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Iraq Access to Justice Program
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برنامج العدالة في متناول الجميع
ACCESS TO JUSTICE PROGRAM

Weekly Report No. 42

August 27-September 2, 2011

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1. WEEKLY HIGHLIGHTS:

Last week was marked with the end of Ramadan Eid Al-Fitr holiday, which permitted only two days of work. As is such, these two days were primarily focused on completing the year two workplan with component leads and component teams.

In Erbil, the Access to Justice Regional Director met with Erbil United States Consul General Alex Laskaris with Walter Doetsch, USAID.

2. COMPONENT 1 – IMPROVE KNOWLEDGE OF LEGAL REMEDIES

Component 1 met as a team to finalize the Year 2 Workplan.

Intermediate Result 1.1: Number and type of targeted outreach (awareness and information) campaigns conducted with partners

Coordination with IREX:

Component 1 and the IREX coordinator began contacting the Ministries of Women’s Affairs, Civil Society, MOLSA, and Human Rights, as well as relevant CSOs to nominate candidates for attending the communications training planned for October.

Annual Work Plan (Year Two):

The Component 1 team worked to finalize the workplan for year 2, and submitted all final inputs to the Chief of Party.

3. COMPONENT 2 - IMPROVE LEGAL EDUCATION AND SERVICES

Component 2 met as a team to finalize the Year 2 Workplan.

Intermediate Result 2.1: Capacity of Legal Assistance Organizations and other Civil Society Partners to Assist Vulnerable and Disadvantaged People Strengthened.

- Work in progress on review of the training materials for the first training of capacity building of Basra NGOs. C2 Senior Program Assistant is working closely with the Trainer, Dr. Ali Al-Soufi, to finalize the last version of training materials (General Management) and (Strategic Planning).
- C2 Senior Program Assistant contacted the Director General Assistant (DGA) NGOs Directorate to determine the selected topics of NGOs training in Baghdad. Previously both sides were agreed to conduct capacity building training for NGOs in Baghdad and C2 sent to the DGA a short list of selected training topics. Mr. Basil will meet with the NGO Directorate DG and Ms. Parwin to select the training topics.

Intermediate Result 2.3: Assist organizational (regulatory and administrative) capacity building of the IBA and other legal associations to “increase the supply” of lawyers assisting vulnerable or disadvantaged populations.

- C2 continued discussion with the IBA concerning the preparation of IBA Conference for the Law of Lawyers. C2 is providing technical assistance to the IBA in preparations for the conference, as well as contributing to the logistical arrangements of the conference. The Conference will review the new Law of Lawyers and A2J is working on review the new law with IBA in preparation for the conference.

4. COMPONENT 3 - IMPROVE GOVERNMENT PROCESSES

Component 3 met as a team to finalize the Year 2 Workplan.

Intermediate Result 3.1: Assist Civil Society Partners, Law Associations and Law Schools to Convert Lessons Learned from Implementing Components 1 and 2 into Specific Recommendations for Law-related Reforms.

Component 3 team reached an agreement with the chairman of the Bar Association and members of the IBA Legal Committee to hold a joint meeting to appoint members of the Preparatory Committee for the conference on the Law of Lawyers at the end of September.

Intermediate Result 3.2: Mechanisms created for dialogue between government and NGOs/CSOs on improving policies, laws, and regulations for facilitating access to justice for vulnerable populations.

Component 3 team conducted a fruitful meeting with the Director General of the Legal Affairs Directorate in MoLSA to discuss the final form of legislation for the disabled and people with special needs, as they will submit to the General Secretariat of the Council of Ministers the final version of the draft legislation after the holiday (for Eid al-Fitr), which will include the establishment of the care for people with disabilities within the MoLSA chaired by the Minister of Labor and Social Affairs, according to what was directed by the General Secretariat of the Council of Ministers meeting held in July 2011 in the presence of representative of the Ministry of Human Rights.

5. GRANTS ADMINISTRATION

Intermediate Result 1.1: Increase the Competence of Grants Staff and IA2J Staff

Intermediate Result 1.2: Increase the capacity of NGO/CSOs, Law School, IBA and IJU to effectively apply for assistance from Access to Justice Program grant activities.

27 August 2011:

- Preparation for Partners Kick-Off Meeting. Complete the Sub-Activity.
- Follow up With Mercy Hands regarding the Bank transfer document, working on the grants file folders
- Working on the Vendor Setup for both (Baghdad Law School) & (Women for Justice).
- Following up with NGOs which their documents are not completed till now like (Soran), Salahelden Law School.

- Sending out Grant Summary and Grant Application forms to the Participants in RFA and Application process workshops.

28 August 2011:

- Check in Meeting.
- Preparation for Partners Kick-Off Meeting.
- Preparation for Financial Management Training, Met Dr. Omar and Mahmood Rajab from 4Points to discuss the curriculums.
- Working on the Vendor Setup for both (Baghdad Law School) & (Women for Justice).
- Following up with NGOs which their documents are not completed till now like (Soran), Salaaddin Law School.
- Updating the database of grants workshops participants.
- Working with Ms. Jacquelyn on WFP budget.

29 August 2011:

- Preparation for workshops in Baghdad on 4-5 & 7-8 Sep. 2011.
- Set initially Schedule for RFA Workshops in Baghdad and Regional Offices till July 2012.
- Working on the list of RFA recipients, list of contacts, contacting the Rapid grants Program partners for follow up regarding the wire transfer bank fees percentage.
- Working on the grants agreements packages of Women For Justice, Al-Malak and Baghdad Law School.
- Working on the Vendor Setup for both (Baghdad Law School) & (Women for Justice).
- Following up with NGOs which their documents are not completed till now like (Soran), Salaaddin Law School.
- Updating the database of grants workshops participants.
- Finalizing 4 grant agreements (WEO, Soran, Al-Rafidain, and Mercy Hands) and have them
- Future Trainings/Conferences:
 1. Proposal Writing and Application Process workshops: the location will be Baghdad- Sally port compound in Al-Mansour. 2 workshops will be held the dates as following: (4 – 5) September & (7 – 8) September 2011. The purpose of this workshops is to train Baghdad NGOs/CSOs/ Law Schools / IJU and BA partners in the Proposal Writing for the Grant Application Form. Assist partners in preparing proposals for the Grant Application Process.
 2. Proposal Writing and Application Process workshops: the location will be Basra. And this work shop for the same purpose of workshops in Baghdad.
 3. Kick Off Meeting: Location will be in Baghdad – Sheraton Hotel on 24 September 2011. The purpose of This Meeting is:
New Grant Award Recipients and Partners will be call together for an Orientation on IA2J and Partner expectations. Provide a venue where Grantees, partners, and funding organizations can exchange ideas, sharing of resources, and networking.
 4. A new RFA training event is being planned for the end of the month for Law Schools in order to orient them to the RFA and encourage competitive submission of proposals among them. Tentative dates for this are the 27th and 28th of September.

6. PROGRAM SUPPORT UNIT

Media:

M&E Specialist: M&E dedicated most of the week for developing a comprehensive work plan for the coming year. M&E Specialist is currently updating the sub-activities database and the related archives as well as building a grants' follow up database.

Gender Integration and Communication Specialist:

The Gender Specialist dedicated her time to finalize the Gender work plan, as well as reviewing the work plans from the Program components to see where gender could provide assistance, in addition to assisting with the finalization of the proposal and budget for the Women for Progress grant.

7. ADMINISTRATION/OPERATIONS

BAGHDAD: Component One conducted several interviews with candidates for the position of Component One Communication Specialist after the resignation of the former employee.

ERBIL: A market survey of area hotels was conducted at the request of DPK home office in view of coming meetings in Erbil. Logistical preparations for Meetings in Baghdad on September 14, and in Erbil on September 22-24 were begun.

Erbil team also worked on obtaining GPS coordinates for the rapid grantees in Erbil, searching for a trainer for RFA Applicants in Dohuk and Suleimaniya, inviting Rapid Grantees to the Kickoff meeting in Baghdad September 14, and inviting Rapid Grantees and RFA applicants from Erbil to the September 22-24 training in Erbil.

BASRAH:

- Basra Program Assistant signed his contract. His 1st day will be Sunday 4th of Sep.11
- Start the arrangements for the Workshops that will hold in Basra, booked for Conference hall, Booked for Ali Raheem Lodging, and coordinating with Procurement in this regard.

September 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 28	29	30	31	September 1	2	3
	8:00 AM 9:00 AMComponer 3:00 PM 3:30 PMComponer					
4	5	6	7	8	9	10
Grant Application Process and	Proposal Writing Workshops	8:30 AM10:00 AMComponer	Grant Application Process and	Proposal Writing Workshops		IBA Human Rights Training fo
11	12	13	14	15	16	17
IBA Human Rights Training fo		NGO Capacity Building Training - Strategic Planning				Grant Application Process and
NGO Capacity Building Training - General Management			Kick Off Meeting			IBA Anniversary Event
18	19	20	21	22	23	24
Grant Application Process and	IBA Human Rights Training for Young Lawyers				Partner Training	IBA Human Rights Training fo
25	26	27	28	29	30	October 1
IBA Human Rights Training fo		Grant Application Process and Proposal Writing Workshops		Law of Lawyers Conference		