WORKSHOP PROGRAM

«Strengthening NGO Capacity: From Needs to Joint Solutions and Micro-Projects»

Duration: 10 – 13 September 2026 (Vyzhenka, Ukraine)

Participants: Up to 20 activists and NGO representatives

Format: Training + practical work + facilitation + group work + networking

Outcome: Each team/working group develops a micro-project concept and a plan for further cooperation.

10 SEPTEMBER / DAY 1. "ME, MY ORGANIZATION AND ITS CAPACITY"

Focus: Introductions, creating a safe space, and assessing organizational capacity and needs.

Time	Session	Content
12:00 – 13:00	Arrival and Check-in	Participant registration and accommodation check-in
13:00 – 14:00	Lunch	
14:00 – 14:30	Training Opening	Introduction to the program, objectives, expectations, and ground rules
14:30 – 15:15	Getting to Know Each Other	"My organization in one sentence": Who are we? Who do we work for? What change do we want to achieve?
15:15 – 15:30	Coffee Break	

15:30 – 16:30	NGO Organizational Capacity	What makes an organization capable and resilient? Team, management, finances, projects, communication, partnerships, and sustainability
16:30 – 17:30	Organizational Check-up	Identifying the organization's strengths, areas for improvement, and key needs
17:30 – 18:00	Reflection	What have we discovered? Which needs are the most critical?

18:00 – End of the Training Day
19:00 – Dinner

11 SEPTEMBER / DAY 2. "FROM NEEDS TO PARTNERSHIPS"

Focus: Working with target groups, needs assessment, networking, and inter-organizational cooperation.

Time	Session	Content
08:30 – 09:30	Breakfast	
10:00 – 10:20	Morning Check-in	Reviewing the key outcomes of the previous day
10:20 – 11:20	Working with Vulnerable Groups	Principles of safe, ethical, and non-discriminatory practice
11:20 – 11:35	Coffee Break	
11:35 – 13:00	Needs Assessment	How to identify the real needs of people and communities; needs vs. assumptions; sources of information
13:00 – 14:00	Lunch	
14:00 – 15:15	Why Do NGOs Need Partnerships?	Benefits of networking, resource sharing, complementarity, and the risks of competition

15:15 – 15:30	Coffee Break	
15:30 – 16:30	Partnership Mapping	Who are our partners? Who is missing? With whom can we develop a joint solution?
16:30 – 17:30	Communication and Negotiation	How to present your organization, develop a partnership proposal, and agree on joint actions
17:30 – 18:00	Team Formation	Identifying shared challenges and forming up to 10 inter-organizational working teams

18:00 – End of the Training Day
19:00 – Dinner

12 SEPTEMBER / DAY 3. "FROM AN IDEA TO A MICRO-PROJECT"

This is the key practical day of the program, when participants move from needs assessment to developing concrete solutions.

Time	Session	Content
08:30 – 09:30	Breakfast	
10:00 – 10:20	Morning Check-in	Team introductions and brainstorming
10:20 – 11:20	What Makes a Good Micro-Project?	Problem, target group, goal, objectives, and outcomes
11:20 – 11:35	Coffee Break	
11:35 – 13:00	Project Logic	Problem → goal → objectives → activities → outcomes → indicators
13:00 – 14:00	Lunch	
14:00 – 15:00	SMART Goals and Objectives	Formulating specific and measurable goals and objectives

15:00 – 15:15	Coffee Break	
15:15 – 16:00	Activity Plan	Who? What? For whom? When? What is the expected outcome?
16:00 – 16:45	Budget and Resources	Key budget categories, resources, and partners' contributions
16:45 – 17:15	Monitoring and Indicators	How to measure the results and impact of the micro-project
17:15 – 17:45	Pitch Preparation	Teamwork and preparation of project presentations
17:45 – 18:00	Final Pitch	Short presentations of the micro-projects and feedback

18:00 – End of the Training Program
19:00 – Dinner

13 SEPTEMBER / DAY 4. CLOSING, EVALUATION AND DEPARTURE

Time	Activity
08:30 – 09:30	Breakfast
09:30 – 11:00	Team Project Presentations
11:00 – 11:30	Coffee Break
11:30 – 12:30	Team Project Presentations
12:30 – 13:00	Individual Reflection: "What am I taking away from this training?" Final Training Evaluation
13:00 – 14:00	Lunch
14:00 – 15:00	Free Time / Packing
15:00 – 15:30	Closing Session and Group Photo
16:00	Participant Departure