

**Kashmir Charitable Trust-AJK**  
**Lower Plate near Four fields Mosque Muzaffarabad**  
**Two days workshop's report reference with**  
**Capacity Building of core staff in**  
**A Nonprofit Organization**  
**Dated: January 2006**



## **Introduction**

Kashmir charitable trust was registered as a charity organization in UK with registration no. 1053171. KCT has been working since 1996 for people in Kashmir who are the most vulnerable and marginalized specially women and children. After the earthquake of 2005 KCT joined the efforts made for relief and rehabilitation of victims of quake. KCT-UK team has developed the capacity of local volunteers up to the level that in 2007 they registered a local organization in Azad Kashmir with same name and registration no. 6320. The reason for registering a local organization is local people can work for the development of their community in more efficient and effective way.

## **Outlines for the workshop**

Many people find themselves working in nonprofit organizations because they are committed to the organization's mission, whether it is saving the environment, improving education, increasing civil rights or creating access to housing. While the positive energy associated with the commitment, people bring to working in a nonprofit can go a long way, nonprofit staff often need assistance in facing numerous management challenges.



Building the capacity of persons means providing activities, resources and support to strengthen the skills and abilities of these people. This will include focusing on developing skill, information, knowledge and confidence within the staff. It lays the foundation to develop effective regeneration work. It assists them to get involved, raising self-esteem and confidence and learning by taking part in projects. It enables them to make lasting and positive changes that they prioritize themselves. It can happen through a variety of activities and projects.

## **Objectives**

- To help the staff to understand and manage their changing circumstances there by improving supplies of human, social, financial and natural resources.
- To enable the staff to make ever lasting and positive changes in their work.
- To provide them an area for work.
- To enable them to reset aspirations and strategies for the organization

## **Agenda of the workshop: Capacity Building of the workforce**

### **Resource persons**

**Mr. Fazil Mughal, Project Manager**  
**Mr. Aamir Khawaja, Regional Coordinator**  
**Mr. Ashar Awan, Resource Mobilizer**

### **Participants:**

All the staff of Kashmir Charitable Trust

### **Sessions:**

Single session for each day in the evening

### **Activities of First day**

- **Inauguration**

The workshop on 'Capacity Building' in the context of 'Nonprofit Organization' organized by the project Manager of Kashmir Charitable Trust-UK, in its regional office, Plate Muzaffarabad. The introductory session was initiated by Mr. Ashar Awan who made a brief presentation on the objectives of the programme, the aims and agenda of the workshop, the involvement of Development Alternatives in it as well as the requirement of holding such capacity building workshop in order to strengthen the program.

- **Presentations**

**Mr. Fazil Mughal** has defined capacity building first briefly as we all live and work in a complex and dynamic environment where one of the few certainties is constant change. It occurs when relevant communities of practice consciously utilize their stock of human and social resources and their access to financial, physical, and natural resources to improve a situation and improve the stock of capital in the process. Capacity building involves human, social, physical, financial and natural resources. It involves improving the stock of capital. A prerequisite to doing this is involving the people and groups whose practices and access to capital are integral to improving a particular situation and achieving a specified goal. In this way, those who have an interest in are affected by the outcome of capacity building area community of practice.



**Mr. Ashar Awan** drew the sketch of not profit organization. He said that Nonprofits, just like businesses, need to focus on building the capacity of their entire organization if they want to maximize their social impact. Both board and staff need to dedicate themselves to raising capacity building to the same level of importance and attention as program development and management – to think early and often about strengthening the organization in lockstep with implementing programs.



### **Participant's expectations:**

- Responses solicited from the participants regarding their expectations from the Workshop.
- To learn from each other's experiences.
- Defining development not only through plans and reports but also through practicality of approach.
- Getting sensitization on gender issue.
- How to form platform for various issues.
- The methods to counter threats to developmental activities, specially women's issues

## **Activities for second day**

Capacity building in the nonprofit sector is frequently needed in the areas of organizational development, strategic and long range planning, developing fundraising plans, developing financial management systems, board development, human resources development, developing volunteers program, technology, marketing and measuring outcomes.

- **Why Capacity Building Matters**

Capacity building refers to activities that strengthen the ability of organizations or individuals to successfully undertake development activities.

"Capacity building" is one of those words that mean all things to all people and nonprofits have approached and interpreted capacity building in many different ways. As a starting point, therefore, the team developed a "Capacity Framework" to provide a common vision and vocabulary for nonprofit capacity.

Many organizations in the independent sector, especially smaller groups or recently founded institutions, continue to neglect building organizational capacity in favor of developing and organizing programs.

- **The Seven Elements of Nonprofit Capacity.**

The seven elements of nonprofit capacity are closely connected, and organizations need to do some serious strategic thinking about which element of capacity to build first. Nonetheless, each element is distinct.

1. Aspirations:
2. Strategy:
3. Organizational Skills:
4. Human Resources:
5. Systems and Infrastructure:
6. Organizational Structure:
7. Culture:

### **Workshop evaluation**

At the end of the programme, like any other capacity building workshops, participatory evaluation exercise was carried out, where regional coordinator(RC) raised five crucial questions to assess the entire workshop. At the end of the exercise, it came out that the most of the participants marked the programme as a medium level programme.

Against this backdrop, now the challenge before the RC is to make the programme better in terms of its content. Furthermore, it has to be more participatory and informative. Apart from this, qualitative improvement was felt that it is another area of concern for the organizer to take into account for the future workshops.