2013-2014 Group Capacity Building Grant
Interim Report to RPCVs of Wisconsin-Madison

Summary

Through a challenge grant provided by the RPCVs of Wisconsin-Madison, matched with funds donated by 35 other NPCA member groups and 12 individuals, NPCA established a fund to update, modify and transfer the NPCA Mentoring Program to a more user-friendly, versatile technology platform. NPCA Member Group donations and some individual donations came in 2013. The final individual donations to meet our full budget were raised as the result of donations during the NPCA's 35th Anniversary Weekend in March 2014. These funds will firmly establish mentoring as a permanent NPCA program and allow NPCA to grow and adapt the program to better serve the community and NPCA member group needs.

Technology Upgrades

The upgrade of the Mentoring Program platform is dependent on having a solid NPCA main database, so the first stage of this project involves upgrading and updating the NPCA database as follows:

- **NPCA database update to latest version:** upgrade from version 6 to version 7 took place in February 2014
- **Data consolidation and clean-up, including deduplication of records:** in progress. NPCA consultant and database expert Lauren Ersner has been hired to manage this process. Expected completion by December 31, 2014.
- **Installation and programming of new database features:** in progress. Lauren Ersner will work with NPCA staff to identify, install, customize as needed and train staff on effective use of new database features with version 7, particularly those that allow for a better user experience for members and member group administrators. This process is on-going, as new features are rolled out on a regular basis, with key features installed by December 31, 2014.

Mentoring Platform

NPCA staff have been exploring multiple options for hosting the Mentoring Program going forward, including building a custom system via NPCA's main database, Association Anywhere. More efficient, however, would be an outside dedicated and supported mentoring platform on which NPCA can build its program, tying into NPCA's main database via APIs. These platforms come with built-in features that meet our program needs right "out of the box." NPCA staff have been given demonstrations of three such systems, all very promising. Local member group mentoring coordinators have been involved in demonstrations and meetings with potential vendors as they are able to attend and have been providing feedback to NPCA staff on system requirements.

Next Steps

1. **Establishment of Mentoring Working Group:** NPCA member group mentoring coordinators will be invited to join a formal working group to review and provide input on the implementation of the new Mentoring Program platform. (By September 30, 2014)
2. **Select the mentoring platform for NPCA:** the Working Group will review the finalists for this platform and make a recommendation to staff. (by October 31, 2014)
3. **Installation:** complete by December 31, 2014

Financial Report

Revenues

RPCVs of WI-Madison grant	$7,150
NPCA Member Groups	$10,475
NPCA Individual Members	$13,060
Total	$30,685

Expenses	**Budget**	**To date**
Staff time for project management and marketing	$13,000	$1,500
Database development	$17,000	$500
Total	$30,000	$2,000