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Capacity Building: Planning & Resources



Capacity Building:

1. Assess
2. Plan
3. Act
4. Reassess

Organizational Capacity:

Ability and **capacity** of an **organization** is expressed in terms of its:

1. Human Resources:
 - their number, quality, skills, and experience
2. Physical Resources:
 - equipment, land, buildings
3. Financial Resources:
 - money and credit
4. Information Resources:
 - pool of knowledge, databases
5. Intellectual Resources:
 - copyrights, designs, patents, etc.

Capacity:

Funding sources will require that a Tribe or TDHE demonstrate that they have the internal capacity to properly utilize and manage the funds as required by the source program

The most overlooked and undervalued resource is the:

Human Resource

Human Resources:

- Directly impact all aspects of an organizations mission, values and strategic plan
- Tribes/TDHE's must develop and implement plans to recruit and retain qualified and enthusiastic team members
- Develop methods to evaluate staff strengths and weaknesses
- Provide ongoing access to training and tools necessary to perform current tasks and also to advance

Physical Resources:

- Create and maintain a current list of all physical resources:
 - Equipment
 - Land
 - Buildings
- Determine current market value of physical resources
- Develop wish list for new physical resources with cost estimates

Financial Resources:

- Create and maintain a current list of all financial resources:
 - Cash
 - Grants
 - Credit (loans, credit lines, etc.)
- Determine rules governing grant and credit funding sources
- Develop realistic estimates of current and future financial needs

Information Resources:

- Evaluate current “institutional knowledge”
 - Identify staff who possess special knowledge/skills, *i.e. - grant writing, equipment maintenance, historical project knowledge, etc.*
- Determine what types of information are immediately important to the Tribe/TDHE and where that information is being maintained or where it can be obtained

Information Resources:

- Education & Training
 - Must be ongoing
 - Information must be shared
- Management must:
 - Consistently evaluate staff knowledge levels
 - identify resources to increase those knowledge levels
 - create systems that encourage the sharing of knowledge

Information Resources:

Information must be shared with everyone:

- Tribal Leadership
- Boards / Commissions
- Management
- Staff
- Community
- People outside of the Tribal Community

Intellectual Resources:

- Create and maintain a list of intellectual resources:
 - Copyrights
 - Patents
 - Partnerships/ Relationships
 - Brands
 - Customer and information databases
- Identify intellectual resources to develop and/or formally recognize an under utilized intellectual resource

Plan:

- Create a strategic plan to utilize existing resources and develop needed resources.
 - Identify priorities
 - Provide detailed phases
 - Include criteria to measure results

Act:

- Choose a priority strategic plan item to complete
 - Identify Resources
 - Create the Team
 - Determine project phases and milestones
 - Implement plan

Reassess:

Was the project a success?

- Identify strong and weak resources
- Determine additional resources that would have been beneficial
- Update resource definitions

Begin Again!!

Example:

Housing Project:

Resources:

Action Plan:

Plan Implementation:

Review:

Questions?

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