

ORGANIZATIONAL CAPACITY BUILDING:

A SIMPLE USEFUL FRAMEWORK FOR STRENGTHENING NONPROFIT AND PHILANTHROPIC ORGANIZATIONS

AREA 1: GOVERNANCE AND ADMINISTRATION

1. **Board:** Board functioning that serves the development of the organization's mission, its administration, resources, community linkages, and programs.
2. **Administration:** Policies, procedures, and practices that enable the organization to make meaningful progress.
3. **Staff:** Staff complement with skills and support to undertake the work addressed by the organization's mission.

AREA 2: RESOURCE DEVELOPMENT

4. **Finances:** A financial management strategy that allows for responsible and realistic growth.
5. **Communications:** Communications that punch up the organizations strengths while encouraging further support.
6. **Operations budget:** Sufficient financial support, with a broadening base.

AREA 3: COMMUNITY CONNECTIONS

7. **Community linkages:** Strengthened relationships between the organization and significant segments of the community, useful for advancing the mission.
8. **Leadership skills:** Expertise in the variety of roles that the organization can play, especially with allies, in advancing the causes suggested by its mission.
9. **Contribution to progress:** Influence in the community, with a reputation for making progress.

AREA 4: PROGRAMMING AND SERVICES

10. **Program design:** Use of program designs that stand a reasonable chance of successfully delivering valued benefits to the program's intended beneficiaries.
11. **Strategic activities:** A "portfolio" of projects, grants, or support activities conducive to achieving significant progress in the organization's chosen issue area.
12. **Learning from practice:** A practice of organizational learning from doing, strengthening its approach to other projects undertaken by the organization.