

# Institutional Capacity Building (ICB)

## Achievements Made During Year 2 of Implementation (April 2021)



The purpose of the Institutional Capacity Building (ICB) program is to strengthen and/or develop internal systems and structures that will improve the capacity, and enhance the vitality, of institutes of Catholic sisters. The ICB program grew out of an identified need to develop the capacity of congregations and National Conferences or Associations to function as sustainable entities, building on the impact created by ASEC alumnae and the organizational strengths already in existence.

The ICB Program completed its second year of capacity building in March 2021. In ICB Year 2, ASEC completed its partnership with consultants in Ghana to build the vitality and internal capacity of the Conference of Major Superiors of Religious in Ghana (CMSRGH), a national institute/conference of women and men religious. Key learnings from Year 2 are shared below.

### Internal Systems:

- governance
- strategic planning
- human resources management
- asset/financial management
- data management



## ICB PROGRAM YEAR 2: NATIONAL CONFERENCE + CONGREGATION ACHIEVEMENTS



### Overall Strengthening of Governance & Policies

As part of their five-year Strategic Plan, the national conference implemented several internal systems that will assist them in governance. The conference was reorganized to include a governance executive council of seven members, as well as a management layer consisting of secretariat staff. Financial and administrative policies were developed and implemented. A constitution was mounted to guide the activities of the conference and a monitoring and evaluation framework was developed, including a budget to carryout the plan.



### Appointment of Administrative Staff

In order to effectively lead the national conference, it was determined that individuals would need to be appointed to carryout key leadership roles. An administrator was appointed, as well as a resource mobilization officer. Members were also elected to the executive council- spearheaded by the President.



### Increased Engagement of National Conference Member Congregations

Member institutes were mobilized as a result of the strengthening of the national conference. At the conclusion of Year 2's engagement, 48 institutes were registered with the national conference.



### Equivalency Determination Status Achieved

As a by-product of engaging with the consultants, the national conference was able to achieve equivalency determination status which allows US-based funders to transact with the conference.



### Increased Funding

Strengthening the internal systems of the national conference has attracted donor funding, increasing the availability of funds for vital projects. In addition, funds legally allocated to the national conference were also discovered.



### Legal Incorporation of Conference & Institutions

The conference achieved legal incorporation in Ghana which will allow them to own assets and properties, sue and be sued, and operate bank accounts. Legal incorporation also increases visibility and credibility in the eye of the public. A total of 10 institutions were also able to achieve legal incorporation.



### Progress Made Towards Building Secretariat

In order to provide physical credibility to the national conference architectural design plans were made to build a secretariat. Land rights were also registered and the land was walled.



### Development of Websites & Logo

With the assistance of the consultants the national conference and the two identified congregations were all able to develop websites to enhance their visibility. As part of this endeavor, the national conference also developed a logo.