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# Establishing Vulnerable Peoples' Rights and Access to social safety net programmes (EVPRA) Project

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**CSOs Mapping and Capacity Assessment**



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This project is implemented by World Vision in collaboration  
with Pollisree and PUMDO

# **Report on CSOs Mapping and Organizational Capacity Assessment**

*Submitted to*

**World Vision Bangladesh**

*Submitted by*

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## **Acronyms**

<b>CSOs</b>	<b>Civil Society Organizations</b>
<b>CVA</b>	<b>Community Voice and Action</b>
<b>EU</b>	<b>European Union</b>
<b>EVPRAs</b>	<b>Establishing Vulnerable Peoples' Rights and Access to social safety net programmes</b>
<b>CBO</b>	<b>Community Based Organization</b>
<b>FGD</b>	<b>Focus Group Discussion</b>
<b>KII</b>	<b>Key Informants Interview</b>
<b>NDF</b>	<b>Northern Development Foundation</b>
<b>PUMDO</b>	<b>Peoples Union of the Marginalized Development Organization</b>
<b>RDC</b>	<b>Research and Development Collective</b>
<b>RDRS</b>	<b>Rangpur Dinajpur Rural Services</b>
<b>SWOT</b>	<b>Strength, Weakness, Opportunity and Threat</b>
<b>SSNPs</b>	<b>Social Safety Net Programmes</b>
<b>UP</b>	<b>Union Parishad</b>
<b>WV</b>	<b>World Vision</b>

## Executive Summary:

World Vision and its partners Pollisree and PUMDO (Peoples Union of the Marginalized Development Organization), are implementing the “**Establishing Vulnerable Peoples' Rights and Access to social safety net programmes (EVPRA)**” project in the northern part of Bangladesh with the support of European Union grant funding. As per the project design EVPRA is working to form new and re-activate existing local indigenous people's CSOs. As part of this the project will increase community literacy on SSNPs, and through training on SSNPs and CVA, local indigenous CSOs will be empowered to increase their influence on vulnerable peoples' access to SSNPs. This report was commissioned to identify and locate indigenous CSOs in the targeted areas and analyse their specific organizational capacity and training needs. The key objectives of the CSO mapping and organizational capacity assessment are: To identify existing CSOs and where there are indigenous minority people without representative structures – assess their organizational strengths, weaknesses and specific training needs.

## Methodology

The ‘CSO Mapping and Organizational Capacity Assessment’ was conducted using a participatory approach and qualitative methods. A desk review of project documents and other relevant reports and papers was undertaken to comprehensively understand the project and develop the assessment methodology. In order to find and locate the plain land indigenous peoples' CSOs operating in the EVPRA area, an exercise was undertaken with the project staff, the output of the exercise helped to find out the name, location and number of indigenous CSOs in the project area. The widely used Organizational Capacity Assessment Tool (OCAT) was followed to assess the CSOs internal capacity. OCAT was used for organizational capacity assessment with a number of criteria that encompass the mission, vision, management, financial resources, external linkages etc. SWOT analysis was used to determine organizational internal strength, weakness and also external opportunities and support needed by the organization. A Focus Group Discussion (FGD) was organized with twenty (20) sample CSOs members, considering ethnicity of the indigenous community and location. CSOs were selected randomly. Two consultation workshops were conducted with stakeholders in two districts, to gather information and data regarding indigenous CSO capacity and needs. It also helped to validate all findings from the CSOs.

The CSO mapping and capacity assessment identified and listed 91 CSOs formed by the indigenous communities of different ethnic groups across the two districts. In Dinajpur district 51 (Fulbari 15, Sadar 24 and Birampur 12) were identified, and in Joypurhat, 40 (Joypurhat sadar 21 and Panchbibi 19) CSOs were identified. The capacity assessment covered 22% percent CSOs in five Upazilas of two districts. Among the CSOs surveyed, 45 percent were women's CSOs and 55 percent were mixed groups. The size of CSO groups is varied. 60 percent CSOs reported 30 to 36 members and 40 percent mentioned 18 to 28 members. The group with the highest number of members was ***Adibashi Mukti Unnayan Songstha of Mahammadabad union of Joypurhat Sadar Upazila, 270 women and 30 men a total of 300 members and lowest was seven (7), in Ruprampur Mohila Shongho of Deor Union and Shampur Ekota Shongho of Poliparagpur union of Birampur.***

**Legal Status:**

Legal Status of CSOs: The majority (95%) of CSOs surveyed do not have legal status. During the assessment only one CSO (5 percent) surveyed in Joypurhat sadar was found to have social welfare registration (Adibashi Mukti Unnayan Songstha of Mahammadabad union). Although none of the others have registration, it was found that all were highly interested in getting Government acknowledgement or legal status. According to them without legal status they are not getting many benefits given by the government, without registration they are not recognized by different service providing agencies of the government, they also mentioned without registration they cannot apply or become partner of union parishad or different government departments. It was observed during the assessment that lack of knowledge of the procedure of getting registration, maintenance of required documents for registration and required time in getting registration hampers.

**Organisational Purpose:** CSOs of the indigenous people were formed for the betterment of its member's livelihood, educating their children, establishing their rights as a citizen.

**Governance structure:**

Meetings: 100 percent CSOs said they conduct monthly meetings, however in some cases evidence of weekly and monthly meetings were also found. In most cases it was found that CSO members do not keep or maintain a meeting resolutions book. Moreover, they do not have a specific place or office to keep these documents and are not particularly keen on one. It was also found that very few members have capacity to write and maintain meeting resolutions books. In most cases it was found that Community Development Supervisors are keeping the resolution book with them for safety and writing the resolution.

Executive Committees: It was found that the executive committees of CSOs surveyed varied in size, with between approximately five and fifteen members. In case of mixed membership representation of women was found prominent and they are performing leading role.

Constitution & By-laws: One CSO in Fulbari and three CSOs in Joypurhat have constitution/bylaws for running the organization. Another CSO in Fulbari follow the constitution of one nearby organization. It was found 75 percent CSOs do not have constitution/bylaws. Only one CSO in Joypurhat has an organizational organogram. The others do not have one and lack an idea of such.

In Joypurhat 5 percent CSOs have written document on their vision, mission, objectives, strategic plan and activities. In Dinajpur 10 percent have written document on their vision, mission, objectives, strategic plan and activities.

Governance Challenges: Main challenges most of the CSOs are facing are; they are moving without any specific goal, objectives and strategic plan to achieve those, basic problem is organizations do not have a constitution; which will direct them their path and process of moving forward. At the same time they have lack of capacity on both financial and human capital to run the organizations.

**Financial Capacity and management:**

90 percent of the CSOs reported that the main challenge they face is running the organization. According to them to run one organization involves some money to operate it, which they do not have, they also face problem in maintaining the accounts and keeping accounts of all members.

Of those CSOs surveyed in Dinajpur, 30 percent, and in Joypurhat, 15 percent, CSOs have their own savings and credit programmes. In general finance is managed by president, cashier and secretary. Two CSOs (10% of those surveyed) said that when they provide loans to members or non-members, they include another two executive committee members in the loan distribution committee; so that a five-member committee presides over decisions on financial management.

It was found that five CSOs (25 percent) have bank accounts which are managed by the President, plus the Secretary or Cashier. Rajarampur Adivasi Unnoyon Somity of Dinajpur Sadar and Adibashi Mukti Unnayan Songstha of Joypurhat maintain their accounts in a professional way. It was found that cashier of Rajarampur Adivasi Unnoyon Somity received training on financial management from World Vision and she is maintaining all accounts and passbooks systematically, treasurer and field organizer of Adibashi Mukti Unnayan Songstha also received training on savings and credit management from World Vision.

**Recommendations:**

It is highly recommended that EVPRA work to support the target CSOs to develop clear mission, vision, objective and set of specific inter-related activities that embody the means for achieving the CSOs aspirations. It is important to develop organogram, gender policy, member recruitment policy and strategy. All CSOs should have written constitution for long term sustainability and legal registration. It is recommended that EVPRA provide capacity development on leadership, project management, financial management and technical aspects, awareness building on SSNPs and the process of accessing these, networking and communication with different development partners; especially with government departments, human rights, access to information systems and participatory monitoring and evaluation. It is recommended to establish good governance, transparency and accountability in the CSOs. Formation of an executive committee and general body through election/selection is required to steer the organization. CSOs should organize regular meeting with members and keep all meetings and follow-up meetings proceedings to ensure good governance and transparency in the committee. It is highly recommended to ensure regular meeting with the presence of maximum members of the CSOs. Annual general meeting and reporting system needs to be introduced and ensure practice.



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## Chapter One: Introduction

### 1.1. Background:

World Vision and its partners Pollisree and PUMDO (Peoples Union of the Marginalized Development Organization), are implementing the “**Establishing Vulnerable Peoples' Rights and Accessto social safety net programmes (EVPRA)**” project in the northern part of Bangladesh with the support of European Union grant funding. The project is covering Dinajpur sadar, Fulbari and Birampur sub-districts and Joypurhat sadar and Panchbibi subdistrict of Rangpur Division. World Vision's Community Voice and Action approach (CVA) aims to improve the dialogue between communities, Civil Society Organizations (CSO) and government in order to improve services, such as Social Safety Net Programme (SSNPs), that impact the daily lives of families and their children. As per the project design EVPRA attempts to form new and re-activate existing local indigenous peoples' CSOs, by providing training on CVA and building their organizational capacity.

The EVPRA project aims to empower the CSOs to increase their influence on vulnerable peoples' access to SSNPs and related policies. To deliver this, CSOs are expected to have robust organizational structure, policy, negotiation strategy, influencing capacity and access to the decision making process. At the initiation of the project EVPRA planned to conduct a CSO mapping exercise and an organizational capacity and needs assessment of the existing CSOs. This report was commissioned to identify and locate indigenous CSOs in the targeted areas and analyse their specific organizational capacity and training needs.

### 1.2 Objectives of the mapping and capacity assessment:

The CSO mapping and organizational capacity assessment is a step towards reforming and revitalizing indigenous CSOs. The key objectives of the CSO mapping and organizational capacity assessment are:

- To identify existing CSOs and where there are indigenous minority people without representative structures;
- To assess their organizational strengths, weaknesses and specific training needs.

### 1.3 Specifically, the CSO mapping and organizational assessment aims:

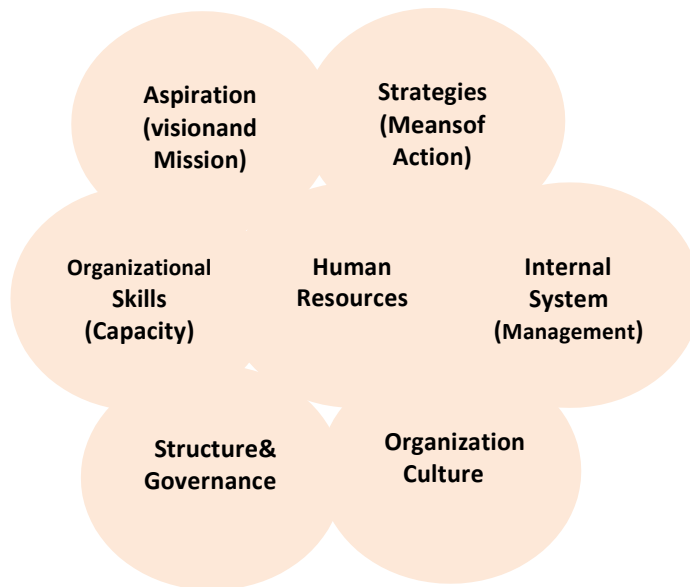
- To identify the current status of CSOs in relation to their organizational capacity (E.g. including; legal status, organizational purpose, financial capacity, management capacity, governance system, equity (gender/representation of minority groups), group conflict resolution);
- To identify capacity gaps across each of the above areas and identify needs and potential areas for improvement;
- To identify the areas of and type of involvement in local development activities to enhance the activities and functionality of CSOs;
- To identify current knowledge on/work on SSNPs, and current work with communities and government about this; and
- To identify membership status of CSOs with any NGOs/MFIs (Micro-finance Institute) and access to any SSNPs.

### 1.4 Organizational Capacity and Need Assessment: A Conceptual Framework

Measuring organization’s development overtime requires establishing a starting point. The best place to begin is with an assessment of the organization’s current status, identifying its major strengths and weaknesses. The results of an organizational capacity assessment (OCA) produce a baseline against which future performance may be tracked. An OCA helps identify areas for improvement against recognized management standards. Moreover, based on its analysis, the organization can develop an action plan to plot the way forward and identify areas where outside technical assistance (TA) and other supports may be needed.

The Organizational Capacity Assessment Tool (OCAT), developed by McKinsey and Company, is one of many available tools to measure operational capacity and identify areas which need improvement. The OCAT, typical of such tools, is not designed as a scientific instrument since the responses elicit descriptive and subjective judgments as opposed to quantitative measurements. The ratings are intended to offer a snapshot of a particular organization’s level of capacity at any given point in time as a mechanism for identifying those areas which require strengthening.

The McKinsey OCAT’s Capacity Framework recognizes even inter-related and essential elements measured according to four levels of organizational capacity (low, basic, moderate and high).



**Fig-1: Conceptual Framework for the Assessment (Adapted from McKinsey Capacity Assessment Grid)**

*a. Aspirations*

The mission, vision, purpose and goals that define an organization. They succinctly spell out what the organization does and does not do. The most successful organizations are those that are able to clearly articulate these elements.

*b. Strategies*

These are specific inter-related activities that embody the means for achieving an organization's aspiration.

*c. Organizational Skills*

The complete range of organizational capabilities brought to bear on planning, implementing and evaluating an organization's programs and activities. Identifying and addressing "skill gaps" in these capabilities is an important part of the capacity building process.

*d. Human Resources*

The combined talents, commitment and drive of the people (Board, management, staff, volunteers, etc.) within an organization. Maximizing human resources starts with attracting talented, highly qualified people. Retaining people and empowering them to fully realize their potential often distinguishes high-performing organizations from their more mediocre counterparts.

*e. Internal Systems*

The gears—processes, procedures and controls that drive the engine of organizational functioning. These are often complex and a source of frustration for management and staff when work is delayed because they do not work well. They can also sour relationships with donors when financial or progress reports are late or inaccurate because the systems fail to generate timely and accurate information.

*f. Organizational Structure and Governance*

Functions such as reporting relationships, board-management roles and responsibilities, job definition, the interface between organizational departments and components etc. Organizational restructuring must be part of an approach that fully integrates the other elements of capacity building.

*g. Organizational Culture*

Organizations generally attract people motivated by an ideology of making the world a better place. This motivation is often stronger than the attractions of higher salaries and benefits, comfortable working conditions and promises of advancement that may characterize other career paths.

## **Chapter Two: Methodology of the Assessment**

### **2.1 Approach and methods for the mapping and capacity assessment:**

Based on the terms of reference (ToR), the 'CSO Mapping and Organizational Capacity Assessment' was conducted by following participatory approach and using qualitative methods. Major tools are as follows:

#### **2.1.1 Desk review:**

Assessment team reviewed project documents and other relevant reports and papers comprehensively to understand the project and develop the assessment methodology.

#### **2.1.2 Pre-test the methods, tools and questionnaire:**

Assessment tools instruments, questionnaires, templates were shared with the WVB personnel and project staff before final field work was conducted. Along side a field test was done to finalize the tools.

#### **2.1.3 Identification of the CSOs (Mapping):**

CSOs were identified by Community Development Facilitators (CDFs) based on the following criteria; a) Indigenous organization; b) Having legal status/registration from govt. agency, c) Have written constitution with goal & objectives, d) Organization have bi-low, e) Indigenous women headed organization, f) If not women headed, women are exist in the committee, g) Organization have own or rented office, h) Number of members in Executive committee, i) Number of women in the committee/organization, j) Meeting minutes are available and kept properly, k) Hold yearly Annual General Meeting, l) Committee members elected through democratic process, m) Have any experience for social development work, n) Type of development work they are involved, o) Having any document for social development work, p) Membership of any development networks/coalition, q) Who have received any donation/fund from govt./non govt. organization, r) Members are giving subscription regularly, s) Amount of savings they have, t) Have any Bank Account and finally any one of the organization who is member of UP standing committee. After collecting all information monitoring department and management took final decision which CSOs will be included in the EVPRA programme.

In order to find out and locate the CSOs operating in the EVPRA area, an exercise was undertaken with the project staff. The out put of the exercise, a map indicating the name, location and number of CSOs in the project area is attached as Annex 1.

Based on the list from each sub-division 4 indigenous CSO a total of 20 indigenous CSOs were randomly selected for the assessment. Among the selected CSOs 6 Santal, 3 Uraon, 2 Mahali, 1 Malo, 2 Mahato, 2 Borman, 1 Sing, 2 Munda, 1 Robidas.

### **2.2 Capacity Assessment:**

#### **2.2.1 Use of OCAT:**

The widely used Organizational Capacity Assessment Tool (OCAT) was followed to assess the CSOs internal capacity. OCAT was used for organizational capacity assessment with a number of criteria that encompass the mission, vision, management, financial resources, and external linkages etc. Use of the criteria allows determining gaps and needs for building the required capacity.

## **2.3 Strength, Weakness, Opportunity and Threat (SWOT Analysis):**

SWOT analysis was used to determine organizational internal strength, weakness and also external opportunities and support needed by the organization.

## **2.4 Focus group discussion (FGD):**

Twenty (20) Focus Group Discussions (FGDs) were organized with sample CSOs, in their respective villages; mainly with the executive committee members. In the sessions all together 8 to 10 CSO members were present.

## **2.5 Consultation and validation Workshop:**

Two consultations (workshops) with the stakeholders were conducted in two districts together information and data in the areas of CSOs capacity and need assessment. In Fulbari; workshop of Dinajpur district was held. Where 30 CSO representatives from 12 CSOs; from Dinajpur sadar, Fulbari and Biram participated. In Joypurhat sadar 19 CSO representatives from 19 CSOs, from Joypurhat sadar and Panchbibi took part in the workshop. It also helped to validate all findings from the CSOs.

## **3. Report:**

Report is prepared based on the primary data collected from the field and reviewing project related secondary information. Data was tabulated manually following standard procedure. Report outline was shared with EVPRA team management and finalized in consultation with the team.



## Chapter Three: Findings and Discussion

### 3.1 Identification of the CSOs (Mapping):

During the assessment, 91 CSOs were identified out of 438 CSOs listed, in Dinajpur district 51 and in Joypurhat 40 CSOs. In Dinajpur sadar 24, Fulbari 15 and Birampur 12, Joypurhat sadar 21 and in Panchbibi 19 CSOs. Detail of the CSOs are attached in Annex 1.

CSOs were identified by Community Development Facilitators (CDFs) based on the following criteria; a) Indigenous organization; b) Having legal status/registration from govt. agency, c) Have written constitution with goal & objectives, d) Organization have bi-low, e) Indigenous women headed organization, f) If not women headed, women are exist in the committee, g) Organization have own or rented office, h) Number of members in Executive committee, i) Number of women in the committee/organization, j) Meeting minutes are available and kept properly, k) Hold yearly Annual General Meeting, l) Committee members elected through democratic process, m) Have any experience for social development work, n) Type of development work they are involved, o) Having any document for social development work, p) Membership of any development networks/coalition, q) Who have received any donation/fund from govt./non govt. organization, r) Members are giving subscription regularly, s) Amount of savings they have, t) Have any Bank Account and finally any one of the organization who is member of UP standing committee. After collecting all information monitoring department and management took final decision according to the concept note presented to european commission; which CSOs will be included in the EVPRA programme.

Based on the list from each sub-division 4 indigenous CSO a total of 20 indigenous CSOs were randomly selected for the assessment. Among the selected CSOs 6 Santal, 3 Uraon, 2 Mahali, 1 Malo, 2 Mahato, 2 Borman, 1 Sing, 2 Munda, 1 Robidas.

#### 3.1.1 Selected CSOs:

CSO mapping and Capacity Assessment covered twenty 22 percent (20) CSOs in five Upazilas of two districts. Sample size was determined considering time and allocated budget of the assessment in consultation with World Vision EVPRA team. Finally 20 CSOs were randomly selected in consultation with Monitoring team of EVPRA project. Randomly 4 CSOs from each upazila was selected. Among the CSOs 45 percent were women and 55 percent were mixed groups (Youths, elderly female and male). The group with highest the number of members was ***Adibashi Mukti Unnayan Songtha of Mahammadabad union of Joypurhat Sadar Upazila, 270 women and 30 men a total of 300 members and lowest was seven (7), in Ruprampur Mohila Shongho of Deor Union and Shampur Ekota Shongho of Poliparagpur union of Birampur. 60 percent CSOs reported 30 to 36 members and 40 percent 18 to 28 members (see in annex table 1). As a whole 88.4 percent were women and 11.6 percent were men in the CSOs.***

**50 percent CSOs surveyed were found to be active and maintaining regular activities.** Newly formed CSO members mentioned that they were members of World Vision organized groups or other NGOs, but most of those groups are now defunct. They said they reorganized with old members of the groups and some new members for establishing their rights and formed the CSOs.

It was found that most of the CSO members had affiliation with World Vision in different projects, most prominently child sponsoring programme and credit cooperatives. 10 percent of CSOs (2 out of 20) were found to be affiliated with Action Aid Bangladesh. They also funded to establish "Loak Kendro Center". These centers are now used as pre-primary schools and act as meeting places for the CSOs and house their other activities. One CSO in Birampur was formed by RDRS and is working on seed production. RDRS also established one office room for the CSO. 25 - percent CSOs operate micro-credit among members and outside members. It was found that different CSO members had membership with different micro-credit organizations.

### 3.2 Formation of CSOs:

It was found that 65 percent of CSOs surveyed (13 out of 20) were reorganized/reactivated between March to July 2016. 5 percent CSO in Joypurhat Sadar was formed in January, 1999. 10 percent CSOs in Fulbari in 2012, 5 percent in 2013, 5 percent in 2014 of Dinajpur sadar, and 5 percent each in Fulbari and Birampur in 2015 were formed (See annex Table-2).

### 3.3 Legal Status of CSOs:

5 percent CSO in Joypurhat Sadar was found to have social welfare registration (Adibashi Mukti Unnayan Songstha of Mahammadabad union), others do not have registration but they are all highly interested in getting Government acknowledgement or legal status by the state. Most of the CSO members know that if they have legal status they will be entitled to receive support from the government but most of them not have enough knowhow about getting registration from government (See annex Table-2).

It was found during the assessment that lack of knowledge of the procedure of getting registration, maintenance of required documents, for example; three years meeting minutes, constitution/by laws of the organizations, bank detail, bio –data of the executive committee etc, members find this process as very cumbersome. They find it difficult to maintain and continue to follow-up. Moreover it takes a long time to process as a result members' loss their hope of getting it.

### 3.4 Status of Meeting:

10 percent of CSOs surveyed (2 out of 20) reported that they conduct weekly, monthly and yearly meetings. They mentioned that weekly meetings are basically for savings collection and monthly meetings are regular meeting of the organization and that they also have yearly meetings. One of these CSOs, **Adibashi Mukti Unnayan Songstha** of Joypurhat Sadar, said that in yearly meetings they invite their 300 members and also invite Upazila Nirbahi Officer, Social Welfare Officer, Union parishad Chairman and members. In that yearly meeting, executive committee presents yearly financial and activity report. They distribute gifts among all members from their profit. They also elect new committee for next year and finalize next year activity plan.

100 percent said they conduct monthly meetings, 25 percent CSOs reported that they conduct weekly and monthly meetings. Weekly meetings they said are mainly for savings collection; in these meetings they do not follow any agenda (See annex Table-2).

In most cases it was found that CSO members do not keep or maintain a meeting resolutions book. 60 percent of the CSO members said they do not see keeping records of such as particularly important. Moreover, they do not have a specific place or office to keep these documents and are not particularly keen on one. It was also found that very few members have capacity to write and maintain meeting resolutions books.

During the assessment in most cases it was found that Community Development Supervisors are keeping the resolution book with them for safety and writing the resolution. Positive side of this is that - the resolution is properly written and the book remains safe; on the other hand CSOs are unable to find ownership and sense of self responsibility.

### 3.5 Structure of the CSOs:

Out of twenty organizations; one organization (5 percent) in Joypurhat has a general body of 30 male and 270 female a total of 300 members, their executive committee consist of one male and fourteen female members. In this CSO, all members have share in the organization and they save money regularly. Each year they participate in the annual general meeting. In case of any policy or constitutional change members of the general body are the highest authority. In the annual meeting they jointly take decision on the issues (See Table-3).

In general it was found that executive committee of the CSOs consist of a minimum of five to seven members. In case of mixed membership representation of women was found prominent. During the time of assessment 10 percent CSOs of Joypurhat had just had their initial meeting; where women have already agreed to form a group but they have yet not finalized their executive committee. It was also found that in both villages there are other poor women who are also interested to join in the group but the main organizer was not sure how many will be permitted by concerned organizations(See Table-3).

It was found newly reorganized CSOs did not have enough time to form committee, they had initial meeting and they are planning to form committee in their next meeting.

In 95 percent of the CSOs, surveyed (19 out of 20), the executive committees were formed by the field supervisors in consultation with the CSO members. Only in one CSO (5 percent) of Joypurhat reported their executive committee members were elected in the annual general meeting by voting of all 300 members.

**Table 3- Number of Members in Governing or General Body and Executive Committee**

Name of CSOs	Number of Members in Executive Committee		
	Male	Female	Total
<b>Dinajpur Sadar</b>			
Sekhata Adivasi Unnoyon Dol	-	5	5
Belbari Adivasi Nari Somaj Unnoyon Sangha	-	7	7
Rajarampur Adivasi Unnon Somity	-	5	5
Jubo Unnoyon Somobai Somity	5	4	9
<b>Fulbari Upazila</b>			
Rangamati Adivasi Marsal Club	8	4	12
Adivasi Nari Chail Tola somity	-	7	7

Marbaha Adibashi Club	3	2	5
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	-	5	5
<b>Birampur Upazila</b>			
Adivasi Lahanti Club	2	6	8
Dhonsa Adivasi Somity	3	4	7
Ruprampur Mohila Shongho	-	7	7
Shampur Ekota Shongho	4	3	7
<b>Joypurhat sadar</b>			
Adibashi Mukti Unnayan Songothon	-	7	7
Adibashi Mukti Unnayan Songsth	1	14	15
Pechulia Adibasi Unnayan Shangothan	-	7	7
Gangrail Adibashi Unnayan Songathon	-	-	-
<b>Panchbibi</b>			
Adibashi Unnayan Fedaration	-	7	7
Binimoy Lokokendra Mohila Unnayan Songstha	-	-	-
Kutahara Kola Mohola Somity	-	5	5
Mukti Lokokendra	2	9	11

### 3.6 Status of Fundamental Requirements:

The assessment explored whether CSOs have their own constitution or by laws and organogram for running their organization. It was found that 15 percent CSOs (Marbaha Adibashi Club of Fulbari, Adibashi Mukti Unnayan Songsth of joypurhat and Kutahara Kola Mohila Somity of Panchbibi), confirmed that they have constitution/bylaws for running the organization. Rangamati Adivasi Marsal Club reported that they do not have constitution but they follow the constitution of one nearby organization and they had that document. 10 percent of them said that they have developed their constitution with the help of World Vision and Action Aid (Kutahara Kola Mohila Somity).

It was clear from the discussion with the CSO members that they understood the importance of constitution and following it. All CSOs showed their keen interest to develop constitution/bylaws to run their CSOs, they also requested technical support from the project for developing their own.

5 percent CSO of Joypurhat (Adibashi Mukti Unnayan Songstha of Joypurhat) has an organizational organogram. The others do not have one and lack an idea of such. (See Table-4).

During the assessment only 5 percent CSO of Joypurhat showed a written document on their vision, mission, objectives, strategic plan and activities. It was found typed and well documented. They also have a copy hanged in the office room. Some leaders of this CSO were well aware of these terms and could with confidence explain them. 15 percent CSOs (Adibashi Mukti Unnayan Songstha, Pechulia Adibashi Unnayan Shangstha and Gangrail Adibashi Unnayan Songstha of Joypurhat) said they have just formed the CSO and need time to develop their vision, mission, objectives, strategic plan and activities. They requested support for developing their vision, mission, objectives, and strategic plan.

In Dinajpur Sadar 10 percent CSOs told they are newly formed and they have yet not developed their vision, mission, objectives, strategic plan, 5 percent told they have submitted theirs to Pollishree and did not have a copy available with them and 5 percent told they formed in 2014 and had remained almost completely inactive for the past year. They are reorganized again last month but have yet to finalize their vision, mission, objectives, strategic plan. They have however started their savings activities and social mobilization.

In Fulbari 10 percent have that they have written vision, mission, objectives and they are doing saving and other social activities and 10 percent told they have their objectives but have not documented them in written form. Both CSOs have savings activities.

In Birampur 5 percent CSO have written vision, mission, objectives and activities. 10 percent CSOs told that they have not yet finalized their vision, mission, objectives, strategic plan and activities. 5 percent told that they have objectives to form this group but they have yet not written anything.

In Panchbibi, 15 percent have written objectives and are doing other activities. 20 percent CSOs do not have written vision, mission, objectives, strategic plan and activities yet (See Table-5).

During the assessment, CSOs said that they do not have written document but when they formed the CSOs they did so toward their dreams. **President of Adivasi Lahanti Club mentioned that "Lahanti means way forward in Santali language". We have a dream, and we want to achieve our dream.** It was however understood that CSOs consider a need to formalize their organizations and for this almost all CSOs seek training and technical assistance from World Vision and other partners.

**Table-5 Organization's Vision, Mission, Objectives, Strategic Plan and Activities**

Name of CSOs	Status of Having				
	Vision	Mission	Objectives	Strategic Plan	Activities
<b>Dinajpur Sadar</b>					
Sekhata Adivasi Unnoyon Dol	X	X	X	X	X
Belbari Adivasi Nari Somaj Unnoyon Sangha	X	X	X	X	X
Rajarampur Adivasi Unnon Somity	X	X	X	X	√
Jubo Unnoyon Somobai Somity	X	X	√	√	√
<b>Fulbari Upazila</b>					
Rangamati Adivasi Marsal Club	√	X	√	√	√
Adivasi Nari Chail Tola somity	X	X	X	X	√
Marbaha Adibashi Club	√	√	√	X	√
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	X	X	X	X	√
<b>Birampur Upazila</b>					
Adivasi Lahanti Club	X	X	X	X	X
Dhonsa Adivasi Somity	√	√	√	X	√
Ruprampur Mohila Shongho	X	X	√	X	X
Shampur Ekota Shongho	X	X	X	X	X
<b>Joypurhat sadar</b>					
Adibashi Mukti Unnayan Songothon	X	X	X	X	X
Adibashi Mukti Unnayan Songsth	√	√	√	√	√
Pechulia Adibasi Unnayn Shangothan	X	X	X	X	X
Gangrail Adibashi Unnayan Songathon	X	X	X	X	X

<b>Panchbibi</b>					
Adibashi Unnayan Fedaration	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Binimoy Lokokendra Mohila Unnayan Songstha	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Kutahara Kola Mohola Somity	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	√
Mukti Lokokendra	<b>X</b>	<b>X</b>	√	<b>X</b>	√

**Note: Yes=√, No=X**



### **3.7 Current Activities/Projects of the CSOs:**

It was found that 45 percent CSOs have savings and credit programme. In general they save 10 to 20 taka per week, but if any one wants to save more than can do that. They are doing savings for generating income of the organization at the same time it is a force saving for its members for their future. Primarily they provide loan to individual members with a minimum rate of interest for different purposes but they also give loan to other poor people of the village.

In Dinajpur Sadar, Rajrampur Adivasi Unnon Somity said that they have savings and credit programme. They mentioned that they have TK 50,000 in bank account. Jubo Unnoyon Somobai Somity said that they have submitted a project to Pollisree (without specifying it).

20 percent CSOs of Fulbari reported that they have their own savings and credit programme. Adivasi Nari Chail Tola Somity said that they have agriculture and credit programme with Northern Development Foundation (NDF). Marbaha Adibashi Club said that they work for protection against child marriage, sending indigenous children to school, especially girls and help old age people.

In Birampur 5 percent CSO have a savings programme.

In Joypurhat 5 percent CSO have savings and credit activities. (Adibashi Mukti Unnayan Songstha of Joypur reported that they have savings and credit programmes and a special child savings programme. For income generation they have garment business, income from road construction work, fish cultivation in leased pond and beef fattening project. They do all income generating activities from their own savings money and the profit is distributed among all members according to their size of savings in the organization. They have taken pond as lease from union parishad and landlords of the area. As social work they run one pre-primary school, sewing machine training for girls in the area, social mobilization and awareness building on health and hygiene practices).

In Panchbibi 10 percent CSOs have savings and credit Programmes (Kutahara Kola Mohola Somity and Mukti Lokokendra).

### **3.8 Infrastructure Facilities:**

20 percent CSOs (Rangamati Adivasi Marsal Club of Fulbari, Adibashi Mukti Unnayan Songstha of Joypurhat, Binimoy Lokokendra Mohila Unnayan Songstha and Mukti Lokokendra of Panchbib) has their own office with minimum furniture for running their activities. Adibashi Mukti Unnayan Songstha of Joypurhat have separate washroom for men and women and Rangamati Adivasi Marsal Club of Fulbari have one common washroom. Eighty percent CSOs do not have office and other facilities. They organize their meetings in courtyard of their members.

In the CSO meeting and in the workshop CSO members prioritized and emphasized the issue of establishing office space for the CSOs from this project. They said that this will build their identity in the locality, bring confidence among the members and lead them to work as an independent organization.

None of the CSOs have internet facilities. But members of all CSOs showed their interest in availing the advantages of using internet. 10 percent CSO of Fulbari, ten percent of Dinajpur sadar, 5 percent of Joypurhat referred to access to information as a basic right of citizens and they think EVPRA project will take initiative to make it available to the CSO members (See Table-6).

**Table-6 Organization have own Office room, Furniture, Washroom and Internet Access**

Name of CSOs	Own Office		Furniture			Washroom		Internet	
	Yes	No	Chair	Table	Cupboard	Male	Female	Yes	No
<b>Dinajpur Sadar</b>									
Sekhata Adivasi Unnoyon Dol	X	X	X	X	X	X	X	X	X
Belbari Adivasi Nari Somaj Unnoyon Sangha	X	X	X	X	X	X	X	X	X
Rajarampur Adivasi Unnon Somity	X	X	X	X	X	X	X	X	X
Jubo Unnoyon Somobai Somity	X	X	X	X	X	X	X	X	X
<b>Fulbari Upazila</b>									
Rangamati Adivasi Marsal Club	√	X	√	√	√	√	X	√	X
Adivasi Nari Chail Tola somity	X	X	X	X	X	X	X	X	X
Marbaha Adibashi Club	X	X	X	X	X	X	X	X	X
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	X	X	X	X	X	X	X	X	X
<b>Birampur Upazila</b>									
Adivasi Lahanti Club	X	X	X	X	X	X	X	X	X
Dhonsa Adivasi Somity	X	X	X	X	X	X	X	X	X

Ruprampur Mohila Shongho	X	X	X	X	X	X	X	X	X
Shampur Ekota Shongho	X	X	X	X	X	X	X	X	X
<b>Joypurhat sadar</b>									
Adibashi Mukti Unnayan Songothon	X	X	X	X	X	X	X	X	X
Adibashi Mukti Unnayan Songsth	√	X	√	√	√	√	√	X	X
Pechulia Adibasi Unnayn Shangothan	X	X	X	X	X	X	X	X	X
Gangrail Adibashi Unnayan Songathon	X	X	X	X	X	X	X	X	X
<b>Panchbibi</b>									
Adibashi Unnayan Fedaration	X	X	X	X	X	X	X	X	X
Binimoy Lokokendra Mohila Unnayan Songstha	√	X	√	√	√	X	X	X	X
Kutahara Kola Mohola Somity	X	X	X	X	X	X	X	X	X
Mukti Lokokendra	√	X	√	√	√	X	X	X	X

**Note: Yes=√, No= X**

### 3.9 Management General:

#### 3.9.1 Decision Making Process:

100 percent SOs members reported that decisions are made after discussion at monthly meetings. In case of emergencies, special meetings are called and the issue discussed before any action is taken. **Adibashi Mukti Unnayan Songsth of Mahammadabad union of Joypurhat Upazila** said that anything related to their constitution is discussed in the annual general meeting before a decision is taken. It was learnt that initially any decision is discussed among the executive committee members; afterwards it is discussed at the general members' regular meeting and the decision then finalized.

#### 3.9.2 Number of Staff, Qualifications and Training Received:

In the assessment area 5 percent CSO (**Adibashi Mukti Unnayan Songsth of Mahammadabad union of Joypurhat Upazila**) has two male permanent staff and one female pre-school teacher. 95 percent CSOs

are operating their activities by the executive committee members as volunteers. Staffs were recruited through public advertisement in local dailies and one notice was hanged in the office noticeboard. None of the CSOs have written staff recruitment and gender policies. Each month they pay TK.12,000 in total to their three staff, each month they receive TK. 5000 from social welfare department and TK. 5000 from World Vision for running their office management and for staff salary, CSO contributes Tk 2000 for salary and other office expanses from their own fund.

President of Adibashi Mukti Unnayan Songsth mentioned that they follow standard rule for staff recruitment and each year their services are evaluated by the members and renewed for the next year. She said that their job description is clearly described to them by the executive committee members; but they do not have any written document on these. She also said that staff benefits are given according to their performance.

Academic qualification and professional training detail of the staff of Adibashi Mukti Unnayan Songsth of Mahammadabad union of Joypurhat Upazila is presented below.

SL #	Designation	Educational Qualification	Received Training
01	Treasurer	Bachelor of Social Science (BSS)	Savings Management , Beef Fattening, Fisheries
02	Field Organizer	Bachelor of Arts (BA)	Savings Management , Beef Fattening, Fisheries
03	Educator	Higher School Certificate (HSC)	Savings Management , Beef Fattening, Fisheries

Two male staff of Adibashi Mukti Unnayan Songsth is fully involved in maintaining the accounts of the organization. They are responsible for collection of savings, keeping accounts of loan disbursement among the members, loan collection, maintaining ledger book and bank correspondences. They also prepare yearly financial report for annual general meeting of the members. They are also responsible for assisting external audit team.

### 3.10 Financial Management:

In general, finance is managed by president, cashier and secretary. Two CSOs said that when they provide loan to any member or non-member they include another two executive committee members in the loan distribution committee; so a five member committee presides over decisions on financial management.

It was found that five CSOs have bank accounts. Rajarampur Adivasi Unnon Somity of Dinajpur Sadar, President+ Secretary+ Cashier (Three people) are signatories, Rangamati Adivasi Marsal Club of Fulbari, President+ Secretary+ Cashier (Three people) are signatories, Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union of Fulbari, President+ Cashier (Only two are signatories), Adibashi Mukti Unnayan Songstha of Joypurhat, President+ Cashier + Secretary (Any two are signatories), Mukti Lokokendra of Panchbib, President+ Secretary+ Cashier (Three people) are signatories (See Table-7).



Rajarampur Adivasi Unnoyon Somity of Dinajpur Sadar and Adibashi Mukti Unnayan Songstha of Joypurhat maintain their accounts in a professional way. It was found that cashier of Rajarampur Adivasi Unnoyon Somity received training on financial management from World Vision and she is maintaining all accounts and passbooks systematically, treasurer and field organizer of Adibashi Mukti Unnayan Songstha also received training on savings and credit management from World Vision.

All CSOs requested training on financial management and those who have yet not opened bank accounts wanted assistance in opening accounts.

**Table-7 Organization's Bank Accounts and Operation Process**

Name of CSOs	Have Bank Account Yes=√, No= X	President+ Secretary+ Cashier (Three person)	President+ Cashier + Secretary (Any two are signatory)	President+ Cashier (Only two are signatory)
<b>Dinajpur Sadar</b>				
Sekhata Adivasi Unnoyon Dol	X	X	X	X
Belbari Adivasi Nari Somaj Unnoyon Sangha	X	X	X	X
Rajarampur Adivasi Unnon Somity	√	√	X	X
Jubo Unnoyon Somobai Somity	X	X	X	X
<b>Fulbari Upazila</b>				
Rangamati Adivasi Marsal Club	√	√	X	X
Adivasi Nari Chail Tola somity	X	X	X	X
Marbaha Adibashi Club	X	X	X	X
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	√	X	X	√
<b>Birampur Upazila</b>				
Adivasi Lahanti Club	X	X	X	X
Dhonsa Adivasi Somity	X	X	X	X
Ruprampur Mohila Shongho	X	X	X	X
Shampur Ekota Shongho	X	X	X	X
<b>Joypurhat sadar</b>				
Adibashi Mukti Unnayan Songothon	X	X	X	X
Adibashi Mukti Unnayan Songsth	√	X	√	X
Pechulia Adibasi Unnayn Shangothan	X	X	X	X
Gangrail Adibashi Unnayan Songathon	X	X	X	X

<b>Panchbibi</b>				
Adibashi Unnayan Fedaration	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Binimoy Lokokendra Mohila Unnayan Songstha	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Kutahara Kola Mohola Somity	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>
Mukti Lokokendra	√	√	<b>X</b>	<b>X</b>

**Note: Yes=√, No= X**

### **3.11 Source of Fund:**

Rangamati Adivasi Marsal Club of Fulbari reported that only once in 2013; Pollisree provided TK. 7000 for buying office furniture and papers.

Adibashi Mukti Unnayan Songstha of Joypurhat said that each month they receive TK. 5000 from social welfare department and TK. 5000 from World Vision for running their office management. They reported that from their own income they maintain other expenses of their CSO.

None of the other organization has received any fund for running their organization. Binimoy Lokokendra Mohila Unnayan Songstha and Mukti Lokokendra said that they have not received any fund but Action Aid has constructed office room and handed over it to CSOs. Niow they do not have any working relation with Action Aid .

### **3.12 Partnership:**

5 percent CSO (Only Adibashi Mukti Unnayan Songstha of Joypurhat) said that they have working relation with union parishad. They work on improving sanitation and hygiene practice, stopping child marriage, sending children to school and other social issues as a partner with union parishad.

In true sense 10 percent CSOs work as partners; with Action Aid as their partner organization and World Vision and with government Fisheries Department as a partner. In other cases members are individually affiliated with different micro credit institutions.

Sekhathi Adivasi Unnoyon Dol of Dinajpur Sadar said that some of their members received loan from Caritas. Adivasi Nari Chail Tola Somity of Fulbari reported that they have partnership with Northern Development Foundation (NDF). Adibashi Mukti Unnayan Songstha said CSO members have savings and credit involvement with Grameen Bank, ASHA and BRAC, and Adibashi Mukti Unnayan Songstha of Joypurhat reported that they have partnership with World Vision, Kutahara Kola Mohola Somity and Mukti Lokokendra of Panchbib mentioned that they have partnership with Action Aid (See Table -8).

It was evident that CSOs understand the benefit and importance of partnership with different institutions but in reality they do not know the process and mechanism of establishing partnership. All CSOs were highly motivated and interested to build partnership and learn the art of establishing partnerships.



**Table-8 Organizations Partnership with other Organizations and working relation with Union Parishads**

Name of CSOs	Partnership with other Organizations		Working relation with Union Parishads	
	Yes	No	Yes	No
<b>Dinajpur Sadar</b>				
Sekhata Adivasi Unnoyon Dol	√	X	X	X
Belbari Adivasi Nari Somaj Unnoyon Sangha	X	X	X	X
Rajarampur Adivasi Unnon Somity	X	X	X	X
Jubo Unnoyon Somobai Somity	X	X	X	X
<b>Fulbari Upazila</b>				
Rangamati Adivasi Marsal Club	X	X	X	X
Adivasi Nari Chail Tola somity	√	X	X	X
Marbaha Adibashi Club	X	X	X	X
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	X	X	X	X
<b>Birampur Upazila</b>				
Adivasi Lahanti Club	X	X	X	X
Dhonsa Adivasi Somity	X	X	X	X
Ruprampur Mohila Shongho	X	X	X	X
Shampur Ekota Shongho	X	X	X	X
<b>Joypurhat sadar</b>				
Adibashi Mukti Unnayan Songothon	√	X	X	X
Adibashi Mukti Unnayan Songsth	√	X	√	X
Pechulia Adibasi Unnayan Shangothan	X	X	X	X
Gangrail Adibashi Unnayan Songathon	X	X	X	X
<b>Panchbibi</b>				
Adibashi Unnayan Fedaration	X	X	X	X
Binimoy Lokokendra Mohila Unnayan Songstha	X	X	X	X
Kutahara Kola Mohola Somity	√	X	X	X
Mukti Lokokendra	√	X	X	X

**Note: Yes=√, No= X**

### 3.13 Strengths and Weaknesses as Perceived by CSOs:

The assessment planned and attempted to explore CSOs strengths and weaknesses as perceived by the CSO members. Technically it was difficult because 65 percent were recently organized and have yet not finalized their vision, mission, objectives, strategic plan and activities and in most cases there was no written document. However in general strengths described by the CSO members are:

#### 3.13.1 Strength:

1. CSO members are united and organized.
2. Grown mental strengths.
3. Interpersonal relation and cooperation among members has increased.
4. 45 percent (Dinajpur 30%, Joypurhat 15%) reported that they have savings.
5. 15 percent reported that working as a mixed group is strength.
6. Members of Rangamati Adivasi Marsal Club and Marbaha Adibashi Club of Fulbari mentioned that they are mixed groups and have representation of people from different age group as well which helps in the decision making process and also helps in maintaining discipline.
7. Members of Rangamati Adivasi Marsal Club of Fulbari, Binimoy Lokokendra Mohila Unnayan Songstha and Mukti Lokokendra of Panchbib said that having office space has given them an important their identity in the area. They referred to how union member, chairman and upazila officers come to their office and organize meetings.

#### 3.13.2 Weaknesses:

According to the CSO members the following are weaknesses of the CSOs;

- ❖ 80 percent CSOs said absence of office/permanent place for meeting and properly maintaining documents is a big weakness of the CSOs.
- ❖ 95 percent CSOs do not have legal identity or registration.
- ❖ Lack of management capacity, leadership capability, training on documentation and running an organization, financial management skill.
- ❖ Lack of education, awareness and information among the indigenous community people (members).
- ❖ 10 percent CSO members reported selection as opposed to election of committee members as a weakness.
- ❖ 55 percent CSO members mentioned that as they do not have savings it is difficult to run the organization.
- ❖ Irregular meetings, lack of presence of the members, no follow up of decisions taken are weaknesses.
- ❖ Lack of networking and communication skill with Union Parishad, Government offices and NGOs.

### 3.14 Needs support for the sustainability of the organizations:

All CSOs opined that they have very little opportunity to go forward without any support from World Vision and other partners. They considered forming these CSOs a great opportunity and hope to get necessary support from the respective organizations for their betterment in near and future. According to them, the following support they need immediately.

1. Training on leadership, office management, project management and financial management.
2. Training on networking and communication with different development partners and especially with government departments.
3. Training on human rights and providing legal support.
4. Awareness building on SSNP and the process of getting those.
5. Growing savings habit, generating CSOs own income and social mobilization.
6. Providing support to establish linkage with other CSOs in the area for greater benefit.
7. Taking initiative for regularizing monthly meeting of all members and formation of executive committee.
8. Support for establishing relation with union parishad members, chairman and with local political leaders and Member of Parliament.
9. Finally support for establishing social security of the indigenous people.

### 3.15 “Dream, Unity, Trust and hard work” A Success Case of a CSO

**Adibashi Mukti Unnayan Songstha of Khoyerdara village of Mahammadabad union of Joypurhat Sadar Upazila.** It started in January, 1999, CSO members mentioned that they were organized by World vision and affiliated with it. **They got social welfare registration in 2007.** They have a general body of 30 male and 270 female and 30 children a total of 330 members, their executive committee consist of one male and fourteen female members. According to them to face social stigma and other social taboos against women; strategically they have kept one male in the executive committee. Beside that; to easier movement of the women and getting reorganization from the man in the society they have included male members.

Adibashi Mukti Unnayan Songstha has their own office with minimum furniture for running their activities; they do not have internet facilities. They have separate washroom for men and women. In two room of their office they are running preprimary school and another room is used as office. They have two male permanent staff and one female pre-school teacher. Staffs were recruited through public advertisement in local dailies and one notice was hanged in the office noticeboard. Two of them have bachelor degree and one have completed higher secondary. ***They do not have staff service policy or gender policy.*** President of the organization mentioned that they do not have as such any written policy but they follow strict rule during recruitment and giving any benefit to their staff. President of Adibashi Mukti Unnayan

Songsth mentioned that staff services are evaluated by the members and renewed for the next year. She said that their job description is clearly described to them by the executive committee members; but they do not have any written document on these. She also said that staff benefits are given according to their performance. Two male staff of Adibashi Mukti Unnayan Songsth is fully involved in maintaining the accounts of the organization. They are responsible for collection of savings, keeping accounts of loan disbursement among the members, loan collection, maintaining ledger book and bank correspondences. They also prepare yearly financial report for annual general meeting of the members. They are also responsible for assisting external audit team.

They have well documented constitution/bylaws for running the organization. It was found that they have written and typed vision, mission, objectives, strategic plan and activities. It was found that they have hanged it in the office room to make it public and reminding to its members.

President of the CSOs reported that they conduct weekly, monthly and yearly meetings; weekly meetings are mainly for savings collection; in these meetings they do not follow any agenda. They maintain meeting resolutions systematically and keep proper follow up on previous discussion and decisions.

Members of Adibashi Mukti Unnayan Songsth reported that any decisions are made after discussion at monthly meetings. At first they discuss it in the monthly meeting with all village representatives, after that all village representative discusses that in their respective village and write down the resolution. In next meeting all village representatives discuss the issue and takes decision. In case of emergencies, special meetings are called and the issue discussed before any action is taken. They also said that anything related to their constitution is discussed in the annual general meeting before a decision is taken. Their finance / bank account is maintained by President+ Secretary and one executive committee member. They told that treasurer and field organizer of Adibashi Mukti Unnayan Songsth received training on savings and credit management from World Vision.

In this CSO all members have share in the organization and they save money regularly. Each year they participate in the annual general meeting. In case of any policy or constitutional change members of the general body are the highest authority. In the annual meeting they jointly take decision on the issues. According to their last bank statement dated 06-05-2016 they have taka. 128,67,493.48 saving in the bank. Members of the CSO reported that they have two type of savings programme; one is general for all members; each member weekly save taka ten, other one is special savings scheme for the benefit of the children; every member weekly save taka ten for their children. They also mentioned that anyone can save more than taka ten if they wants. They also told that they provide loan; with a minimum rate of interest to their members for doing individual income generating projects and other purposes.

As an organization for income generation they have garment business, income from road construction work, fish cultivation in leased pond and beef fattening project. They have taken pond as lease from union parishad and landlords of the area. They reported that from their own income they maintain other expenses of their CSO.

They reported that every year in their annual meeting yearly financial report is being presented to all members. They also said that in this meeting profit is announce and distributed among the members. They

invite deputy commissioner, social welfare officer, local chairman, members and other dignitaries in their annual meeting. They organize cultural programme and distributes prize among members for their contribution.

It was found that they have working relation with government departments and union parishad. Department of fisheries allocated; 10 Kilogram fish fry to this group for fish cultivation. In collaboration with social welfare department they have organized skill training for the woman member of the organization. Each month, they receive taka 5,000 from social welfare department as donation as a local organization. They also work with department of public health on awareness building on health and hygiene practice development. They worked with health department on safe child delivery, safe motherhood and nutrition awareness building programme of the government. They work with union parishad on sanitary latrine distribution, rural road construction and other development work.

As part of social work they run one pre-primary school in their own office building, sewing machine training for girls in the area, protect child marriage and drop out from the school, social mobilization and awareness building on health and hygiene practices in the area.

Members of Adibashi Mukti Unnayan Songstha; described as their strengths are: a) they are united and organized; b) developed savings habit and accumulated a good amount of savings; c) assimilated mental strengths; d) increased interpersonal relation and cooperation among members; e) working relation with government departments and union parishad. Finally they told that they knew that World Vision is with them.

As weakness they mentioned, a) lack of education, awareness and information among the indigenous community people (members); b) lack of management capacity, leadership capability, training on documentation and running an organization, financial management skill; c) lack of information, networking and advocacy capacity of the members.

Members of Adibashi Mukti Unnayan Songstha were well aware of different social safety net programmes. They mentioned all their school going kids are getting stipen, 13 women are getting allowances for the widows, three are getting old age allowances, one disable, one allowance for pregnant women, one VGD, one VGF and two are involve in food for works. President of the CSO told that considering the allotment received by the union parishad indigenous people are getting good number of SSNP support. They do not have dissatisfaction with the present distribution. She only emphasized that government needs to increase the total amount of SSNP support. She pointed out, that they prepare a list from different villages of potential receivers of SSNP support and submit that to union parishad chairman; latter they keep continuous contact in union parishad.

CSO members considered that forming these CSOs as a great opportunity and hope to get necessary support from World Vision and other partners for their betterment in near and future. According to them they need support on; a) training on leadership, office management, project management and financial management; b) training on networking and communication with different development partners; c) training on human rights, access to information and providing legal support; finally, providing support to establish linkage with other CSOs in the area for greater benefit.

### 3.16 SSNP knowledge and Access:

Members of 90 percent CSOs surveyed mentioned that they know of Old Age Allowances, VGD, VGF, Allowances for the Widows, Deserted & Destitute women, Allowances for pregnant women, for the poor lactating mothers, Female Secondary School Assistance Programme, Primary Education Stipend project, Allowances for the Disabled, Food for Work and 10-20 KG rice distribution during Eid festival.

5percent CSO of Dinajpur Sadar reported that they are not aware of Female Secondary School Assistance Programme, Primary Education Stipend project and Allowances for the Disabled. Five percent CSO of Birampur said they are not aware of VGD, VGF, Allowances for the widows, Deserted & Destitute women, Allowances for pregnant women, for the poor lactating mothers and Allowances for the Disabled (See Table-9).

It was found that 60 percent CSO members and some of their family members received SSNP support. It was also found that most of the members were aware who the other indigenous people are who receive SSNP support. However all CSO members reported that members of indigenous communities receive comparatively less SSNP support. According to the CSO members' lack of information on SSNP, less contact/relation with chairman and members and communication are major reasons for getting less. *"Silvia Kishku told for getting any support we need to go several time to Union parishad and talk with members and Chairman, at the end of such effort we are not sure that we will receive any thing or not, moreover some time they claim money for giving any support, instead of running after them it is better to work for somebody".*

It was found that none of the CSOs or any member of the CSOs have experience on working social safety net programme operated by the Union Parishad.

**Table-9 Awareness on Social Safety Net Programme of the CSOs**

Name of CSOs	Old age Allowances	VGD	VGF	Allowances for the widows, Deserted & Destitute women	Allowances for pregnant women, for the poor lactating mothers	Female Secondary School Assistance Programme	Primary Education Stipend project	Allowances for the Disabled	Food for Work
<b>Dinajpur Sadar</b>									
Sekhathi Adivasi Unnoyon Dol	√	√	√	√	√	√	√	√	√
Belbari Adivasi Nari Somaj Unnoyon Sangha	√	√	√	√	√	X	X	X	√
Rajarampur Adivasi Unnon Somity	√	√	√	√	√	√	√	√	√
Jubo Unnoyon Somobai Somity	√	√	√	√	√	√	√	√	√
<b>Fulbari Upazila</b>									
Rangamati Adivasi Marsal Club	√	√	√	√	√	√	√	√	√
Adivasi Nari Chail Tola somity	√	√	√	√	√	√	√	√	√
Marbaha Adibashi Club	√	√	√	√	√	√	√	√	√
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	√	√	√	√	X	√	√	√	X
<b>Birampur Upazila</b>									
Adivasi Lahanti Club	√	√	√	√	√	√	√	√	√
Dhonsa Adivasi	√	X	X	X	X	√	√	X	√

Somity									
Ruprampur Mohila Shongho	√	√	√	√	√	√	√	√	√
Shampur Ekota Shongho	√	√	√	√	√	√	√	√	√
<b>Joypurhat sadar</b>									
Adibashi Mukti Unnayan Songothon	√	√	√	√	√	√	√	√	√
Adibashi Mukti Unnayan Songsth	√	√	√	√	√	√	√	√	√
Pechulia Adibasi Unnayan Shangothan	√	√	√	√	√	√	√	√	√
Gangrail Adibashi Unnayan Songathon	√	√	√	√	√	√	√	√	√
<b>Panchbibi</b>									
Adibashi Unnayan Fedaration	√	√	√	√	√	√	√	√	√
Binimoy Lokokendra Mohila Unnayan Songstha	√	√	√	√	√	√	√	√	√
Kutahara Kola Mohola Somity	√	√	√	√	√	√	√	√	√
Mukti Lokokendra	√	√	√	√	√	√	√	√	√

**Note: Yes=√, No=X**



## Chapter Four: Recommendations and Conclusion

### 4.1 Recommendations:

#### a) Strengthen Organizational Structure:

- It is highly recommended to develop clear mission, vision, objective and set of specific inter-related activities for achieving the CSOs aspirations.
- All CSOs should have written constitution and legal registration for long term sustainability.

#### b) Capacity Development on Leadership, Project Management, Financial Management and Technical aspects:

It is highly recommended to provide different level of capacity development programme. At the initial stage training on;

- a) Leadership,
- b) Office management,
- c) Project management,
- d) Awareness building on Human rights &SSNPs and the process of getting those and grievance and redress mechanisms,
- e) Networking and communication with different development partners; especially with government departments.

At later organize training on;

- f) Access to information system,
- g) Financial management and participatory monitoring and evaluation.

It is apparent from the assessment that as an organization most of the CSOs are in a primary stage. They need continuous support and training to build up their capacity to work as an independent body and raise their voice for establishing their rights and access to SSNP supports.

#### c) Establishing Governance Process:

- It is important to develop organogram, gender and inclusion policy, member recruitment policy and strategy.
- It is important to establish good governance, transparency and accountability in the CSOs.

- Formation of gender balance executive committee and general body through election/selection is required to steer the organization.
- CSOs should organize regular meeting with members and keep all meetings and follow-up meetings proceedings to ensure good governance and transparency in the committee.
- It is highly recommended to ensure regular meeting with the presence of maximum members of the CSOs. Annual general meeting and reporting system needs to be introduced and ensure practice.

**Finally, it is recommended to form federation of the CSOs at district and National level to raise their voice for establishing their rights.**

## **4.2 Conclusion:**

It is apparent from the assessment that as an organization most of the CSOs are in very primary stage. They need continuous support and training to build up their capacity to work as an independent body and raise their voice for establishing their rights and access to SSNP supports.

Establishing Vulnerable Peoples' Rights and Access to social safety net programmes (EVPRA) may consider to set up a permanent place where CSOs can use as their office. The project must train CSO leaders on leadership, maintaining office document and basic communication rules with any offices. Motivation needs to be given to CSO members to develop ownership and sense of self responsibility.

Most of the CSO members know that if they have legal status they will be entitled to receive support from the government; this point needs to be capitalized and inspire them to maintain all formalities for getting legal status and providing knowledge about how to get registration from government.

All CSO members have experience working with different local, national and international organizations on different issues which effect their life and livelihood. Now they are ready to proceed for getting their basic rights with a technical support and guidance from EVPRA project.

## References:

Renzi, Mark. *An Integrated Toolkit for Institutional Development*. Public Administration and Development, Vol. 16, 1996.

Moore, M. *Capacity Building and the Humanitarian Enterprise*. International Development Research Centre, undated.

McKinsey and Company. *Effective Capacity Building in Nonprofit Organizations*. Venture Philanthropy Partners, 2001. Pp 33-34.

To view the McKinsey Capacity Assessment Grid visit [http://vppartners.org/learning/reports/capacity/full\\_rpt.pdf](http://vppartners.org/learning/reports/capacity/full_rpt.pdf). Another tool is the [Institutional Development Framework](#) (IDF) used by the USAID-funded Capable Partners Program (CAP).

**Annex: 1****List CSOs****List of CSOs with primary Information****EVPR A PROJECT AREA  
WVB, PUMDO and Pollisree**

SI #	Name of CSOs	Village	Union	Upazila name	District Name	Member			Contact Person	Contact Number	Types of CSO (Men/Wome/ Youth men/Youth Women CSOs)
						Male	Female	Total			
1	Rajbari Mohila Somity	Rajbari	Dinapur Municipality	Dinajpur Sadar	Dinajpur	2	16	18	Rina Minj	01744-772432	Women
2	Mosihopara Adivasi Unnoyon Dol	Uttor Gosaipur	Dinapur Municipality	Dinajpur Sadar	Dinajpur	3	27	30	Lakhhi	01786-957509 (Req)	Mixed
3	Kadam Baha Adivasi Unnoyon Dol	Santipara	Dinapur Municipality	Dinajpur Sadar	Dinajpur	3	15	18	Paula Hasda	01765-118375	Mixed
4	Sekhathi Adivasi Unnoyon Dol	Sekhathi	01 no Cheaelgazi	Dinajpur sadar	Dinajpur	5	13	18	Lakhhi Hasda	01761-192258	Mixed
5	Uttor Gobindopur Sapla Dol	Uttor Gobindopur	01 no Cheaelgazi	Dinajpur sadar	Dinajpur	9	21	30	Robin Hasda	01746-967858	Mixed
6	Belbari Adivasi Nari Somaj Unnoyob Sangha	Belbari	02 no Sundorbon	Dinajpur sadar	Dinajpur	6	12	18	Fulmoni Tudu	01796-847140	Women
7	Adivasi Community Center	Khosalpur	02 no Sundorbon	Dinajpur sadar	Dinajpur	2	28	30	Gones Tudu	01782-025899	Mixed
8	Pargawn Adivasi Somaj	Pargawn	03 no Fazilpur	Dinajpur sadar	Dinajpur	106	89	195	Sosil Hemrom	01722-679370	Mixed

	Unnoyon Songho										
9	Laldigi Adivasi Nari Somaj Unnoyonn Songho	Pargawn	03 no Fazilpur	Dinajpur sadar	Dinajpur	8	22	30	Sumita Hemrom	01773-707510	Women
10	Rajarampur Adivasi Unnon Somity	Rajarampur	04 no Shaikhpura	Dinajpur sadar	Dinajpur	4	16	20	Basonti Mingi	01727-959467	Mixed
11	Vatpara Adivasi Unnon Somity	Vatpara	04 no Shaikhpura	Dinajpur sadar	Dinajpur	4	16	20	Salomi Baske	01943-942220	Mixed
12	Purbo Ramnagor Adivasi Unnon Somity	Purbo Ramnagor	04 no Shaikhpura	Dinajpur sadar	Dinajpur	9	21	30	Moriom Risi	01755-353554	Mixed
13	Atto Sohaok Nari Unnon Songothon	Khod Madhobpur	05 no Sosra	Dinajpur sadar	Dinajpur	5	25	30	Monika Mardi	01722-893452	Women
14	Joepa Cooperative Credit Union	Joepa	05 no Sosra	Dinajpur sadar	Dinajpur	14	6	20	Johon Murmu	01744-876237	Mixed
15	Adivasi Saotal Community Center	Saydpur	06 no Auliapur	Dinajpur sadar	Dinajpur	15	35	50	Sunil Hemrom	01766-025377	Mixed
16	Khamar Jharbari Adivasi Gram Unnoyon Commity	Khamar Jharbari	06 no Auliapur	Dinajpur sadar	Dinajpur	0	30	30	Dipali Kisku	01751-538934	Women
17	Muradpur Lokkipara Jubo Unnoyon Somity	Muradpur	07 no Uthrail	Dinajpur sadar	Dinajpur	0	30	30	Nomita Rnai	01762-997812	Women
18	Godagari Jubo Unnoyon Club	Dokkin Gosipur	07 no Uthrail	Dinajpur sadar	Dinajpur	17	1	18	Sree Dipu Sing	01710-446948	Mixed

19	Boraipur Adivasi Unnoyon Songothon	Boraipur	08 no Sankarpur	Dinajpur sadar	Dinajpur	10	10	20	Baburam Hemrom	01752-013935	Mixed
20	Purbo Mohonpur Adivasi Unnon Songothon	Purbo Mohonpur	08 no Sankarpur	Dinajpur sadar	Dinajpur	10	11	21	Bisu Hemmrom	01787-904141	Mixed
21	Durgatoli Adivasi Songothon	Durgatoli	09 no Askorpur	Dinajpur sadar	Dinajpur	4	15	19	Sukesor Sing	01725-929423	Mixed
22	Sonakori Somobai Somiti	Sonakori	09 no Askorpur	Dinajpur sadar	Dinajpur	25	5	30	Sree Nitai	01744-200621	Mixed
23	Jubo Unnoyon Somobai Somity	Bogram Campara	10 no Komolpur	Dinajpur sadar	Dinajpur	13	6	19	Sree Gopal Chondro	01750-587687	Mixed
24	Komolpur Adivasi Songho	Komolpur	10 no Komolpur	Dinajpur sadar	Dinajpur	14	5	19	Basonti Ray	01745-727837	Mixed
25	Thutapukur Adivasi Songho	Sojonpukur	Phulbari Municipality	Fulbari	Dinajpur	15	20	35	Krisna Pahan	01725-574837	Mixed
26	Phulbai Hori Songothon	Uttor Sujalpur	Phulbari Municipality	Fulbari	Dinajpur	35	45	80	Temia	01720-992591	Mixed
27	Rangamati Adivasi Marsal Club	Rangamati	02 no Aladipur	Fulbari	Dinajpur	22	12	34	Porimol Soren	01743-139758	Mixed
28	Barai Adivasi Sotota Club	Barai, Jharkathi	02 no Aladipur	Fulbari	Dinajpur	22	8	30	Mithun Murmu	01794-966129	Mixed
29	Kudbir Mison Mohila Club	Parul Seson para	03 no Kazihal	Fulbari	Dinajpur	15	15	30	Sabina Hasda	01766-554847	Mixed
30	Pargana Porisod Club	Kazihal	03 no Kazihal	Fulbari	Dinajpur	12	18	30	Sujon Murmu	01786-958063	Mixed
31	Kudbir Puguri Ghutu Jubo Sangho	Gojkumar	03 no Kazihal	Fulbari	Dinajpur	18	12	30	Ruben Hasda	01761-118328	Mixed

32	Torun Cria Songho Jubo Unnoyon Somity	Foridabad	04 no Betdighi	Fulbari	Dinajpur	31	0	31	Bijoy Soren	01928-657768	Men
33	Adivasi Marsal Club	Cintamon	04 no Betdighi	Fulbari	Dinajpur	18	15	33	Raton Tudu	01795-188095	Youth
34	Himel Songho	Uttor Lokkipur	05 no Khoirbari	Fulbari	Dinajpur	35	0	35	Anil	01746-445273	Men
35	Adivasi Chail Tola somity	Purbo Moheshpur	05 no Khoirbari	Fulbari	Dinajpur	0	30	30	Sirita	01793-041004	Women
36	Marbaha Adivasi Jubo Unnoyon Club	Goalpara	06 no Daulatpur	Fulbari	Dinajpur	32	0	32	Sreemon Tudu	01762-710051	Youth
37	Adivasi Jubo Unnoyon Club	Joynogor	06 no Daulatpur	Fulbari	Dinajpur	22	15	37	Stephan Soraen	01935-420924	Mixed
38	Adivasi Gram Unnoyon Porisod	Tilaipara	07 no Shibnagar	Fulbari	Dinajpur	198	63	261	Epil Hasda	01925-925962	Mixed
39	Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	Dadpur	07 no Shibnagar	Fulbari	Dinajpur	0	36	36	Sumila Mardi	01786-878344	Women
40	Adivasi Yang Star Club	Beldanga	Birampur Municipality	Birampur	Dinajpur	35	0	35	Barnabas Hemrom	01749-974436	Men
41	Adivasi Ekota Club	Chockpara	Birampur Municipality	Birampur	Dinajpur	30	10	40	Horipodo Pahan	01704-248236	Mixed
42	Winner Jubo Unnoyon Club	Buridanga	01 no Mukundopur	Birampur	Dinajpur	19	11	30	Hakim Murmu	01736-892420	Mixed
43	Ranibazer Somaj Unnoyon Sangha	Mukundorpur	01 no Mukundopur	Birampur	Dinajpur	17	8	25	Rajen Murmu	01744-786987	Mixed

44	Maa Forum Mustir Chaul Samity	Choughoria	02 no Katla	Birampur	Dinajpur	0	25	25	Parul Lakra	01738-755575	Women
45	Adivasi Polli Unnoyon Somobai Somity	Ovirampur	02 no Katla	Birampur	Dinajpur	29	6	35	Montri Murmu	01723-253284	Mixed
46	Dhodorpara Alor Prodip Mohila Unnoyon Dol	Ratonpur	03 no Khanpur	Birampur	Dinajpur	0	22	22	Pirina Hasda	01776-862912	Women
47	Bottoli Sapla Adivasi Unnoyn Dol	Dhanjuri	03 no Khanpur	Birampur	Dinajpur	15	15	30	Agnes Soren	01760-884976	Mixed
48	Binail Chetona Somity	Binail	05 no Binail	Birampur	Dinajpur	10	11	21	Nores Murmu	01798-958295	Mixed
49	Aira Adivasi Somaj Unnoyon Somity	Aira	05 no Binail	Birampur	Dinajpur	16	14	30	Bimol Murmu	01722-900676	Mixed
50	Dhonsa Adivasi Somity	Dhonsa	06 no Jotbani	Birampur	Dinajpur	7	15	22	Minoti Hasda	01967-358545	Mixed
51	Mohipur Adivasi Somity	Jotmadhob	06 no Jotbani	Birampur	Dinajpur	15	15	30	Jiten Hasda	01757-128893	Mixed
52	Adibashi Mukti Unnayan Songothon	Suktahar	Jamalpur	Joypurhat	Joypurhat	0	30	30	Anita Karmakar	01781045453	Women
53	Adibashi Mukti Unnayan Songsth	Khoyerdara	Mohammadabad	Joypurhat	Joypurhat	3	27	30	Rekha Rani Mahato	01755448015 ( On Req)	women



54	Ashar Alo	Dakkhin Kandi	Vadsa	Joypurhat	Joypurhat	5	25	30	Vogoboti Karmakar	01738089025	Women
55	Bonomalipara Bely Adibashi Unnayan Songothon	Bonomalipara	Joypurhat Pourosova	Joypurhat	Joypurhat	0	30	30	Momota Rani Karmakar	01720961366	Women
56	Chitra Somity	Sahapur	Jamalpur	Joypurhat	Joypurhat	0	30	30	Badli Rani Karmakar	01738790124	Women
57	Dakkhin Dholahar Samajik Unnayan Songstha	Jamtoli	Dholahar	Joypurhat	Joypurhat	4	26	30	Beauty Tudu	01771838562	Women
58	Dishary Unnayan Songstha	Khonjonpur	Joypurhat Pourosova	Joypurhat	Joypurhat	0	31	31	Mousumi Rani Karmakar	01912739453	Women
59	Pechulia Adibasi Unnayan Shangathan	Pechulia	Dogasi	Joypurhat	Joypurhat	0	30	30	Lili Mahato	01774763315	Women
60	Fulpukur Somaj Kallayan Somity	Fulpukur	Bombu	Joypurhat	Joypurhat	16	14	30	Jhontu Pahan	01741917827	Men
61	Gangrail Adibashi Unnayan Songathan	Gangrail	Puranapoil	Joypurhat	Joypurhat	0	30	30	Bharoti Rani	01980611999	Women
62	Mohodipur Adibashi Unnayan Songstha	Mohodipur	Chakbarkat	Joypurhat	Joypurhat	9	21	30	Moni Tudu	01795028382	women
63	Niktipara Adorsho	Niktipara	Dholahar	Joypurhat	Joypurhat	4	26	30	Md. Alom Sarder	01796108781	Women

	Bohumukhi Somobay Somity										
64	Pali Adibashi Unnayan Songstha	Pali	Vadsa	Joypurhat	Joypurhat	11	18	29	Kartik Sing	01799608856	Men
65	Rabidaspara Nari Unnayan Somity	Kenduli	Amdoy	Joypurhat	Joypurhat	2	28	30	Ranjan Rani	01737856422	women
66	Santinagar Adibashi Babupara Unnayan Songthon	Shantipara	Joypurhat Pourosova	Joypurhat	Joypurhat	0	30	30	Somari Tigga	01760533231	Women
67	Sonartori Adibashi Unnayan Songstha	Belamla	Mohammadabad	Joypurhat	Joypurhat	2	28	30	Sagorika	01621444383	women
68	Sotahar Dharki Somaj Kollayan Songstha	Bormanpara	Bombu	Joypurhat	Joypurhat	14	16	30	Noro Hori Chandra Borman	01738191354	Men
69	Sundorpur Mohila Unnayan Songstha	Sundorpur	Chakbarkat	Joypurhat	Joypurhat	11	19	30	Jisupina	1733380247	women
70	Surjamukhi Somaj Unnayan Songstha	Kenduli	Amdoy	Joypurhat	Joypurhat	17	13	30	Binoy Lakra	01739967678	Men

71	Tazpur Adibashi Somaj Unnayan Songstha	Borotajpur	Puranapoil	Joypurhat	Joypurhat	11	19	30	Dilip Shingh	01781254570	Men
72	Thiot Mahatopara Adibashi Unnayan Songstha	Thiot	Dogachi	Joypurhat	Joypurhat	6	24	30	Kajoli Rani Mahato	01752081563	Men
73	Adibashi Unnayan Fedaration	Baguan	Dhoronjee	Panchbibi	Joypurhat	0	30	30	Minoti	01774110324	Women
74	Alor Kiron Gram Unnayan Kendra	Bostapara	Pourosova	Panchbibi	Joypurhat	2	28	30	Menuka Karmakar	01941725601	Women
75	Alor Shikha Gram Unnayan Kendra	Upazila Road	Pourosova	Panchbibi	Joypurhat	0	30	30	Rupali Roy	01733373741	Women
76	Bedgari I.F.M Krishok Club	Bedgari	Atapur	Panchbibi	Joypurhat	16	14	30	Sudhindrana th Mahato	01795864574	Men
77	Belpukur VRC	Belpukur	Kusumba	Panchbibi	Joypurhat	2	28	30	Gloria Baske	01722034259	Women
78	Binimoy Lokokendra Mohila Unnayan Songstha	Birnagar	Balighata	Panchbibi	Joypurhat	0	30	30	Kamla Malo	01783298834	Women

79	Chhatinali Adibashi Unnayan Songothon	Chhatinali	Aolai	Panchbibi	Joypurhat	10	20	30	Chandana Rani	01706424465	Women
80	Dohotpur Village Resource Center	Dohotpur	Kusumba	Panchbibi	Joypurhat	4	26	30	Upendra Nath	01714862630	Women leded but Men is President (all other office bearer are women)
81	Jamuna Gonokendra	Godaiapur	Mohammadpur	Panchbibi	Joypurhat	10	20	30	Shamoli	01788049328	Women
82	Khasbattra Shishu Bikas Kendra	Khasbattra	Ayma Rasulpur	Panchbibi	Joypurhat	5	25	30	Shuchitra Mahato	01748413944	Women
83	Khirapathar Gram Unnayan Somity	Khirapathar	Atapur	Panchbibi	Joypurhat	20	10	30	Mithun	01925605418	Men
84	Kutahara Kola Mohola Somity	Kutahara	Bagjana	Panchbibi	Joypurhat	0	24	24	Sheuly	01963450359	Women
85	Lakma Charch of The Mission	Lakma	Ayma Rasulpur	Panchbibi	Joypurhat	13	17	30	Nirmal das	01758498315	Men
86	Laksmikul Somaj Unnayan Songothon	Laksmikul	Aolai	Panchbibi	Joypurhat	8	22	30	Christina Kispotra	01731329748	Women
87	Mohua Lokokendra Mohila Unnayan Songstha	Danejpur	Pourosova	Panchbibi	Joypurhat	1	27	28	Lipi Debnath	01837870199	Women

88	Mukti Lokokendra	Rashidpur	Mohammadpur	Panchbibi	Joypurhat	2	23	25	Kajoly Rany	01773803017	Women
89	Payra Mohila Unnayan Songstha	Rupapur	Dhoronjee	Panchbibi	Joypurhat	7	23	30	Sujola Minjee	01731243573	women
90	Shapla Lokokendra Mohila Unnayan Songstha	Sultanpur	Balighata	Panchbibi	Joypurhat	0	30	30	Shamoli Pahan	01716180375	Women
91	Sonapur Birbaha Mohila Somity	Missionpara	Bagjana	Panchbibi	Joypurhat	0	30	30	Salomi Tudu	01774050237	Women
92	Risi Songho	Chokcoka	Phulbari Municipality	Phulbari	Dinajpur	0	30	30	Jumur Das	01751-725755	Women
93	Eruldanga Adivasi Unnoyon Songhothon	Aluari	01 no Aluari	Phulbari	Dinajpur	0	30	30	Putul Murmu	01735-645602	Women
94	Suripukur Santal Unnoyon Songhothon	Sreerampur	01 no Aluari	Phulbari	Dinajpur	0	30	30	Santoni Murmu	01705-818308	Women
95	Bottoli Adivasi Lahanti Club	Bottoli	03 no Khanpur	Birampur	Dinajpur	9	21	30	Noren Soren	01761-258196	Mixed
96	Dior Gram Unnoyon Committee	Dior	04 no Dior	Birampur	Dinajpur	0	30	30	Srimoti Usa Rani	01735-591238	Women

97	Ruprampur Gram Unnoyon Committee	Ruprampur	04 no Dior	Birampur	Dinajpur	0	30	30	Hasina	01774-282057	Women
98	Kollanpur Dinmojur Samity	Kollanpur	05 no Binail	Birampur	Dinajpur	15	15	30	Budhinath Hasda	01796-943807	Mixed
99	Chondipur Surjomukhi Dinmojur Somity	Chondipur	07 no Poliproayagpur	Birampur	Dinajpur	6	24	30	Devas Murmu	01773-871969	Mixed
100	Sampur Ekota Shongho	Sampur	07 no Poliproayagpur	Birampur	Dinajpur	7	23	30	Sumon Sing	01744-787419	Mixed

## Anex Tables:

**Table-1 Selected CSOs for Capacity Assessment**

Name of CSOs	Upazila	Union	Village	Member			Type of CSOs
				Female	Male	Total	
<b>Dinajpur Sadar</b>							
Sekhata Adivasi Unnoyon Dol	Sadar	01 no Cheaelgazi	Sekhata	18	-	18	Women
Belbari Adivasi Nari Somaj Unnoyon Sangha	Sadar	02 no Sundorbon	Belbari	28	03	31	Mixed
Rajarampur Adivasi Unnon Somity	Sadar	04 no Shaikhpura	Rajarampur	30	0	30	Women
Jubo Unnoyon Somobai Somity	Sadar	10 no Komolpur	Borgram Campara	13	6	19	Mixed
<b>Fulbari Upazila</b>							
Rangamati Adivasi Marsal Club	Fulbari	02 no Aladipur	Rangamati	12	22	34	Mixed
Adivasi Nari Chail Tola somity	Fulbari	05 no Khoirbari	Purbo Mohepur	30	-	30	Women
Marbaha Adibashi Club	Fulbari	06 no Daulatpur	Goalpara	21	9	30	Mixed
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	Fulbari	07 no Shibnagar	Dadpur	35	-	35	Women
<b>Birampur Upazila</b>							
Adivasi Lahanti Club	Birampur	03 no Khanpur	Dhanjuri	21	9	30	Mixed
Dhonsa Adivasi Somity	Birampur	06 no Jotbari	Dhonsa	15	7	22	Mixed
Ruprampur Mohila Shongho	Birampur	Deor	Ruprampur	7	-	7	Women
Shampur Ekota Shongho	Birampur	Poliparagpur	Shampur	3	4	7	Mixed
<b>Joypurhat sadar</b>							
Adibashi Mukti Unnayan Songothon	Sadar	Jamalpur	Suktahar	30	-	30	Women

Adibashi Mukti Unnayan Songsth	Sadar	Mhammada bad	Khoyerdara	270	30	300	Mixed
Pechulia Adibasi Unnayn Shangothan	Sadar	Dogachi	Pechulia	30	-	30	Women
Gangrail Adibashi Unnayan Songathon	Sadar	Puranpoil	Gangrail	30	-	30	Women
<b>Panchbibi</b>							
Adibashi Unnayan Fedaration	Panchbibi	Dhoronjee	Baguan	30	-	30	Women
Binimoy Lokokendra Mohila Unnayan Songstha	Panchbibi	Balighata	Birnagar	30	-	30	Women
Kutahara Kola Mohola Somity	Panchbibi	Bagjana	Kutahara	28	-	28	Women
Mukti Lokokendra	Panchbibi	6 no Mohammad pur	Rashidpur	23	2	25	Mixed

**Table-2 Date of CSOs Formation, Registration and Status of Meeting**

Name of CSOs	Formation date	Registration Status (Yes=√, No= x)	Meeting Held		
			Weekly	Monthly	Yearly
<b>Dinajpur Sadar</b>					
Sekhata Adivasi Unnoyon Dol	04-03-2016	X	√	√	X
Belbari Adivasi Nari Somaj Unnoyon Sangha	01-03-2016	X	X	√	X
Rajarampur Adivasi Unnon Somity	01-01-2014	X	√	√	√
Jubo Unnoyon Somobai Somity	01-03-2016	X	X	√	X
<b>Fulbari Upazila</b>					
Rangamati Adivasi Marsal Club	05-12-2012	X	X	√	√
Adivasi Nari Chail Tola somity	06-01-2015	X	√	√	X



Marbaha Adibashi Club	07-05-2013	X	X	√	√
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	01-06-2012	X	√	√	X
<b>Birampur Upazila</b>					
Adivasi Lahanti Club	28-06-2016	X	X	√	X
Dhonsa Adivasi Somity	01-12-2015	X	X	√	√
Ruprampur Mohila Shongho	21-07-2016	X	√	X	X
Shampur Ekota Shongho	11-05-2016	X	X	√	X
<b>Joypurhat sadar</b>					
Adibashi Mukti Unnayan Songothon	08-06-2016	X	X	√	X
Adibashi Mukti Unnayan Songstha	01-01-1999	√ (Social Welfare)	√	√	√
Pechulia Adibasi Unnayan Shangathan	24-04-2016	X	X	√	X
Gangrail Adibashi Unnayan Songathan	08-06-2016	X	X	√	X
<b>Panchbibi</b>					
Adibashi Unnayan Fedaration	07-07-2016	X	X	√	X
Binimoy Lokokendra Mohila Unnayan Songstha	28-07-2016	X	X	√	X
Kutahara Kola Mohola Somity	01-07-2016	X	X	√	X
Mukti Lokokendra	08-06-2016	X	X	√	X

**Note: Yes=√, No= x**

**Table-4 Status of Having Constitution/by Laws of the CSOs and Organogram**

Name of CSOs	Have Constitution/by Laws	Do not Have Constitution/by Laws	Organogram
<b>Dinajpur Sadar</b>			
Sekhata Adivasi Unnoyon Dol	X	X	X
Belbari Adivasi Nari Somaj Unnoyon Sangha	X	X	X
Rajarampur Adivasi Unnon Somity	X	X	X
Jubo Unnoyon Somobai Somity	X	X	X
<b>Fulbari Upazila</b>			
Rangamati Adivasi Marsal Club	X	X	X
Adivasi Nari Chail Tola somity	X	X	X
Marbaha Adibashi Club	√	X	X
Dadpur Adivasi Sromogibi Mohila Cooperative Credit Union	X	X	X
<b>Birampur Upazila</b>			
Adivasi Lahanti Club	X	X	X
Dhonsa Adivasi Somity	X	X	X
Ruprampur Mohila Shongho	X	X	X
Shampur Ekota Shongho	X	X	X
<b>Joypurhat sadar</b>			
Adibashi Mukti Unnayan Songothon	X	X	X
Adibashi Mukti Unnayan Songstha	√	X	√
Pechulia Adibasi Unnayn Shangothan	X	X	X
Gangrail Adibashi Unnayan Songathon	X	X	X
<b>Panchbibi</b>			
Adibashi Unnayan Fedaration	X	X	X
Binimoy Lokokendra Mohila Unnayan Songstha	X	X	X
Kutahara Kola Mohila Somity	√	X	X
Mukti Lokokendra	X	X	X

**Note: Yes=√, No= X**

**Annex Organizational Capacity Assessment Tools:**

**Organizational Capacity Assessment Tools**

1. Name of Organization.....
2. Date of Formation.....
3. Do you have any kind of registration? .....
4. How many members you have in your governing/general body?  
Male.....Female.....Total.....
5. How many members you have in your executive committee?  
Male.....Female.....Total.....
6. Do you have a constitution/by laws? ...Yes/No.....
7. Organization have
  - 7 a. Vission.....Yes/No
  - 7b. Mission.....Yes/No
  - 7c. Objectives.....Yes/No
  - 7d. Strategic Plan.....Yes/No
  - 7e. Activities.....Yes/No
8. How many permanent and temporary staff you have?  
Permanent...Male.....Female.....Total.....  
  
Temporary .....Male.....Female.....Total.....
9. How do you recruit your staff?

10. Do you have staff recruiting policy? .....Yes/No
11. Do you have gender policy for your organization? Yes/No
12. Can you provide us list of your staff, their qualifications and the training so far they have received?
13. Do your organizations have bank accounts? Yes/No
14. How your bank accounts is operated? Who are the signatory of your bank account?
15. From where you get fund for running your organization?
16. How many projects do you have now? What are the projects? Please specify their budget also?
17. Who were your previous funder or with whom you work before?
18. How many people work in your account department? What qualifications they have?
19. Do you have any organogram of your organization? Yes/No.....
20. How your organization is run or how management decisions are taken?
21. Do you have any partnership with any organization? Yes/No
22. Do you know what are the social safety net programs are operating in your locality?
23. Do you as an organization have ever worked on social safety net programme (SSNP)? If yes what were the programmes.
24. Do you have any working relation with union porishad? Please explain-
25. Do anyone of you are member of any social safety net programme operated by the Union Porishad?

26. Observation: have own office room, furniture (chair/table/almirah), availability of other utilities etc.

27. Washroom facilities: have separate washroom for male and female.

28. Have internet access....Yes/No

Name of Data Collector:

Date:



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## Annex: Field Photographs

FGD with Women CSO



Meeting with Women and Social welfare Officer







## FGD with Male CSO



## Briefing CSO members on the Assessment



CSO with young Santal Community



Workshop at Fulbari



## FGD with one Mixed group



## CSO Complex at Joypurhat

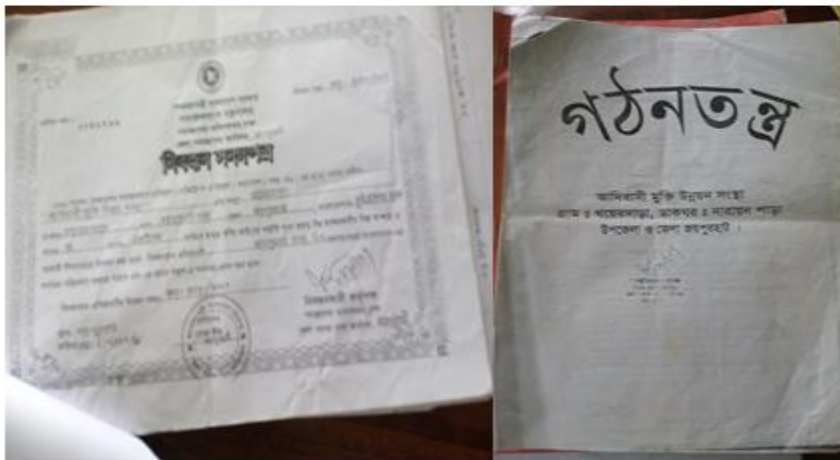




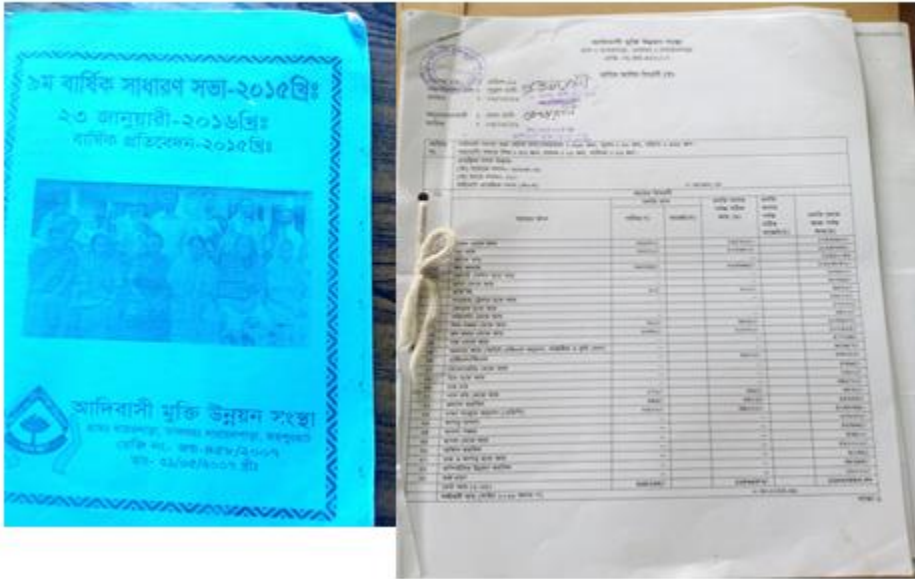
### FGD with CSO at Joypurhat



### Sample of Registration & Constitution



# Report of Yearly Meeting & Bank Statement



# Workshop at Joypurhat

