Capacity Self Assessment - TEMPLATE

Introduction

Support to Capacity Development for Lobby & Advocacy is a major component of the Open Contracting programme. Any effort to develop capacities starts with an assessment of existing capacity. We believe that the capacity of an organization cannot be “built” from outside; capacity development is the own responsibility of an organization. It can be externally supported, however. Likewise we believe that capacity assessment also has to start with a self-assessment. The self-assessment is the basis for dialogue with external actors.

To facilitate this capacity self-assessment for lobby and advocacy we have designed a template of generic items[[1]](#footnote-1) . The template’s purpose

Is to serve as a starting point for our dialogue on capacity development for lobby and advocacy.

The template consists of three parts:

1. A rating of your organisation’s capabilities on the proposed items.
2. Please note that at the bottom you can add items you think are also relevant for your Lobby & Advocacy capacity. You can also indicate when you think an item is not relevant, or when you are not clear about the meaning of an item (we obviously hope there are all clear).
3. A brief summary of what you consider the most important aspects
4. Your priorities for capacity strengthening.

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|  | 1. How would you 'rate' - on a scale of 1 (very weak) to 10 (excellent) your organisation's (please mark your scores with an X): | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | Not relevant | Not sure |
| C.1. | ability to develop focus, take decisions, plan and translate these into organisational action |  |  |  |  |  |  |  |  |  |  |  |  |
| C.1. | ability to mobilise resources (financial, human, facilities) |  |  |  |  |  |  |  |  |  |  |  |  |
| C.1. | ability to mobilise constituency |  |  |  |  |  |  |  |  |  |  |  |  |
| C.1. | ability to mobilise the public |  |  |  |  |  |  |  |  |  |  |  |  |
| C.2. | ability to mobilise allies & champions |  |  |  |  |  |  |  |  |  |  |  |  |
| C.1. | ability to articulate constituency views and needs into an agenda for Lobby and Advocacy |  |  |  |  |  |  |  |  |  |  |  |  |
| C.1. | ability to build compelling cases and formulate credible arguments |  |  |  |  |  |  |  |  |  |  |  |  |
| C.1. | establish credibility and legitimacy as partner |  |  |  |  |  |  |  |  |  |  |  |  |
| C.2. | to achieve access to resources (financial, knowledge, information, human, facilities) |  |  |  |  |  |  |  |  |  |  |  |  |
| C.2. | to plan and execute strategy effectively, based on a Theory of Change while relating to the context |  |  |  |  |  |  |  |  |  |  |  |  |
| C.2. | to generate, mobilise and use knowledge as a basis for evidence-based lobby and advocacy |  |  |  |  |  |  |  |  |  |  |  |  |
| C.2. | to relate to decision-making actors, arenas and processes |  |  |  |  |  |  |  |  |  |  |  |  |
| C.3. | ability to adapt the scope of the issue to be relevant for the broader network |  |  |  |  |  |  |  |  |  |  |  |  |
| C.3. | ability to learn internally (culture of learning and internal reflection) |  |  |  |  |  |  |  |  |  |  |  |  |
| C.3. | knowledge of shifting contexts and relevant trends |  |  |  |  |  |  |  |  |  |  |  |  |
| C.3. | ability to analyse (external) risks and prepare steps for risk mitigation |  |  |  |  |  |  |  |  |  |  |  |  |
| C.3. | ability to adjust to changing contexts |  |  |  |  |  |  |  |  |  |  |  |  |
| C.3. | ability to adapt lobbying and advocacy to external actors and factors |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to build and maintain networks with other stakeholders |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to maintain appropriate communication with the larger network |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to maintain clarity about relations with relevant networks |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to deal with tensions in the broader network |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to involve network partners in learning and decision making |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to establish and maintain visibility and presence in decision making arenas |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to relate to decision makers / lobby targets |  |  |  |  |  |  |  |  |  |  |  |  |
| C.4. | ability to establish credibility and legitimacy in the eyes of decision makers/ lobby targets |  |  |  |  |  |  |  |  |  |  |  |  |
| C.5. | ability to balance diversity and achieve coherence expressed in vision, strategy and practices |  |  |  |  |  |  |  |  |  |  |  |  |
| C.5. | ability to establish clear internal processes of participation and clarity of roles |  |  |  |  |  |  |  |  |  |  |  |  |
| C.5. | ability to include and represent different layers and geographical areas in agenda-setting, policy-influence and changing practice |  |  |  |  |  |  |  |  |  |  |  |  |
| C.5. | ability to include and represent different layers and geographical areas in representation of the alliance or network |  |  |  |  |  |  |  |  |  |  |  |  |
| C.5. | ability to deal with diverging opinions, voices, interests and objectives within your network |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.1 | solid understanding of the public budgeting process (budget cycle) |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.2 | solid understanding of public contracting process |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.3 | solid understanding of the interests of stakeholders involved in public contracting |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.4 | solid understanding of domain specific issues in public contracting (extractives, constructions, health, education, agriculture, etc.) |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.5 | solid understanding of relevant data sources and their accessibility and quality |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.6 | solid understanding of the Open Contracting Data Standard (OCDS) |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.7 | ability to access the data sources required for evidence based advocacy (via official sources, FOI requests, scraping, investigations, etc) |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.8 | ability to clean and structure messy datasets |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.9 | ability to analyse data |  |  |  |  |  |  |  |  |  |  |  |  |
| OC.10 | ability to use data for evidence based advocacy (storytelling, visualisation) |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | Other ability, namely: ability to advocate for law reforms |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Other ability, namely:ability to undertake social accountability |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Other ability, namely:Ability to conduct coalition development and management |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Other ability, namely: |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Other ability, namely: |  |  |  |  |  |  |  |  |  |  |  |  |

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| 2. Please summarize what you consider to be the most important aspects of your organisation’s Capacity for Lobby & Advocacy in the Open Contracting programme ? |
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| 3. What do you consider to be priority aspects for strengthening your organisation’s Capacity for Lobby & Advocacy ?  What topics do you need most help in to strengthen your organization's capacity for Lobby and Advocacy? |
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1. Based on the so-called 5C framework (originally developed by ECDPM). The list in this document are capabilities that have emerged as important to achieve L&A goals and outcomes in the International L&A (ILA) evaluation of the Dutch MFS II programme. You can find the ILA report [here](https://partos.nl/fileadmin/files/Documents/10._Int._Lobby___Advocacy_endline_report.pdf). The general 5C model consist of 5 capabilities that are closely linked to each other:

   1. Capability to commit to and act on a Long-term vision
   2. Capability to deliver on objectives
   3. Capability to adapt and self-renew
   4. Capability to relate
   5. Capability to achieve coherence

   We have added a category specific to the work of infomediaries in Open Contacting under OC [↑](#footnote-ref-1)