

Organisational Profile



Community Development Association

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Community Development Association (CDA) Organisational Profile

1.0 GENESIS OF CDA

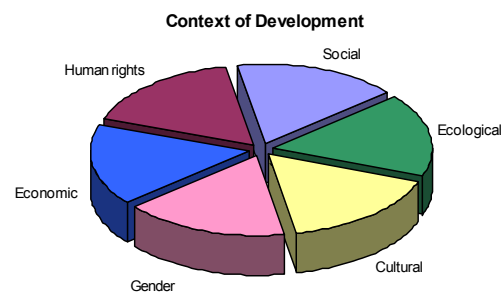
1.1 History and Background

CDA works in the North West of Bangladesh and is currently one of the largest medium sized NGO's in Bangladesh. It was founded by a group of development activists and social workers who had a background in rural development. Its unique genesis resulted in two advantages for the foundation of the organisation; it initiated its program with people possessing prior field experience and owing to the specific background it inherited a broad and comprehensive outlook encompassing a socio-economic and environmental development perspective. In 1986 CDA started its activities initially taking the rural wage issues of agro-based labour, women's and child rights through a rights-based approach. These approaches were upheld by the organisation in its later programs.

1.2 Organisational Beliefs

CDA has similar beliefs to those for which it was initially founded. These include issues related to wage movement, land rights, livelihoods, food security & good health, women's rights, empowerment, fundamentalism, injustice and market exploitation.

It is CDA's perception that poverty is created by many interconnected and interdependent problems. CDA believes that the bonds between these problems can only be broken and development made truly sustainable by addressing many of the issues simultaneously. Most NGO's have chosen to specialise their expertise in one or two areas but CDA has retained its emphasis on the holistic approach. CDA believes it must work in all sectors of the development context as shown in the diagram to be effective and sustainable.



Furthermore, CDA believes that the community will only truly embrace development if they themselves identify their needs and lead the process of change.

CDA takes a very strong stand against corruption and bribery. It is not open to either giving or receiving bribes. CDA's stand in this area is now widely recognised in the community. CDA encourages other organisations to follow its lead.

1.3 Program and Project Activities

CDA has worked with a number of development partners through the years on both programs and projects. The major programmatic activities during the more recent years have been the Village and Farm Forestry Program (VFFP) and Integrated Rural Development Program (IRDP). Both programs finished at the end of 2003 although there was an extension to the last phase of IRDP during the later half of 2004 due to a crisis situation.

Two core elements of the IRDP program provided CDA with its uniqueness and innovative approach and have remained central to the organisation even after completion of the IRDP program. Firstly CDA has adopted a holistic approach to development in the belief that working on only one part of the development context will have limited effectiveness and sustainability. Secondly, CDA created the concept of the Para groups (samity) and village based Peoples Organisations (POs), the aim of which is to foster unity among target groups by developing their political constituencies to increase their bargaining power. Each group has its own management committee which implements CDA program

activities. The ultimate goal is for each of the groups to separate from CDA and become totally independent, self sustainable and working on a partnership level with CDA, other NGO's, GO's and civil society.

There are 6 programs, each matching one of the focus areas, namely:

- Institution Building,
- Education & Culture,
- Health,
- Livelihood,
- Environment & Sustainable Land Use,
- Human Resources Development.

In order to provide its beneficiaries with a holistic & integrated package of programs there is one core program. All other programs operate through this one program. In reality this means when expanding to new groups the core program must be implemented first and through this other programs can be called upon where they are necessary and relevant to the individual context. Institution Building, incorporating the capacity building of para groups and Peoples Organisations as discussed above, has been chosen as the core program as this is at the heart of the mission and vision statements. Each of the 6 programs have their own aims and objectives There are 3 additional areas which have been identified as critical to all of the programs and so have been classified as cross cutting themes. They are: Gender, Human Rights, Information Communication Technology (ICT) and Policy, advocacy and networking.

CDA has worked with a number of partner organisations on projects that both support the program and those which are entirely independent. Current projects include Ensuring the Right to Food & Employment for Poor People (ERF & EPP) in association with Manusher Jonno, Juvenile Justice in partnership with Save the Children UK and Disabled Efforts for Self Help (DESH) in partnership with ABILIS Foundation, Finland.

1.4 Coverage

CDA currently has an organisation of approximately 190 program and core project staff principally working in the 2 districts of Dinajpur and Thakurgaon. CDA's program operates in 6 Thanas and 457 villages in which it has 435 PO's, 1812 groups and 49,955 members. The credit program operates in a further 3 Thanas (Bochgonj, Dinajpur Sadar and Baliadangi) and has 328 groups, 219 villages and 6,156 members.

Program & credit implementation at end of 2009:

District / Upazila	Members	Families	Samity	Peoples Organisations	Villages	Union
Dinajpur						
Birgonj	8619	4585	286	69	79	11
Birjol	8935	4682	358	86	100	9
Kaharol	7628	4462	277	67	76	6
Bochagonj	1417	1411	63	0	47	6
Sadar	3318	4201	175	0	128	10
Thakurgaon						
Horipur	8309	4601	306	72	40	6
Pirgonj	7615	3723	252	61	69	10
Ranishankail	8849	4859	333	80	93	8
Baliadangi	1421	1421	90	0	44	8
TOTAL	55611	29023	2137	435	676	74

A map is provided in annex 3 showing detailed locations of CDA's activities

2.0 CDA STRATEGY

2.1 Vision

A society united through its people centred democracy by good governance which is socially just and free from all forms of discrimination. Human rights are established and the community are economically productive within an ecologically balanced environment.

2.2 Mission

We will work with today's and tomorrow's poor and disadvantaged in the North of Bangladesh. Together we will build institutions to enable fair livelihoods & promote access to the market, address human rights, promote gender equality, and challenge ecological, social & cultural barriers.

2.3 Core Values

- WORKING & LIVING TOGETHER in the community with our beneficiaries
- DIGNITY, RESPECT & SENSITIVITY
- UNITED EFFORTS with teamwork, mutual co-operation & sharing
- BUILDING KNOWLEDGE to open our eyes to opportunities
- EQUALITY & INCLUSION regardless of gender, ethnic group or other social divisions
- HONESTY & TRANSPARENCY in our intentions and activities
- QUALITY SERVICE to our beneficiaries
- RESPECT FOR OUR HERITAGE

2.4 Aim

- Poverty eradication & people's empowerment

2.5 Objectives

- Reduce Poverty
- Empower people socially & economically
- Promote human rights and social justice
- Impede environmental degradation & counteract its effects

2.6 Focus Areas

- Institution Building
- Livelihood
- Health
- Education & Culture
- Environment & sustainable land use
- Human Resource Development

2.7 Direction

CDA's current strategy has a strong emphasis on Rights Based Approach and less so on primary service provision. This continues a trend which has been established in the successive plans during the 25 years of CDA's existence.

Although NGO's play a substantial and vital role towards the current development needs, the long term success of the country lies with the ability of the Government and Administration to deliver it's commitments to the various National and International strategy papers and declarations. There is an increasing trend for International partnerships and monetary aid to be targeted at infrastructure development, economic growth and government services. As such, agents for change within the NGO sector, media, private sector and civil society should increase domestic pressure for reform.

The most successful reforms will be those generated by an increasingly mobilised and organised civil society. Facilitation of stronger GO and NGO partnerships will provide more and better quality services to the poorest people in Bangladesh.

3.0 MANAGEMENT SYSTEMS

3.1 Organisational Management

The constitution of CDA has given the supreme authority of the organization to the general body (GB) who approve budgets and major policy amendments. The day to day running of the organisation is overseen by the executive director with the assistance on the Program Operating Cell (POC). The POC consists of the heads of department and administrative and accounting sections. The POC meet regularly (normally weekly) to discuss current issues, policy and to make recommendations to the EC for their approval. The POC implement the decisions of the EC and develop plans for running the program activities.

There is a further layer of management, predominately comprising 25 Unit Offices; Each Unit Office is led by a Unit Managers under super vision of Regional co-ordinators (RC's) with a jurisdiction of 7 Unit Office. At this level the management is decentralised with each of the RC's located at individual field offices. The RC's are responsible for the implementation of the program in their respective region and are delegated to take most of the routine decisions. The POC meet with the RC's monthly at the monthly co-ordination meeting.

CDA's organisational structure has been updated to reflect both its new strategy and also to assist with the development of good management and leadership practices. The new structure has been designed to accommodate the growth that is planned during the next 5 years. This diagram reflects the intended structure of the organisation for the entire program implementation period although the numbers of staff shown are for the end of the period.

3.2 Financial Management

CDA has its own financial manual and procedures. The accountant is responsible for maintaining and controlling the budget, allocation of overheads and for the preparation of financial reports. Independently the internal auditors check and advise on corrective measures to ensure an accurate and transparent system.

3.3 Planning Monitoring and Evaluation (PME)

The purpose of the PME department is to provide effective support in regard to information, decision making and activities executed by the CDA personnel.

The PME department has a critical role to play in increasing the effectiveness of CDA's programs and projects. It is the department responsible for facilitating the planning processes, tracking progress versus targets and assessing the effectiveness of activities. Although the PME department is not core in the sense of actually implementing development work at the field level, it is a vital support system to enable the core work to be done.

PME is a department which requires a continuous feedback loop with planning activities being adjusted in response to interpretation of evaluation studies.

The PME department is the central co-ordination point for all qualitative and quantitative program related data. The information is collated which allows it to be used in an integrated manner, giving a view of the bigger picture. The information is reviewed monthly at all management levels.

Annexes:

Annex 1: Organisational Particulars

ORGANISATION NAME:

Community Development Association (CDA)

ORGANISATION ADDRESS:

Community Development Association (CDA)
Upa-Shahar, Block # 1
Dinajpur,
Bangladesh

TELEPHONE NUMBER:

0088 - 0531 64428

FAX NUMBER:

Not applicable

EMAIL ADDRESS:

cdapo@cdapo.org

Web Site:

www.cdapo.org

HEAD OF ORGANIZATION:

Shah-I-Mobin Jinnah
Executive Director, CDA
ce@cdapo.org

CONTACT PERSON:

Shah-I-Mobin Jinnah
Executive Director, CDA

DATE OF FOUNDING:

4th June 1986

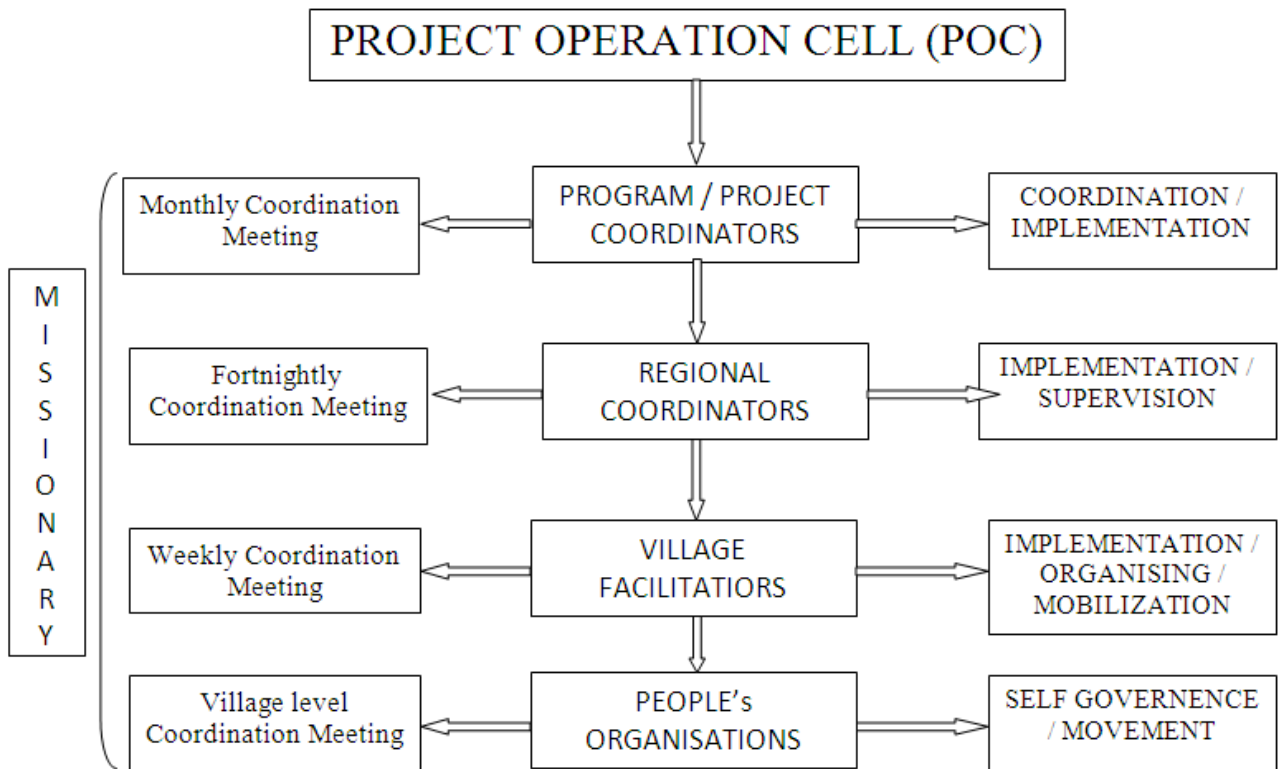
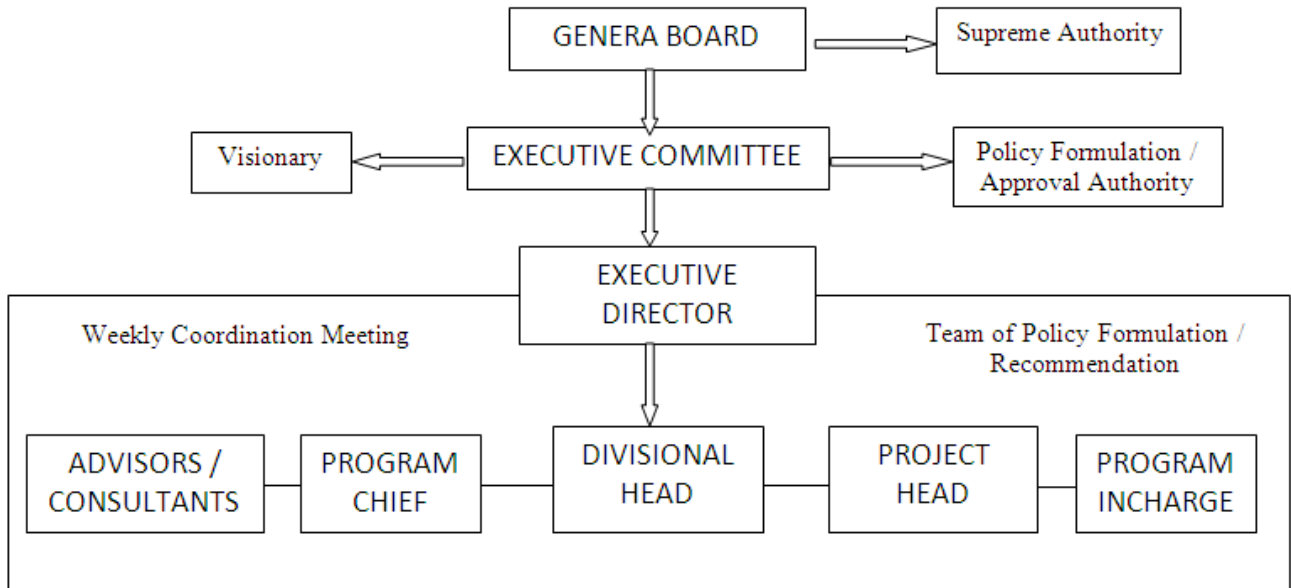
REGISTRATION STATUS:

Department of Social Service, Ministry of social welfare
14th June 1986
Registration number: DSS# 258/86

Micro Credit Regulatory Authority
7th February 2008.
Registration number: 142

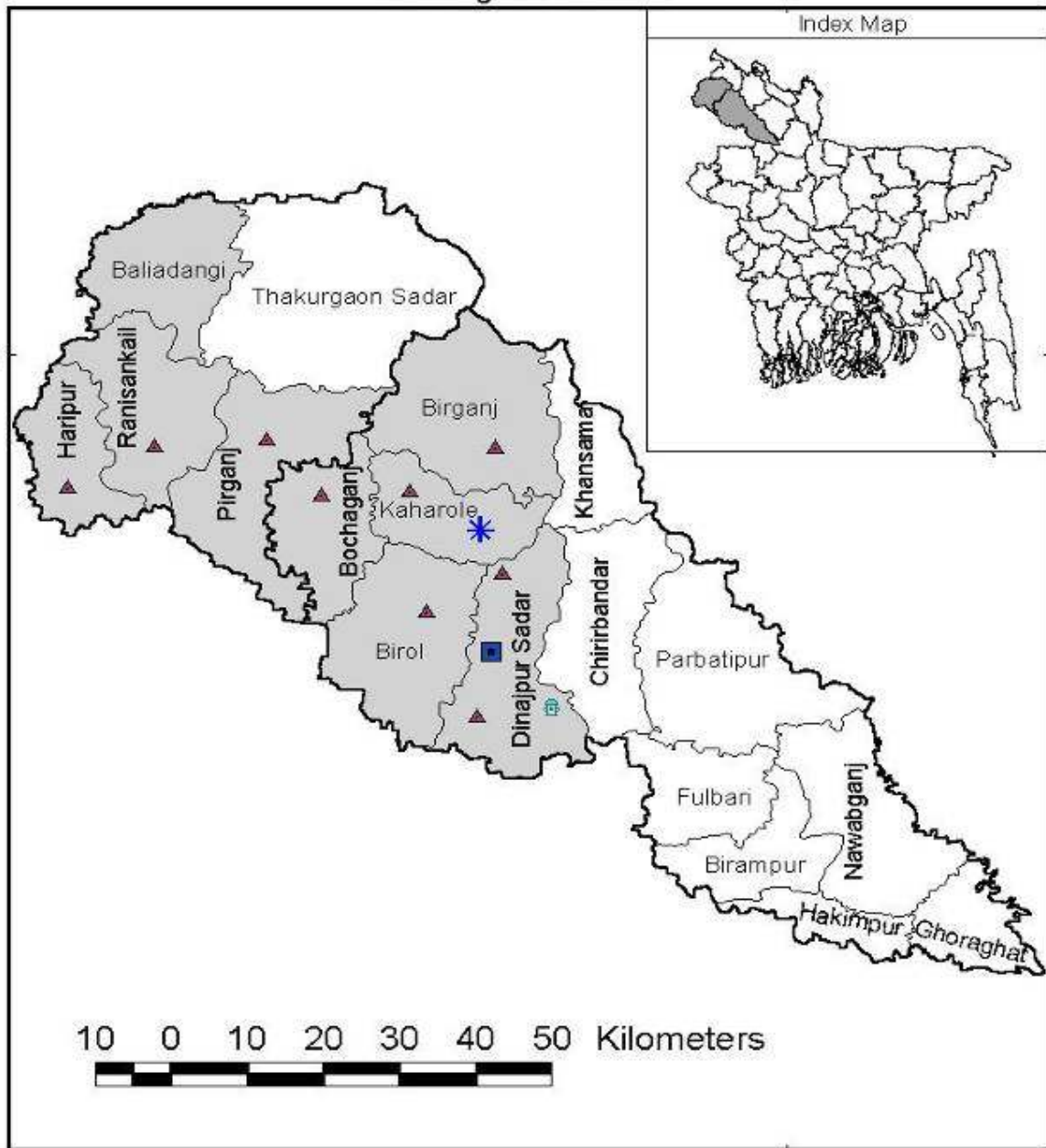
NGO affairs Bureau
16th January 1989
Renewed 8th June 1994
Registration number: DSS/FDO/R-283

CDA's Structure

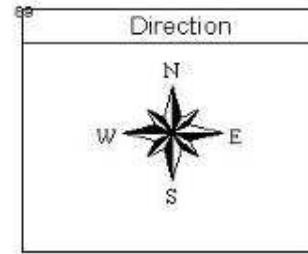


Annex 3: CDA Working Area Map

Working Area Of CDA



Legends	
	Chilling, Husking, Press
	Head office.shp
	Area office.shp
	Central training center.shp
	District boundary.shp
	Thanas of Dinajpur & Thakurgaon Dist.shp
	Working thanas.shp





গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

এনজিও বিষয়ক ব্যুরো

প্রধানমন্ত্রীর কার্যালয়

১, পার্ক এভিনিউ, মৎস্য ভবন (১০ম তলা), রমনা, ঢাকা

স্বচ্ছসেবী সংস্থার নিবন্ধনের প্রত্যয়ন পত্র

অধ্যাদেশ নং ৪৬, ১৯৭৮

নিবন্ধন নম্বর : ২৮০

তারিখ : ১৬/০২/২০০৮ ইং ।

প্রত্যয়ন করা যাইতেছে যে, ১৯৭৮ সালের দি ফরেন ডোনেশনস (ভলান্টারী এক্টিভিটিস) রেগুলেশন অর্ডিন্যান্স এর বিধানমতে, অপর পৃষ্ঠায় বর্ণিত শর্তসাপেক্ষে

" কমিউনিটি ডেভেলপমেন্ট এসোসিয়েশন (সিডিএ) / COMMUNITY DEVELOPMENT ASSOCIATION (CDA) কে

উপ-নগর, ব্রহ্ম-এ, দিবাজপুর

নিবন্ধীকরণ এর নিবন্ধন নবায়ন করা হইল। ইহা ১৬/০২/২০০৮ ইং তারিখ হইতে কার্যকর হইবে।

আমার স্বাক্ষর ও সীল মোহরে
জারী করা হইল।

২০ মার্চ, ২০০৮ ইং

তারিখে এই প্রত্যয়ন পত্র



[Signature]

মোঃ আনিসুল্লাহ

সহকারী সচিব

মহা-পরিচালক

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

সমাজ কল্যাণ বিভাগ

নিবন্ধীকরণ প্রত্যায়ন পত্র

নিবন্ধী নম্বর ২৫৬/৬৬

তারিখ ১৪-৬-৬৬

এতদ্বারা প্রত্যায়ন করা যাইতেছে যে, ১৯৬১ সালের স্বেচ্ছাসেবী সমাজ কল্যাণ সংস্থাসমূহ (রেজিস্ট্রেশন ও নিয়ন্ত্রণ) অধ্যাদেশ (১৯৬১ সালের ৪৬নং অধ্যাদেশ) এর আওতার বিধিবদ্ধভাবে প্রগতিভিত্তিক ডেভেলপমেন্ট প্রকৌশল (ডি.ডি.এ), ডি.আই.সি.এ.কে, উনিশ শত ছিয়াক্রিয়া সালের জুলাই মাসের চৌদ্দ তারিখে নিবন্ধীকরণকারীর নিজ মন্ত্রণে এবং সরকারী সীল মোহরে নিবন্ধীকরণ করা হইল।

(Signature)
নিবন্ধীকরণ কর্তৃক
স্বাক্ষরিত।

.....
সহকারী সচিব।
বিভাগীয়।

বক্তব্য:—এই প্রত্যায়ন পত্র হারাইয়া গেলে তাহা সাত দিনের মধ্যে নিবন্ধীকরণ কর্তৃপক্ষকে জানাইতে হইবে।

সনদ নংঃ-

০০৬৪৪-০১৮৯১-০০১৪২



এমআরএঃ ০০০০১৪২

মাইক্রোক্রেডিট রেগুলেটরী অথরিটি, ঢাকা

সুদ্রুপাণ বার্ষিক্রম্য পরিচালনার্থে আবেদন

মাইক্রোক্রেডিট রেগুলেটরী অথরিটি আইন ২০০৬ (২০০৬ সনের ৩২ নং আইন) এর ধারা ১৬ এর উপ-ধারা (৩) এ প্রদত্ত ক্ষমতাবলে

কর্ডিলিয়ারি ডেপোজিট এগেগিয়েশন (সিডিএ)

কর্তৃক দাখিলকৃত আবেদনের সূত্রে উহাকে এতদ্বারা কর্ডিলিয়ারি ডেপোজিট এগেগিয়েশন
..... সিডিএ সুদ্রুপাণ প্রতিষ্ঠান

হিসাবে কার্যক্রম পরিচালনার সনদ, অপর পৃষ্ঠায় উল্লিখিত শর্তাধীনে, প্রদান করা হইল।

তারিখঃ ২৫ মার্চ ১৪১৪ বাংলা
০৭ ফেব্রুয়ারী ২০০৮ খ্রিষ্টাব্দ

কর্তৃপক্ষের আদেশক্রমে

এক্সিকিউটিভ ভাইস-চেয়ারম্যান