		Social Inclusion
		Public Relations
III	<i>Individualized Technical Assistance</i>	Organizational Structure and Board Bylaws
		Policies and Procedures
		Financial Management
		Strategic Planning
		Fundraising Plans
		Public Relations Plans
		Advocacy Campaign

Main Achievements under PR 1:

- ✓ **20 training courses** -- 6 ILPs; 14 specific courses based on needs.
- ✓ **12,000 person hours** training.
- ✓ **2,500 person days** -- hands on individual TA for 60 organizations.
- ✓ **53 organizations** developed Strategic Plans.
- ✓ **49 organizations** developed Board Bylaws.
- ✓ **44 organizations** developed Internal Policies and Procedures Manuals.

Challenge

To accommodate organizations that were in different stages of organizational development. Organizations participating in Round 1 - 6 of organizational assessment were at different stages of organizational development. Some were more than ten years old, some others were recently established. The diversity has been considered during the design of the technical assistance in order to have the proper content and complexity and address the real needs of participating organizations.

Training workshops and their participants

R	TRAINING COURSES	Dates	# org	# pers
INSTITUTIONAL STRENGTHENING PROGRAM				
1	Training course in Organizational Development / OD	26-28.09.17	10	20
2		2-4.05.18	8	16
3		9-11.01.19	7	14
4		24-26.04.19	9	18
5		11-13.09.19	10	20
6		14-16.01.20	9	18
				53
1	Training Course in Project Cycle Management	24-27.10.17	10	20
2		28-31.05.18	10	20
3		29.1-1.02.19	10	20
4		13-16.05.19	8	16
5		15-18.10.19	9	18
6		10-13.02.20	10	20
			57	114
1	Training Course in Advocacy	14-15.11.17	10	20
2		21-22.06.18	7	15
3		18-19.12.18	3	9
4		28-29.05.19	8	16
5		3-4.10.19	9	18
6		3-4.03.20	10	20
			47	98
1	Training Course in Inter-sector Relationship and Public-private Partnership	5.12.17	10	20
2		11.06.18	2	8
3		21.12.18	2	10
4		8.05.19	4	12
5		20.09.19	2	11
			20	61
1	Training course in Financial Management	6.12.17	10	20
2		22.06.18	3	6
4		6.6.19	3	9
5		9.10.19	3	9
6		28.01.20	4	8
			23	52
1	Training of Trainers Course	9-12.01.18	10	20
2		2-5.07.18	3	10
4		11-14.06.19	1	10
			14	40

TRAINING COURSES ON SPECIFIC NEEDS				
1	Training course in Good Governance	19-20.17	5	11
2		17-18.07.18	6	12
3		12-13.03.19	4	14
4		24-25.06.19	5	12
			20	49
2	Training course in Social Inclusion	7-8.8.18	6	12
3		13.02.19	1	11
			7	23
1	Training course in Integrity and Anti-corruption	30-31.01.18	4	14
2		19-20.07.18	5	15
3		20-21.02.19	4	16
5		21-22.11.19	3	12
6		23-24.04.20 ¹	4	12
			20	49
2	Training course in Public Procurement (for public organizations)	17-18.10.18	2	14
			2	14
1	Training course in Volunteering for Social Change	13-14.02.18	3	8
3		14.02.19	1	11
5		29-30.10.19	2	10
6		7-8.05.20 ²	2	12
			8	41
1	Training course in Civic / Youth Engagement	21-22.02.18	4	16
3		14-15.02.19	1	10
5		12-13.12.19	1	10
6		13-14.05.20 ³	6	12
			12	48
3	Training course in Code of Ethics and Communication Skills (for public organizations)	26-27.02.19	2	24
			2	24
3	Training course in Functioning of Info Office (for public organizations)	18-19.03.19	2	14
			2	14
3	Training course in Legal framework on Health Services in Albania	26-27.03.19	1	21
			1	21
1	Training course in Survey Development	22-23.11.17	3	14
4		17-18.07.19	4	14
6		28-29.04.20 ⁴	3	15
			10	43
2	Participatory Techniques	24-25.07.18	2	8
			2	8
2	Gender Budgeting	15-16.08.18	4	12
			4	12
4	Training course in Public Relations	27-28.06.19	1	10
5		19-20.09.19	3	10
6		25-26.02.20	5	10
			9	30
4	Training course in Entrepreneurship Skills Development	25-26.07.19	1	10
			1	10

¹ On-line training

² On-line

³ On-line

⁴ On-line

Individual technical assistance for CSOs

R	TA Area	# CSOs
1 through 6	Development of the strategic plans (in Albanian & English)	9
		8
		7
		9
		10
		10
		53
1 through 6	Development of Board Bylaws (in Albanian & English)	8
		6
		7
		8
		10
		10
		49
1 through 6	Development of the internal policies and procedures	10
		5
		3
		6
		10
		10
		44
2	Development of Public Relations Plans	4
		4
2	Development of fundraising Plans	4
		4
1	Financial management (also including the software)	5
3		1
4		4
6		2
		12
1	Development of advocacy campaigns	4
3		1
		5
3	Development of a Plan of Cooperation with Private Sector	1
		1

Individual technical assistance for public institutions

#	Technical assistance topic	Organization
2; 4	Development of the "Program of transparency" and the "Registers of Citizen Requests and Complaints". Coaching the Right to Information Coordinators.	Municipalities of Patos, Roskovec, Permet, and Tepelena)
2	Development of the "Rural Development Plan"	Municipality of Patos
2; 3	Development of the "Municipality Operations Manual"	Municipalities Patos, Roskovec, Permet
3	Development of the "Risk Assessment Strategy"	Municipality of Përmet
3	Development of the "Forestry Management Plan"	Municipality of Përmet
2	Development of the "Waste Management Plan"	Municipality of Tepelena
2	Development of the "Touristic Attractions" booklet	Municipality of Tepelena
4	Development of the "Operations Manual", "Internal Communication Regulation"	Regional Directorate of Public Health Durrës
4	Organizing an awareness campaign in health-related issues. in the framework of International Year of Persons with Different Skills.	Regional Directorate of Public Health Durrës

Study visits for Albanian organizations representatives

R	Country	Exchange topics	Dates	# participants
1	Hungary	Good governance cases. Civic engagement / education. Promotion of human rights. Community participation / contribution. Public services oversight. Social inclusion of vulnerable groups / Roma.	20-25.01.18	10
2	Poland	Horizontal learning and networking with organizations working on democracy and governance.	11-15.09.18	10
3	Slovenia	Role of public involvement in decision making process, governance and accountability – the state and civil society organization perspective.	7-11.04.19	10
4	Croatia	Local government's perspective as relevant to the cooperation with civil society. NGOs' perspective regarding the promotion of public participation and government oversight, improved governance services, efforts against corruption, civic education and capacity-building activities, and improved management of organizational resources in government, public administration and CSOs.	7-11.07.19	10
5	Italy	Work methods of local public institutions, especially the ones related to the European funding opportunities and their exploitation. Exchange of good practices in the areas of employment, social affairs and inclusion. Exchange of good practices regarding administrative procedures.	4-8.11.19	10
2	Shkodra	Functioning of the "Information Office" (for staff of Municipalities of Patos and Roskovec)	22.10.18	20
3	Shkodra	Functioning of the "Information Office" (for staff of Municipalities of Përmet and Tepelena)	03.04.19	20
2	Korca	Tax management transparency. (for staff of municipalities of Patos and Roskovec)	07.12.18	20