

**D. ALL ORGANIZATIONS THAT RECEIVED FUNDING DURING THE PREVIOUS FINANCIAL YEAR**

30. **Evaluation of services** during the previous financial year: please use your Service Plan submitted for the previous financial year to assess changes, and/or the impact made by your organisation and its service rendering. Some organisations signed a contract with the department and had to submit regular progress reports. This evaluation will therefore be a summary of such reports if you were required to do so during the previous financial year.

30.1 **Management:** Refer to issues such as - were new members elected? Did training of new members take place? Does the management body reflect the Constitution of South Africa/your community? Did the management committee/board meet regularly or were there problems regarding this, and if so, why? Did the management know the contents of the Service Plan/was it discussed with the committee/board? Is there a succession plan; what does the constitution say regarding the period allowed to serve as a member. Did management monitor the service and how was it done?

30.2 **Personnel:** Does staff structure reflect EE policy? Did training of staff take place? What was the result and impact of training? Was staff involved in decision making and planning? Did staff receive regular supervision? What was the staff turn-over; did this create problems for continuity of service? Did staff performance assessment take place?

30.3 **Implementation Plan:** Discuss results of services and activities as specified in previous service plan. What was achieved? What were the constraints and/or challenges?

30.4 **Networking:** what was the purpose of networking (working agreement) with the Department's district office and other role-players in the community? What was the result of the networking/working agreement: did it enhance service delivery, and contribute to the success of services/activities/events planned together? Were problems experienced and how were they overcome?

30.5 **Budget:** Did you cost activities/projects and was this realistic in terms of planning and activities? Is your organisation sustainable? Were you able to access donor funds from other sources? What are the opportunities for fund-raising in your community?

30.6 **Monitoring and Evaluation:** Those organizations that were assessed by the M&E teams of the Department must please evaluate the process, indicating whether the conditions built into the service level agreement could be adhered to, if not, why not? Are longer term issues provided for in this service plan?

30.7 **Any other issues**