**OCAT Round 1 – Program Advisor Evaluation**

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| Organisation name: |  |
| Date: |  |
| Completed by:  (Printed name of FF Program Advisor) |  |

**Update:**

The Freedom Fund is currently preparing to launch a second administration of the Organisational Capacity Analysis Tool (OCAT). Program Managers will reach out to Program Advisors in each hotspot to discuss how to roll out OCAT round 2 and to begin scheduling convenient times for partner assessments.

Before undergoing the second OCAT, the Freedom Fund requires that both the partner organisation and Program Advisor evaluate the partner’s progress towards completing the planned activities and enhancing their capacity against chosen priority areas. **The evaluations will feed into reporting against the Freedom Fund 2025 Key Performance Indicators (KPIs), specifically KPI No.9 “substantially enhance the capacity of 200 frontline NGOs”.**

**Instructions:**

* This form should be used by PAs ONLY to evaluate each partner organisation’s overall progress towards enhancing their capacity against chosen priority areas. There is a separate form for partners to fill out, which also requires them to update on the status of planned OCAT activities.
* There is not a strict time limit for filling out the form after OCAT R1 has finished – rather PAs should send out the form as part of the preparation for OCAT R2.
* PAs should answer question one by ticking one of the two choices provided (Capacity substantially increased related to priority areas/ Capacity not substantially increased related to priority areas) and provide any comments related to their answer.
* PAs should then fill out the ‘Partner Reflections’ section with comments on the partner’s progress during the first OCAT, including successes, lessons learned, areas for improvement or action points. Comments do not need to be extensive and bullet points may be used.

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| Question | Please tick | | Comments |
| 1. How do you rate the partner’s progress towards increasing its capacity in its chosen priority areas? | **Capacity substantially increased related to priority areas** |  |  |
| **Capacity not substantially increased related to priority areas** |  |  |
| PA Reflections  Please note down any comments you have about the partner’s progress during OCAT round 1. This could include any successes, lessons learned, areas for improvement, or action points for round 2. | | | |
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