

PD-ABH-231

SECRET

**AMERICAN COMMITTEE FOR AID TO POLAND
GRANT # EUR-0158-G-00-1087-01
FOURTH QUARTER FY93 REPORT
July 1st - September 30th, 1993**

AMERICAN COMMITTEE FOR AID TO POLAND
GRANT # EUR-0158-G-00-1087-01
FOURTH QUARTER FY93 REPORT
July 1st - September 30th, 1993

TABLE OF CONTENTS

	Page
I. SUMMARY OF ACCOMPLISHMENTS: July - September 1993	1
II. SUPPORTING GRASSROOTS INITIATIVES IN OCHOTA	3
A. Activities	
1. Organizational Development	3
a. The Ochota Association Coordinator	3
b. Legal Status of the Ochota Association	3
c. The Ochota Association Office	4
2. Program Development	4
a. Seed Grant Proposal	4
b. Goodwill Project in Ochota	4
c. Community Service Projects	5
d. Additional Training and Resources	5
e. The Ochota Center	5
f. Ashoka	6
g. Other Complementary Activities	6
B. Evaluation and Conclusions	7
III. MAKING ASSISTANCE RESPONSIVE AND EFFECTIVE	8
A. Activities	
1. ACAP/U.S.	8
a. PVO Consortium	8
b. Women's Partnership Work Group	9
c. USAID Lessons Learned Regional Workshop	9
d. Consultative Assistance	9
2. ACAP/Warsaw	10
a. Humanitarian Assistance	10
b. Information Clearinghouse and Linkage to U.S. Assistance	10
c. Contributions to NGO Conferences in Poland	11
d. Nonprofit Training Initiatives	12
e. Pilot Volunteer Project	12
f. Assistance to the Ochota Association	13
B. Evaluation and Conclusions	13
IV. STAFF TRAINING AND INSTITUTIONAL DEVELOPMENT	15
A. Activities	
1. Institutional Development: Long-Term Strategic Planning	15
2. Staff Training	15
3. NGO Leadership Training	15
B. Evaluation and Conclusions	16
V. FINANCIAL STATEMENT	17

* * * * *

APPENDICES

Appendix A -	Report of the 26th meeting of the PVO Consortium
Appendix B -	Report of the 27th meeting of the PVO Consortium
Appendix C -	Description of KLON and JAWOR Databases
Appendix D -	Consultative Assistance, July - September, 1993
Appendix E -	Information on Upcoming Conferences:
	1. Third American-Polish Conference on Community Self-Help
	2. National Forum of NonGovernmental Initiatives
	3. USAID Lessons Learned Workshop

c /

**AMERICAN COMMITTEE FOR AID TO POLAND
GRANT # EUR-0158-G-00-1087-01
FOURTH QUARTER FY93 REPORT
July 1st - September 30th, 1993**

The American Committee for Aid to Poland has received support from the U.S. Agency for International Development since 1992 in the form of an institutional development grant. The purpose of this grant is to enhance our ability to execute programs that will assist in the development of a viable and lasting democracy in Poland. More specifically, ACAP develops and carries out programs that encourage civic and individual self-help and related non-governmental activities on both a local and national level. In addition, ACAP assists other American organizations in developing and implementing private, voluntary and nonprofit efforts to assist Poland in the transition to democracy and a free market system.

A major part of ACAP's current efforts focus on encouraging the concept of self-help and volunteerism and building a network of private voluntary organizations in Poland through institutional capacity building in the non-profit sector. Both our American and Polish staff provide many communications-related and technical services to facilitate and support the efforts of NGOs working in Poland. One program which probably offers the clearest illustration of ACAP's commitment to Polish self-help efforts involves a civic participation and community development project in the Ochota district of Warsaw working through a local association of self-help groups.

I. SUMMARY OF ACCOMPLISHMENTS: July - September 1993

ACAP staff accomplished the following during the fourth quarter:

- o ACAP staff conducted two visits to Warsaw; one for program planning, monitoring and evaluation and a second (not funded from USAID) for financial management and training purposes.
- o Chaired two meetings of American PVOs and government agencies with programs in Poland attended by approximately forty and fifty people, respectively. At our twenty-seventh meeting, the guest of honor, was Nicholas Rey, currently with the Polish-American Enterprise Fund and Ambassador Designate to Poland.
- o Mailed reports of our PVO Consortium meetings to nearly 250 recipients in the U.S. and Poland.
- o Assisted Goodwill Industries International in follow-up to a recent advisory visit to Ochota regarding the establishment of a Goodwill retail facility in Ochota.

- o ACAP/Warsaw provided technical support and organizational assistance for three upcoming conferences: the Third Polish American Conference in Community Self-Help (Gdańsk, October 1993), a regional workshop on fundraising for NGOs in conjunction with the International Fundraising Group (Warsaw, December 1993) and the First National Forum for NonGovernmental Initiatives (Poland, May 1994). In the latter case, ACAP Warsaw provides ongoing technical and database management assistance.
- o Increased training activities for NGOs in Poland by collaborating with the Foundation for Social and Economic Initiatives and with BORIS, the Service Office for the Self-Help Movement, in planning and facilitating fundraising and proposal writing workshops for NGOs, including the Ochota Association, and by assisting in the development and application of the Polish Foundation for Children and Youth's Leadership Enhancement Program for NGO and youth leaders.
- o ACAP/Warsaw began preparatory discussions and contacts for a pilot Volunteer Project to be developed by a United Nations volunteer working with BORIS.
- o ACAP/Warsaw expanded contacts in Western Europe and with counterparts in East Central Europe for information exchange, potential assistance and collaborative projects.
- o Continued to provide assistance to an increasing number of American and Polish government and non-profit organizations involved in a variety of activities through information and referral, consultative advising and coordination meetings - both in the U.S. and in Poland.
- o Improved communications systems and financial management procedures between ACAP offices through updated software and staff training.
- o Conducted ongoing discussions and consultative contacts to develop organizational and fundraising strategies to carry ACAP/Warsaw from the present into the post-ACAP period.

II. SUPPORTING GRASSROOTS INITIATIVES IN OCHOTA

The objective of this program is to foster a sense of self-reliance, responsibility, and cooperation on the part of Polish citizens to address local needs and, thus, to encourage civic participation - in its broadest sense. Our program is designed to assist local leaders in Ochota in demonstrating the benefits of activities inspired and directed by community groups, and of working together and with elected local government officials to deal with common problems. With the aim of further developing this pioneering community association, ACAP provides support for the Ochota Association Coordinator and Association office through our A.I.D. grant.

A. Activities

1. Organizational Development:

a. *The Ochota Association Coordinator*

The Ochota Association Coordinator, Ms. Agnieszka Dąbska, continues to do an excellent job coordinating Association activities, forming the locus of communications between member groups, and identifying potential resources. She possesses fine communications and organizational skills, which, combined with her interpersonal abilities and a good deal of energy, are well-suited to her challenging and unique position. In addition to her constant communications with the membership, the leadership team and ACAP/Warsaw, she submits timely, accurate and informative reports on a regular basis to our U.S. office.

During the period covered by this report, she actively maintained communications and momentum within the Association during the hectic summer months. She coordinated follow-up to the visit of the Goodwill advisory team and is now overseeing the preliminary planning for the Goodwill project which is being undertaken by the Catholic Association for Disabled Persons, a member group of the Ochota Association (see below). She coordinated other meetings with the Delphi International Group, Ashoka and the U.S. Peace Corps, as well as with ACAP's U.S. staff. She continues to oversee the process of legalizing the Ochota Association and she managed the move into and equip the new Association office over the summer.

b. *Legal Status of the Ochota Association*

The Ochota Association is still awaiting final notification of its legal status. Some of the application documents needed to be resubmitted over the summer and the local court continues to be seriously backlogged. The Ochota Association Coordinator is

following the process closely and expects that final registration is still some months away.

c. The Ochota Association Office

The Ochota Association opened their new office this summer. The office consists of one very large room that can be subdivided, with the future availability of additional space - which is well-suited to the proposed Ochota Center. The new premises are sufficient to house the office, a small resource library, and can accommodate small training sessions. A telephone has yet to be installed but the office is otherwise equipped with a computer, printer and copying machine. It has been furnished with donations of used office furnishings from the private sector which were elicited by the Ochota Association Coordinator last spring.

The member groups have organized a roster of volunteers to staff the office, when it is not being staffed by the part-time Coordinator. They still plan to seek government support to hire a part-time office assistant through a program to employ the disabled. (The new premises are completely accessible to the disabled.) In the fall, the Association is planning several training programs to be held there.

2. Program Development

a. Seed Grant Proposal

The Stefan Batory Foundation recently declined the Ochota Association's proposal to fund a seed grant program in support of several community projects. The concept of supporting Association-sponsored community projects through a seed grant program originated with the Delphi International Group's training program in Ochota last year. The Association members are determined to seek funding from other sources. ACAP has offered them assistance in identifying potential funders and information about American sources of funding.

b. Goodwill Project in Ochota

As mentioned in our last report, the Association has decided to support the establishment of a Goodwill-type retail facility. The Catholic Association for Disabled Persons, one of the Association's member groups, is taking responsibility for this project. In July, Goodwill Industries International sponsored a visit by a Polish American woman who is retired from the retail industry and is interested in contributing to getting the effort off the ground. Mrs. Eva Bielski was warmly received by the Association and so she has stayed on. She has provided much impetus for the preliminary stages of the project, specifically, by assisting with the business plan. The plan has been submitted to

Goodwill and, once the final details are worked out, Goodwill is prepared to provide training for the project director through a three-month internship in the U.S. The Goodwill advisory team, which visited Ochota last spring, has also provided valuable assistance by identifying resources and potential partners to support the project through Goodwill's U.S. network.

Eventually, the Ochota Association hopes to use the retail facility as the foundation for a larger project to train and generate employment for the disabled. In the meantime, they are quite busy getting the retail project off the ground.

c. Community Service Projects

The Association's summer project which organized a voluntary substitute caretaker system to relieve families of the disabled for summer holidays was a success. There were twenty-five participants and the program was sustained completely by volunteers. Several other worthy projects had to be canceled due to lack of financial resources when the Batory Foundation declined the Ochota proposal.

d. Additional Training and Resources

The lack of financial resources and unsuccessful attempt to establish the seed grant program have been a setback for Association sponsored projects. Association members are feeling somewhat overwhelmed by the fundraising process and they feel they could benefit from additional training. ACAP's Warsaw Office Director and BORIS, the Service Office for the Self-Help Movement have volunteered to offer a workshop in proposal development in the early fall to specifically address their needs.

In addition, the Delphi International Group will be offering an additional training module in January 1994. Discussion were held over the summer to assess needs and plan for a workshop on leadership development. Delphi has also been meeting with the Warsaw Center for Negotiation and Conflict Resolution to arrange for training on this topic. Both topics were requested by the members of the Association.

Leading members of the Association will also hold training workshops at the Association's new office this fall. Thus far, training for the disabled and a seminar in small business development are being planned.

e. The Ochota Center

The Association Coordinator has scheduled an important meeting for early October at which the membership will set goals and priorities and identify needs as well as the potential contributions of the various member groups. This meeting will contribute to the development a concrete plan for the proposed

Ochota Center. Subsequently, the Coordinator will meet with ACAP's Warsaw staff and report to our U.S. office so that we can determine the ways in which ACAP can assist and facilitate links with the types of resources and partners that could contribute to the project. In the U.S., ACAP is holding discussions with other PVOs in order to identify potential resources and partners. We continue to encourage discussion and information-gathering with like-minded and relevant organizations in Poland.

f. Ashoka

At ACAP's suggestion, Ashoka sent a representative to meet with the Ochota Association in July as a part of an exploratory visit to Poland. Although specific funding to support Ashoka Social Entrepreneur (fellowships) in Central Europe has not yet been secured, Ashoka was favorably impressed with the Association and the scope of its activities which correspond with Ashoka's aims. Therefore, the Ochota Association Coordinator submitted nominations for two potential Ashoka fellows from Ochota. Despite the uncertain funding situation, the Coordinator will maintain communications with Ashoka in the hope of future possibilities.

g. Other Complementary Activities

ACAP continues to support parallel activities which contribute to the goals of the Ochota project. ACAP is interested in keeping up the momentum in Ochota and supporting other related activity in the community. From the U.S., we continue our networking with relevant American organizations who possess the potential to offer ideas, models and other types of assistance to the Ochota project. In Poland, we are beginning to hear about increasing interest in the Ochota project and about small local initiatives in other communities.

Following a meetings last May with the U.S. Embassy's Press Attaché, the Director of the East European Media Foundation, and the Freedom Forum's Media Resources Center for advisement on a media strategy, the Association Coordinator has begun to post notices about the Ochota Association around the community. An advertisement was also placed in the Ochota section of a large Warsaw newspaper. A radio program which will feature a live interview and discussion with leading representatives of the Association is scheduled for mid-October.

We are pleased to see that the Association now seems to understand the significance of its activities and the usefulness of appropriate publicity. This type of attention could precipitate dialogue and shared activity between the Ochota Association and other Polish groups. Through the Ochota Coordinator, our Warsaw office will continue to play a role in linking the Ochota Association with pertinent indigenous community initiatives to encourage the sharing of information and ideas. In the U.S., we

will continue our efforts to identify potential resources and partners for complementary and supportive projects in Ochota - in addition to promoting the Ochota Center.

B. Evaluation and Conclusions

After a hectic summer season of seemingly disparate activities, the Ochota Association is preparing to meet the fall season as a committed and unified group. The delays and resultant disappointment related to the prolonged office relocation through the spring and summer, the continued bureaucratic holdup in legalization the Association, and the lack of success in gaining limited financial resources to support needed community service projects, has sobered the membership. Nonetheless, the Association remains fully convinced of the benefits of working together to improve their community and meet social needs.

The Coordinator has played an essential role in keeping things going: encouraging, facilitating and organizing activities and communications. A significant portion of the membership remains motivated and energized. Although the Association members seem more aware of their needs and limitations, they are still more confident and better equipped for their work in the community than they were one year ago and considerable progress has been made. Leaders are emerging and there is generally a higher level of cooperative volunteerism to undertake joint projects. Their upcoming fall organizational meetings will be a time for appraising their summer projects, setting goals and priorities, and assessing strengths and needs.

We continue to support and encourage the community service projects and other initiatives sponsored by the Association. We will be following up closely on the Goodwill project and will continue our role in facilitating communications with Goodwill. We will encourage the Association's efforts to reach out to other communities and potential partners in Poland and abroad. In addition, we will continue to seek out appropriate complementary parallel activities to enhance the Ochota project through our well-established relationships among American PVOs active in Poland and elsewhere. We anticipate working more closely with the Association to develop a more coherent fundraising strategy - more specifically, by identifying potential resources and writing letters of support.

In the near future, we expect to see the new Ochota Association Office evolve into a nucleus of energy and activities including training, community service projects, discussions, information exchanges and presentations to benefit the community. The development of a resource library and community information center is a natural direction for this project to take with a gradual evolution into the larger Ochota Center. ACAP heartily

endorses the Association's aim to establish the Ochota Center. It will serve as a lasting and visible evidence of the members' intentions to work together to solve community problems. The Ochota Center will be ACAP's ultimate contribution to our Ochota project and will ensure the long-term sustainability of our efforts there. In the coming months, the Ochota Association will produce an action plan for the Ochota Center. We anticipate working closely with the Association to develop a fundraising strategy specifically to finance the Ochota Center - one which will take into account the capacity of the local community to support the project. Not only will the Ochota Center contribute to improvement of Polish perceptions of American assistance, but it will facilitate efforts to employ the Ochota project as a community development model in other communities in Poland and throughout the region.

ACAP is committed to playing an active part in the Ochota project for the next two years. We are hopeful that by the time the ACAP office in the U.S. closes its doors in 1995, the Ochota Association will be a significant grassroots force in the community and will provide a model for other communities throughout the region.

III. MAKING ASSISTANCE RESPONSIVE AND EFFECTIVE

A. Activities

1. ACAP/U.S.

a. *PVO Consortium*

ACAP's PVO Consortium meetings provide an important forum for the sharing of information, ideas and experiences and coordinating efforts among non-profit and government organizations that are working in Poland. Through these meetings, ACAP also endeavors to keep participants abreast of current political, social and economic developments in Poland.

During this period, ACAP chaired two meetings of the PVO consortium. Our twenty-sixth meeting was held in early July; approximately forty people attended. In late September, we held our twenty-seventh meeting and our honored guest was Mr. Nicholas Rey, currently of the Polish-American Enterprise Fund and Ambassador Designate to Poland. More than fifty people attended this meeting which had as its purpose to introduce Mr. Rey to the American PVO community working in Poland and enable him to learn something of their efforts. Reports from both meetings were sent to approximately 250 recipients in the U.S. and Poland. (See Appendices A and B for copies of meeting reports.)

b. *Women's Partnership Work Group*

The Working Group for Women's Partnerships that we initiated during the second quarter, held its fourth meeting in early August. Our guest was Joanna Regulska of the Local Democracy Project at Rutgers University and she provided important input. Several strategic decisions were made which will allow the group to link more closely with Polish and Central European women's organizations.

The structure of this work group and its meetings is intentionally more democratic and less centralized. This will allow for broad participation and, hopefully, the possibility that the work group will have the capacity to outlive ACAP. In fact, ACAP has been looking at this smaller meeting in a sort of experimental way, to examine possible applications to the larger consortium meetings which might allow for them to continue after ACAP closes its doors in 1995.

c. *USAID Lessons Learned Regional Workshop*

Beginning in the fall, ACAP will undertake a new project, in conjunction with OIC International, to coordinate a regional workshop for American PVOs engaged in certain USAID-funded projects in Eastern and Central Europe. ACAP's headquarters has now employed a part-time staff member to assist in the coordination efforts for this workshop which is to be held in Lublin, Poland, on November 8-12th, 1993. ACAP's President and Financial Officer have been actively engaged in the planning process and overseeing the coordination effort during this quarter. (Please refer to Appendix E for further information on conferences in Poland.)

d. *Consultative Assistance*

Through consultative contacts with PVO consortium members and other organizations, ACAP provides information about Polish needs and realities, and about potential Polish and American partner organizations. During this quarter, in particular, we were frequently called upon to provide information about the Polish parliamentary elections. ACAP's U.S.-based staff also meet with visiting representatives of Polish organizations and government agencies to discuss American assistance efforts and specific Polish needs. From the U.S., we are able to assist organizations in making the right contacts to facilitate successful fact-finding missions and exploratory trips. This often involves a meeting or other assistance from our Warsaw office. Over the past year, our McLean office has been making an increasing number of referrals to ACAP/Warsaw for various types of assistance on the ground in Poland. Our U.S. office also responds to requests directly from Polish organizations, but, more usually, these requests come to us through our Warsaw staff.

The consultation and referral functions of both ACAP offices not only reinforce and strengthen each other but contribute to the overall effectiveness of American private voluntary assistance efforts in Poland. (They often serve to benefit ACAP's Ochota project as well.)

(Please refer to Appendix D for a summary of contacts in the fourth quarter.)

2. ACAP/Warsaw

ACAP's Warsaw office has ongoing relationships with international organizations (for example, the International Youth Foundation, and the Fondation de Pologne/European Foundation) with relevant government officials, (for example, at the Ministry of Labor and Social Policy and the Ministry of Foreign Affairs, and social work centers run by municipal government). ACAP/Warsaw also works closely with many well-respected Polish organizations including: the Stefan Batory Foundation; the S.O.S. Foundation; the Solidarity Social Foundation; the Foundation in Support of Local Democracy; the Foundation for Social and Economic Initiatives, (FISE); the Polish Foundation for Children and Youth; BORIS (the Service Office for Self Help Organizations); KLON, database of Self-Help Initiatives; and JAWOR, database of international PVOs in Poland. Through such relationships, our Warsaw office continues to play an important role in improving communication and information flows, developing partnerships, overseeing the effectiveness of programs and identifying Polish needs.

a. Humanitarian Assistance

Since 1992, ACAP's role in the distribution of surplus Defense Department supplies essentially came to a close as the DOD program focused on other countries. Recently, a decision was taken to direct a renewed DOD surplus program through the U.S. - Polish Joint Commission on Humanitarian Assistance. However, due to the very positive reputation of our Warsaw office and our experience with this program, our Program Officer in Poland has been asked to assist the Joint Commission by providing recommendations for potential NGO aid recipients.

Through both offices, ACAP continues to provide advice and referrals for a limited number of requests about directing donations to Poland.

b. Information Clearinghouse and Linkage to U.S. Assistance

Over the summer, our Program Officer in Warsaw completed the process of updating the CDC Database of American Organizations in

Poland. This effort, provided for through a cooperative agreement between the Citizen's Democracy Corps and ACAP (see details in previous quarterly report), will contribute to the CDC Compendium and its Directory of Assistance to Poland to be published later this year. In addition, our Program Officer is working on linking the CDC database with the KLON and JAWOR databases of NGOs in Poland. (Please refer to Appendix C for a description of the KLON and JAWOR Databases.) With access to these databases, our Warsaw office is able to provide important information, such as finding appropriate Polish partners for American assistance efforts, resources and assistance for Polish initiatives and to generally determine who is doing what and where and what the needs are. ACAP is currently attempting to determine the level of interest in an English version of KLON/JAWOR and has received a good number of inquiries so far.

From the beginning of its operations, our Warsaw office has collected information, reports and brochures on various nonprofit and voluntary programs, activities and organizations in the U.S., Poland, Central Europe and Western Europe. Through the numerous visitors to their office, the staff has amassed a large repository of information; and our U.S. staff contribute to this process to ensure that Warsaw is furnished with information relevant to the developing NGO sector in Poland. The availability of this type of information increases in effectiveness of our Warsaw office and makes ACAP an important NGO resource in Warsaw.

c. Contributions to NGO Conferences in Poland

Over much of this quarter, ACAP's Warsaw staff was part of a team involved in planning, organizing and contributing to fundraising efforts for the Third Polish and American Conference on Community Self-Help which is scheduled for October 7 - 10 in Gdańsk. Other central partners include the Polish Welfare Association, the Polish Children and Youth Foundation, the Polish Welfare Association and Wojewodzki Zespól Pomocy Społecznej in Gdańsk. ACAP will also be involved in follow-up activities.

ACAP/Warsaw also played a supporting role throughout the summer in relation to a regional NGO training event scheduled for December in Warsaw, in cooperation with the International Fundraising Group. In late September, ACAP/Warsaw was also asked to suggest NGOs to be invited to a Carpathian EuroRegion Conference addressing cross-border cooperation in economic and community development which is to be held in Sanok in mid-October.

Finally, our Warsaw staff has been providing assistance to the organizing team for the first "National Foundation of Social and Economic Initiatives" scheduled for May 1994. Although the Forum's organizing staff is no longer operating out of ACAP's Warsaw office, our Program Officer continues to provide technical assistance in database management allowing them to keep track of

the thousands of invitations being sent to NGOs all over Poland. The National Forum is an important event representing the combined efforts of a number of notable Polish foundations. It will be the first such gathering in Poland and will be an occasion to exchange information, showcase model programs, network and appraise needs and successes. Some of the topics to be addressed include NGO development, small business development, social and cultural initiatives, environmental programs, relations with government agencies, programs for the disabled and fund raising. Opportunities to share experiences with other post-communist countries and western NGOs will also be featured. The National Forum is being supported by a number of prominent European organizations and they are pleased with ACAP's participation since, as they told us, this is the first time that the Americans are cooperating with the Europeans in supporting the Polish nonprofit sector.

(Please refer to Appendix E for further information on these events.)

d. Nonprofit Training Initiatives

Our Warsaw Office Director has become more deeply involved in NGO training and related technical support activities. Over the past quarter, she continued to contribute to a series of training workshops for NGO leaders carried out by the Foundation for Social and Economic Initiatives by offering presentations on proposal writing. Throughout the spring and summer, she has worked with the Polish Foundation for Children and Youth in designing and implementing a training program of leadership enhancement for young NGO leaders. Sometime this fall, along with BORIS, she will offer training in proposal development to the Ochota Association. And she has been invited to assist in a community organization training session in Bialstok in late October. Based upon her growing experience, ACAP/Warsaw is now better equipped to provide advisement in planning and organizing NGO training.

e. Pilot Volunteer Project

ACAP's Warsaw staff continues to administer a grant from the German Marshall Fund for the staff and activities of BORIS, the Service Office for Self-Help Organizations. ACAP/Warsaw works closely with BORIS and has been engaged in planning discussions with BORIS staff, a Polish sociologist and a United Nations Development Programme volunteer. They intend to develop a pilot project to structure a program for Polish volunteers to support NGO activities in the Warsaw region.

The concept is very new in Poland and the organizers are proceeding thoughtfully to avoid negative public perceptions and associations with volunteerism as it existed under communism. The U.N.D.P. volunteers will be responsible for the background research

and for the design of the project. ACAP/Warsaw's Office Director has been working to establish relationships with potential European partners. Once the project is established, ACAP/Warsaw is committed to running the project.

f. Assistance to the Ochota Association

The involvement of ACAP/Warsaw staff in ACAP's Ochota project has been indispensable in keeping up the momentum there. ACAP's Warsaw Office Director is an integral part of the Association's leadership team which is responsible for planning and oversight of all Association activities. She is invited to all Association meetings and continues to provide encouragement and keep things on track. During this quarter, she assisted in the relocation of the Ochota Association office.

B. Evaluation and Conclusions

ACAP receives consistently favorable comments from a variety of sources on the value of our consortium meetings. Although the number of participants has remained consistent over the last two quarters, we have seen a good number of new organizations represented evidencing a sort of turnover. We are convinced that the information-sharing, announcements and networking that continue to take place at and through our PVO meetings still provide an essential contribution to coordinated and effective assistance to Poland. The number of organizations interested in receiving copies of our report is increasing steadily. A number of comments from Poland have confirmed the particular value of this information there.

Since last spring, we have noted an increase in the volume and an evolution in the quality of inquiries and requests received by both offices. We believe that this trend is reflective of the different needs which have arisen through the course of the development of the Nonprofit Sector and the general progress of the democratic transition. ACAP still provides assistance to novice organizations who are unfamiliar with Poland and to many individuals seeking contacts for joint ventures or consultant opportunities. However, there seems to be a decrease in emphasis on general humanitarian assistance and we now receive more substantive and serious requests for specific kinds of assistance and information from experienced American organizations. More and more, requests from Polish NGOs reflect their growing experience and sophistication.

ACAP has established and maintains a very positive reputation as an information resource. Our Polish staff and their partners on the KLON/JAWOR project are deeply committed to the free public access to information. They have been willing and active sharers of information and have used their access to information to take a

proactive approach in linking complementary interests and initiatives. But, beyond the practical implications of these information services, the symbolic and demonstrative value of ACAP's information services are vitally important during the democratic transition period.

As one might expect from our name, ACAP receives all sorts of requests for assistance and our Warsaw office has been uniquely situated to respond in a flexible way to the needs of the Polish NGO community and American PVOs active in Poland. We believe that, in this critical transition period, the importance of how our Warsaw office operates - that is, freely sharing information and resources, encouraging partnerships and collaborative endeavors, and emphasizing Polish needs and initiatives - is as important as what activities it conducts. This is especially true as ACAP plays a role as a kind of defacto American representative to the nonprofit sector in Poland.

ACAP is also increasingly recognized in Poland as a leader and coordinator among Polish NGOs. For this reason, our assistance is more frequently requested for new projects and activities both in the U.S. and in Poland. Our Warsaw staff are included in planning for training programs, conferences and new program developments related to NGO development. ACAP/Warsaw contributes through providing database contacts, coordinating and organizing meetings of NGOs, contributing to planning and evaluations and in actual training workshops for NGOs. We will maintain our close working relationships with BORIS, FISE, the Youth Foundation and other important NGOs in Poland.

We continue to monitor the demand for our services to American PVOs in order to assess the overall trend in development assistance relative to our understanding of the needs of the nonprofit sector in Poland. We have planned for and are now seeing an increase in activities initiated in Poland. This should continue as ACAP/Warsaw evolves into an independent organization when ACAP headquarters closes its doors in September 1995. Similarly, we expect that ACAP/Warsaw's activities in the area of NGO training will expand in the future.

The pilot volunteer project is in its early stages and it is difficult to determine what the exact implications for ACAP/Warsaw will be. However, it is being approached in a very serious and careful manner since it will have an important bearing upon Polish volunteerism in the future. We also expect that ACAP/Warsaw will maintain a relationship with the Ochota Association into the post-ACAP (headquarters) era.

IV. STAFF TRAINING AND INSTITUTIONAL DEVELOPMENT

A. Activities

1. Institutional Development: Long-Term Strategic Planning

Discussions about the future of ACAP/Warsaw and its training and institutional needs which began in earnest last spring continued throughout the summer. The two visits of our U.S. staff during this quarter allowed for focused discussion and brainstorming between our American and Polish staff. In addition, both of our offices have actively pursued contacts with American foundations, NGO leaders and experts in the U.S., Poland and other countries to gather their collective wisdom regarding the needs of the developing nonprofit sector and ACAP/Warsaw's capacity to make a significant contribution. We have been dissuaded from considerations of serving as a representative office for American foundations as this does not seem to correspond with their current thinking.

By the end of December, we expect to be well on our way to establishing a long-term plan which will include a funding strategy and program plan. Our aim is to have a plan for the future of ACAP/Warsaw which will be realistic and responsive to the evolving situation in the Polish nonprofit sector.

2. Staff Training

ACAP's Financial Officer visited our Warsaw office in late August. She has begun an ongoing process of upgrading ACAP/Warsaw's communications and accounting software. She has also been working closely with our Warsaw staff in both using the new technology and in developing more efficient and professional accounting systems. While in Warsaw, she was able to provide hands-on training for our Program Officer who is now prepared to train the Office Assistant and they will jointly take on the responsibility for monthly financial reports.

3. NGO Leadership Training

As a part of the larger strategic planning process, we are attempting to address the training requirements of our staff so that they will be well-equipped to contribute to NGO development after ACAP's headquarters closes its doors in 1995.

Our Warsaw Office Director took advantage of her experience and the contacts she made at the Salzburg Seminar in June. During this quarter, she established substantial contacts with NGOs in

other countries which can provide resources and assistance for NGO training efforts in Poland and with the Pilot Volunteer Project. Due to her ongoing involvement with and contributions to the Polish Youth Foundation's Leadership Enhancement Program, she was invited to attend a two-day training workshop in negotiation and conflict resolution which was sponsored by the Youth Foundation.

B. Evaluation and Conclusions

We will continue to focus our attention on staff training and institutional development issues. The plan we will be developing for the future of ACAP's Warsaw office will provide the blueprint for these activities over the next two years. We hope to be able to leave in place two sustainable Polish organizations - namely, ACAP/Warsaw and the Ochota Association - which will be able to continue making important contributions to the democratization process through civic participation, community development and the overall advancement of the Nonprofit Sector in Poland. We are confident that both our Warsaw office and our project in Ochota will not only outlive our headquarters office (scheduled to close in September 1995), but will offer lasting services and examples to benefit the developing nonprofit, civic sector in Poland.

APPENDIX A

Report of the 26th meeting of the PVO Consortium

TWENTY-SIXTH MEETING
PRIVATE VOLUNTARY ORGANIZATIONS ACTIVE IN POLAND
chaired by
THE AMERICAN COMMITTEE FOR AID TO POLAND

7th July 1993

The twenty-sixth meeting of private voluntary organizations active in Poland took place at the National Endowment for Democracy in Washington. More than forty people attended. ACAP President Gifford Malone chaired the meeting.

Gifford Malone announced the next PVO meeting which will be held Thursday, the 16th of September at 11 am at the same location.

NATIONAL ELECTIONS IN POLAND

Mr. Malone offered a reminder about the upcoming parliamentary elections in Poland on September 19th. Since the campaign has already begun, one can assume that this will be a very hectic time in Poland. Those considering important activities might be best advised to avoid scheduling them in September. Once the elections have taken place, it will still be necessary to form a government, so a busy period should be anticipated at least through the end of September. Mr. Malone introduced **Dr. Miroslaw Grochowski**, representing **Local Democracy in Poland at Rutgers University**, to comment on the elections.

Dr. Grochowski offered a synopsis of the political situation in Poland. Poland's first free democratic elections took place in 1990. Prime Minister Suchocka's government has recently been working without a parliament. However, since the Parliament did make some important decisions prior to its dissolution, this period is one of implementing difficult economic decisions, such as the VAT. Although there are no strikes or unrest, the population is generally fed up with the government.

By August 10th, all political parties must have decided if they will run as part of a coalition or as independents. Therefore, until this time, the situation will be very much in flux. In order to win representation in the new parliament, a

party must get at least 5% of the vote throughout Poland; a coalition must get at least 8%. The election is scheduled for September 19th, a Sunday. It will be interesting to see what impact this has upon the participation of the Church, which is an important player.

The campaigning has begun, and according to data available on July 6th, the Democratic Union Party is the most powerful. Wałęsa's presidential bloc, the BBWR, has come from 2% only a few weeks ago to second place. The BBWR was structured, as was its namesake before the war, to bring all people together regardless of affiliation. The Social Democracy of the Republic of Poland (SLD), a coalition of former communist parties, is in third place. The Confederation for an Independent Poland is in fourth place. No coalitions have survived from the Suchocka government. Coalition-building is hampered by a lack of discipline at the local level to support and cooperate with national candidates. Also there is no clear identification of political views, and candidates may seem to take positions on different points of the traditional political spectrum depending upon the issue.

The campaigning has been affected by the new broadcast law, under which many existing radio and television stations are not operating legally. Many larger stations are not

allowing political advertisements. Wałęsa has been very active in his attempt to create a bloc. Some speculate that the BBWR will be like a huge Citizens' Committee whereas others warn that Wałęsa is the only remaining leader with charisma - with the exception of the pope. Solidarity has disintegrated into many factions and is no longer a broad social movement.

The new Polish Parliament will probably be more workable with only eight to ten parties represented. Predictions from Polish political scientists provide the following three scenarios for the election outcome: ONE The post Communists and their allies will gain strong support and will function as an opposition bloc interfering with reforms. The Confederation of Independent Poland may also gain strength by exploiting the people's discontent. TWO The Democratic Union and Liberal Democratic Congress will form a strong parliamentary caucus. In conjunction with the new Economic Congress which is associated with Wałęsa and Olechowski, former Minister of Finance, and supports the ideas of the Democratic Union, progress could be made in economic reform. THREE Eight or ten parties fluctuating between coalitions, small caucuses and splitting over different issues will interfere with the successful functioning of the Parliament.

Dr. Grochowski suggested that observers attempt to be patient and understanding as the Poles - both ordinary citizens and the political elite - continue to gain democratic political experience. This election represents an important turning point. He cautioned everyone to be prepared for surprises and for more serious problems to be encountered ahead.

PROGRAM INITIATIVES AND UPDATES

Women

Mauricette Hursh-César, Forum for Intercultural Communication, spoke about a project to develop a women's association in Poland, called "Women Now". This project is an outgrowth of the Woman-to-Woman: Partners in Business internship program which brought eight

Polish women who own small businesses to the U.S. last winter. The National Association of Women Business Owners assisted with the programs and the participants returned to Poland with the idea of forming an association. Currently, the association has nineteen members, but they are being inundated with requests for membership, mostly from business owners. They would eventually like to recruit other women who manage businesses. The association will need a lot of support and training to get started. Support is being sought from American PVOs as well as from the Polish business sector. They are organizing a national conference of female managers in Białystok this October for training purposes and to recruit new members.

Kristin Byrne of the **International Republican Institute** reported that IRI has submitted a proposal to train women in Poland, Hungary and Romania in three areas: working with political parties, business and community development.

Disabled

Elizabeth Scott, Goodwill Industries International, described the history of Goodwill's efforts to assist the disabled, which began in the early part of this century. Last month, Goodwill officially changed its name to Goodwill International.

In 1990, Goodwill was approached by the USIA to assist in providing information on their work with disabilities in response to inquiries from Poland. As a result, two Polish interns received training in medical rehabilitation by Goodwill Industries in the U.S. Contacts were thus established with rehabilitation professionals in Poland. In February 1992, in cooperation with the U.S. Department of Labor, Goodwill hosted an American study tour for Polish and Czech professionals to observe rehabilitation programs. Contacts have been established in Ochota (a district of Warsaw) and Lublin. Last month Goodwill sponsored a consultative visit by Del Wisecarver, a retired Goodwill executive and his wife. They hope to be able to establish a community group to function as a volunteer board for a Goodwill program in these

communities. Both projects will require a revenue enhancing aspect to the project, such as a Goodwill-type retail facility.

Jim Iserberg, OIC International, was in Poland during the Goodwill visit and assisted in Lublin. He reported that the Goodwill visit in May was constructive and successful and that it stimulated a lot of interest and opportunities for supporting projects and services for the disabled. Mr. Wisecarver had a very broad view of building community support for disability programs. There is a good potential to develop economic institutions within the community there. Presently, three Polish women are in the U.S. for training with the OIC, one of whom will go on to Detroit for further training with Goodwill. OIC International expects to develop a partnership with Goodwill in Lublin which will serve as a model in the community and in other parts of Poland.

Elizabeth Scott added that Goodwill's concept of partnership links U.S. Goodwill to Goodwill projects overseas. The Goodwill in Michigan, where Mr. Wisecarver is from, may be able to develop a collaborative strategy to support Polish projects.

Jim Iserberg said that the OIC has established an office in Lublin where they provide business advisory services. They are also developing a business incubator and working on a career development curriculum for the school system. They are interested in services and support for the disabled, for newly emerging NGOs, and employment generation for women. The OIC is interested in partnerships with other groups and is currently exploring possible projects in Lodz. Mr. Iserberg emphasized the importance of partnerships, such as, in specific technical opportunities in areas of employment. For instance, the OIC's work in Lublin in vocational testing led to further discussions which helped the Poles conceptualize larger related issues.

Law

Lisa Dickison from the **Central and East European Law Initiative**, provided a summary of this project of the American Bar Association to provide pro bono resources and technical legal assistance to twenty-three countries in the CEE and NIS. They are funded mostly by the USAID. They work in two primary areas: rule of law (subjects such as constitutional reform, criminal law, judicial education, and law faculty); and commercial law (primarily related to privatization). They have various ways to provide assistance. Long term liaisons and legal specialists are sent for six months to a year to work with government hosts and coordinate CEELI's assistance effort at the national level. Assessments of draft laws with written comments are provided through CEELI's Washington office. They sponsor workshops with U.S. and European lawyers on various topics. They also sponsor visits by legal specialists who work on specific projects for up to eight weeks.

CEELI has been at work in Poland for the last two years. They have two long-term liaison people in Warsaw. One is working in commercial law in the areas of dispute resolution, the environment and privatization, as well as developing a Commercial Law Center. The other CEELI liaison person in Warsaw is working on rule of law issues, such as the separation of powers, lobbying regulations and criminal law; this individual is also developing a law library at Warsaw University and building relations with the Warsaw University faculty which will facilitate CEELI's sister school project and future exchanges with U.S. law schools. There is also a CEELI representative in Krakow, who is developing a Commercial Law Center there. Last month CEELI sponsored a training institute for the Krakow law faculty. CEELI is sponsoring a five month research and training visit for five legal professionals from Poland; the program will include internships with firms in Washington, D.C.

NGO Development

Nicole Etchart reported that the **Johns Hopkins Institute for Policy Studies** held a conference in Warsaw last April. The Institute's Third Sector Project is two years old and focusses on training NGO leaders in Central and Eastern Europe. This project consists of an internship program and in-country training workshops.

Internships for Central and Eastern European NGO professionals are offered with American nonprofit agencies in the Baltimore-Washington area. As part of the program, workshops in such areas as volunteer recruitment, fundraising and nonprofit management are organized by JHIPS. Thus far thirty-five interns from Hungary, Poland, the Czech Republic, Slovakia, Russia and Ukraine have participated. The second component of the Project consists of five-day workshops for seventy NGO leaders which are offered in-country with the assistance of local partner institutions. Four workshops have been held in Prague, Moscow, Hungary and Poland. The recent workshop in Poland drew NGO leaders working in social services, human rights and the environment together for participatory workshops on forming and organizing a nonprofit, financial resources, volunteer recruitment and management, running meetings and writing grant proposals. Manuals are provided so that information from the workshops can be shared with others. Small group activities for discussions of practical applications, values and ethics helped participants to feel that they are a part of a global sector.

Due to the great demand for training in various aspects of nonprofit management, the Institute's Third Sector Project is embarking upon a two-year training-of-trainers program for ten candidates. They have begun efforts to identify a local partner institution which will be responsible for identifying candidates.

Kristen Nahill, ASHOKA, reported that her colleague **Shawn McDonald** is currently visiting Poland, the Czech Republic, Slovakia and Hungary to determine the feasibility of expanding their activities to these countries. Ashoka supports social innovators/entrepreneurs

in Latin America, Africa and Asia. They are funded by private donations, corporations and foundations. Since Mr. McDonald will be travelling until August 10th, Ashoka would be happy to receive additional suggested contacts in these countries.

Shannon Duling, United Way International, reported on a visit to Poland by **Russy Sumariwalla**, UWI's president and CEO. He recently conducted a three-day fact-finding trip to Warsaw where he was assisted by ACAP's Warsaw staff. He had very positive meetings with ACAP, representatives of BORIS, the Ochota Association, the Ministry of Labor and Social Policy and Warsaw University and he was impressed by the level of NGO development. He was encouraged about the possibility of expanding UWI's activities to Poland.

Mauricette Hursh-César, Forum for Intercultural Communication, spoke about the Dialogue project in self-help and local government in Bialystok, which works with the Foundation in Support of Local Democracy. The Forum has been getting requests for Dialogue materials from Bulgaria, Partners of the Americas, and others. Materials are currently being developed, translated into Polish with a grant from the U.S. Institute for Peace and should be ready in the fall.

OTHER ANNOUNCEMENTS

Mr. Malone announced that the Third Polish and American Conference on Community Self-Help will be held in Gdansk, Poland, October 7th to 10th, 1993.

Chris Lane, INET for Women and the INET Foundation, has established a Polish American Library for Enterprise Development, Commerce and Trade at the University of Warsaw. Ms. Lane emphasized the concept of NGO leaders as a kind of entrepreneur and she offered the use of the library for training and technical resources for NGOs.

Jan Wydro of **AmeriCares** reported that they have been providing assistance to Poland for twelve years, totalling more than \$50 million in aid. Mr. Wydro also works with the **New Alliance College**, northwest of Pittsburgh, Pennsylvania. This college is primarily for Central and Eastern European students. Programs offered include international business, environmental safety and nursing.

Beth Williams, representing a new organization, the **Network Solutions and Foundation for Peace, Commerce and Friendship**, which aims to foster democratic ideals and economy, is focussing on Poland. She is working with others to offer programs to train accountants in Russia and Poland. She is also looking into a project which markets multimedia materials for English as a Second Language in Russia which she may assist and expand to Poland.

Joan Van de Moortel works with the **National Education Council** which has fifty campuses throughout the U.S. They develop work partnerships with the private sector. She is encouraging expansion into Central and Eastern Europe and especially Poland to conduct business training in proprietary business and professional and business attitudes.

• • • • •

APPENDIX B

Report of the 27th meeting of the PVO Consortium

TWENTY-SEVENTH MEETING
PRIVATE VOLUNTARY ORGANIZATIONS ACTIVE IN POLAND
chaired by
THE AMERICAN COMMITTEE FOR AID TO POLAND

23rd September 1993

The twenty-seventh meeting of private voluntary organizations active in Poland took place at the Business-Higher Education Forum in Washington. About fifty people attended. ACAP President Gifford Malone chaired the meeting.

Gifford Malone welcomed all participants and expressed appreciation to the Business-Higher Education Forum for hosting the meeting. He announced the next PVO meeting, which will be a departure in format from most of our regular meetings. We will feature a panel of Polish journalists for a discussion on the implications of the recent elections in Poland. The meeting will be held Tuesday, the 26th of October at 11 am at the Annenberg Center; invitations will be forthcoming.

Mr. Malone introduced the guest of honor, Mr. Nicholas Rey. Although there has not yet been a formal announcement from the White House, Mr. Rey is expected to be nominated by the President as the next U.S. ambassador to Poland. The selection of speakers for the meeting was made with a view to giving Mr. Rey as broad an overview as possible of American PVO activities in Poland. Mr. Malone apologized for not having enough time for everyone to speak.

Mr. Rey is currently Vice Chairman and Director of the Polish-American Enterprise Fund, which was established as a not-for-profit private corporation by the 1989 SEED Act to stimulate private investment in Poland. He was appointed by President Bush, and was deeply involved in the Fund's start-up and initial investment stage. He serves on the Fund's investment committee.

Mr. Rey was Managing Director of Bear, Stearns and Company, Inc. from 1987 to 1992. Prior to that he was Managing Director, Investment Banking, with Merrill Lynch Capital Markets. He began his career in government with the Treasury Department, where he served as Director of the Executive Secretariat and Staff Assistant to the Secretary from 1963 to 1968. He also served as a staff member of the President's Commission on International Trade and Investment Policy, from 1970 to 1971.

Among his many other activities, Mr. Rey is a long time member of the Council on Foreign Relations, and served with the Clinton - Gore transition team for the Treasury Department.

Mr. Rey was born in Poland, moved to the U.S. at an early age and received his education here. He received his BA from Princeton University and MA from the Johns Hopkins University School of Advanced International Studies, where he concentrated in Latin American studies and developmental economics. He is fluent in Polish and French and has a knowledge of Spanish, Portuguese and German.

Mr. Rey stressed that he had not been officially nominated nor been confirmed yet. He did, however, express his appreciation for the opportunity to listen to this group, which, he said, plays a vital role in U.S. - Polish relations. The activities of its members are, in some respects, even more important than what the government can do. He described assistance to Poland as important not only in economic terms, but in terms of democracy and institution building. He expressed his interest in receiving materials from all organizations present in order to familiarize himself with their programs.

NOTE: ACAP will be happy to forward any such materials to Mr. Rey.

24

ECONOMIC DEVELOPMENT

Don Blandin, Business-Higher Education Forum, reported that the B-HEF has been in Poland since 1990 and carries on a series of programs in the region. B-HEF's primary goal is to conduct capacity-building projects to strengthen those institutions vital to the transition to democracy and free enterprise. The efforts of the B-HEF are focused in three areas: micro-enterprise development; management training and market economics education; and infrastructure development - such as telecommunications and technology commercialization.

A full counterpart organization, the Higher-Education Business Forum of Poland, was established in November 1992 to build stronger relationships between business and higher education institutions in Poland. The effort in Poland and Central Europe is supported by B-HEF member institutions.

Mr. Blandin mentioned the difficulty in keeping efforts focused on needs, a problem that B-HEF addresses by organizing discussion groups and brainstorming sessions. B-HEF will hold a meeting next spring to assess the progress that has been made in Poland.

Mr. Malone introduced **Grzegorz Bierecki** of the **Polish National Association of Cooperative Savings and Credit Unions**, which began a joint effort with the World Council of Credit Unions one year ago. Together, they have established twenty-seven fully operational credit unions with more than 20,000 members throughout Poland. The Polish Association operates its own insurance company for the membership. In February 1993, they formed a national association to represent their members and to form a liquidity pool and a solid base for further development. They expect to establish fifty more credit unions in the coming year.

Judy Shaffer of the **World Council of Credit Unions** added that Mr. Bierecki and his colleagues had sought assistance from her organization in 1989. Last year, they received a three-year grant of \$ 3.5 million from USAID for projects in the region. The WCCU has ongoing

training projects and they are engaged in promotion and outreach activities with the aim of developing a self-sustaining system of credit unions in a few years' time.

Jim Isenberg of **OIC International** introduced his organization as a private voluntary international effort which uses a community-based approach to address unemployment, human resource development, and economic development. OIC is committed to developing and building local NGOs.

They have worked in Lublin for the past three years through a local organization, staffed by twenty Poles and governed by a board of community leaders. OIC receives support from USAID and they have collaborated with the US Department of Labor. Their central activities include: entrepreneur training; career development and motivation training workshops; a small business advisory center with trained Polish business advisors; and a business incubator which works with community leaders. They have also created a career development, motivation and entrepreneurship curriculum for secondary schools in the region. OIC has recently been invited to work in Lodz and has begun a feasibility study. They have incorporated some European experience and models in their work and they continue to be interested in regional and international linkages.

Mr. Rey inquired about the work of the U.S. Labor Department in Poland and noted the challenges of building sustainable local institutions. Gifford Malone said that the Labor Department has been doing good work in Poland. Regrettably, their representative could not be present today. He added that OIC's work in Poland is a good example of helping to build local institutions. Jim Isenberg mentioned the strengths of the OIC's Polish staff in Lublin and underlined the importance of taking a flexible approach through providing a range of services over the long term. Mr. Malone stressed the importance of local partnerships for successful projects.

COMMUNITY DEVELOPMENT

Gifford Malone introduced **John Holman** of the **Delphi International Group**, which has worked closely with ACAP over the past three years, particularly in the Ochota district of Warsaw. Delphi's project is funded by USAID, and they have been successful in eliciting matching funds from the local business community in Poland. Their work in Poland involves training grassroots organizers and community leaders in community-based programs and in the local delivery of social services.

In the spring of 1992, Delphi organized a U.S. study tour for fifteen Polish community leaders from Ochota. This was followed by a year of training in Ochota in community organization, resource development, volunteerism, organizational and project development, and fundraising - including training-of-trainers. The final training segment in the Ochota pilot project will concentrate on leadership skills and conflict resolution (working with a local center for conflict resolution in Warsaw). Delphi has been funded by USAID to expand the project to five other communities in Poland and one in Bratislava in the next two years. The success of the Ochota training was due to Delphi's close work with the community to determine needs and application.

Mr. Rey asked how Delphi got started and how participants for the program were identified. John Holman said that the Ochota project was an ACAP initiative; ACAP had helped to start up and assist in organizing the Ochota Association, to whom Delphi's training program was targeted. Mr. Malone further explained that through the then rudimentary KLON Database of Self-Help Initiatives (subsequently completed with ACAP support) a number of self-help groups in Ochota were identified, brought together in a meeting with the assistance of Ochota's representative in the Sejm, introduced to each other and encouraged by ACAP's first president to form a community association.

Gifford Malone introduced another PVO partner in the Ochota effort, **Goodwill Industries**. (Its name will be officially changed to **Goodwill Industries International** in January 1994.)

Elizabeth Scott said that Goodwill represents a worldwide network of community-based nonprofits whose primary focus is on employment opportunities for the disabled through employment creation, job placement and providing work opportunities.

Goodwill began their work in Central Europe two years ago when, in cooperation with the U.S. Department of Labor, they hosted a delegation of Czechs, Slovaks and Poles to examine local applications of the Goodwill model in the U.S. Last spring, Goodwill sent an advisory team to three sites in Poland, including Ochota and Lublin. Goodwill's international projects are supported by their network of Goodwill partners in the U.S.

Mauricette Hursh-César, **Forum for Intercultural Communication**, has two projects in Poland. In Białystok, the "Dialogue" program is in its third year. The project is described in the most recent ICMA Newsletter. Dialogue manuals are being developed to assist in program replication in other projects concerned with citizens participation and community development.

The Forum also sponsored "Women-to-Women Partners in Business," an exchange program which brought eight Polish women small business entrepreneurs to the U.S. for internships last spring. This program was supported by the Polish-American Enterprise Fund, the Batory Foundation, the European Community (PHARE), USIA, the Mellon Foundation and the German Marshall Fund. The initial exchange created the impetus to form a national network of business women in Poland, which is currently being organized.

AGRICULTURE

Mr. Malone introduced **Andrea Lurey** of **TechnoServe**, a non-profit, voluntary development organization which focuses on the economic and social well-being of farmers around the world through enhancing agricultural potential. TechnoServe has a world wide staff of about 200, most of whom are in-country nationals in various field offices.

TechnoServe began working in Poland several years ago at the request of the Polish Sejm. With support from USAID and the German Marshall Fund, they have established a Local Entrepreneurs Support Center, working with local NGOs and staffed by 16 Polish professionals. The Center provides (fee-based) technical support services to farmers.

TechnoServe carries on activities to assist agricultural enterprise development, state farms and companies in the privatization process. They are also conducting a demonstration project in potato processing with sales to the fast-food industry. There is also interest in a dairy development project. In the near future, TechnoServe's Polish staff will be visiting the U.S. to examine agricultural activities here that have the potential for replication in Poland.

DEMOCRACY AND GOVERNMENT

Gifford Malone emphasized the breadth and variety of PVO and NGO activities in Poland. In the area of democratization, he introduced Dr. Miroslaw Grochowski, Acting Director for the **Local Democracy in Poland Project at Rutgers University**. Dr. Grochowski explained that Joanna Regulaska, Local Democracy's Director and the U.S. representative for the Foundation in Support of Local Democracy, is currently in Poland. The FSLD was established in 1989 by Senator Regulski and is supported through Local Democracy in Poland which was established at Rutgers University a year later. Local Democracy helps to facilitate the FSLD's training programs by providing materials and experts and also by hosting Polish trainees in the U.S.

The FSLD operates 16 regional training centers throughout Poland, providing an infrastructure for community activities. They are focusing on institutional capacity-building of the FSLD through a training-of-trainer program and the transfer of knowledge and expertise from the U.S. The FSLD has a new program to increase the knowledge and participation of citizens at the local level in preparation for nationwide local elections in June 1994.

Clay Wirt, the Executive Secretary of the **Virginia Local Government Managers Association**, reported on the "Manager to Manager" project which began in May 1991. Before starting the project, Mr. Wirt made several preparatory visits and was assisted by ACAP's Warsaw staff. VLGMA was advised to adopt a "club" model, limiting the number of sites and maximizing the exchanges. The program brings professional managers from Poland to the U.S. and Virginia government managers to Poland for periods of two to six weeks in order to share the American experience with democracy and the city manager system of local government. The approach is very practical and deals with the nuts and bolts of the daily experience of local government management. In the first year, the program was supported by a grant from USIA, which allowed for 18 exchanges in both directions between U.S. cities and Warsaw, Opole, Krakow and Olsztyn. A new USIA grant will keep the program going for another year.

Mr. Wirt emphasized that the program relies completely upon the voluntary commitment of time and professional skills of both active and retired VLGMA members. He also highlighted the contribution of local partners such as Polish government officials and the Foundation in Support of Local Democracy which is subcontracted to provide all of the in-country support and management. The program's U.S. partners include the International Association of City Managers, Sister Cities International and ACAP.

LAW

John Brandolino, representing **The American Bar Association's Central and Eastern European Law Initiative**, spoke about this three-year old project in 20 countries with funding from USAID. Its purpose is to promote the rule of law and to provide legal assistance in commercial development. CEELI has a liaison in each national capital (in Poland, there are representatives in both Warsaw and Krakow) which serve as local contacts, soliciting requests and identifying areas where assistance is needed. CEELI reviews draft legislation, utilizing its network of lawyers in the U.S. Legal specialists

are sent over for workshops and special projects, for three months to one year. The Polish Ministry of Finance, for example, has requested assistance for building up its expertise in order to work with international organizations, like the World Bank.

EVENTS IN POLAND

Gifford Malone reported on two upcoming events in Poland. The **Polish Welfare Association** in Chicago has already sponsored two Polish-American conferences on Self-Help and Social Services. On behalf of Larry Leck of the PWA, Mr. Malone announced the next **Conference on Community Self-Help** which will be held outside Gdańsk in October. There will be 100 Polish participants and 10 American presenters focusing on the theme of youth issues in the community. Prior to the conference, Larry Leck will host an "American town hall meeting" with 250 Polish university students in Gdańsk to elicit their views on the issues which are important to them. The conference organizers include the Polish Welfare Association, the Polish Foundation for Children and Youth, the Gdańsk Social Assistance Group and ACAP in Warsaw.

Another important Polish initiative is the first national **Forum of NonGovernmental Initiatives**, which is to be held in May 1994, bringing together Polish NGOs to exchange information and experience. This will be a significant event, the first of its kind in the region. Regional forums will be held prior to the national event.

The Polish organizers include the SOS Foundation, the Foundation in Support of Social and Economic Initiatives, BORDO - an NGO Service Center, and the Office of Cooperation with NGOs in the Ministry of Labor and Social Policy. The Polish organizers sought and are receiving organizational and other types of support from PHARE's Social Dialogue Project, the French Fondation de Pologne and ACAP. They have expressed satisfaction that, as they say, "this is the first time that Americans and Western Europeans have cooperated together to support Polish NGOs". Further updates and information on these events and other Polish

initiatives will be available at future ACAP meetings.

Margaret McLaughlin, Points of Light Foundation, announced the Foundation's expansion into international efforts to mobilize volunteers. Along with the Institute for East - West Studies, POLF will be working with a Carpathian EuroRegion project. A conference to examine the role of NGOs in regional social and economic development will be convened by the Institute for Studies of the Carpathian Region (Southeastern Poland, Ukraine, Slovakia and Hungary) October 13th through 15th, 1993. POLF will be involved in the exchange of NGOs with U.S. and Western organizations on transfrontier cooperation.

Robbie Ross Tisch, International Youth Foundation, and representing the **Polish Foundation for Children and Youth**, announced IYF's interest in instituting programs in Germany, Slovakia, the Czech Republic and Hungary. IYF was created by the Kellogg Foundation to establish self-sustaining, indigenous, grant-making organizations for children and youth around the world which would identify effective local programs, encourage the sharing of information and the replication of successful programs.

The Polish Foundation for Children and Youth has been in operation for the past two years and has a highly professional Polish staff and indigenous governing board. It has support from the European Community (PHARE), the Dutch, Germans, Japanese and the U.S. Grants totaling \$150,000 have been made to forty-one youth organizations throughout Poland. As mentioned earlier, they are co-sponsors of the conference in Gdansk. After determining that grant support would not be sufficient to strengthen Polish NGOs, the Polish Youth Foundation has undertaken a Leadership Enhancement and Management training program. Reports have been completed on the situation of children and youth in Poland.

Mr. Malone added that the IYF has done a first-rate job in starting its program and establishing an indigenous NGO, and its careful and systematic approach in Poland can serve as

a model for other organizations. **Maria Nagorski**, who works as a consultant with the Polish Foundation for Children and Youth, suggested that this Polish NGO is a very good model of partnership, the effective application of long-term planning, independence and self-sufficiency.

Ms. Nagorski also spent a year and a half in Poland with the Foundation in Support of Local Democracy and is familiar with their 15 local enterprise clubs which endeavor to promote partnerships between local business and government. The enterprise clubs receive support from the Polish-American Enterprise Fund. While she was in Poland, she assisted both the Delphi International Group and ACAP on the Ochota project.

WORK OF THE POLISH-AMERICAN ENTERPRISE FUND

Following these presentations, **Mr. Rey** spoke about the **Polish-American Enterprise Fund**. The Fund has received \$250 million from the SEED legislation; \$240 million is for programs and \$10 million is for grants. Grants are given to fund projects which are connected with the work of the Fund - for instance, to provide technical assistance for a Fund project.

The main activities of the Fund include the following. A Small Business Windows Program invests \$50 million through the network of approximately 50 national bank branches. Small business loans (of up to US \$75,000) to approximately 2400 borrowers have been quite successful. Mr. Rey encouraged PVOs involved in small business development to inform their clients about the possibility of receiving such loans.

The Fund has also trained about 100 National Bank employees to be real loan officers (not cashiers as they were previously). The Fund has just begun a mortgage bank, but this is moving very slowly due to the lack of good developers to build houses for average income households. The Fund also operates a venture capital fund for investments in the equity of local ventures, sometimes with American companies. The Fund has supported, for example, a cooperative of Polish apple graders, a housing

development company, a refrigeration warehouse and manufacturing company, and a nationwide "Yellow Pages" project. They are able to leverage through the establishment of a separate fund (including \$50 million from the European Bank for Reconstruction and Development, \$51 million from U.S. companies' pension funds and \$50 million of their own), which is also managed by the Polish-American Enterprise Fund.

OTHER ASSISTANCE EFFORTS

Chris Lane, **INET for Women**, is the chairperson of INET Foundation. The Foundation has established a Library for Women in Enterprise and Trade as a gift to the Warsaw School of Economics. They are now working to establish ten similar libraries at the local level through the Foundation in Support of Local Democracy's Enterprise Clubs. The INET Foundation has also established libraries in Berlin, Germany and Russia and will establish five more in the Newly Independent States. Their goal is to have all of these libraries linked by electronic communications. In November, there will be a fundraising event at the Polish Embassy to support the ten local libraries in Poland; on November 2nd, there will be a fundraising event at the Russian Embassy.

Stanislaw Wasowski is working with a group of Polish - American engineers who are cooperating with some Polish - Canadians to acquire and deliver donated computers to educational institutions in Poland. The group would like to work on design issues, to organize or support training in advanced computer programming and to focus computer donations at the high school level.

Mr. Rey commented in closing that he found it fascinating to hear about the various activities of American PVOs and he was impressed to hear how much the Poles are involved in the process. He stressed the importance of the contribution of the groups represented at the meeting and he said that, subject to Senate confirmation, his door would be wide open to all.

* * * * *

APPENDIX C

Description of KLON and JAWOR Databases

KLON/JAWOR Description

Two important Polish databases of nonprofit and social self-help activity have recently been established. KLON was established in 1990 as an independent, apolitical, nonprofit institution to collect data about the approximately 1,000 social self-help organizations estimated to be operating in Poland at that time. Extensive research utilizing a detailed questionnaire was conducted over a two year period (with the assistance of USIA funding through the American Committee for Aid to Poland). KLON now contains information on 1,600 self-help organizations serving the following categories of clients: Single parents and pregnant women; family support programs; families with many children; families of the sick and disabled; children; youth; disabled or sick children; retarded and mentally-challenged children; orphans and neglected children and youth; the poor; the unemployed; the homeless; the homebound elderly; veterans; prisoners and former prisoners; drug addicts; alcoholics; people infected with HIV; the terminally ill; sick adults; mentally challenged adults; disabled adults; individuals with mental and social dysfunctions; protection of human rights for immigrants, refugees and minorities; humanitarian assistance and disaster relief; and other organizations active in social assistance and health protection.

KLON has already proven its utility both as a practical tool for enhancing communication, networking and coordinating activities among organizations as well as a source of invaluable information for studies and assessments of needs for both domestic and foreign institutions. KLON is committed to free public access to information; a large directory is being published with smaller versions planned in the future.

JAWOR is a more extensive database of 4,500 nonprofits and nongovernmental organizations operating in Poland (and includes KLON). The JAWOR project is one of the largest studies in Poland based on the questionnaire method; 10,000 organizations were contacted - ranging from homeless shelters to large international foundations. JAWOR is financed by the European Community's "Civic Dialogue" and a directory will be published in the near future.

Both the KLON and JAWOR Databases will constitute an important element in an international network of national information centers on nongovernmental organizations which is currently being organized. Participation in both projects is free and provides opportunities for promoting your organization and its activities and for establishing relevant contact with both domestic and foreign organizations providing assistance to Poland. If your organization has a field office, affiliate or local partner in Poland, you will want to ensure that correct information has been provided to the JAWOR project staff.

The project staff is interested in hearing from potential users to determine if an English language version of JAWOR with computer linkages to the U.S. would be useful. If you have an interest in or questions about the KLON/JAWOR project, please contact Caryle Cammisa at the American Committee for Aid to Poland, P.O. Box 6275, McLean, VA 22106-6275; phone: (703) 506-1088, fax: (703) 506-9638. Your response will be sent to the the KLON/JAWOR staff to assist them in determining the level of need and interest in producing an English translation of KLON/JAWOR and in making it available in the U.S.

32

APPENDIX D

Consultative Assistance: July - September, 1993

**ACAP'S PVO/NGO ASSISTANCE ACTIVITIES
July - September 1993**

Coordination and Information-Sharing

- **BORDO (the Information Center for NonGovernmental Organizations)**
ACAP's U.S. and Polish staff held introductory meetings with this new organization.
- **BORIS (the Support Office for the Self-Help Movement)**
Meetings with U.S. staff and coordination meetings with ACAP/Warsaw who administers a grant for their staff salaries. Close working relations in Poland on several projects: NGO training programs, coordination of national conferences and developing a volunteer program for social services in Warsaw.
- **Center for the Advancement of Women**
Regular communications with American and Polish staff regarding new program initiatives for Polish women. Discussions regarding a new directory of Polish Women's Organizations developed by the Center which ACAP may assist in marketing in the U.S.
- **Citizens' Democracy Corps**
Coordination meetings held in both the U.S. and Poland regarding database collaboration, volunteers and other programs.
- **The Delphi International Group**
Meetings in the U.S. and Warsaw regarding continuation of Delphi's training program in Ochota and other communities.
- **Forum for Intercultural Communication**
Regular communications with US staff about program developments.
- **Fondation de Pologne**
Ongoing coordination meetings in Warsaw to support the planning and organization of the National Forum for NonGovernmental Initiatives.
- **Foundation for Democratic Action**
Information exchange meetings in Warsaw.
- **Foundation in Support of Local Democracy**
Ongoing coordination meetings in Warsaw regarding training programs for NGOs and providing information about U.S.-based organizations.

- **The Gemini Project**
ACAP staff attended a U.S. briefing and provided supplementary information for suggested Polish contacts.
- **German-Marshall Fund**
Regular communications with ACAP/Warsaw staff who administer a GMF grant for BORIS. Information-sharing and consultation meeting in Washington.
- **Goodwill Industries International**
Coordination meetings in the U.S. and Poland regarding follow-up to the visit of a Goodwill advisory team to Poland. Ongoing communications in the U.S. on developments in Ochota relative to initiating a Goodwill project there.
- **KLON/JAWOR Database Projects**
Regular coordination and planning meetings with both U.S. and Polish staff. ACAP in the U.S. handles requests for information about or access to the databases from American organizations.
- **Mershon Center, Ohio State University**
Information-sharing and exchange regarding their work in Poland and response to request for information about KLON/JAWOR databases.
- **OIC International**
Ongoing coordination meetings in the U.S. and Poland to organize a "Lessons Learned" workshop for U.S.A.I.D. and regional contractors. ACAP coordinated request for assistance with curriculum development on behalf of Polish lyceum.
- **Partners for International Education and Training**
ACAP/Warsaw met with Zbigniew Lewicki, of the Department of North and South America in the Polish Ministry of Foreign Affairs while on a PIET-organized training visit to the U.S.
- **Polish Foundation for Children and Youth**
Ongoing meetings with US and Polish staff; coordination regarding the National Forum for NonGovernmental Initiatives, the Polish-American Conference in Gdansk, and assistance from ACAP/Warsaw on Leadership Enhancement Program for young NGO leaders.
- **Polish Ministry of Labor and Social Policy**
ACAP/Warsaw staff hold regular meetings with the office responsible for NGO relations and information is provided from KLON/JAWOR database.
- **Rockefeller Brothers Fund**
Meetings in New York and Warsaw regarding the development of the nonprofit sector in Poland, current initiatives and future directions.

- **The Stefan Batory Foundation**
Ongoing communications with ACAP/Warsaw in preparation for National Forum of NonGovernmental Initiatives and the Polish American Conference in Gdansk.
- **U.S. Embassy, U.S.A.I.D. Mission**
Information exchange and coordination with ACAP's American and Polish staff. ACAP/Warsaw provided assistance in setting up appointments for visiting USAID staff from Washington.
- **U.S. Peace Corps**
Information exchange with both U.S. and Polish staff; coordination of information services for Peace Corps volunteers and responses to individual requests for information, contacts and assistance to Peace Corps projects. Cooperation with Peace Corps Partnership Program.
- **Y.M.C.A.**
Information-sharing meetings in Warsaw regarding program developments.
- **Jenny Yancey and Dan Siegel, Consultants**
Ongoing communications regarding the development of the nonprofit sector in East Central Europe, needs and program developments. ACAP/US staff has been asked to provide input relative to a recent program initiative to provide fellowships for NGO leaders; ACAP/Warsaw staff have been closely involved in the development of this new project.

Providing Information and Contacts

- **ADB and Associates**
Requested contacts in Poland regarding a program in Ukraine.
- **ASHOKA**
Received assistance from ACAP regarding suggested meetings for a regional exploratory visit which included meetings with ACAP staff and the Ochota Association.
- **Asocjacje, ACAP/Warsaw** staff were interviewed for an article on issues related to nongovernmental organizations.
- **Balcerowicz Foundation**
A consultant sought advise from ACAP/Warsaw on potential funding sources.
- **Catholic Charities, USA**
Sought information from ACAP/US.

- **CIVICUS**
ACAP/Warsaw staff attended a fact-gathering meeting in Warsaw and provided information to contribute to their forthcoming Regional Report on NGOs.
- **Ford Foundation, ACAP's Research Administrator** provided a briefing for a Foundation consultant offering extensive information about the development of the Third Sector in Poland and the region. ACAP/Warsaw staff subsequently participated in an open meeting with the SOS Foundation, Ford's local partner, contributing to a discussion on appropriate developmental strategies in Ford's assistance to the nonprofit sector.
- **Foundation for the Development of Polish Agriculture**
ACAP/Warsaw staff held an introductory meeting with new FDPA staff and provided information.
- **Matrix International**
Met with ACAP staff in the U.S. to gather information about the potential for them to expand their work to Poland.
- **National Center for NonProfit Boards**
ACAP staff participated in a discussion, along with a number of other PVOs, to assist NCNB in investigating the feasibility of providing assistance in East Central Europe.
- **Polish-American Joint Commission on Humanitarian Assistance, ACAP/Warsaw Program Officer** has been asked to provide continuing assistance to this humanitarian aid effort of surplus Department of Defense supplies, providing recommendations for potential NGO recipients.
- **Zbigniew Lewicki, Deputy Assistant Secretary for North and Latin America, Polish Foreign Ministry,** visited ACAP's U.S. office to discuss plans to open a new foreign studies center in Warsaw and seeking suggestions for funding sources for the project.
- **Lyceum in Mielec, Poland**
Received information and referrals from ACAP/US for a new educational project for secondary school students.
- **Polish State Fund for the Rehabilitation of the Disabled**
ACAP staff in the U.S. provided assistance related to the visit of a consultant from the fund to the U.S. exploring programs for employment of the disabled, and the operation of funding mechanisms at foundations and government agencies.

- o **S.O.S. Foundation, ACAP/Warsaw** staff provided advisement and input relative to a new program initiative with the Ford Foundation. ACAP/Warsaw has been asked to play an ongoing role in providing information services for the project.
- o **S.O.S. Okęcie**
Sought assistance from ACAP for contacts and information in the U.S. related to a food bank project.
- o **U.S. Department of Agriculture, Economic Research Service, ACAP/US** staff provided contacts for a visit to investigate rural development in Poland.
- o **Warsaw University**
ACAP/Warsaw staff held several discussions with faculty and, in particular, provided information for the planners of a new post-graduate program in NGO management.
- o **United Way International**
Requested a meeting with ACAP staff in the U.S. to debrief from their recent exploratory visit to Warsaw and to discuss the feasibility of United Way assistance in Poland.

Conference Coordination

- o ACAP/Warsaw is working with the Polish Foundation for Children and Youth, the Polish American Welfare Association and NGO leaders in Gdansk to assist in organizing the **Third Polish-American Self-Help Conference** to be held in October 1993. ACAP/Warsaw has contributed in planning invitations, seeking financial support and in conference organization; ACAP/Warsaw staff will be responsible for the American guests to the conference and will be involved in the follow-up to the conference.
- + ACAP/Warsaw is working with prominent NGO leaders to assist in preparations for the first Polish National Forum for Non Governmental Initiatives scheduled for May 1994. Our Program Officer in Warsaw has provided extensive technical assistance in creating a database for the project. ACAP/Warsaw staff participate in regular planning meetings and will contribute to the fundraising campaign to support the event.
- + ACAP/Warsaw, along with other Polish NGOs, participates in regular planning meetings with other Polish NGOs to prepare for a Regional Fundraising Workshop for NGOs (in conjunction with the International Fundraising Group) to be held in Warsaw in December 1993.

NGO Training

- * ACAP/ Warsaw's Office Director continues to provide regular workshops in fundraising and proposal development for the Foundation for Social and Economic Initiatives' program.
- * ACAP/Warsaw's Officer Director continues to support the Leadership Enhancement Program for the Polish Foundation for Children and Youth with her organization and training skills.
- * ACAP/Warsaw Office Director is working with BORIS in designing NGO training programs such as a fundraising workshop for members of the Ochota Association.

Miscellaneous Individual Requests for Information about:

- Scholarships for Polish students in the U.S. and Americans desiring to study in Poland;
- English and other teaching opportunities in Poland;
- Funding sources for study, English teaching and exchange programs;
- Potential volunteers seeking opportunities to provide short term assistance and consultation in a variety of fields;
- Inquiries from researchers, such as journalists and Fulbright scholars;
- Polish business contacts and information about the private sector;
- Employment opportunities and referrals in Poland and the U.S. (including a number of returned Peace Corps volunteers from Poland);
- Polish language and culture.

Both ACAP offices receive numerous requests on a regular basis in the above categories. In addition to general information, we are often referrals able to refer inquiries to more appropriate sources.

159

APPENDIX E
Information on Upcoming Conferences

THIRD POLISH AND AMERICAN CONFERENCE ON COMMUNITY SELF-HELP

We would like to inform you about the upcoming conference in Poland. The conference is called, 1993 Third Polish and American Conference on Community Self-Help, "Youth Issues in the Community." It will take place on October 7-10, 1993, in Stawiska, Poland. There will be 10 American Presenters who will give presentations to the approximately 100 Polish participants. We will be working in the form of workshops the topics of the conference are as follows:

Alcoholism in the family

Child Advocacy

Occupation Issues

Use of the legal system in protecting and enforcing rights of children

Cooperation between organizations serving youth on the local level

The conference is hosted by Polish Welfare Association Foundation, Polish Children and Youth Foundation, Polish Welfare Association, American Committee for Aid to Poland, and Wojewodzki Zespól Pomocy Społecznej (Gdansk) and will focus on the problems of young people.

On Thursday morning, October 7, 1993, prior to the commencement of the conference, we are having a Youth Forum entitled "American Town Hall Meeting - Issues Facing Polish Youth: A Polish and American Perspective" which will take place at the University of Gdansk. We are planning to host approximately 200-250 students grades 9 through the university level to discuss the issues and concerns facing young people in Poland today. Using the "town hall meeting" type of format, through the Polish-American moderator, we will engage our conference presenters in a dialogue with the students to educate all participants on the perspectives of the Polish youth and identify issues facing them today in Poland.

Dear Ladies and Gentlemen,

The Organization Committee of the FORUM OF NON GOVERNMENTAL INITIATIVES would like to ask you for support in the organization of the FORUM.

The FORUM was an idea of a group of officers of non-governmental organizations who thought that it was high time that the work and achievements of the non-governmental movement be presented to the general public.

As you are aware, in the countries of real socialism the State had taken over most of the roles and it aimed at "providing" the people with everything. That made our societies passive, highly dependent on the State and reluctant to take any initiative, completely unorganized and without any community spirit. Paradoxically, it is the ability of people to organize themselves, to create structure outside the State that made it possible to overcome the old system.

There is a lot of talk about our aspirations to democracy and European status. However, that is usually connected with the issues of the free market and affluence. Whereas, it must not be forgotten that no democratic state can function without association, societies, foundations and non-profit organizations. A natural feature of a civic society is the division of roles between the State and the non-government organizations.

The movement of non-governmental organizations in Poland is growing. It is a very dynamic process as the number of these organizations increases by 30% each year. However, the movement is still inappropriately recognized by the State structures, there being no proper legislature and not fixed paths of cooperation. Within the group of non-governmental organizations themselves there is practically no cooperation either, and the organizations seem yet not to be able to exchange their ideas and their experiences.

THE FORUM OF NON-GOVERNMENTAL INITIATIVES is to present the Polish NGO sector. We would like to show how big are our numbers, in how many areas we supplement various professional services and how often we are much more effective than they are, what are the fields where NGOs have no "competition."

In our opinion, the FORUM should serve the following functions:

On the regional level the FORUM shall:

- inform the local community and the local authorities on NGOs active within the given territory;

- present the variety of the forms of activity of the NGO movement, indicate the significance of non-government initiatives in the social and economic growth of local community;
- establish a platform of cooperation between organizations active within a given territory.

On the national level the FORUM shall:

- group organizations supporting local, social and cultural development as well as their foreign collaborators;
- enable the organizations to establish contacts between organizations and to strengthen federation movements;
- create a pressure group which would advocate for the association sector to be considered as the third, apart from the State and the private sector, factor of social development.

THE REGIONAL FORA OF NON-GOVERNMENTAL INITIATIVES are to start in October 1993. Those shall be concluded with the FIRST FORUM OF NON-GOVERNMENTAL INITIATIVES to take place in Warsaw on May 1 - 3, 1994.

We hope to welcome you among the organizers of all these events. All comments and tips are welcome. Please feel free to contact us at any time.

Best regards,

The Organization Committee

AMERICAN COMMITTEE FOR AID TO POLAND - ACAP

BIURO DS. WSPOLRACY Z ORGANIZACJAMI POZARZADOWYMI - MPIPS

BIURO INFORMACJI O FUNDACJACH I STOWARZYSZENIACH - BIFIS

FUNDACJA BEZ WZGLEDU NA NIEPOGODE - KLON

FUNDACJA DLA POLSKI

FUNDACJA INICJATYW SPOLECZNO EKONOMICZNYCH - FISE

FUNDACJA "POMOC SPOLECZNA" - SOS

PROGRAM DIALOG SPOLECZNY - PHARE

43

TO: Participants in PVO Workshop (November 8-12, 1993) in Lublin, Poland

FROM: Gifford Malone, ACAP, and Jim Isenberg, OICI (PVO Workshop Co-Hosts)

RE: PVO Workshop Information

We are pleased that you have confirmed your participation in the USAID-sponsored PVO Workshop scheduled for November 8-12, 1993 in Lublin, Poland. The following is a general description of the workshop. We will be sending you additional materials on practical arrangements and some suggestions on issues you should be thinking about in advance. All participants will have an active role in the workshop. We look forward to stimulating, thought-provoking discussions throughout the week.

WORKSHOP PROGRAM DESCRIPTION

The workshop will be facilitated in a format that allows participants to work in small groups in order to share lessons learned from their organizations' work experiences. Each group will have a facilitator who will assist during all sessions. There will be a few sessions in which invited guests will share their perspectives on specific topics, including plans for the USAID PVO program in the region. There will be many opportunities for discussion concerning specific program operations issues as well as to meet with AID Warsaw staff.

PVO WORKSHOP INVITED GUESTS

Workshop participants include PVO program managers from throughout Central and Eastern Europe. In order to enhance communication between USAID and PVO participants, representatives from USAID missions throughout the region have also been invited to participate in the Workshop. In addition, speakers from USAID, national and regional governments, democratic-institution building and conflict resolution programs have been invited to share their experiences with the workshop participants. We expect a total of approximately 70 people, including participants, guests, and facilitators. There will be numerous opportunities for collaboration and discussion of a wide range of issues.

AGENDA - The following agenda provides an outline for the PVO Workshop Program

MONDAY EVENING - Opening Session

This time will serve as a general introduction to the program schedule and will allow our PVO Workshop Facilitator, Dale Flowers, the opportunity to introduce himself and for you to meet each other. Also during this welcoming period, USAID representatives and local officials will join the participants at dinner.

TUESDAY

Sessions taking place on Tuesday and Wednesday mornings will focus on lessons learned by PVO participants and identification of the critical factors that have constrained or enabled PVOs to meet their program objectives. These sessions will be led by experienced facilitators, who will work with group members on the achievement of these objectives.

WEDNESDAY

During the morning, participants will have the opportunity to embark on a field trip outside of Lublin. Mr. Donald Pressley, the AID Representative for Poland, has been invited to be our luncheon speaker. His topic is "How to help local NGOs develop self-sustaining organizations". Mr. Pressley has a great deal of experience with AID and will offer some important observations for consideration. In the afternoon, Mr. Pavol Demes, Co-Founder of the Slovak Academic Information Agency, has been invited to address the workshop participants with regard to NGO development experiences in the region.

THURSDAY

On Thursday, speakers from Partners for Democratic Change, a PVO from Central and Eastern Europe, will discuss their regional experience with conflict-resolution programs and the development of democratic institution building principles at the community level. Since these issues will be key elements of USAID's "New Directions" for PVOs, the PVO participants will join the speakers in small group discussions in order to focus on issues, program development ideas and future program initiatives that might be undertaken. In the afternoon, Mr. John McEnaney, PVO Coordinator in AID's Bureau for Europe will meet with the entire group to discuss the Europe Bureau's "New Directions" and provide some insight into The Bureau's PVO program efforts in the coming years, as well as to answer any questions.

FRIDAY

On Friday, the participant discussion groups will focus on planning for change. The afternoon, in plenary session, will be devoted to sharing plans for the future and likely methods of implementation. In the evening, there will be a closing dinner and an evaluation of the Workshop.

NOTE: In order to insure that workshop participants have many opportunities for informal discussions and program-sharing exchanges, a resource room will be set up at the Hotel Unia. It will be open for use during the evening hours after formal workshop meetings. A program facilitator will be available to assist participants with any needs they may have.

WHAT YOU CAN DO BEFORE THE WORKSHOP

Since the PVO Workshop is a unique opportunity for you to share your program experiences with colleagues working on similar PVO programs throughout Eastern and Central Europe, we encourage you to prepare some of your own "lessons-learned" which can be presented at the workshop. It would also be helpful if you would bring any materials about your program that could be shared with other PVOs. Materials about your country's policies concerning indigenous NGOs, their programs, any new initiatives or other relevant materials are welcome as they will certainly enrich the small group exchanges and the resource room.

