



Christian Children's Fund - Belarus

“COMMUNITY SERVICES TO VULNERABLE GROUPS”

QUARTERLY PROGRAM REPORT

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Component III “Expanding Participation of People with Disabilities”

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Name of USAID office:

USAID/Ukraine Regional Contracting office

USAID Regional Mission representative office in Belarus

Development objective:

Democracy, human rights and development

I. EXECUTIVE SUMMARY

A. PROJECT GOAL AND OBJECTIVES

“Expanding Participation of People with Disabilities” is aimed at increase of inclusion of persons with disabilities though innovative development of services and strengthening the capacity of organizations of person with disabilities (DPOs).

The project has three main objectives:

- To support initiatives of people with disabilities and extension of current services provided by local organizations to PWD in both urban and rural areas through small-grants to Belarusian DPOs.
- To encourage advocacy efforts by Belarusian DPOs to promote rights of people with disabilities.
- To improve capacity of Belarusian DPOs supporting people with disabilities and their families.

B. PROJECT HIGHLIGHTS

CCF Belarus started implementation of the new component *Expanding Participation of People with Disabilities* of the USAID funded project *Community Services to Vulnerable Groups*. CCF Belarus completed all of the project start-up tasks, including project staff selection, and elaboration of the project’s Annual Work Plan (AWP) and Performance Measurement Plan (PMP).

At the start-up stage of the project CCF Belarus efforts were focused on active involvement of people with disabilities and leaders of organizations of person with disabilities in the project implementation process. Such purposeful activities as *Focus Group Discussion*, *Presentation* and *Needs Assessment* were held to get PWD’ and DPOs’ contribution to design and planning of the key project’s interventions.

Primary attention was paid to effective implementation of *small-grants* activity, and small-grants competition was conducted by announcing a Call for Proposals among local Belarusian DPOs. CCF considers *small-grants* as one of the most important activity, which forms 1/3 part of the project’s budget, deals with PWD self-generated initiatives and support DPO-run community-based services.

The figures below illustrate the summary of main accomplishment of the quarter:

- Project’s start-up tasks accomplished, including staff selection, and elaboration of project’s annual work plan and performance measurement plan.
- People with disabilities and leaders of organizations of person with disability actively involved in design and planning of CCF project.
- Competition of *small-grants* for Belarusian DPOs held.
- About 60 representatives of Belarusian DPOs trained.

II. SPECIFIC ACTIVITIES

OBJECTIVE 1

To support initiatives of people with disabilities and extension of current services provided by local organizations to PWD in both urban and rural areas through small-grants to Belarusian DPOs.

The major activity under this objective was competition of *small-grants* and Call for Proposals (CFP) announced by CCF Belarus to solicit proposals from Belarusian organizations of person with disabilities. This multistage activity included **i)** information release in electronic and printed mass-media, **ii)** workshop on proposal writing, **iii)** counseling of potential applicants, **iv)** evaluation of projects and selection procedure, **v)** negotiations with potential grantees and **vi)** approval procedure.

CCF Belarus efforts were targeted to ensure open competition, equal opportunities for participants and objective decision making in choosing the best project proposals.

ACTIVITY: CALL FOR PROPOSALS (NOVEMBER 2008, MINSK)	
EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
CCF Belarus will solicit proposals to support the establishment of community-based services aimed at increasing access to education, vocational training and employment opportunities and social support for children, women, and men with disabilities.	<ul style="list-style-type: none"> ▪ CFP was widely distributed through CCF Belarus web-site, information web-portal for non-governmental organizations NGO.BY, disabled people newsletter “Vmeste” and other relevant resources. In average several hundreds of NGOs and leaders were informed. ▪ Twenty six (26) applications were received from Belarusian DPOs and evaluated by CCF staff and external experts against CFP criteria. Nine (9) of them were selected for final review and USAID approval.
<p>CRITICAL NOTE: Limited resources were allocated to support only 9 small projects of up to \$ 10,000 each. CCF believes that the high number of solid project proposals was indicative of the demand for additional resources that target organizations working with people with disabilities in Belarus.</p>	

ACTIVITY: WORKSHOP “Project Design and Proposal Writing” (NOVEMBER 7, 2008, MINSK)	
EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
Quality technical assistance in proposal writing will be provided to potential applicants to ensure good quality of project proposals, designed in accordance with CFP criteria.	<ul style="list-style-type: none"> ▪ Forty (40) representatives of local Belarusian DPOs passed through the education in proposal writing. They were trained on how to formulate problem statement, goal and objectives of the project, how to design project work plan and make necessary calculations in a budget. Participants learned how to design project proposal in accordance with CCF standards and CFP criteria.

ACTIVITY: INDIVIDUAL CONSULTATIONS on project design and proposal writing (NOVEMBER, 2008, MINSK)	
EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
Quality technical assistance in proposal writing will be provided to potential applicants to ensure good quality of project proposals, designed in accordance with CFP criteria.	<ul style="list-style-type: none"> ▪ More that 80 individual consultations for potential applicants were provided by CCF Belarus staff.

OBJECTIVE 2

To encourage advocacy efforts by Belarusian DPOs to promote rights of people with disabilities.

CCF Belarus started education of partner DPOs from the introduction of the core idea and fundamentals of the *advocacy*. The first in a series of theme interventions was the training “*Fundamentals of effective advocacy*”, which was held for CCF sub-grantees and leaders of other Belarusian DPOs. This should support PWD/DPOs’ better

understanding of the *advocacy* as a concept and further application *advocacy* techniques in short-term and long-term initiatives.

ACTIVITY: TRAINING “Fundamentals of effective advocacy” (DECEMBER 18-19, 2008, MINSK)	
EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
Belarusian DPOs will learn how to initiate appropriate advocacy efforts on local or national levels.	<ul style="list-style-type: none"> ▪ Twenty (20) representatives of local Belarusian DPOs were trained. This training was conducted for the group of people inexperienced in advocacy. The trainees got a theoretical overview of the topic, understood the main definitions and discussed the main advocacy tools. ▪ At the training participants practiced some soft skills necessary for effective advocacy: i) problem assessment – defining the target for advocacy effort, ii) self-presentation, iii) communication with decision makers, iv) stakeholders assessment – finding potential supporters. ▪ As a result of the training trainees understood what advocacy is and how purposeful advocacy effort can be implemented in the real life of their NGOs and communities.
<p>CRITICAL NOTES: The training was made using a <i>peer education model</i>, when two experts of the leading Belarusian DPOs <i>Galina Krot</i> (Belarusian Association of Assistance to Children with Disabilities) and <i>Olga Satsuck</i> (Youth NGO “Different=Equal”) shared their knowledge and experience with their less mature counterparts.</p>	

OBJECTIVE 3

To improve capacity of Belarusian DPOs supporting people with disabilities and their families.

At the start up stage of the project CCF Belarus was focused at clarification of partner DPOs’ needs in trainings and technical assistance. A special attention was paid to encourage active involvement of DPOs’ leaders in project design and planning CCF interventions for the whole project period.

ACTIVITY: FOCUS GROUP DISCUSSION (OCTOBER 21, 2008, MINSK)	
EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
CCF Belarus will obtain DPO leaders’ buy-in to improve the design of the main project’s interventions.	<ul style="list-style-type: none"> ▪ Seven leaders of key Belarusian DPOs including <i>Association of Wheelchairs</i>, <i>Association of People with Disabilities</i>, <i>Belarusian Association of Assistance to Children with Disabilities</i>, <i>Youth NGO “Different=Equal”</i> and <i>Association of People with Visual Disabilities “Seeing with the Heart”</i> participated in the discussion. ▪ Several ideas related to <i>increasing PWD leadership capacity</i>, <i>running community-based advocacy</i> through local Committees on Disability Issues, and <i>facilitating peer-to-peer experience exchange</i> among DPOs were discussed and incorporated into the project’s work plan.

NOTES:

CCF Belarus staff as well as DPO leaders appreciated this activity as a very important opportunity for DPOs to represent needs of their constituents whose rights are usually unrepresented in government development strategies or policies.

ACTIVITY: PRESENTATION
(NOVEMBER 7, 2008, MINSK)

EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
The project presentation for Belarusian DPOs and further open discussion will encourage their informed active participation in activities.	<ul style="list-style-type: none"> ▪ Forty (40) representatives of local Belarusian DPOs participated in the presentation and in the discussion about their role in the implementation process. Participants noted that the presentation at the start-up stage of the project was important for their holistic understanding of the project approach, methodology, activities and expected results. ▪ CCF staff received honest and relevant feedback from Belarusian DPOs regarding the proposed action.

ACTIVITY: NEEDS ASSESSMENT
(DECEMBER, 2008, MINSK)

EXPECTED RESULTS	ACTUAL TARGETS ACHIEVED
CCF Belarus will clarify the needs of Belarusian DPOs in trainings and technical assistance and improve the design of the main project interventions.	<ul style="list-style-type: none"> ▪ Thirteen (13) Belarusian DPOs including nine (9) organizations selected as a potential CCF sub-grantees participated in the needs assessment exercise and provided relevant feedback.

NOTES:

The needs assessment conducted by CCF Belarus helped to discover DPOs' high demand in additional technical assistance in programmatic and organizational areas (for instance, *Dealing with Stigma and Discrimination in Communities, Public Awareness Campaigning, Community-based Fundraising for PWD initiatives, Managing Conflicts, Labor Education of PWD, Using Web-resources for PWD integration, etc.*). Due to the short period and limited resources of "Expanding Participation of People with Disabilities" these findings can be used in design of the future programs that target organizations working with people with disabilities in Belarus.

III. COORDINATION AND COOPERATION

CCF's Senior Technical Specialist for Early Childhood Development, Mary Moran, visited the Belarus Office from 18 – 25 November and provided the staff with technical assistance in the methodology and planning for local capacity building training scheduled for 2009, provided assistance in drafting the AWP and PMP for the PWD project and helped to develop the content for a workshop for CCF staff on inclusive education programs for children with disabilities. During her visit a meeting with USAID was organized to discuss the project's results and perspectives.

On 02 December, USAID's Regional Mission Director, Janina Jaruzelski, visited Belarus and met with CCF Belarus staff. He visited a CCF facilitated training workshop on Project Management for local organizations that receive small grants via CCF's grant with USAID.

Management arrangements

CCF selected and assigned project personnel necessary for project implementation:

- **Chief of Party** (*part time*), *Irina Mironova* – overall leadership, strategic planning and management, evaluation and reporting, donor relationships, strategic alliances with stakeholders, HR management and development, budget control, payments approval.
- **Project Manager** (*full time*), *Alexei Golontsov* – day-to-day management to ensure successful program implementation. This position primary responsibility is to oversight of the program, and reports directly to Chief of Party.
- **Finance Manager** (*part time*), *Natalia Kovalchuk* – key responsibilities include monitoring program accounts and book-keeping, financial reporting.
- **Accountant** (*part time*), *Maria Zakharova* – this position is responsible for bookkeeping and maintaining detailed financial accounts for the program.
- **Small-grants officer** (*full time*), *Ekaterina Kostuchenko* – this position is responsible for preparation, implementation and follow-up activities related to micro-grants and sub-agreements.
- **Organizational development coordinator** (*part time*), *Svetlana Zinkevich* – this specialist coordinate training and follow-up technical assistance interventions focused on NGO organizational and managerial capacity building.
- **Driver/Logistic** (*part time*), *Youri Rusanov* – ensures ease of transportation and logistics, as well as the security of all personnel, from Minsk to the districts, and within and between districts.

CCF-Belarus has held weekly project review meetings in Minsk. These meetings strengthened project management, performance, and integration leading to enhanced cooperation and communication between project staff.

Procedure of transportation expenses reimbursement for people with disabilities was designed and applied into CCF Belarus practice. The procedure allows using private cars for these PWD, who can not get to CCF trainings using public transport.

V. BUDGET

SF-272 (this report will be submitted under separate cover by CCF's Headquarters).

CCF started project for expanding participation of people with disabilities in Belarus



The project presentation event



CCF facilitated informal discussions on PWDs' more active role in project's implementation process



People with disabilities provided relevant feedback and their suggestions for coming project's events

On 07 November 2008, more than 40 people with disabilities (PWD), representatives of organizations of person with disabilities (DPOs) and journalists were brought together on presentation of CCF project *"Expanding Participation of People with Disabilities"*. This was a first event of the project and a first step to achieve CCF aspiration in getting PWD actively involved in planning, implementation and evaluation of all project activities.

According to needs assessment conducted by CCF Belarus over 511,000 of people with disabilities in Belarus have multiple unmet needs, which cut across all areas of daily life within communities and all ages of people as they strive for full inclusion. The interests of PWD are declared in the national programs and policies, such as the National Program *"Prevention of Disability and Rehabilitation of People with Disability"* and the National Program *"Creating No Barriers Environment for People with Disabilities"*, but their rights are under-appreciated and under-utilized in practice. People with disabilities are limited in achieving their full potential as active citizens, they lack of information about their benefits and available services. Organizations of person with disability lack of maturity in advocating the rights of their constituents.

CCF believes that active participation of people with disabilities in Belarus should start from CCF project, thereby empower these people to take leadership in their lives and lives of their communities. At the *project presentation event* on 07 November 2008, the participants formed a holistic understanding of the project's approach, methodology and expected results. This evoked their honest and relevant feedback, which was incorporated in design of coming trainings and workshops.

The idea of getting PWD involved in project implementation process was realized on 18-19 December 2008, at the first in a series of educational events – *training "Fundamentals of effective advocacy"*, which was made using peer-to-peer education model. Two experts, representing leading Belarusian DPOs, *Galina Krot, Belarusian Association of Assistance to Children with Disabilities* and *Olga Satsuk, Youth NGO "Different-Equal"* were invited as trainers. They shared their organizations' and personal experience in advocacy with their less experienced counterparts from all over Belarus.