



USAID
FROM THE AMERICAN PEOPLE



Volunteer Name: Sarah Sykes

Country: Kenya

**Country project: Resource Mobilization
& Fundraising Strategy**

Host: Caritas Meru

Venue: Caritas Office

Audience: Morris & 3 field coordinators

Number of people : 5 total

Date: February 17 – March 3, 2017



1. Assignment Objectives as in SOW

- Review & train the Caritas Meru strategic plan
- Train the core programming team
- Facilitate the development of fundraising strategy
- Identify potential partners for fundraising
- Provide recommendations for future volunteers

2. Achievement of the assignment objectives

- Strategic plan
- Proposal development
- Potential partners for fundraising
- Recommendations for future volunteers
- Challenge for achieving the majority of objectives

3. Recommendations to the host with regards to the assignment

- Consistent review of the strategic plan
- Select a leader of the Finance Team
- Volunteer's final report be read and reviewed by the Finance Team
- Project proposals submitted monthly
- Review the funding concepts submitted in final report

4. Anticipated Impact

- Fundraising strategy developed
- Resource mobilization plan implemented
- Decrease of dependence on donor funding
- Increase in income generating activities and thus self-reliance created

5. Recommended future volunteer Assistance

- Stronger communication
- Schedule agreed to ahead of assignment
- Realistic expectations
- Strengthen hospitality to volunteer

6. Recommendations to other non-host stakeholders

- Schedule agreed to by all parties ahead of assignment
- Stronger lines of communication with host
- Agreed to expectations

Action plan for host recommendations

Recommendation	Specific Action	Responsible person	By when
1. Regular, consistent review of the strategic plan	Evaluate the strengths and weaknesses of the S.P.	Finance Committee	Begin this process at the March 8 th meeting
2. Select a Finance team leader	I propose that the team vote on a leader who will spearhead this team.	Morris Kirimi	March 8 th
3. Strong review of Volunteer final report	Conduct a formal presentation of the report at the second official meeting.	Morris Kirimi	April 5 th
4. Submit a concept note to applicable donors monthly	Develop these letters within the context of the team	The Finance Committee	Begin this process on May 3 rd
5. Review the funding concepts submitted in my reporting	Conduct a PowerPoint presentation where funding concepts can be understood	All members of the Finance Committee	April 5 th

7. How can CRS improve future volunteer experience

- Refer to my slide above on recommendations to CRS

Thank You!