

## Reporting Form #3: DCOF Quarterly Progress Report

Grantee Name: **CHF INTERNATIONAL**Grant Number: **SPANS-30**Primary Contact Person for This Report: **Milton FUNES**Project Name: **Ishema Mu Muryango ( 'Pride for the Family' in Kinyarwanda)**Project Start Date: **April 1, 2013**Project End Date: **June 30, 2015**Reporting Quarter Dates: **July 1 – September 30 2013**

1. Describe any significant highlights/accomplishments that took place during this reporting period. Your response should be at least one (1) page

During this quarter the following activities were done:

- **Individual initial child assessment was completed for 148 children.** The initial assessment covered 74 male and 74 female. 122 were aged between 0 and 17 years and 26 above 18 years old. This included gathering child data from institution records, care givers interview and other documentations on children files. It further included direct assessment which includes observation of children's emotional and physical characteristics through direct contact with children. The initial assessment covered data on child's identity, backgrounds and level of education, health status, self-help skills, and socialization. The findings of individual child assessments were used to record key information needed for each individual child. The initial assessment also helped in family tracing and in setting Individual Care and Development Plans (ICDP) to guide intervention towards better outcomes for each child while in the institution and after placement.
- **Family tracing and assessment were completed for 37 families.** Family tracing was completed for 31 children composed of 13 female and 18 male. All the 31 children were aged below 17 years old. Among the families traced 16 birth families and 21 extended families. The family assessment was conducted for all the 37 families. Family tracing was achieved through home visits of birth/extended families.
- **42 children and their families were prepared for move out of institutional care to family based care, giving priority to birth and extended families.** Individual preparation sessions were organized for children and families by social workers and psychologists. Visits of parents to children in the institution and children to families at home were facilitated. The aim of the visits was to establish healthy attachment between children and families and allow children participation in the placement decision. In addition, group sessions were conducted with 43 families in preparation. Parents and guardians were informed about Deinstitutionalization and their roles in providing better care services for children needs. Group sessions give to families an opportunity to

express concerns and expectations regarding the placement, which put professionals in a better position to improve future preparation sessions.

- **22 children were moved into birth and extended families.** During the quarter, 9 children with the age between 0-9years were reintegrated with their birth families and 13 with the age between 0-9years with their extended families. Male were 12 and 10 female. This followed a matching process that was successfully completed for 22 children, characterized by analysis and comparison between the Individual Care and Development Plan (ICDP) and the findings from the family assessment. All decisions were validated by social workers and psychologists composing the case management team to ensure every placement is suitable and meet with the best interests of the child.
- **13 children were prevented from institutionalization.** The 13 children who were abandoned are composed of 6 male and 7 female. 12 babies were aged between 0-1year and only 1 was aged 8years old. 3 were re-united with their birth families, 4 with extended families and 6 placed into emergency foster care to prevent them from institutionalization and its negative effects on child development. Childcare networks that supported children to stay with their parents/guardians and prevented new entries into institutions in Rubavu district is informing the model of gate keeping for the effective childcare reform.
- **159 foster carers were identified and 41 foster carers were assessed.** Rubavu childcare members conducted sensitization in all sectors, which led to the identification of 159 potential foster carers to provide alternative care for children whose placement with their own family is not possible or not in their best interests and children who will be prevented from entering institutions. 41 foster carers have been assessed and ready to undergo training, to increase their skills in child care and protection.
- **5 awareness raising meetings** were held with local leaders in Rubavu district and 2 meetings in Nyarugenge district with local leaders on prevention and alternative care and gate-keeping mechanisms. In addition two important meetings were held with Home of Hope management and Kigali Arch-Diocese.
- Pre-service and in-service training was delivered to 28 NCC social workers and psychologists. 16 professionals were allocated to Rubavu to support the team working in ONN.
- 3 playgroups of children aged between 2-5 years were initiated in close collaboration with 13 care givers trained on playgroups facilitation in ONN.
- IMM annual work plan for October 2013- September 2014 was developed and submitted to World Learning.

2. Describe any unforeseen obstacles or challenges that are having a negative impact on the implementation of the grant activity. For any mentioned, please describe your possible strategy for resolution. Your response should be at least half-a-page.

- The situation of preventing IMM access to Home of Hope (HoH) has been the major challenge during program implementation. However recent meetings with Home of Hope management and Kigali's Archbishop have resulted in promising next steps. District authorities have actively participated in these meetings and the National

Commission for Children (NCC) has expressed its commitment to support this effort. We stay optimistic about starting program activities at HoH soon.

- The artillery fire from the Democratic Republic of Congo into Rubavu interrupted field activities as a measure of caution for safety of our staff. Fortunately there is a relatively calm situation that allowed intensifying activities to cover the gaps.
- The access to children attending boarding school was not possible. The meeting of IMM management with His Chase, the foundation paying school fees for those students in boarding schools led to the commitment to continue its support to children even after their placements into family-based care. A joint meeting was later organized with students attending different universities to raise awareness about the program and their potential support to their peers still at primary and secondary school.

3. Describe any significant program learning that has taken place in the recent reporting period (refer to Form #3b for guidance).

Everyone needs training and capacity building especially caregivers working with vulnerable children. Caregivers of ONN were trained on playgroups facilitation. The training objectives were to inform and teach caregivers about the importance, objectives, types and stages of playgroup; to build the capacity of caregivers on children playgroup facilitation and to improve children wellbeing in ONN through playgroups. At the beginning care givers were reluctant about deinstitutionalization as they had experienced poor outcomes on children due to previous spontaneous reintegration that led to further breakdown and return to the institution in the past. After the training they were much cooperative as they could be able to plan purpose driven plays with children on one side, and as they were ensured about the respect of principles of the best interest for every single child by professionals. Caregivers were very active during the training and later in the establishment and running of playgroups. They committed themselves to continue to play with children with the purpose of children’s emotional, intellectual, social, life Skills and motor skills Development.

4. Comment on the status of the activity as compared with the agreed-to work plan. Explain whether you are behind, consistent with, or ahead of the work plan. Describe any proposed changes to the work plan that are needed in order to achieve the project outcomes. Your response should be at least half-a-page.

No	Activity	Q2 Targets	Q2 Achievement	Deviation
1	Conduct initial child assessments	213	148	-65
2	Conduct family tracing and initial assessments	0	37	33
3	Prepare children and their families readiness for the move and provide reintegration packages with priority given to Education	45	24	-21
4	Place children into family-based care prioritizing birth/extended families and Independent Living (Young adults)	21	22	1
5	Establish playgroups in ONN for children under 5 years	6	3	-3
6	Community sensitization sessions	6	7	1

- **Conduct initial child assessments**

Initial assessment was achieved at 70% compared with the target. The IMM program management meeting recommended the completion of the initial child assessment to inform the following stages. It was not possible to conduct initial assessment for children in boarding schools as we were advised to work directly with them during the holidays. NCC staff allocated to support the team in ONN was involved in conducting initial child assessment.

- **Conduct family tracing and initial assessments**

37 families were traced even though we did not set any target for that activity during the review of targets and following the program management meeting. Not setting targets for family tracing was done in order to collect all the information needed first and proceed with family tracing to facilitate effective field work and logistics management. For instance, it is much better to conduct family tracing for several children originated from the same areas at once instead of organizing separate field visits for each child. Family tracing was conducted while waiting for the initial assessment to restart in holidays.

- **Prepare children and their families readiness for the move and provide reintegration packages with priority given to Education**

With the review targets, the achievement for this activity was not as expected due to the focus on child assessment and family tracing.

- **Place children into family-based care prioritizing birth/extended families and Independent Living (Young adults)**

With the review targets, this activity was achieved at 105% the achievement was not as expected due to the same reason as described above.

- **Establish playgroups in ONN for children under 5 year**

Considering the number of children under 5, there was no need to establish more than 3 playgroups, having in mind that the number of those children will keep on decreasing as they join their families.

## 5. USAID Branding and Marking:

- i. Did any of your activities during this quarter result in printed materials, training events, web page development or other instances where the application of USAID logo/brandmark may be required? If so, please list and include examples of each.

Yes, during the training on playgroups guidelines and playgroups' booklets for parents/guardians with USAID logo were used and distributed among trained facilitators.



6. Environmental Compliance (*Applies only if you received an approved Negative Determination with Conditions status*): N/A

7. Please complete the *Quarterly Technical Report Workplan Table (Appendix 1)*. Please note that this table has to be derived from the *Annual Workplan or Program Framework*. For activities planned for the previous quarter, indicate (yes/no) whether or not the activities were completed. Place any comments in the last column. Indicate what activities are planned for the coming quarter by marking an “X” in the *Workplan Table*.

See Appendix 1

8. Please provide data for the following common indicators (*refer to Form #3c for guidance*):

Indicator #1: Number of people (ages 18+) served:						
Total This Period		Last Period Cumulative Reported		Cumulative to Date		Cumulative to Date (combined M+F)
(a)	(b)	(c)	(d)	e=(a+c)	f=(b+d)	g=e+f
Male	Female	Male	Female	Male	Female	
33	40	175	180	208	220	428
Indicator #1a: Number of children (ages 0-17) served:						
Total This Period		Last Period Cumulative Reported		Cumulative to Date		Cumulative to Date (combined M+F)
(a)	(b)	(c)	(d)	e=(a+c)	f=(b+d)	g=e+f
Male	Female	Male	Female	Male	Female	
45	40	207	216	252	256	508
Indicator #2: Number of people trained:						
Total This Period		Last Period Cumulative Reported		Cumulative to Date		Cumulative to Date (combined M+F)
(a)	(b)	(c)	(d)	e=(a+c)	f=(b+d)	g=e+f
Male	Female	Male	Female	Male	Female	
22	24	16	12	38	36	74
Indicator #3: Number of organizations strengthened to improve capacity:						
	Faith Based	Government	Non-Governmental	Community Based	Other	Total
Total This period	12	8	4	4	0	28
Last Period Cumulative Reported	4	2	1	0	0	7
Cumulative to Date	16	10	5	4	0	35

9. If available, please include photographs taken of project activities during this reporting period. Please limit your submission to five (5) photographs.

Children in playgroup session in ONN

Caregivers during training on playgroup facilitation



10. Please compare the expected estimated budgeted cumulative USAID project expenditures to-date with the actual cumulative expenditures as follows:

- (a) Total Obligated Budget (USAID funded portion): \$ 432,452
- (b) Expected estimated budgeted cumulative project expenditures through the end of this quarter as per the grant budget: \$ 163,952<sup>(1)</sup>
- (c) Actual cumulative. USAID funded project expenditures to-date: \$ 164,414<sup>(2)</sup>
- (d) Subtract (c) from (b): \$ - 462
- (e) Divide (d) by (b) and express as a percent: -0.002%

If (e) is more than 15% please briefly explain the reasons for the variance (Describe why the cumulative expenses as per the plan vary widely from the actual cumulative expenditures):

<sup>(1)</sup> Total project budget divided by number of months in the project, multiplied by the number of months elapsed as of this report date.

<sup>(2)</sup> Actual cumulative USAID expenditures should match the amount shown on the accompanying Quarterly Financial Report.

**Certification:**

I certify that the above information is accurate and correct.

Milton Funes  
Grantee's Authorized Official Printed Name

[Signature]  
Signature

Country Director  
Title

Oct. 31, 2013  
Date

APPENDIX 1

Quarterly Workplan Report Table

MAJOR ACTIVITIES PLANNED FOR <u>THIS REPORTING QUARTER</u>	ACTIVITY COMPLETE?		FACTORS/ COMMENTS IF ACTIVITY NOT COMPLETED	MAJOR ACTIVITIES PLANNED FOR <u>NEXT QUARTER</u>
	Y	N		
<b>Preparation of children and families for reintegration</b>				
Conduct the institutional assessment for HoH and sensitize HoH staff on DI		N	In the process of getting the access to the institution	X
Conduct child initial assessment		N	Ongoing	X
Conduct initial family tracing and assessment		N	Ongoing	X
Family & Child Preparation		N	Ongoing	X
<b>Reintegration of children into healthy homes and families</b>				X
Child Placement into Family-based Care		N	Ongoing	X
Registration with Local Authorities	Y			X
Tailored reintegration package: Access to education, health and shelter (Month 0-12)		N	Ongoing	
<b>Building Resilience of Families</b>				
Mapping of services: playgroups, Farmer Field Schools, Internal Savings and Lending Groups, Nutrition groups and Psychosocial services		N	Ongoing	X
Orient community psychosocial workers		N	Ongoing	X
Linking families to community-based services		N	Ongoing	X
<b>Alternative care</b>				
Foster care			Ongoing	X
Adoption				X
Childcare networks			Ongoing	X
Contribute to the development of the national curriculum and training materials	Y			
<b>Capacity Building</b>				
Assist NCC to deliver pre-service training to Social workers and Psychologists		N	Ongoing	

Quarter Covered by Report: (Month) 1, 201\_\_ to (Month) (Day), 201\_\_