**USER NEEDS ASSESSMENT REPORT FOR NGOS GEODATABASE DESIGN**

**INTRODUCTION**

The GIS database design involved:

* The survey and analysis of user needs
* Inventory and evaluation of data sources
* Development of a conceptual database design

This report will focus on the survey and analysis of user needs which will provide fundamental information for the design of a shared system. In the creation of a geo - database for NGOs various users of the database have been identified. These include: The NGOs themselves, Government Institutions, Donors, Affiliate Organisations and the General Public.

The survey was carried out through interviews and aimed at addressing the user views of interest to each institution. The views will be used to determine the database requirements and sources.

**FINDINGS**

The findings of the survey are as outlined:

1. **NGOs**

NGOS would like to see:

* Projects currently being carried out to avoid duplication or provide opportunities for partnering
* Location of the projects to enable appropriate distribution of services
* Other NGOs carrying out similar activities
* Showcase achievements
* Status of current projects

1. **GOVERNMENT INSTITUTIONS/REGULATORS**

The functions of government institutions were provided along with the information that they would be interested in from the geodatabase. These functions are:

* Inter alia registering, facilitating and coordinating all national and international NGOs operating in Kenya
* Advising the government on their contribution to national development
* Providing policy guidelines for NGOs to align their activities with national priorities
* Receiving and analysing NGOs annual reports
* To facilitate and co-ordinate the work of all national and international NGOs operating in Kenya
* Border management
* Prevention and reduction of crime

The database design chosen however would not focus on function but rather on the user views. Through the survey, the Government institutions would be interested in viewing the following information in the database:

* Names and locations of NGOs
* Distribution of the NGOs
* Donors and affiliate organisations of the NGOs
* Budgets of the NGOs
* Assets owned by the NGOs
* Ongoing projects and their status
* Previously completed projects
* Total number of NGOs per sector

1. **DONORS**

These may include corporations, governments, institutions or even individuals that may want to provide financial support to NGOs and their projects. They are primarily interested in the following:

* NGOs in specific locations
* Projects carried out and their duration
* Budgets of the projects
* The status of ongoing projects
* The beneficiaries of the projects

1. **AFFILIATE ORGANISATIONS/PARTNERS**

These may include government ministries, local and international organistions or corporate institutions that are interested in a project(s) being carried out by a given NGO. They are interested in:

* The projects name and location
* The duration of a project
* The NGO carrying out a particular project
* Donor funding the project
* The status of ongoing projects
* The beneficiaries of the project

1. **PUBLIC**

This refers to individuals or the general masses that are interested in the activities of NGO’s in a certain location. They are interested in:

* NGO’s names and locations
* Ongoing projects and their current status
* Successfully completed projects
* Donors and affiliate organisations

**CONCLUSION**

With regard to the above report, sufficient information was acquired to enable the design of a conceptual model of the geodatabase. The external model has been used to summarize the user views in the project.

**EXTERNAL MODEL**

External model below summarizes the user needs assessment.

**REAL WORLD OF NGOS IN NAIROBI COUNTY**

**NGO MODEL**

**NGO ID:**

**NGO Name:**

**NGO Projects:**

**NGO Projects Status:**

**Location of NGO projects:**

**NGO Achievements:**

**DONORS MODEL**

**Donor ID and name:**

**NGO ID and name:**

**NGOS Distribution:**

**NGO projects their location and status:**

**Project Budgets**

**Project Beneficiaries:**

**GOVERNMENT INSTITUTIONS MODEL**

**NGO ID and name:**

**NGOS Distribution:**

**Donors and affiliate organizations:**

**NGO Assets:**

**NGO projects and their status:**

**Total no. of NGOs per sector**

**PUBLIC MODEL**

**NGOS name and location:**

**NGO projects their location and status:**

**Successfully completed projects:**

**Donors and affiliate organisations:**

**Bill no:**

**PARTNERS MODEL**

**NGOS name and location:**

**NGOS Distribution:**

**NGO projects their location and status:**

**Project Budgets:**

**Project Beneficiaries:**

**Donors funding the project:**

**Projects Duration:**