



Secretariat 2008 Work Plan Highlights

Program Arenas	Specific Activities	Selected Outputs
Capacity Building Program	<ul style="list-style-type: none"> • Organizational Assessments & National Strategic Capacity Building • National ICA Staff Training Program • National ICA Staff Exchange Program • Coordination & Support for Fundraising • Expansion Program for New and Revived ICAs 	<ul style="list-style-type: none"> • Strategic Capacity Building Plans for 15 national ICAs • 15 participants trained in 6-week training session • Core curriculum developed for ongoing Training Program • Global Donor Tracker established and in use • Registration of 5 potential new ICA leaders as ICAI individual members
Policy Program	<ul style="list-style-type: none"> • Publication of ICA stories and research • Articulation of policy on key issues • Representation at the UN and other international meetings • Task Forces on HIV and AIDS, Youth, and Forests and Rights • Oversee Forests with Peoples Programme 	<ul style="list-style-type: none"> • Participation in min. 4 international policy meetings/year • Task Force reports • Policy papers • Handbook/Guidelines on advocacy for national ICAs • New relationships with partner organizations and policy makers
7th Global Conference	<ul style="list-style-type: none"> • Online pre-conference facilitation and communications • Secure conference researchers, partnerships, facilitators, etc. • Conference fundraising and promotion • Design and implement conference scholarships process • Conference implementation • Post-conference follow up 	<ul style="list-style-type: none"> • 1000 conference participants • 200 participation scholarships • 10 case studies of national MDG implementation and 1 synthesis report on <i>The MDGs in 2008</i> • At least 8 major action agendas developed in response to each focus question

	communications and activities	
Member Services	<ul style="list-style-type: none"> • Internal document translations • Establish MoUs with specific ICAs • Design an international volunteers program • Implement 2008 GA and board meetings • Network services survey 	<ul style="list-style-type: none"> • Key documents available in English, French and Spanish • MoUs • 2008 GA and board meetings • Improvements to members section of website • Secretariat staff visits to ICAs
Communications	<ul style="list-style-type: none"> • Compilation, editing, and printing of <i>2007 Annual Report</i> • ICA speaker series • Launch process for producing short promotional video • Website development • Stories Project 	<ul style="list-style-type: none"> • 2007 Annual Report • Host speaker at official office opening event • Short promotional video • Expanded, multi-lingual public website