

Mobilise Resources for a New Venture Self-Assessment

Instructions: The self-assessment is designed to determine your understanding of the information presented in this module. After reading the material answer the following questions. Use the scoring key at the end to gauge your understanding of the topic.

1. Identify five categories of resources that organizations utilize. (5 points)

2. List the five characteristics of SMART organizational objectives (5 points)

True or False:

_____ 3. An organizational plan identifies the activities and resources necessary to achieve the organization's objectives.

_____ 4. After the organizational plan is drawn up, it is crucial to review the resource situation.

_____ 5. A "strategic resource gap" is the difference between the resources an organization has and those that it needs in order to carry out the organizational plan.

_____ 6. Resource mobilization mechanisms are the processes of requesting and getting resources.

7. List three categories of resource mobilization mechanisms. (3 points)

8. Identify five categories of resource providers. (5 points)

_____	_____
_____	_____

True or False:

- _____ 9. The ideal way to request resources is through E-mail.
- _____ 10. If requesting resources in a face-to-face meeting it is important to meet the potential resource provider before sending a proposal.
- _____ 11. Prepare for a meeting with a potential resource provider by preparing a project summary.
- _____ 12. In an early-warning system the strengths and weaknesses of each resource must be identified.
- _____ 13. After resources are put to use it is imperative to list problems that could arise.

Match the steps involved in problem solving (listed in the right-hand column) with the appropriate description on the left hand column.

- | | |
|---|----------------------------------|
| _____ 14. Judging alternatives against organizations objectives | A. Investigate the situation |
| _____ 15. Obtain information by observation and research | B. Gather information |
| _____ 16. Decision-makers should be led by experience, available resources, technology, mission, and policy | C. Establish decision objectives |
| _____ 17. Identify and define the problems | D. Diagnose the causes |
| _____ 18. Determine if the end result is in line with the proposed solution | E. Develop alternatives |
| _____ 19. Decide what part must and should be solved | F. Evaluate the alternatives |
| _____ 20. The result of steps taken to solve a problem | G. Select the best alternative |
| _____ 21. Identify the symptoms of the problem | H. Implement the decision |
| | I. Evaluate the results |

_____ 22. Despite objective evaluation, intuition and judgment play an important role

True or False:

_____ 23. Before planning your work, it is important to hire professionals outside of the NGO/CBO.

_____ 24. Once areas requiring professional expertise have been identified, a brief must be written and resource providers must be approached.

_____ 25. Records of professional advice received by an NGO/CBO must be kept for future reference.

Scoring Key

Give yourself 1 point for each correct answer then fill in your total score below.

(1) Material goods, free service and facilities, money, technical assistant, human resources; (2) Specific, measurable, achievable, realistic, have a time frame; (3) True; (4) False; (5) True; (6) True; (7) Submitting grant proposals, special events, running small business; (8) International NGOs, bilateral and multilateral organizations, national governments, businesses, individuals (9) False; (10) True; (11) True; (12) True; (13) False; (14) F; (15) B; (16) E; (17) A; (18) I; (19) C; (20) H; (21) D; (22) G; (23) False; (24) True; (25) True.

TOTAL SCORE: _____
(Number of correct answers)

Interpret your score:

35-39 points: You have a good to excellent understanding of the material.

31-34 points: You have a good understanding of the material but should review the information related to the questions that you answered incorrectly.

27-30 points: You have an average understanding of the material and should carefully re-read the sections that contain the questions you answered incorrectly.

≤26 points: You have an inadequate understanding of the material. Repeat this module before proceeding.

NOTE: The material in this module is intended to provide general principles and guidelines for those working in NGOs and CBOs. To be effective, the reader must also understand national and local rules, regulations, customs and practices that pertain to his or her specific organization.