



# REPORT FOR THE 4TH ADVISORY COUNCIL MANEGEMENT & FUNDRAISING TEAMS

## I. GENERAL MANAGEMENT TEAM

### Team composition:

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- *Pilar Ruiz (Bethany).*
- *Arilson Oliveira (Brazil-Bolivia).*
- *Berna Arrabal (Emmaus).*
- *Igor Irigoyen (general coordinator of the network).*
- *Ander Mijangos (general coordinator of management).*

The team holds a meeting approximately every two months.

### Activities carried out during the six-year term:

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- The general management team has been established (year 2017-2018) and the first management plan with specific goals for the general team (year 2020-2021) has been developed.
- A form has been developed to learn about the functioning of the territory management area and meetings have been held to learn about the organization of Emmaus and Brazil-Bolivia.
- The economic impact of the 2020 pandemic has been analyzed, especially in terms of the expected fall in revenues.
- Meetings have been held with managers of several territories: India, West Africa, Mozambique, DRC, and Mexico.
- Reports on the economy of the network have been developed and analyzed.

**Team functions:**

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1. Share the situation of each territory in the management area, both the territories represented in the team, as well as inviting those responsible for each of the territories.
2. Develop a new reporting model of the countries that integrates the economic perspective with other aspects (voluntary work, communication, etc.).
3. Identify the central elements of the Itaka-Escolapios network management to develop guidelines or supporting documents for the territories that develop the network management model.
4. Contribute to raising awareness about the Itaka-Escolapios international network functioning, explaining the network's funds origin in order to make progress in terms of the sense of network.
5. Keep an updated list of the people responsible for the management of Itaka-Escolapios in each territory and consider some meetings with them (economic information and others).

**Goals for the year 2020-2021:**

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1. Add two new people to the team, increasing its international and team character with a broad vision of the network.
2. Learn how the management of Itaka-Escolapios works in each of the territories where it's present and make suggestions for improvement.
3. Contribute for the new Strategic Plan to be approved at the 4th Advisory Council.

## II. GENERAL FUNDRAISING TEAM

It's a team that has focused its activity on seeking funds from Spain, although throughout the six-year term it has been maintained a very fluid relationship with the managers of different territories of the network.

### Team composition:

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- *Jon Sustatxa (team coordinator)*
- *Pedro Marañón (Emmaus)*
- *Rosa Gallego (Emmaus)*
- *Jesús Marín (Emmaus)*
- *Ainhoa Zilbeti (Emmaus)*
- *Paz Suñer (Bethany)*
- *Pedro Alonso (Bethany)*

A very fluid relationship has been maintained with:

- *Central Africa, initially through Georges Bissiongol, and later with Joel Aime Kougnoue.*
- *Bolivia, with Humberto Camacho.*
- *Democratic Republic of Congo, with Jean Claude Ngatchuesi.*

More occasional meetings have been held with:

- *Mexico, through its fundraising manager, Carlos Orsom.*
- *Brazil, with Patricia Bicalo.*

### Activities carried out during the six-year term:

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- A platform has been created to monitor and control financial aid managed from Spain <https://subvenciones.itakaescolapios.org>
- Two partner search campaigns have been launched in Spain. Materials have been shared with other countries.
- The management of partners in Spain has been organized, creating the position of a local manager and centralizing economic and administrative management.

- Progress has been made along with the Management Area in the inclusion of social responsibility clauses in the service contracts of Emmaus and Bethany suppliers. This means they now receive annual contributions based on their invoicing with the Pious Schools and Itaka-Escolapios.
- We have actively participated in the development and promotion of the Piarist Solidarity Campaign.
- The team has been given specific training in the field of Project Formulation, initially from a logical framework approach, and later from a human rights perspective.

### **Team functions:**

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1. Development of an annual fundraising plan.
2. Management of calls for public and private aids and subsidies.
3. Management and communication with partners.
4. Search for private financing through companies and philanthropic foundations.
5. Participation in the Piarist Solidarity Campaign.

### **Goals for the year 2020-2021:**

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6. Organizationally clarify the location of the fundraising team.
  - Autonomous functioning or integration into the management team.
7. Clarify the composition of the fundraising team.
  - Fundraising team focused in Spain.
  - Coordination with those responsible for the rest of the Itaka-Escolapios territories.
8. Clarify the need to set up a network project management team responsible for the development and monitoring of projects.
9. Create a training module on Piarist Project Formulation from a human rights perspective.

### III. QUALITY COMMITTEE

One last mention about the work of the quality team set up at the network level to promote the development of one of the focuses of the previous strategic plan:

*Progress in the quality of our projects by looking after the different phases: identification, implementation, and evaluation, with tools that foster the continuous improvement of the processes.*

The team consists of people from the executive committee and the provinces of Bethany and Emmaus, highlighting the participation of volunteers from both provinces who contribute their experience in the field, and meet every two months approximately.

#### **Activities carried out during the six-year term:**

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- Training in quality management, process management, and ISO 9001:2015 across the entire team (2017-2018).
- Constitution of the Quality Committee (2018-2019).
- Development of the network process map (2018-2019).
- Implementation of a quality management system at a first office in Bethany achieving ISO 9001:2015 certification (2019-2020).
- Identification of the owners of the network processes and development of the process sheets (2018-2019 and 2019-2020).
- Definition and approval of the quality policy by the Board of Trustees (2019-2020).
- Proposal for the development of a scorecard of network indicators (2020-2021).
- Drafting of the network quality manual (in progress).