**Organizational Assessment Survey - Resource Mobilization**

**CSO Survey Instrument**

This survey will be programmed, tested, and disseminated using any suitable communication mode to the partner organizations by the Family Planning Association Sri Lanka or Mangala Fernando – the Consultant.

**Informed Consent and Confidentiality:**

Electronic-mail (E-mail) header:  CSO Survey – please complete and return by XX

From Mangala Fernando

Hello, I am Mangala Fernando (PhD) and I have been authorized by the Family Planning Association Sri Lanka (FPA) to reach to you with a view to support you/ your organization to achieve organizational wide sustainability in funds.

Your information is very important for me to design a customized fund-raising campaign for your organization.

Please be assured that the information shared with me/ FPA will not be placed under any third-party bodies without your written consent.

If you have any follow up questions, please contact Mr Ranaka Siriwardana at ranaka@fpasrilanka.org

Do you confirm your consent to participate in this survey?

1. Yes à Proceed to survey
2. No à End Survey (Please send the blank survey to us)

**The Survey Questionnaire:**

|  |  |
| --- | --- |
| Basics  | Answer  |
| Name of the Organization  |  |
| Name of the Respondent  |  |
| Name of the Organizational head |  |

|  |
| --- |
| AQ 1: What advantage does the history of the organization provide when dealing with donor organizations?   |
| 1  | 1.1 When was the organization started? 1.2 Who started it?1.3 What was the rationale behind the initiative?   |  |
| 2  | 2.1 Who was the initial funder and funding amount?2.2 Who were the funders after the first funder and funding amounts?  2.3 Do you have one or many core funders and funding amounts?  |    |
| 3  | 3.1 How much funding have you raised already for last 3 years?  |  |
| AQ2: What is current portfolio of the organization?  |
| 4 | 4.1 What is your organizational mandate?4.2 What are the current projects/ programmes you conduct? |  |
| 5 | 5.1 What are the geographical locations your projects/ programmes cover in Sri Lanka? |  |
| 6 | 6.1 Who are the main target groups/ final beneficiaries covered by your projects/ programmes in Sri Lanka? |  |
| AQ3:  Who constitute your funding base in your organization?  |
| 7 | 7.1 Who is the main funder of your organization now? 7.2 If you have 2 or more main funders who are they? 7.3 What are their funding amounts?  |  |
| 8 | 8.1 How long will the current funding last? |  |
| 9 | 9.1 Do you have any funding assurance to the future? |  |
| AQ4: What is your level of dependency on funders?  |
| 10 | 10.1 Do you have any income to continue your projects/ programmes other than donor funding?  |  |
| 11 | 11.1 Do your target groups/ final beneficiaries make any payment to your services?  |  |
| 12 | 12.1 How long will your current funding be able to pay for your key staff?  |  |
| AQ5: What is your internal capacity on fund raising?   |
| 13 | 13.1 Who is your organizational unit/ person designated for donor relations?  |  |
| 14 | 14.1 Who is your organizational unit/ person designated for proposal design?  |  |
| 15 | 15.1 What are the qualifications/ experience base of officers of your organization who perform the duties of donor relations and proposal design?  |  |
| AQ5: What is your level of effort?   |
| 16 | 16.1 How many project proposals did your organization submit during July 2020 to July 2021?  |  |
| 17 | 17.1 How many project proposals you submitted during July 2020 to July 2021 attracted donor funding?  |  |
| 18 | 18.1 How many new donors did you identify during July 2020 to July 2021? |  |
| AQ6: What is your strategy to update your fund-raising skills?  |
| 19 | 19.1 How do you come to know about new funders and funding?  |  |
| 20 | 20.1 When did your designated donor relation/ proposal designer receive any formal training on fund raising?  |  |
| 21 | 21.1 How far are you familiar with the following terms? TOC, Log frame model, rights-based approach, MEAL, and indicators? |  |