**OCAT Round 1 – Partner Reflections**

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| **Organisation name:** |  |
| **Date:** |  |
| **Completed by:**  (Printed name of organisation representative) |  |
| **Freedom Fund staff:**  (Name and signature of FF Program Advisor) |  |

**Background:**

Throughout partner organisations of the Freedom Fund completed an Organisational Capacity Analysis using a standardised process, the OCAT. The OCAT provided the space for staff members across organisations to reflect and celebrate their strengths, but also to identify areas for further growth and development. After the OCAT was completed, each hotspot partner developed an organisational capacity building plan that prioritised the key action items and areas for development that had emerged. To help support this plan, the Freedom Fund provided $5,000 in capacity building funding. The plan is to be implemented within 18 months from the commencement of first phase of OCAT.

**Update:**

Your organisation is about to administer the OCAT for the second time. This will give you and other Hotspot partners the opportunity to reflect on the growth or challenges your organisation has faced in the past 12-18 months and allow you to track the changes in your organisational capacity over time.

**To help prepare for the next OCAT administration, we are asking all partners to provide an update on planned activities as well as make a self-assessment of the progress achieved against OCAT capacity building priorities**.

**Instructions:**

1) Fill in the table with your three capacity building priorities from OCAT Round 1. For each priority, note down the activities you planned. For each activity, tick either ‘Completed’ or ‘Not Completed’ depending on whether or not the activity has taken place.

2) Evaluate your organisation’s overall progress by indicating whether or not you think you have made significant progress across your identified priorities.

Please be as realistic in your assessment as possible. The purpose of this form is to gain an accurate picture of your organisation’s capacity building progress and help to identify further areas for growth. **Your answers will NOT affect future OCAT funding and will not be assessed by the Freedom Fund.**

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| **Priority 1:** | | | | |
| **Activity** | **Please tick** | | **Comments** | |
| Activity 1: | **Completed** |  |  | |
| **Not Completed** |  |
| Activity 2: | **Completed** |  |  | |
| **Not Completed** |  |
| Activity 3: | **Completed** |  |  | |
| **Not Completed** |  |
| **Priority 2:** | | | | |
| Activity 1: | **Completed** |  |  | |
| **Not Completed** |  |
| Activity 2: | **Completed** |  |  | |
| **Not Completed** |  |
| Activity 3: | **Completed** |  |  | |
| **Not Completed** |  |
| **Priority 3:** | | | | |
| Activity 1: | **Completed** |  |  | |
| **Not Completed** |  |
| Activity 2: | **Completed** |  |  | |
| **Not Completed** |  |
| Activity 3: | **Completed** |  |  | |
| **Not Completed** |  |
| **Question** | **Please tick** | | | |
| **How do you rate your progress towards increasing your capacity in your priority areas?** | **Capacity substantially increased related to priority areas** | | |  |
| **Capacity not substantially increased related to priority areas** | | |  |
| **Partner Reflections**  Please note down any comments you have about OCAT round 1. This could include any successes, lessons learned, areas for improvement, or action points for OCAT round 2. | | | | |
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