IDEA JourneyTM Discovery Form

Fill in this form and send it to [digital@nethope.org](mailto:digital@nethope.org). This is the first step on your journey towards solving your challenge and achieving your goals with NetHope’s Center for the Digital Nonprofit.

Have a challenge you want to solve

Opportunity accepted

Identify partner

Kickoff meeting

Define scope and Logframe

SOW Approved

Contract/MOU signed

Finalize   
Logframe

IDEA Journey begins

Complete discovery form

**YOU  
ARE  
HERE**

Your organization

|  |  |  |
| --- | --- | --- |
| Official brand of your organization (eg, United Nations) |  | |
| Shorthand/everyday name for your organization (eg, UN) |  | |
| Website link |  | |
| Social media handles | LinkedIn: | |
| Twitter: | |
| Facebook: | |
| Instagram: | |
| Organization’s main email |  | |
| Headquarters’ address |  | |
| Phone number with country code |  | |
| Locations of other offices (if applicable) |  | |
|  | |
|  | |
| Primary contact | Name: | |
| Job title: | |
| Email: | |
| Secondary contact (if applicable) | Name: | |
| Job title: | |
| Email: | |
| Corporate identifier (eg charity number, company number, tax ID (US)) |  | |
| What is your organization’s mission? |  | |
| Summarize organization’s strategy |  | |
| Who are the program participants your organization’s mission focuses on? |  | |
| What geographies do you serve? |  | |
| Languages spoken by your organization and program participants |  | Your primary communication language: |

Organizational structure and budget

|  |  |
| --- | --- |
| Number of paid people working for your organization (ie, staff) |  |
| Number of unpaid people working for your organization (ie, volunteers) |  |
| Number of paid ICT professionals included in above count |  |
| Current annual organization’s budget |  |
| Current annual ICT budget included in annual organization’s budget |  |

Let’s create your challenge statement. Your reason to embark on an IDEA Journey

|  |  |
| --- | --- |
| What challenge is your organization is seeking to solve?  (Eg, how might we bring digital transformation to our country programs?) | **How might we…** |
| Who will experience changes in their lives as a result of this solution? For whom will the impact matter most?  (Eg, for the benefit of people displaced by conflict) | **For…** |
| What approach, mindset, or values do you aim to bring to your solution?  (Eg, in a way that empowers people to gain life-long skills) | **In a way that…** |
| What is the overall impact you want to make?  (Eg, so that the world’s most vulnerable people don’t miss out on opportunities because of a lack of access to technology) | **So that…** |

Your solution

|  |  |
| --- | --- |
| What name are you giving to the project that will solve your challenge? |  |
| How much do you estimate your solution will cost? (Ideal cost and not-to-exceed limit) |  |
| What is your approximate timeline for completing this project? (Ideal and not to exceed) |  |
| How much of the overall budget can your organization contribute towards solving this challenge? |  |
| Is solving this challenge a strategic priority amongst your organization’s leadership? |  |
| Does this project have potential to gain CEO and Board support? |  |
| Have you attempted to solve this challenge before? | If yes, please provide details: |
| Approximately how much staff time can you dedicate to this project? (eg, x staff, full-time/part-time, for x hours/weeks/months) |  |
| Which other stakeholders (volunteers, partners) can contribute to the solution? (eg, x people, from y, for z days) |  |
| Have you previously engaged with an IDEA Journey partner or one of the NetHope CDN founding partners on this project? (IDEA partners = Accenture Development Partnerships, AKA, Avanade, Revel, Wipfli. CDN founding partners = Avanade, Blackbaud, Box, Okta, Microsoft, Oracle NetSuite, Salesforce) |  |

The state of your technology

|  |  |
| --- | --- |
| Current technology – what do you use today? | Client devices (eg, Microsoft, Apple Mac, Lenovo…) |
| Content Management Systems (CMS) (eg, Sharepoint, Wordpress, Drupal…) |
| Collaboration, messaging, productivity and office tools (eg, Google Meet, Microsoft Teams, Yammer…) |
| Customer Relationship Management (CRM) and fundraising (eg, Salesforce, Raiser’s Edge, Microsoft Dynamics…) |
| Data collection, feedback, survey systems (eg, Survey Monkey, Microsoft Forms, Kobo Toolbox…) |
| Data, reporting, business information systems (eg, Tableau, Microsoft Power BI, Salesforce) |
| ERP, grants and contracts management, finance systems (eg, Microsoft Excel, Salesforce, Unit4…) |
| E-Signature solutions (eg, DocuSign, Adobe Sign…) |
| File and document management systems (eg, Microsoft OneDrive, Box, Google Drive…) |
| Human Resources and identity management systems (eg, Microsoft Excel, Salesforce, Oracle PeopleSoft, Okta, Microsoft Azure AD…) |
| Learning management systems (eg, Moodle, Diasater Ready, Blackboard Learn…) |
| Cloud computing, data storage, servers and networking (eg, AWS, Cisco, VMware…) |
| Program management and M&E systems (eg, Microsoft Office 365, Salesforce, KoBo Toolbox…) |
| Retail and payment systems (eg, PayPal, Stripe, Classy…) |
| What is working well with that technology? Give us the bright spots. |  |
| What are your technology gaps? How is your current technology preventing you from achieving your mission or program impact? |  |
| Describe your ideal technology experience |  |
| What ICT needs do you foresee arising in your quest to solve your challenge? |  |

Impact

|  |  |
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| How will the proposed project (solving your challenge) impact your mission? Please quantify as much as possible (eg, we will save 10,000 lives) |  |
| How will you measure success? Please indicate if your organization will measure impact or if an independent entity will measure it. |  |
| Does your organization commit to managing the solution (staff, licensing, etc) on your own once it’s implemented? If so, how will you obtain the capacity and competency required? |  |
| Will you commit to joining the other nonprofits who have embarked on an IDEA Journey by sharing your final [Dream Book](https://solutionscenter.nethope.org/resources/dream-books) on NetHope.org and a short blog of your experience? Note: this public version can exclude confidential intellectual property. |  |
| Will you commit to helping other nonprofits, and become part of the movement of organizations who are using their IDEA Journeys to benefit the sector, by working with NetHope and partners to share your core solution’s Intellectual Property (IP) when it would result in accelerated impact? |  |

One final step: your Digital Nonprofit Ability

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| --- | --- |
| **What are your DNA scores?** If your organization has already taken a DNA assessment, please paste your results here.  If you have not yet taken a free [DNA assessment](https://solutionscenter.nethope.org/the-center-for-the-digital-nonprofit-survey) to look at your organization’s digital maturity levels in different categories, [please take it now](https://solutionscenter.nethope.org/the-center-for-the-digital-nonprofit-survey).  This information is essential in informing decisions on your digital transformation journey. | Readiness |
| People |
| Process |
| Technology |
| Data |
| Investment |

Thank you for taking your first step on your NetHope IDEA Journey by completing this discovery form. Send it to [digital@nethope.org](mailto:digital@nethope.org) and we will get back you as soon as possible with next steps. If we believe an IDEA Journey can help you solve your challenge, we will ask you to complete part two of the discovery process. But sit tight for now, we’ll be in touch soon. Copyright, NetHope 2021.