



IF Strategic Plan: 2002/03-2004/05

Goal: To be a **robust, sustainable and unique** organisation, providing **high quality support** to **eight** communities.

Objective	Actions	Time (length, start and finish)	Resources (including person responsible)	Indicator (for Actions)
<p>1. Projects</p> <p>a. Existing <i>Maintain and improve existing relationships</i></p>	<p>Rote: evaluation undertaken in August 2002, awaiting further proposals in Nov / Dec 02. Project will be ongoing in 2003.</p> <p>Solomon Islands: In principle, IF wants to continue relationship - needs assessment/discussion to take place in Dec 2002 / Jan 2003 subject to security issues.</p> <p>East Timor: Introduction trip was in September 2002. Areas identified for additional technical support identified include: counselling skills (IF to support financially) and strategic planning (IF personnel to undertake; March 2003)</p> <p>Sherrin Community Organisation: Ongoing support (human resources) to be provided.</p>	<p>Ongoing 2003</p> <p>Ongoing 2003</p> <p>Ongoing 2003</p> <p>Ongoing 2003</p>	<p>Proj Manager: Sally B Assistant PM: Sally S</p> <p>Proj Manager: Zoe Assistant PM: Sue C</p> <p>Proj Manager: Jenny Assistant PM: Sally B</p> <p>Proj Manager: Sarah Kelly MC Rep: Sally S</p>	
<p>b. Future <i>Provide support to two new communities each year for next two years.</i></p>	<ol style="list-style-type: none"> 1. Establishment of four new projects 2. Commit resources to strengthen project preparation 3. Provide information on IF to people going on postings to generate new projects 4. Possible projects: <ul style="list-style-type: none"> ▪ Afghanistan, with SCO. ▪ Port Keats, women's community development. ▪ Illawarra Aboriginal Health Service ▪ Vanuatu 		<p>All MC members Project presenter with support of MC All MC members</p> <p>Sarah, Sally S. Sally S. Susan Zoe</p>	<p>Four new projects</p>

<p>2. Development philosophy Requires:</p> <ul style="list-style-type: none"> ▪ <i>Strengthened development approach, including improved links between theory and practise</i> ▪ <i>Organisational culture of learning</i> 	<ol style="list-style-type: none"> 1. Improve links between theory and practice including finding ways to better incorporate founding principles into our programs 2. Develop links to academia to strengthen research-action link 3. Develop IF resource library, including subscription to journals 4. Publish work 5. Consider establishing one institutional link 	<p>Feb 2003</p>	<p>MC members and project managers</p> <p>All MC members</p> <p>Susan</p> <p>As arises</p> <p>As arises</p>	<ol style="list-style-type: none"> 1. Project framework reflects contextual understanding, thematic Mgt meetings 2. Two links in place and provide an "IF Development Praxis Award" 3. Two journal subscriptions. 4. One article published 5. As opportunity arises
<p>3. Human Resources <i>In order to increase management capacity</i></p>	<ol style="list-style-type: none"> 1. Expand Management Committee through recruitment of appropriate people 2. Management Committee training 3. Assess administrative workload; report to MC in 02/03; assess financial capacity 		<p>All MC members</p> <p>Each MC members</p> <p>Sally B, Sally S.</p>	<ol style="list-style-type: none"> 1. Two new members in 2003 2. At least three members undertaken some training, Margaret requested to provide financial management training 3. Employ staff s.t. funding
<p>4. Finances <i>Increase income for 2002-03 to \$90,000, and 2003-04 to \$140,000</i></p>	<ol style="list-style-type: none"> 1. Continue development and implementation of fundraising strategy 2. DGR application 		<p>All MC members, with lead of Sally S. Jenny, Sally S.</p>	<ol style="list-style-type: none"> 1. Funds raised 2. Submitted 1st week March 2003
<p>5. Policy development</p>	<ol style="list-style-type: none"> 1. Substantially completed 		<p>Susan, all MC</p>	<ol style="list-style-type: none"> 1. Completed by second week in February



6. Membership <i>Membership of 100.</i> <i>Improved information flow</i>	<ol style="list-style-type: none">1. Recruit members2. Newsletter quarterly and put on the website	To end 01/03	All MC members	
7. IT <i>Finalise establishment of system</i>	<ol style="list-style-type: none">1. Develop website2. Maintain website		Jenny Patti	
8. NGO Networking <i>Improve profile and links</i>	<ol style="list-style-type: none">1. Establish operational links with one international NGO		Sally S.	



Operational Issues and Plan

	Tasks	Who	Time
i.	Membership Management Database, and Renewals, thank yous and receipts Liaison	Sally B Sally B, MC	
ii.	Membership Mailouts Newsletters Annual Report	Jenny Susan	
iii.	AGM Notices Organisation, catering, etc.	Susan Depends on venue	
iv.	Financial Management Budgeting Reporting Cash Flow Forecasts and Cash Management policy	Sally B, Sally S Sally B, Sally S Sally B, Sally S	
v.	Financial Administration Banking Petty Cash Accounts payable / receivable Liaison with accountant and APHEDA Taxation Employment administration Insurance	Sally B Sally B Sally B Sally B, Sally S Sally B, Sally S Sally B MC	
vi.	Information Management Organisational Files Website updating Library Cataloguing	Sally B + MC Patti Susan	
vi.	Organisational management Management Committee Attendance Agenda / Minutes	MC MC SE, MC	

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	Policies Strategic planning / reporting	SS MC, SS	
vii.	Organisational Admin Procedures review	MC	
viii.	Public Documents / Publicity		
ix.	Public Officer	SS	