



Minute of Partnership Meeting on Promoting and Culturing Good Practices and Sustainability of Community-Based Organizations (CBOs)

Facilitated By:	Mr. ChhornVatanak, GPP Manager
MC:	Miss KAO Peou Leakhena
Minutes Taker:	Miss KAO Peou Leakhena
Participated by:	CBOs: 04 LNGOs: 13 INGOs: 01 CCC: 05 Total: 24 participants
Date and Time:	28 September 2017 , 08:00pm – 12:00pm
Location:	Sunway Hotel, Phnom Penh

I- OBJECTIVE

The specific objectives of the Partnership Meeting are:

1. To introduce the Guideline of Good Practices of CBOs Operating in Cambodia to participants
2. To discuss inclusive partnership mechanism, especially how participants including INGOs, LNGOs and development partners can support CBOs for their good practices and sustainability
3. To express gratitude to those who participate in the Guideline of Good Practices of CBOs Operating in Cambodia especially CBO TWGs

II- THE RESULT OF THE MEETING

INTRODUCTION TO THE PARTNERSHIP MEETING OBJECTIVES AND AGENDA – BY MISS KAO PEOU LEAKHENA

She introduced objective and agenda of the Partnership Meeting and invite Mr. Soeung Saroeun, Executive Director of Cooperation Committee for Cambodia (CCC) for Welcome and Opening Remarks.

WELCOME AND OPENING REMARKS – BY MR. SOEUNG SAROEUN

He started his Welcome and Opening remarks by thank you all CBO Technical Working Groups (TWGs) for valuable time to kindly support and contribute in developing The Guideline of Good Practices of CBOs Operating in Cambodia. He believed that if CBOs implement or follow this Guideline, those CBOs will be strong in terms of

capacity, good governance, sustainability. CBOs play an important role in developing and improving economy and society as they live in communities, they know the available resources and issues.

CBOs should strengthen or improve in terms of:

1. Good governance
2. Capacity, technical in their sectors
3. Resource mobilization
4. Enabling environment
5. And form association or federation

So NGOs partners and CCC need to think how we complement each other in order to support and strengthen CBOs to achieve the 5 points above and to enhance them to be more resilient to political issues.

UPDATE THE PROGRESS OF CULTURING GOOD PRACTICES AND SUSTAINABILITY OF CBOs PROJECT/ FOOTPRINT OF BUILDING CAPACITY OF CBOs – BY CHHORN VATANAK

He thanked you TWGs who work hard in developing the Guideline that spent more than one year and half and suggested to continue their works in partnership with CCC.

Before he updated the progress of the Project, he presented briefly about

1. CCC
2. History of the Project “Culturing Good Practices and Sustainability of CBOs” funded by Direct Aid Program (DAP) and other donors
3. The process of developing the Guideline of Good Practices of CBOs
4. The distribution of the guideline
5. Resources available in the project
 - The Guideline of Good Practices of CBOs
 - CBOs online platform (in the process of finalizing)
 - Facebook group
 - Hotline: 061 828 136
 - Curriculum (In process of developing)

Detail information is in slide presentation in Annex

THE GUIDELINE OF GOOD PRACTICES OF CBOs OPERATING IN CAMBODIA – BY MISS KAO PEOU LEAKHENA

She presented what contains in the guideline by beginning with the purpose in developing the guideline, all eight chapters and annex in the guideline:

1. Chapter 1: Legalization and institutional development
 - Annex 1: By-law
2. Chapter 2: Communication, Cooperation and Networking
 - Annex 2: Organizing Meeting
3. Chapter 3: Membership and Membership Management
4. Chapter 4: Financial Management
 - Annex 3: Financial Policy
5. Chapter 5: Accountability & Transparency
 - Annex 4: Policy on Conflict of Interest
 - Annex 5: Complaint Mechanism
6. Chapter 6: Participatory implementation, monitoring & evaluation
 - Annex 6: Monitoring and Evaluation Form on Activity Plan
7. Chapter 7: Strategy and Sustainability and
8. Chapter 8: Capacity Development.

THANKSGIVING TO CBO TWGs – BY MR. SOEUNG SAROEUN

He said that CBO TWGs have been formed to work together in developing the Guideline. It is great achievement that now this guideline was published. He expressed his sincerely thank you again to TWGs for their actively contribute by using their knowledge, expertise, and experiences.

Then, he provided each TWGs with the Certificate of Appreciation.

Group photo with all TWGs and with all participants.

INTRODUCTION ON THE OBJECTIVE OF INCLUSIVE PARTNERSHIP MECHANISM TOWARD PROMOTING AND CULTURING GOOD PRACTICES AND SUSTAINABILITY OF CBOs AND CONCLUSION AND WAYS FORWARD– BY CHHORN VATANAK

Before break up into small groups, he briefly presented about CBOs in Cambodia, their skills, capacity, and sectors they work.

Then, participants are divided into two groups, TWGs and NGOs. They all are asked to answer three questions

1. What are your visions or aspirations regarding to CBOs in the future?
2. What have you contributed to achieve them?
3. Any suggested/foreseen mechanism/platform of working as partnership?

The three questions are categorized in five sectors: Good Governances, Enabling Environment, Financial Sustainability, Capacity Development, and Networking.

PRESENTATION FROM TWO GROUPS:

NGOs	CBO TWGs
Good Governance	
<ul style="list-style-type: none"> • Improve standard of living • Decision and financial freedom 	<ul style="list-style-type: none"> • Certificate for good practices for CBOs • Legalization depend on the level and sectors of CBOs • Registration • Coordinating meeting between CBOs and authority
Enabling Environment	
	<ul style="list-style-type: none"> • Strengthening and mobilizing TWG • Organizing workshop for direction of CBOs and local authority • Reflecting and work together between CBOs and local authority
Financial sustainability	
<ul style="list-style-type: none"> • Saving and deposit with support from outsiders 	<ul style="list-style-type: none"> • CBOs should connect with donors so they can get fund directly from donors
Capacity Development	

NGOs	CBO TWGs
<ul style="list-style-type: none"> • Training on household agriculture • Training on Business plan • Networking at local, provincial, and national level • Joint-agricultural marketing plan • Improve agricultural market • Improve institutional governance and financial sustainability 	<ul style="list-style-type: none"> • CBOs should have plan to capacity building with in their organization • Should develop guideline for small grant for CBOs
Networking	
<ul style="list-style-type: none"> • Stakeholders meetings • Create milestone of CBOs (representatives from CBOs and discuss plans becoming legal CBOs at provincial and national level. 	<ul style="list-style-type: none"> • CBOs networking • Organizing forum between government, private sectors, donors, and CBOs • CBOs network should have long-term strategic plan (3-5 years)

One more question for CBO TWGs, what TWGs should do next and any suggestions to CCC?

- CCC should develop ToR and structure for TWGs
- TWGs should have clear plan
- CCC should Connect TWGs to regional, national, and international level
- CCC should have budget to support TWGs

CONCLUSION AND WAYS FORWARD:

- Develop groups, or association, or network at provincial level
 - Business Plan
 - Marketing
- Build capacity
 - Leadership
 - Learning forum
 - Sustainability
- Should have certificate to prove good practices for CBO
- TWG should continue their work
- Work with specific group of CBOs

II. ANNEX:

- Concept Note and Agenda of Partnership Meeting on Promoting and Culturing Good Practice and Sustainability of CBOs
- Slides Presentation
 - Update the progress of Culturing Good Practices and Sustainability of CBO Project/ Footprint of Building Capacity of CBOs
 - The Guideline of Good Practices of CBOs Operating in Cambodia
 - Introduction on the Objective of inclusive partnership mechanism toward promoting and culturing good practices and sustainability of CBOs
- Attendant list