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ARD First Quarterly Report of January-March 2006

I. Background:

ARD is Cambodian NGO formed by initiative in October 2005 of former students of Royal University of Agriculture and other Universities involved in Community Development and Preservation. ARD founders are currently working with UNDP, International Organizations related to the Capacity Building, Rural Development and Good Governance.

All of us (ARD founders) experienced in facing of difficulties in Job finding after graduation and meet directly and well understanding that the poor farmers in rural areas need support in providing them the appropriate agriculture technology for improving their farming yield and increase the family income generation. Refer to these experiences and our main considerations:

- There are thousands students graduated in a year from University and they are really need to build additional capacity so that they are well equipped with the necessary skills and knowledge to work with the rural people and facilitate development projects
- The farmers at rural community need assistant in identifying their capacities and address their specific development needs so that they can decide and work on their own solutions and initiatives for livelihood improvement.
- The ability of our founders in contribution of reducing of these issues by using knowledge, experiences and strong commitment.

II. Activity and Achievement:

1. Statue Preparation and Registration:

Through learning, searching and sharing experiences/idea with resource persons from other different NGOs, a draft of statue for new local NGO named Action for Research and Development was prepared and submitted to Ministry of Interior on 09 November 2005 and acknowledged by this institution on 26 December 2005.

2. Founder Meeting:

As responsible of ARD establishment, all founders had conducted 3 times of meeting and agreed on main points as follows:

- Advisory Board Council for ARD is main priority to form at the first step of activity implementation

- Our founders will be responsible for implementing activity within ARD even if we do not get any funds from donors
- For starting activity, ARD is necessary to have its own office both independent and/or sharing office is up to our ability
- Our founders will contribute funds regularly in every quarter and will be responsible for more additional expenditure when necessary
- The volunteer selection was decided and will be processed when ARD has its own office to implement
- The priority activities of ARD at the temporary stage are Training Course for young graduates and Agriculture Extension for rural farmers

3. Advisory Board Council:

The Advisory Board Council of ARD was completed and formed with 5 members, they are:

- Mr. Prom Nga, Country Coordinator of HEKS
- Mrs. Privan Limpanboon, General Manager of INTRA Company
- Mrs. Ruth Bottomley, Research Advisor of Norwegian People's Aid (NPA)
- Mr. Chhum Sovanny, National Program Coordinator of UNDP
- Mr. Sun Sot, Ph.d, Professor at Royal University of Agriculture

4. Volunteer Selection:

The announcement for volunteer and trainee selection to work and train at ARD was advertised at CCC information board and through Bongthom website. We have received 183 applications to apply for different positions as follows:

- Office Work volunteer: 68 candidates (female: 15)
- Community Development Volunteer: 66 (female: 5)
- Natural Resource and Environment Management Trainee: 28 candidates (female: 8)
- Unspecified: 21 Candidates (female: 3)

The selection panel was formed with participation from 3 founders and proceeded in 3 steps are:

- CV screening
- Candidates Short list and
- Interviewing

At the final step, we selected 11 volunteers and 9 trainees who all of them started to work from 06 March 2006, those are:

- Office Work Volunteers: 6 (female: 2)
- Community Development Volunteers: 5 (female: 2)
- NREM Trainees: 9 (female: 2)

5. Other Output of Management Team and Staff of ARD:

- To produce a draft of Staff Policy, Administration and Financial Policy, Membership Principle
- To produce and distributed the ARD Information Leaflet to all NGO who have mail box at CCC
- To produce and distributed the ARD Concept Paper to some main donors
- To produce a draft of 3 Year Strategy Plan for ARD
- To contact other NGOs and get supporting from them to be resource persons of training course for Volunteer and Trainee
- To participate as resource person during training course for volunteer and trainee
- The NREM Training was running from 17 March 2006 on every Friday and Saturday at 14:00-17:00pm
- The volunteers was trained on Project Management, Participatory Rural Appraisal (PRA)
- The Training Outline and Announcement of ARD was produced and distributed to different universities such as Royal University of Agriculture, Royal University of Phnom Penh, CCC, etc.
- Classified book by putting code number and prepared some file for using in ARD library such as library policy, ID card for borrower, book list for searching and controlling.
- Questionnaire for Pesticide use survey was prepared

III. Problem Encountered:

- Founders do not have fulltime to do job for ARD
- Facing in lacking of Fund to spend for ARD Program implementation
- Volunteers works without daily controlling from Management Team
- Training course for students/NGO staff are facing of no Trainer

IV. Next Quarter Plan:

- To produce outline, handout and start Training Course for young graduation
- To prepare small scale of Proposal to conduct Special Events
- To edit Strategy Plan, prepare and submit Proposal
- To conduct extension/training to farmers regarding on Appropriate Agriculture Technique
- To finalize the Staff-Administration-Financial Policy and Membership Principle
- To produce webpage for ARD
- To prepare format for ARD usage and other admin procedure
- To prepare letter for requesting fund from the King and Government Head

- Restructure and Prepare TOR for all ARD staff