

Date: 04-30-2015

Place: 1127 90th St West Des Moines , 9:30 pm - 12:30 am.

Attendees

Madan Thapa (Host)

Roshan Pradhan

Pradip R. Sthapit

Bikram Shrestha

Bikal Adhikari

Ishwor Shrestha

Rammani Pathak

Prajwal Pradhan (On Conference)

1. Proposals
 - a. What to consider, who to consider?
 - b. Limit of Funding
 - c. Short Term and Long Term Plans
 - d. Conflict of Interest
 - e. Criteria for Decision for fund release?
 - f. Provision of replenishment of funds?
 - g. Diversity of funds / Diversity of Group
2. Acknowledgement & Receipts
 - a. Proof of Utilization
 - b. Pictures / Social Media
3. Updates to show how we are using the fund
4. Fund release medium (Check / Cash)
5. Check for misappropriation of fund
6. Discuss Existing Proposals Submitted
7. Acknowledgement to donors? When, how
8. Fundraising Updates / Plans
9. Call for more volunteers / Task Force

Discussions

- Organize a town hall meeting on Sunday to discuss sending relief fund to Nepal.
- No further collaborations with any sub group or organizations as we were unable to track the activities to ensure the 501 (c) (3) guidelines are met. Anyone doing it already, will be asked to stop. We didn't have enough resource to monitor and handle these fund raising
- Ensure that we follow the guidelines of 501 (c) (3) for sending funds to foreign countries
- Our activity should be transparent and ensure that the fund utilization is done properly

- We should approach our own INA members if they can help provide the relief directly under their supervision. Following INA members are in the ground
 - Surendra Bajracharya
 - Kailash Kayastha
 - Prajita Dahal
 - Roshan dai and Pradip to communicate with them
- Prepare a committee to review and forward proposal to the board. They should also come up with a criteria / template for the proposal. Following people are on this task force
 - Prajwal Pradhan
 - Ram Mani Pathak
 - Kapil Limbu
 - Ishwor Shrestha
- Short Term Fund release and Mid Term Fund Release
 - The short term release would be made in two parts;
 - First one: release fund to established (Actively working for 10+ years) non profit organizations who are doing good things already like Maiti Nepal, Maha Sanchar etc. Our top most priority is Maha Sanchar as they are most reputed and already working in ground level (Kavre, Panauti, Sindhupalchowk etc) for disaster relief. The amount equivalent to 15K will be sent to them.
 - Second one: proposal review team suggest board members and board decides based on recommendations without delay.
 - The Mid-Term relief and Long-Term will be considered as per the capacity of INA
- Request for more volunteers call as we need more resources to help us.
- Evaluate on possibility of sending tents/ Medical Supplies from US as well

Prepared By

Madan Thapa

Reviewed/ Edited By

Madan Thapa