



CREA SOUTH AFRICA

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GMTA – CONTRACTOR QUARTERLY PERFORMANCE REPORT 01 April – 30 June 2004

Contractor: Creative Associates International, Inc.
Contract #: 674-0322-C-00-7091-19
Grants Management and Technical Assistance (GMTA) to USAID/SA/SO#1
Dollar Value of Contract : \$42,107,901 - 26/09/1997
Obligated Contract Amount: \$36,793,824.23
Reporting Period : 01/04/04 - 30/06/04

A. Narrative:

This report, the twenty-fifth submitted under this contract, covers the status of those activities identified as "in progress" in the previous report as well as all new activities requested by USAID during this reporting period.

1. Contract Objective:

The objective of the contract is to provide services to USAID/South Africa's Democracy and Governance Strategic Objective Team (SO#1) in the areas of: grants management support for new and existing grants and grant agreements; long and short-term technical assistance; logistical support assistance for workshops, conferences and consultations; feasibility study and recommendations on developing endowment trust/foundation mechanisms; and sectoral assessments and environmental impact studies over a period of seven years and two and one half months.

2. Administrative Actions:

During the quarter, a close out specialist from Creative Associates Washington office, Ms. Sandy Shuster, visited Pretoria and assisted the Chief of Party with a number of issues related to winding up the CAII contract with USAID in a timely and efficient manner. Among the tasks Ms. Shuster successfully carried out were submission of a close-out plan and final report outline to USAID, which were approved. Ms. Shuster also developed a plan for dealing with stored files, and started the process of discarding records that are no longer necessary. Finally, Ms. Shuster did an audit of our inventory records and updated them in conjunction with CREA SA's staff.

Because the project will close in December, over the quarter the Chief of Party worked closely with a local labor attorney and CAII headquarters on working out a retrenchment plan for staff. Staff were brought into these discussions through a formal, documented, consultative process, which is a

requirement under the South African Government's Labour Relations Act. It is hoped that this consultative process will be concluded in the following quarter.

3. CIVIL SOCIETY UNIT (CSU)

FEATURED CSU SUCCESS STORY OF THE QUARTER: -- The Centre for Civil Society's Research and Analysis Skills Strengthening Programme - "Empowering Activists with Research Capabilities to Make a Real Difference"

The Centre for Civil Society's Research and Analysis Skills Strengthening Programme has been running for the past two and a half years. The RASSP has been able to take community activists and practitioners with little or no experience in research and turn them into community researchers. These researchers are able, through the RASSP training, to gather evidence for their advocacy campaigns thereby creating a strong and sustainable advocacy campaigns.

Over the past two and a half years there have been several success stories emerging out of the RASSP, including these:

The Bayview Flat Residents Association (Researchers Brandon Pillay, Chantal Pillay and Julie Venketsamy)

These researchers are all under 30 years of age. None of them could afford any form or kind of tertiary education: Chantal wanted to be a nurse but her family couldn't afford to send her to nursing school; Brandon has an unbelievable affinity for mathematics but also did not have the means to pursue this any further; Julie soaks up information like a sponge - she reads everything and anything in sight. Collectively they come from one of the poorest urban communities in Durban. They have been activists in their community for the past four years. Their activism has been in the form of survival strategies that was based on a day-to-day survival of poor families facing evictions, disconnections of basic services and spiraling unemployment. These three activists came onto the RASSP and have weathered the intensive training the RASSP put them through. Today, they are running one of the most successful research projects from the Durban group. They have collected quantitative data from the Durban municipality regarding housing and provision of basic services. They have conducted their own analysis of this data and have supported this data with testimonies from families living in the Bayview area. In addition, they have set up a research unit in their home from which they can continually service their community. In the meantime, they are training other young people in research skills. Through this they are attracting more of the youth into their organization, something they struggled with prior to the RASSP.

The Workers' College Research Unit (Researcher Ntokozo Mthembu)

Ntokozo is a trade unionist for the Media Workers Association of South Africa. He is also a student on the Workers' College graduate programme at the University of Kwazulu-Natal. He came on the RASSP without having any idea what research was. Since then he has been instrumental in assisting the Workers' College in setting up its own research unit that is run by trade unionists. Ntokozo has developed such a passion for research but the wonderful feature of his is his continuous drive to be a community activist. His research project has emerged as one of the most creative as well as sophisticated. Not only has he been able to trace day/casual workers from their street corners to their evening homes, he has been

fully integrated into these communities and is welcomed in this community where trust is a hard thing to develop. He has also been invited back to the homes where these workers go to on weekends. There he has helped to set up co-operatives to assist these unprotected workers with some form of survival. In addition, he has assisted the women in these areas in setting up self-help schemes such as vegetable gardens, weaving and beadwork to sustain themselves when the men migrate to the city every week in search of work.

Sokhana for Abused Women (Researcher Thandi Swartboo)

Thandi works in a small town called Kayamandi, just outside Stellenbosch where she works tirelessly with no practically resources at her disposal. Her work is getting abused women to police stations and to the courts to make sure they get the help they need. Thandi spends her day sitting with an abused woman at a police station or at court and waits with them through the entire process. She will sit through this process even if it takes a day. Through her RASSP research project she has discovered that despite the fact that the most cases that get reported to the Kayamandi police station are cases of domestic violence, there is no designated female officer to deal with domestic violence. She has also found that on average over 100 cases of domestic violence are reported per month to the police station. Other than the organization Thandi works for, there is no other support for these women. Thandi has conducted one of the most outstanding pieces of investigative research. She has done so with no resources other than the grant she has received from the RASSP. It is her sheer dedication and commitment to assisting poor women in Kayamandi that sees her work tirelessly both as a support to these women but also as a researcher.

Conclusion: There are many more stories that have emerged from the research. Every researcher on the project has shown nothing less than passion and commitment for and to the research process. They have tackled their research projects with zeal and they have produced some of the most amazing pieces of research we have come only to expect from academics. The RASSP researchers have something more than academics: they have the desire to bring their research to life through their communities. Their research does not treat the research subjects as objects but they see them as their community, their constituency. Tied in with this is the fact that these researchers live the experiences they are researching. They are from the same impoverished urban communities. They too face evictions, disconnections, no houses, no jobs. The RASSP has given them life, energy, and the resources to make some of their dreams come true.

Status of GMTA Actions Previously Reported as IN PROGRESS

! 01/091 - (CSU) NPO Tax Communication and Support Services

START DATE: 18th June 01
SCHEDULED END DATE: 30TH September 04

Activity: The development and implementation of a communications and support services to facilitate an enabling tax environment for non-profit organizations.

ACTIVITIES IN WORKPLAN: Development of a Tax Support Services Network; Training of NPOs in bookkeeping, fundraising, proposal writing, and marketing; information dissemination; development and cultivating of

relationships with relevant stakeholders and development of a variety of formats of information on NPO tax and related governance issues, and; provision of 086 telephone line Help Desk Services.

PROGRESS UPDATE: Over this quarter, NPP changed its registered name from NPP to NPC (Non-Profit Consortium). Currently, processes are underway to change the organization's corporate identity. However, this change has not impacted negatively on the work that the organization does. Projects are well on track.

During this reporting period, NPC hosted a meeting with several prominent civil society role players to determine the direction of the income tax campaign. Among the participants were representatives of COSATU and South African Bishops Council as well as the initial tax reference group. This meeting resolved that the Income Tax campaign will, in the short-term, focus on advocating for amendments in three specific areas which are: the restrictions on trading activities of Public Benefit Organizations, the treatment of smaller PBOs, and identifying areas requiring amendment in other revenue laws that impact on the sector, including VAT Act. Currently, a strategy document is being developed and will be distributed to all key civil society organizations. Against this background, a bi-annual meeting between NPC, SARS and Treasury is being organized. The outcome of this meeting will be reported in the next quarter.

In a related development, SARS has invited public comment on the proposed list of Welfare Activities for the purposes of the definition of "Welfare Organization" in the Value Added Tax Act. The NPC is coordinating a joint civil society response to the SARS request for comment, the details of which will be reported in the next quarter.

Over this quarter, NPC received a positive response from the Department of Trade and Industry Deputy Director General, Astrid Ludin, regarding the incorporation of nonprofit organizations within the scope of the Company Law Review Process. Following from this, three NPC staff members and two Legal Resources Centre (LRC) staff members were appointed to the Research and Advisory Committee to the SA Company Law Review (to which a member of the NPC and LRC were also appointed as co-chairpersons). The NPC and LRC members were tasked with the facilitation of sector participation and the writing of the research report that will inform the drafters' memorandum for the new Companies Act.

During this reporting period, workshops were conducted in Mpumalanga, KwaZulu Natal and North West provinces. A total of 102 organizations attended these workshops. A training booklet on taxation, that covers Section 18A and 30 of the Income Tax Act, has been produced. At present, NPC is simplifying the material to make it more suitable for its primary target audience the CBOs.

ACHIEVEMENTS/SUCCESES: The NPC will use its research on NPO Law to update "Legislation Affecting the Sector, Information Series Number 1", a publication of the Department of Social Development. This updated text will be placed in an NPC loose-leaf guide to NPO Law that will replace the organization's current workshop booklets.

During this reporting period, an amendment to the grant agreement was processed which took into account NPC's remaining work activities approved by USAID, and a corresponding budget. This activity will remain **IN PROGRESS** until September 2004.

! **01/102 - (CSU) Research and Analysis Skills Strengthening (RASSP)**

START DATE: 01 December 01
SCHEDULED END DATE: 30th June 04

Activity: To develop and strengthen research and analytical skills within the civil society sector under a grant agreement with the Center for Civil Society (CCS).

PROJECT BACKGROUND DETAILS: The program aims to strengthen the research capacity of civil society organizations. The specific objectives of the program are to increase the number of CSOs that are capable of conducting and analyzing research; increase the amount of high quality research conducted by CSOs; support the collection, compilation and cataloguing of research results; establishment of a research network and; the dissemination and utilization of research results.

ACTIVITIES IN WORKPLAN: Establishment of an independent Program Advisory Group; conduct a needs assessment study; training of trainers; advertising for organizations and research proposals, and supervising the development of research.

PROGRESS UPDATE: During this reporting period, CCS briefed USAID and CREA on the progress of the project. Part of the brief looked at the upcoming peer review conference in August. However, no decision was made regarding the extension of the grant agreement, scheduled to end at the end of June, to accommodate this activity before the end of the quarter.

The RASSP is currently in its research phase. At present, 43 community activists are conducting 33 community-based research projects with 8 supervisors supporting the researchers in developing their research reports.

Over this quarter, researchers have spent most of their time finalizing their research proposals with their supervisors, developing their research methodology and deciding on appropriate research tools. As the fieldwork has been conducted, researchers are now preparing to capture their data so as to do their first round of analysis.

ACHIEVEMENTS/SUCCESES: see featured success story above.

This activity is currently scheduled to remain **IN PROGRESS** until the 30th of June 2004.

• **01/106 - (CSU) APS Award to Non-Profit Partnership - Tax Communication and Lobbying**

START DATE: 23rd August 01
SCHEDULED END DATE: 30th September 04

Activity: To support activities aimed at providing tax advocacy and information dissemination to non-profit organizations in South Africa.

As this activity is synergistically linked with activities under the grant to the Non-Profit Partnership (NPP) for the NPO Tax Communication and Support Services (Request No. 01/091), the NPP has been reporting on both activities on one report. The status and progress of this activity is included above under Request No. 01/091 and will continue in that manner in future reports. This activity will remain **IN PROGRESS** until the end of

September 2004.

! 01/109 - (CSU) APS Award to AISA

START DATE: 01 October 01
SCHEDULED END DATE: 30 September 03

Activity: Support for development of non-financial accountability mechanisms for non-profit organizations in South Africa under a grant agreement with AISA.

PROJECT BACKGROUND DETAILS: The program aims to promote and advocate for the concept of and practice of non-financial accountability amongst NGOs within the Southern African region. The organization will develop methodological frameworks that are appropriate for NPOs through an applied research program and develop professional accreditation and institutional certification standards to regulate the discipline of non-financial accountability.

ACTIVITIES IN WORKPLAN: Stakeholder engagement; setting up of non-financial accounting systems; piloting of me; data analysis and report writing, and auditing the process.

PROGRESS UPDATE: While this activity was **CLOSED** during the previous quarter, AISA gave a well-received briefing on the challenges and successes of the project at USAID during this reporting period. USAID representatives expressed interest in working together with AISA in the future given the overlap between USAID strategic goals of increasing accountability and reducing corruption at the municipal level and the ongoing work of AISA in this regard.

! 02/170 - (CSU) Center for Public Participation

START DATE: 01 September 02
SCHEDULED END DATE: 31st August 04

Activity: Supporting activities aimed at strengthening public participation in governance processes.

PROJECT BACKGROUND DETAILS: The program aims to strengthen public participation in processes of governance. It will identify opportunities for public participation in policy monitoring and develop structures and mechanisms in support of this; disseminate information and assist civil society organizations in capacity building for participation on issues governance, and; support pilot projects in two provinces.

ACTIVITIES IN WORKPLAN: Lobbying and Advocacy Activities; Establish a dedicated research unit, and development of electronic materials.

PROGRESS UPDATE: This project is well on track. Over this quarter, advocacy-training workshops were held in the following 8 district municipalities: Amajuba, Ilembe, Ugu, Uthukela, Umgungundlovu, Uthungulu, Umzinyathi and Zululand. Though the workshops target audience was civil society organizations, there was some participation on the part of Councils' officials and councilors. The purpose of inviting officials and councilors was to provide an opportunity for municipalities to listen and respond to the issues raised by the civil society organizations with which

they work.

During these advocacy-training workshops, training needs of three sectors were identified: land; youth and gender; and HIV/AIDS. Issues of capacity that were identified relate to evictions, land claim process, youth friendly facilities, domestic violence and service provision and advocacy around HIV/AIDS.

Two community driven advocacy campaigns have been planned for KwaSani and Mtubatuba Municipalities. The themes of these campaigns will speak to issues of improved service delivery and community participation. KwaSani Municipality's campaign will focus on service delivery and racial discrimination within the municipality while Mtubatuba Municipality's campaign will address the issues relating to community participation in local governance.

During this reporting period, final arrangements for the launch of a journal titled "Critical Dialogue" were made. This publication will focus on controversial themes of policy advocacy and analysis and the discipline of governance. The journal is intended to provide readers, particularly in civil society organizations, with different views and opinions on the theory and practice of public participation. This journal is one of the key results of the conference on public participation hosted by CPP in 2003.

ACHIEVEMENTS/SUCSESSES: Over this quarter, CPP held a very successful media briefing. The purpose of the briefing was to provide the Premier of KZN, Mr. J.S. Ndebele, with an opportunity to communicate his priorities for service delivery to the broader audience. Representatives of the business community, civil society organizations, media and academics were attended. The event was well covered by both print and electronic media.

At the request of the Speaker of KZN Legislature, Mr. Willis Mchunu, CPP conducted a presentation before new and returning members of the Legislature with the intent of identifying areas in which CPP and the Legislature can work together to enhance public participation in the province. During this reporting period, CPP met with the Public Participation Unit of the Legislature to plan for the Public Participation Road Show to be held in July.

CPP has secured a 10 week one hour slot with the Durban Youth Radio to educate citizens on human rights. This initiative will go along way towards increasing youth awareness of human rights issues and the role of civil society organizations in promoting access to information.

This agreement is for a two-year period and will remain **IN PROGRESS** until 31 August 2004.

! 02/171 - (CSU) The Contact Trust

START DATE: 01 October 02
SCHEDULED END DATE: 30th September 04

Activity: Enhancement of capacity and opportunities for CSOs and government to partner, dialogue and cooperate for policy development, implementation and monitoring.

PROJECT BACKGROUND DETAILS: The program aims to enhance the capacity and opportunities for CSOs and government to partner, dialogue and cooperate

for the development, implementation and monitoring of public policy. Contact Trust facilitates access to information for public participation, through networks, newsletters, an information website, help line and awareness raising campaigns and does capacity building through training and workshops.

ACTIVITIES IN WORKPLAN: Development of a newsletter and website to disseminate key policy and legislative developments; facilitate the development of CSOs and government networks to increase communication, cooperation and dialogue; training workshops; facilitate parliamentary workshops and offering legal advice services for CSOs; establishing a help line for CSOs and; carrying out public awareness campaigns.

PROGRESS UPDATE: Key activities that Contact Trust was engaged in during the quarter include:

Ongoing delivery of Information Services: The policy and legislation website was regularly maintained and updated, to provide CSOs with the status of the various policy and legislation initiatives that Contact Trust has tracked. Policy update newsletters are sent out bi-weekly to keep subscribers abreast of policy development issues. Reports on parliamentary committee meetings resumed after the national elections as ad-hoc committees were established to focus on the various budget votes and Departmental strategic plans.

Parliamentary workshops: Lobbying workshop for Land Sector: This 3 day workshop held at the beginning of May was well attended by small scale farmers and organizations representing landless people, who left the workshop with a clear sense that lobbying is a long process that does not yield results over night. These interest groups developed an awareness that they need to target local, provincial and national government with very specific issues for change. They requested that Contact Trust consider working with them over a longer-term period to develop healthy relationships with decision makers and to further develop their skills for influencing policy.

Preparations for Budget Hearings on the Water and Forestry Budget Vote 2004: A workshop was held in collaboration with the SA Water Caucus to prepare member organisations to engage with the relevant Ad-hoc committee on the Budget vote during May. The committee had asked Contact Trust to assist in getting community organisations to participate in the hearings. The caucus members noted that they needed to establish a record of previous engagement with government in order to facilitate assessment of its interventions.

NetBio workshops: NetBio hosted 2 regional workshops in preparation for participation in the first DEAT (Department of Environmental Affairs and Tourism) workshop to discuss the draft Biodiversity strategy. Workshops were held in Pretoria and Cape Town on 19th and 21st May respectively. Two workshops were held to promote participation from groups around the country. The workshops broadened several members' understanding on the NBSAP and its significance.

Parliamentary Directory: Interviews with Members were done before recess and will resume in August again, as preparation for the publication continues.

ACHIEVEMENTS/SUCSESSES: The general body of the Network for Biodiversity, or NetBio, is led by a coordinating committee with Contact Trust playing a

secretariat role. The membership profile became a priority towards the end of last year within NetBio. At the beginning of 2004 there were 166 NetBio member organizations. Over the past six months Contact has concentrated on drawing in grassroots organizations, bringing the total number of member organizations to 203. The increase in number is largely on account of more community-based organizations participating in the network.

This agreement is for a two-year period and will remain **IN PROGRESS** until 30 September 2004.

! **03/189 - (CSU) Community Agency for Social Enquiry (APS)**

START DATE: 01 March 03
SCHEDULED END DATE: 30th April 04

Activity: To conduct a study that will focus on developing an analytical framework for the study of relations between CSO's and government.

ACTIVITY DESCRIPTION: The Community Agency for Social Enquiry (CASE) study will help establish or capture the modes of cooperation and opposition between government and CSOs and it will disseminate the findings of the study in a low/no cost manner. The main focus areas of the study will be on adult basic education, income grants and human rights to illustrate service delivery, policy formulation and policy monitoring.

ACTIVITIES IN WORKPLAN: Literature review, interviews with key informants, analysis of findings, report.

PROGRESS UPDATE: During the quarter, CASE completed the draft version of its final report and submitted it to USAID and CREA for feedback, which was subsequently given. CASE also made a presentation of their study's findings and conclusions for CREA and USAID. The organization incorporated USAID/CREA comments into a final version of the report, which included adding an executive summary and making clearer suggestions around actualising their recommendations. By the end of the quarter, CASE had submitted a revised final report that was accepted by USAID. Discussions around dissemination of their study are continuing. This activity will remain **IN PROGRESS** until we receive a final report from CASE.

! **03/203 - (CSU) Net Benefit Analysis**

START DATE: 09-Oct-03
SCHEDULED END DATE: 29-Feb-04

Activity: To carry out research on net benefits to the non-profit sector and develop a typology of the sector.

ACTIVITY DESCRIPTION: Umhlaba Development Services will conduct a study to determine the net benefits the non-profit section has derived from the 2000 Taxation Laws Amendment Act and develop a comprehensive typology of registered non-profit organizations (NPOs) in South Africa.

ACTIVITIES IN WORKPLAN: Literature review, interviews with key informants, database analysis, compilation of findings, report.

PROGRESS UPDATE: Umhlaba completed their draft net-benefit analysis report in the previous quarter (findings of the report were summarized in the previous quarterly report). During this quarter, Umhlaba made

presentations on their findings to USAID and at a civil society roundtable, organized by CREA. Representatives of key civil society groups, such as NPC, the Government (SARS, DTI, NDA) and CREA and USAID participated in the roundtable discussion. The main conclusions of that roundtable were that more should be done to harmonize existing legislation so that regulations around registering as an NPO and gaining tax benefits though SARS complement one another. Also, there was recognition of the continuing need to educate smaller and larger non-profit organizations, especially CBOs, on the benefits of, and mechanisms for, being compliant with regulations governing NPO registration.

USAID accepted the final report of Umhlaba during the quarter and final payments were made to the organization. This activity is now **CLOSED**.

! 04/217 - (CSU) Evaluation of the SEP: Harvard and Wits Bus. School

START DATE: 1 Feb 2004
SCHEDULED END DATE: 31 July 2004

Activity: USAID requested CREA S.A to issue a purchase order with Wits Business School to conduct a study to assess the impact and effectiveness of the Senior Executive Program to date with a special focus on the public sector participants. The outcome of this study will be a report outlining the review of the SEP and recommendations or informed proposals for the future of the SEP or alternatives.

PROJECT BACKGROUND DETAILS: Wits Business School has been administrating the SA part of this joint Wits/Harvard training activity. In December, the School submitted an unsolicited proposal to evaluate the impact of the training program, to determine if participation in it has led to job promotions, increase of effectiveness of participants, etc. One of the outcomes of the study is expected to be recommendations on how it could be made more effective, so that future SEP Cohort training will be designed for maximum impact.

ACTIVITIES IN WORKPLAN: Tracking down participants, administering a survey to a selected sample of participants, analyzing results and developing a list of recommendations.

PROGRESS UPDATE: Good progress is being made on this study, after a somewhat slow start. During the quarter, the following project activities took place:

- o Participant tracing, and reporting on participant movements since attending SEP.
- o Interview, via a questionnaire, a stratified random sample of participants and their managers to inquire about the impact that SEP has had on them and their effectiveness as managers and leaders. The full set of participants contacted (322 out of 379) were sent the questionnaire, and 105 responded (32.3%).
- o Analyzing of the questionnaire findings
- o Convene a focus group of informed authorities to comment on the findings and make recommendations on possible future directions for the SEP or similar programs. In progress: One focus group has been held, but the other participants all have to be interviewed individually.

The findings of the questionnaires, focus groups and individual interviews thus far reveal:

- Participants were almost unanimously positive about the programme
- One of the most frequently made points is that the cross-sectoral contact between private and public sector participants was invaluable
- Participants reported benefiting from a better understanding of global economic conditions and global best practices, and a more strategic perspective on issues
- Participants gained practical insights and skills that they can implement, including financial management, interpersonal and management skills, negotiation, information technology, and change management.
- Participants gained self confidence from the experience
- The network, which began forming through the programme, has continued afterwards. A strong, positive bond grew between participants which promoted effective problem-solving across the region in the future
- Public sector participants asked for more opportunity to apply the principles being discussed to the specific situation of the public sector, although there has been appreciation of the opportunity to look at issues from a different perspective as well
- There was a request for more local cases, but at a standard equivalent to the global ones
- The regional contact with participants from other SADC countries yielded valuable insights.

During the quarter the activity was extended through an amendment to end one month later than originally planned. This project is currently scheduled to remain **IN PROGRESS** until 31 July 2004.

(B) LOCAL GOVERNANCE UNIT (LGU)

FEATURED LGU SUCCESS STORY OF THE QUARTER:

Launch of the Economic Development Strategy for the Mangaung Municipality



SO 1 Team Leader Jeff Bakken being interviewed for a TV report at the launch of the strategy¹

The Mangaung Local Municipality hosted an event on the 24 June 2004, to launch the Economic Development Strategy developed for the municipal area.

This USAID funded project, under the LGSP, and in support of USAID's strategic objective to consolidate democracy through effective and democratic local government, has exceeded expectations and has gained momentum to an extent that was not conceivable when the project was kicked off almost two years ago.

Effective democratic local government in the South African context is defined as developmental local government. This essentially translates into local government that is committed to working with citizens and groups within the community to find sustainable ways to meet their social, economic and material needs and improve the quality of their lives.

The strategy development phase of this project has been an extensive participatory process, including all stakeholders. The process of

¹ Trust us: it's him.

developing the strategy has therefore been developmental in nature and has set the platform for the implementation to be an inclusive and collective effort.

The objective of the launch was two-fold: to outline the local economic development strategy to the public and to introduce the flagship projects that will begin the implementation phase of the strategy. Participants at the launch included representatives of Government, organized labor, civil society groups and the private sector. Many of these participants, as stakeholders who helped create the economic development strategy, re-stated their commitment and support to the process of developing the strategy as well as their continued participation to ensure its effective implementation.

The process of developing the strategy has created a climate of shared ownership and responsibility for planning and strategizing, as well as for implementing programs to improve the economic conditions in the area. The flagship projects identified will kick-start the process of collective participation of all stakeholders in implementing the economic development strategy.

The comments and statements made by all speakers and participants at the launch of the strategy, displayed the commitment to development in the area and presented a challenge to continue working collectively to improve the lives of all citizens in Managung.

Status of GMTA Actions Previously Reported as IN PROGRESS

! 01/098 - (LGU) Horizontal Learning & Information Sharing - Organization Development Africa (ODA)

START DATE: November 2001
SCHEDULED END DATE: February 29, 2004

Activity: Support under a grant agreement with ODA for the transformation of local government by enabling the sharing of information and knowledge relevant to the challenges faced by local government.

PROJECT BACKGROUND DETAILS: ODA will support the transformation of local government by enabling learning and improvement through the sharing of information and knowledge relevant to the challenge faced by local government. The objective of the program is two-fold: to support the sharing of information, experience and knowledge between municipalities and between national and local government and to inform and support the development of a national capacity strategy for local government.

ACTIVITIES IN WORKPLAN: research of local government, seminars, steering committee meetings, reports loaded on the website.

PROGRESS UPDATE: All programme work under this grant has been completed. The final report has been received and all outstanding advances and reimbursements have been paid. This activity is now **CLOSED**.

! 02/120 - (LGU) DPLG Transformation Manager

START DATE: 01 January 03
SCHEDULED END DATE: 01 February 04

Activity: CREA contracted a US consultant, Daniel Manyindo, to serve as Transformation Manager to assist DPLG with activities involving transformation of district municipalities.

PROJECT BACKGROUND DETAILS: The consultant is assisting the DPLG in the development of local government policies, starting a leadership academy and implementing a municipal revenue enhancement program.

ACTIVITIES IN WORKPLAN: developing a strategic plan for transforming the local government system, designing programs to implement the strategic plan, assisting with local government transformation processes.

PROGRESS UPDATE: Over the quarter, Mr. Manyindo reports that his main activity was helping compile available data on South African municipalities into a unified database. The purposed of this exercise was to a) consolidate information about municipalities so that it can be used for analytical and planning purposes and b) help develop strategies to address deficiencies in those municipalities that urgently need DPLG assistance. Factors that were profiled included the number of municipalities with *less than* 60% of their households:

- Living in formal housing
- Having access to electricity
- Having access to water
- Having access to sanitation

Other factors profiled included the number of municipalities with more than 50% of their population who are indigent, and where the unemployment rate is more than 35%.

The outcome of the profiling exercise demonstrated that the provinces with the most municipalities in distress were located in KZN and the Eastern Cape. The idea now is to check with the municipalities where the data points to the existence of severe problems, and to see if the information is valid, and if so, what recovery plans are in place. If there aren't recovery plans in place, than the DPLG will prepare them and present these to Government through an Extended Cabinet Workshop (attended by national ministers, provincial premiers and provincial ministers responsible for local government. The profiling results have already been presented to this group, which gave in-principle support to the approach of the profiling and its intended use.

This activity is currently scheduled to remain **IN PROGRESS** until July 30, 2004, however, there has been some discussion between DPLG and USAID about a further three month extension of Mr. Manyindo's consulting contract. The outcome of these discussions will be known in the following quarter.

! 02/132 - (LGU) Assessment of the Local Government Support

START DATE: 01 July 02
SCHEDULED END DATE: 31st October 04

Activity: An assessment carried out by ISIS, using the Pre-test/Post-test/Control Group methodology, to determine the extent to which: 1) the local government framework is being effectively implemented; 2) local governments are performing their functions with increasing effectiveness, transparency and accountability; and 3) citizens are exercising their rights and meeting their obligations to local government.

ACTIVITIES IN WORKPLAN: develop instruments and train personnel, select control municipalities and collect data, analyze data and report on the findings.

PROGRESS UPDATE: The post-test activities of the contract started up during this quarter. ISIS reported that they had started research on USAID-funded activities that have already been completed.

The contractor reported that they had once again received some resistance from a few of the Municipalities/Districts and service providers even though CREA had sent out letters notifying them of ISIS's return visit for the post-test evaluations. CREA offered to phone those municipalities and Districts and service providers who were not willing to co-operate. ISIS will notify CREA if they get any further resistance from the stakeholders for CREA and/or USAID to intervene where necessary.

ISIS requested a time extension on the post-test interviews which was agreed to by USAID, with the understanding that the extension for the post-test interviews would not impact on the delivery of the final report by the end of October 2004. This activity is expected to remain **IN PROGRESS** until completion of the contract in October 2004.

Element #2, Round #2: Direct Assistance Projects

Status of GMTA Actions Previously Reported as IN PROGRESS

! 02/140 - (LGU) Assistance to Ekurhuleni District Municipality

START DATE: 01 November 02
SCHEDULED END DATE: 31st March 04

Activity: Provide support for Capacity Building of Ward Committees and Institution of an Awareness Campaign for Ekurhuleni District Municipality through a grant to Service Provider Interfaith Community Development Association (ICDA).

PROJECT BACKGROUND DETAILS: The objectives of the program are to review and assess the training and information/communication needs of ward committee members, develop a public information/awareness campaign on the structures and systems of the Ekurhuleni Metro Council, develop a training for the ward committee and implement through the training the component of the information/awareness campaign that is channeled through ward committees.

PROGRESS UPDATE: The project was completed this quarter, with the final reports on the project being delivered to council. These reports were discussed and approved by the project steering committee. The council hosted a certification ceremony for all participants that attended the training on 14th May 2004. The general feedback from the council was that the project was a success and that the pool of skilled ward committee members will contribute positively to effective community participation in local governance for the Metropolitan area.

ICDA raised the issue of over-expenditure during this quarter, again. The project steering committee recommended that ICDA together with representatives from the council and Crea meet separately to clearly define the problem and possible solutions for the matter to be taken further. It was then agreed that ICDA would provide the council and USAID/CREA with detailed reasons and justification for the over-expenditure, and the council and USAID would then be requested to possibly fund part or all of

the additional expenses. This was agreed to by ICDA on the 11 May 2004 and to date no correspondence in this regard has been received.

The project has been completed and final payments in terms of the agreed upon budget has been made to ICDA. This project is now **CLOSED**.

! 02/143 - (LGU) Assistance to West Coast District Municipality

START DATE: 29th October 02
SCHEDULED END DATE: 30th January 04

Activity: Provide support for Community Participation and Capacity Building for Effective Local Governance for the West Coast District Municipality through a contract with PriceWaterhouseCoopers.

PROJECT BACKGROUND DETAILS: The objectives of the program are to build local governance capacity based on the needs assessment, review of the strategies, structures and systems in place related to community participation, develop a learning product to shared with other municipalities, and implement selected interventions of the capacity building .

ACTIVITIES IN WORKPLAN: workshops, seminars, training, technical support

PROGRESS UPDATE: The programme component of the project was completed during the last quarter. All outstanding invoices and reports relating to this project have been received and paid. The project is now **CLOSED**.

! 02/144 - (LGU) Assistance to Central Karoo District Municipality

START DATE: 01 October 02
SCHEDULED END DATE: 29th February 04

Activity: Provide support for a Community Empowerment Project for Central Karoo District Municipality through a grant with Service Provider Fair Share.

PROJECT BACKGROUND DETAILS: The program will focus on establishing community structures, investigation into establishment of information and support centers.

ACTIVITIES IN WORKPLAN: Report on Community Assessment, report on communications needs and final report

PROGRESS UPDATE: The final report, as agreed by the municipality, was tabled at a council meeting in February and has been accepted. All activities and deliverables as per the revised implementation plan have been finalized.

The final report and invoice was received and processed this quarter and the project is **CLOSED**.

! 02/146 - (LGU) Assistance to West Rand District Municipality

START DATE: 31st March 03
SCHEDULED END DATE: 30th July 04

Activity: Provide support for the Establishment of a Cluster Working Group and Regional Economic Development Agency for the West Rand District

Municipality (WRDM) through a contract with Service Provider Urban Econ.

PROJECT BACKGROUND DETAILS: In light of the West Rand experiencing a period of general decline over the past decade, the project focuses on: creating a data base of all industries in the municipal area; clustering industries in the area and facilitating the establishment of a network of suppliers and customer knowledge producing agents in order to foster interaction, innovation and knowledge transfer, and to create a broad stakeholder forum and policy development.

ACTIVITIES IN WORKPLAN: identify economic clusters and establish cluster-working groups

PROGRESS UPDATE: The project is making good progress, with more regular Project Steering committees taking place. Unfortunately political dynamics continue to challenge the effectiveness of the project steering committee, which ultimately means that decisions regarding the project are delayed. An example of the type of dynamics impeding progress was clearly visible at one of the PSC meetings during the quarter, where most of the meeting was taken up discussing problems with local municipalities representatives on the PSC not reporting back to their respective council's and Mayors. This situation led to the LED department undertaking a road show to inform the Executive Mayors of the Local Municipalities on the progress made with the project and to obtain renewed support for it.

The service provider requested that a dedicated representative from the WRDM be identified to work with them to communicate with the Sectoral Forums regarding the Cluster Working Groups. This will increase capacity building and ensure continuity once the last deliverable has been finalized by the contractor.

The Contractor reported that they had received little feedback from steering committee members regarding the matrix scorecard, which was developed to assist in identifying the priority projects for the WRDM. All PSC members were requested to give the scorecard their immediate attention as the projects form an integral part of the Operational Plan and the IDC process. Urban Econ presented the learning tool for discussion, which received positive comments from the PSC with some additional comments for inclusion. Local Municipalities were requested to take the learning product back to their council's for comment, which will later be incorporated into the learning product. CREA requested permission from USAID to extend the project by one month, when formal approval was received CREA processed the relevant amendment.

ACHIEVEMENTS/SUCSESSES: Urban Econ submitted a business plan to the IDC on behalf of the West Rand District in the last quarter, and the West Rand District informed the PSC that they have received word from the IDC that their application had been successful, and that they had managed to secure first round funding to the value of R714,000 which will provide access to a further R17.5 million over the next three years. This is seen as a major milestone, as this brings on board various fields of expertise in terms of the future operation of the Agency and the funding thereof. This can be seen as a spin off of the USAID project, which resulted from the Rand appreciation budget cuts.

This activity is expected to remain **IN PROGRESS** until July 2004.

! **02/147 - (LGU) Assistance to City of Johannesburg**

START DATE: 01 October 02
SCHEDULED END DATE: 15th May 04

Activity: Provide support for a Needs Assessment and Training Program on People's Centres for the City of Johannesburg under a grant agreement with Service Provider Outlearning (formerly Succinct).

PROJECT BACKGROUND DETAILS: The objectives of the program are to: 1) assess the skills of ward councilors 2) enable the effective operation of Peoples Center's through training s, and 3) ensure that the lessons learnt are shared.

ACTIVITIES IN WORKPLAN: assessment of training needs, design training programs, implement training program

PROGRESS UPDATE: The training programme for customer relations agents has been completed this quarter and all that remains on the project is the final report and hand-over of materials to the municipality.

The budget shortfall that was created after the strengthening of the Rand has been negotiated with the LGWSETA, and they have agreed to pay for the shortfall from the skills development fund. The Seta has also accredited the training programs for Community Relations Agents posted at Peoples Center's and the staff at Joburg Connect. The arrangement for payment has not been finalized, but it is clearly understood by all concerned that USAID will not be able to fund the shortfall. The grant agreement was amended to this effect in the previous quarter.

While the project activities have been completed the final reports and handover of the project will only happen in the next quarter. This project will remain **IN PROCESS** until all reports have been received.

! **02/148 - (LGU) Assistance to Karoo District Municipality**

START DATE: 01 October 02
SCHEDULED END DATE: 27 October 04

Activity: Provide support for Capacity Building of Ward Committees and a Public Information for the Karoo District Municipality through a grant agreement with Service Provider Fair Share.

PROJECT BACKGROUND DETAILS: The objectives of the program are to strengthen the effectiveness of ward committees, improve the flow of information between councils in the district and the public, and ensure the sharing of lessons learnt from the program.

ACTIVITIES IN WORKPLAN: Assess public information requirements, skills audit of ward committee members, develop ward committee training program, develop public information program.

PROGRESS UPDATE: The rollout of training was successfully completed this quarter. The project has finally produced results after the stop-start approach that seemed to exist through the life of the project.

The draft report on the training and other activities for the quarter has been tabled and the only outstanding issues to be dealt with before the end of July 2004 is the final report, and the convening of a final steering

committee meeting to approve the report and the certification of participants.

The training in this district has proved to be extremely challenging given the distances between municipalities and the language of communication. However Fair Share has managed to successfully train ward committees in seven of the eight municipalities that comprise the district of the Karoo.

This activity has been completed but will remain **IN PROGRESS** until receipt of the final report and invoice from Fair Share.

! 02/150 - (LGU) Assistance to Mangaung Local Municipality

START DATE: 01 November 02
SCHEDULED END DATE: 30th August 04

Activity: Provide support for Research and Establishment of a Development Partnership for Mangaung Local Municipality through a contract with Urban Econ.

PROJECT BACKGROUND DETAILS: The project objectives are to carry out research on structures that enable local economic development; develop a strategically focused local economic development plan, and enhance co-ordination, integration and participation in local economic development.

PROGRESS UPDATE: Activities under this project are progressing well. Two PSC meetings were held during the last quarter. During the quarter Crea were requested to negotiate 3 new contracts with service providers providing support to Mangaung in the form of designing and printing of the popular version of the LED Strategy as well as the production of the DVD.

Detailed discussions have taken place at PSC level regarding the Business plans for the priority projects, and agreement was reached that even though 14 projects had been identified, the bottom 8 were all interlinked with the top 5, and that business plans should only be developed for the top 6. This decision was also taken in light of the need to fast track the project and USAID indicating at the last meeting that it would not be realistic to develop 14 business plans in the timeframe remaining on the contract.

Urban Econ has distributed draft business plans for the top 6 projects for review and comments. The six projects are: N8 Corridor Development - Industrial Development; Tourism Development Programme; Investment Promotion (incentive and retention scheme/service centre role/matchmaking); SMME Service Centre, Agriculture & Rural development (develop a master plan with key projects) and the Establishment of a logistics-cum long distance freight transport centre. It should be noted that the Business Plan for SMME Service Centre has been written and Urban Econ are required to assess the business plan and enhance if necessary.

A workshop with all sectors has been scheduled for 15h July 2004 to workshop the 6 business plans.

As the issue of skills transfer is still outstanding, CREA requested Urban Econ urgently present a plan for skills transfer to the PSC, as this component of the project is seen as a key and should not be ignored. Urban Econ have undertaken to discuss the issues with Mangaung and then submit a plan on skills transfer to the PSC for discussion.

Due to further Rand appreciation, CREA has been in discussions with USAID

regarding the shortfall on the project. USAID has in principal agreed to look at the project shortfall closer to the end of the project, at which time additional money will be put into the project. During this quarter CREA amended the Urban Econ contract to bring the contract in line with the changed deliverables due to Mangaung choosing to rather take the "In-house Development Agency" route.

ACHEIVEMENTS/SUCSESSES: (see featured success story above). During this quarter the project saw a highly successful launch of the Economic Development Strategy (EDS), which was well received by all stakeholders in Mangaung. The Launch was considered a major milestone in terms of economic development planning in Mangaung.

Urban Econ have been submitting deliverables as per their contract in a timely manner. This activity is expected to remain **IN PROGRESS** until August 2004.

! 02/151 - (LGU) Assistance to City of Tshwane

START DATE: 01 November 02
SCHEDULED END DATE: 29 February 04

Activity: Provide support for a Capacity Building Program for Ward Committees for the City of Tshwane through a grant to JUPMET.

PROJECT BACKGROUND DETAILS: The Main objectives of the project are to: review the current functioning of ward committees; assess the specific training needs of councilors, ward committee members, ward committee staff and relevant officials linked to ward committees; develop the capacity of ward committees to ensure the effective functioning of the committees and proactively contribute to the policy and planning processes of the council.

PROGRESS UPDATE: The programme component of the project was completed during the last quarter. Jupmet has advised Crea that the final meeting regarding the evaluation report will no longer take place due to Council unavailability. Jupmet has indicated that the extra printed manuals have been delivered to Tshwane who will utilize them when undertaking in-house training for Ward Committee Councillors and Members.

The final report together with the learning product has been received and all outstanding reimbursements paid. The project is now **CLOSED**.

! 02/153 - (LGU) Assistance to Ehlanzeni District Municipality

START DATE: 01 May 03
SCHEDULED END DATE: 30th June 04

Activity: Provide support for the Development of a Ward Planning System and Capacity Building for Ehlanzeni District Municipality through a grant agreement to be awarded to service provider Umsebe.

ACTIVITIES IN WORKPLAN: Review the Establishment and Functioning of Ward Committees, develop Ward Planning System, increase capacity for Councilors.

PROGRESS UPDATE: This project is well on track. During this reporting period, training was offered by experts from UMSEBE and the University of Pretoria to ward committees and councilors. Held over three days,

workshops were conducted at the Thaba Chweu, Umjindi, Nkomazi and Mbombela municipalities. Topics covered during these workshops were: the roles and responsibilities of ward committees; meeting procedure; the IDP; municipal finances and budget; local government legislation and, effective functioning of ward committees.

The workshops were well attended, especially by ward committee members. A total of 596 people were trained, who, by function, were 515 ward committee members, 65 councilors and 16 officials. During these training workshops issues pertaining to limited effectiveness of ward committees were raised. The issues that emerged were the lack of cooperation and working relationships between ward councilors and their ward committee members, poor communication and coordination of ward committee meetings and lack of programs. The Provincial Local Government Head of Public Participation, Mr. Mbhazima attended and addressed one of these workshops.

This activity is expected to remain **IN PROGRESS** until 31 August 2004.

- **02/155 - (LGU) Assistance to Ugu District Municipality**

START DATE: 15th November 02
SCHEDULED END DATE: 31st May 2004

Activity: Provide support for Development of an Information Technology/ Communications Strategy and Community Participation Program for Ugu District Municipality through a contract with Service Provider Working Solutions.

PROJECT BACKGROUND DETAILS: The overall objectives of this project are to: improve communication channels between District and Local municipalities, the community and other local government stakeholders; ensure access to information and council decision-making; strengthen community/council relationships; ensure community participation in the affairs of the municipalities.

ACTIVITIES IN WORKPLAN: develop information technology & communication Strategy and Community Participation Program.

PROGRESS UPDATE: The project has continued to move at a very slow pace. During the reporting period the contractor undertook six capacity building workshops with all municipalities, which focused on the Strategy and Plan and on Information Technology. EXCO members and senior management of each municipality participated in workshops around the Information, Communication and Community Participation Strategy and plan. The main purpose of the workshops was for senior administrative and political leadership to gain a heightened understanding of the Information, Communication and Community Strategy and Plan, but also to workshop how to turn this paper document into a living document. Working Solutions indicated that approximately 134 people attended the workshops. Working Solutions indicated in their last report that the Information Technology, Communication and Community Participation Strategy and plan has been finalized and is ready for implementation.

Although the programme components of the project are completed, the final report and learning product are still outstanding. CREA has been in contact with Working Solutions who have indicated that they have scheduled a meeting with a Municipal official to discuss their final report and learning product and obtain approval from the Municipality. Once they have this approval the service provider will submit the final deliverables for

payment. This activity is expected to remain **IN PROGRESS** until the final report and learning product have been received and approved and the final deliverable paid.

! 02/156 - (LGU) Assistance to Umzinyathi District Municipality

START DATE: 01 November 2002

SCHEDULED END DATE: 31st January 04

Activity: Provide support for a Capacity Enhancement Program for Ward-based Structures and Development of a Communication Strategy for the Umzinyathi District Municipality through a grant awarded to Service Provider Actus Integrated Management (AIM).

PROJECT BACKGROUND DETAILS: The overall objectives of the project are to: Establish an appropriate community participation model; strengthen the effectiveness and efficiency of community structures; improve the capacity of ward development committee members and other ward-based community representatives to participate in local governance; improve the communication and flow of information between councils in the district and the public; ensure the sharing of lessons learnt from the project.

ACTIVITIES IN WORKPLAN: Training; Review of the Communication Mechanism

PROGRESS REPORT: During the last quarter AIM finalized their learning tool, and only need to submit a final report. This project remains **IN PROGRESS** until all outstanding documentation is received.

! 02/159 - (LGU) Assistance to Zululand District Municipality

START DATE: November 11, 2002

SCHEDULED END DATE: May 31, 2004

Activity: Provide support for developing a Coordinated Local Economic Development (LED) Framework for the Zululand District Municipality through a contract with Service Provider Iyer Rothaung.

PROJECT BACKGROUND DETAILS: The main objective of the project is the development of a Local Economic Development (LED) framework that addresses the lack of co-ordination and unlocks potential LED opportunities in the Zululand region.

ACTIVITIES IN WORKPLAN: Establishing an LED forum that will facilitate a participatory approach towards LED initiatives; assess and analyze existing LED initiatives in the Zululand Region; develop a Marketing Plan for the Region; develop a coordinated LED Strategy and operational plan.

PROGRESS UPDATE: Progress under this activity is well on track. During this reporting period, the last phase (Phase 6 - implementation) was completed. This phase initiated the process for the implementation of the LED Strategy for the district. Amongst the key activities implemented were the initiation of the development of a GIS based Agricultural Master Plan, liaison with Trade and Investment/KwaZulu-Natal on behalf of the district, liaison with Department of Trade and Industry and KPMG regarding the projects on the Zulu King households and the finalization of an investor presentation.

Negotiations regarding the ongoing support of the LED Strategy with Department of Economic Affairs and Tourism, Department of Environmental

Affairs and Tourism and KZN Tourism Authority are at an advanced stage. Also, there is ongoing project facilitation to support further development and marketing of the following projects: Ulundi 19 Petrol Filling Station development, eMakhosini Heritage Park development, Fruit and Nut Tree, Sesame Seed and Fruit and Vegetable Canning.

ACHIEVEMENTS/SUCCESESS: The business plan for Tourism Road signage in the district has been completed. Currently, negotiations are underway regarding getting sponsors to fund this activity. Mobile phone companies had been approached. Over this quarter, media visits were arranged so as to further market the district. Participation by the Post, the Natal Mercury and the Zululand Observer was substantial. Many of the tourism service providers targeted by the project sponsored media visits in the form of taking care of lodging, transport, tours and other arrangements.

This activity is expected to remain **IN PROGRESS** until the final report has been submitted.

! 02/160 - (LGU) Assistance to Buffalo City Municipality

START DATE: 01 December 02
SCHEDULED END DATE: 31 May 04

Activity: Provide support for Situation Analysis and Development of a Tourism Master Plan for the Buffalo City Municipality through a contract with Service Provider Grant Thornton Kessel Fernstein (GTKF).

PROJECT BACKGROUND DETAILS: The overall objectives of the project are to: conduct a situational analysis on the existing and potential environmental, socio-economic, transport, accommodation and tourism opportunities within Buffalo City and its hinterland and establish a stakeholder forum that will facilitate tourism activities.

ACTIVITIES IN WORKPLAN: Develop a comprehensive Tourism Master Plan that includes an institutional plan, marketing plan, tourism development plan, communication and information Plan, financial plan and implementation program.

PROGRESS UPDATE: The contractor finalized this project during the quarter. Only one meeting is still outstanding which will take place and this should be finalized next quarter. During the quarter the contractor undertook the final three phases of the project. At the second final PSC held in April, the contractor presented the final deliverable, the Tourism Master Plan, for comment. The contractor indicated that although the project officially ended at the end of May, they were allowing a month for comments from the PSC, and when the PSC met in June they would hand out a CD with the Master plan, which would include all comments received on the Master Plan.

Some concern was raised regarding the continuation of the project. The PSC strongly felt that the Master Plan should be formally handed over to the Municipality and that the Master Plan needed a dedicated driver (a Project Manager) to ensure that Buffalo City Municipality would implement it. The PSC decided to write a letter to the City Manager regarding the handover of the Tourism Master Plan with all the PSC recommendations in order to make progress on the project. Although all project work has been completed and final payments made, a final PSC is still to be held, where the PSC will formally finalize its duties regarding the Tourism Master Plan. The Contractor will present all PSC members with a CD with the Master Plan together with an executive summary and the lessons learnt report.

All deliverables have been submitted, approved by the PSC, and paid as at the end of the reporting period. This activity is **NOW CLOSED**.

! **02/161 - (LGU) Assistance to Bophirima District Municipality**

START DATE: 30 November 02
SCHEDULED END DATE: 31 May 04

Activity: Provide support for the Establishment of a Local Economic Development Strategy and Capacity Building for the Bophirima District Municipality through a contract with Service Provider K2M.

PROJECT BACKGROUND DETAILS: The Objectives of this Project are to: conduct research local economic development and create a database of industries in the district; develop an economic development strategy; develop the capacity of councilors, and ward committee members and relevant council officials to implement the strategy; facilitate the implementation of key steps of the economic development strategy.

ACTIVITIES IN WORKPLAN: Research, Database Creation, develop economic development strategy, training workshops.

PROGRESS UPDATE: During the last quarter, service provider K2M finalized the implementation support phase of the project. As previously reported, the purpose of the implementation support phase was to assist key officials within the Bophirima District Municipality and the local municipalities to initiate the critical short-term actions. In order to do this the contractor had to further break down all key activities into detailed tasks to provide a reference framework to be pursued. These tasks included:

- Preparation of an application to the IDC for an Economic Development Agency.
- Develop guidelines on a district wide BEE policy
- Initiate discussions with the North West Parks and Tourism Board regarding future development of Molopo reserve and the Bloemhofdam reserve
- Collect basic information on mineral deposits and ownership within the district
- Obtain information on agro-processing projects within the district.

As at the end of May, K2M had completed their implementation support phase with work being undertaken in all identified areas. The District now needs to ensure that they drive the processes forward, as several of the projects are still awaiting full council approval.

K2M have been a bit slow in billing for their final work completed. The final report and final invoice is still outstanding. This project will be considered **IN PROGRESS** until the final report and invoice have been received, and approved for payment by the District.

! **02/168 - (LGU) Assistance to the Alfred Nzo Municipality**

START DATE: 01 November 03
SCHEDULED END DATE: 30 June 04

Activity: Development of an Integrated Participation and Communication Strategy for the Alfred Nzo Municipality through a grant agreement with

Service Provider Common Ground.

ACTIVITIES IN WORKPLAN: Project Set-up, Assessment and Design of Communication Strategy.

PROGRESS UPDATE: Over this quarter, the service provider, Common Ground, submitted the learning tool together with a CD documenting all the documents that were developed during the course of the project.

Currently, all the activities of this project have been completed. The only remaining activity is the awarding of the certificates, which is due to take place in the next quarter. Common Ground has submitted its final report and this activity is now **CLOSED**.

! 02/179 - (LGU) Koukamma Community Part & Municipal Delivery Procedures

START DATE: 1 March 03
SCHEDULED END DATE: 30 May 04

Activity: Improving Community Participation and Municipal Delivery Procedures in Six Rural Settlements of the Koukamma Municipality.

PROJECT BACKGROUND DETAILS: The program Objectives are to: simplify and formalize communication between the Municipality, civic organizations such as local Development Forums and communities at large; mobilize and capacitate people to participate in local government processes; assist council to manage wards more efficiently; deepen local democracy and accountability, and; promote participatory governance as required by the Constitution, Structures and Systems Acts.

ACTIVITIES IN WORKPLAN: Develop communication strategy; training workshops

PROGRESS UPDATE: Work under this grant has progressed well during the last quarter with the grantee completing all remaining activities. USAID concurred to an extension of the grant agreement to the end of May 2004 and the grant amendment was processed during the reporting period.

Isandla reported that during the last quarter the launch of the satellite offices all took place. Furthermore, they have managed to complete the Administrative Support tasks, the establishment of the Ward Committees and the finalization of the awareness campaign for the Ward Committees. All programme activities are considered complete. This activity will remain **IN PROGRESS** until the final report has been received and the final liquidation processed and all close-out activities undertaken.

• 03/195 - (LGU) City of Joburg Executive Management Development

START DATE: March 01, 2003
SCHEDULED END DATE: June 30, 2004

Activity: The development of training program for executive management of the Johannesburg Metro in conjunction with the School of Public and Development Management of Wits University.

ACTIVITIES IN WORKPLAN: Training of a select number of Senior Managers within the City in a number of skill areas to be determined by the Council.

PROGRESS UPDATE: The final module was developed and delivered this quarter and the invoice for the final deliverable was received on the 30th June

2004.

As reported in the last quarter, the project has gained momentum and has come to be appreciated for the additional networking and experience sharing benefits that have emerged through the training workshop process. Managers used the training program as an additional tool to facilitate a culture of openness and participation. Discussions have already begun to extend the programme given the enthusiasm and level of participation of managers.

The only activity remaining is a close-out meeting and payment of the final invoice. The activity remains **IN PROGRESS** but is expected to close next quarter.

! **04/220 - (LGU) Roll out of Ward Comm. Training - Bohlabela and Vhembe**

START DATE: 20 Feb 2004
SCHEDULED END DATE: 30 June 2004

Activity: USAID requested CREA S.A to advertise on the basis of limited competition a RFA calling for applications to train ward committees in the Vhembe and Bohlabela Districts.

PROJECT BACKGROUND DETAILS: After the successful implementation of a Training of Trainers program in the districts, USAID requested Crea to contract a service provider to roll-out a training program for ward committees in the two municipalities. The target group for training would be all the ward committee members in the respective municipalities and the project would further assist the participants of the TOT to improve their skills as trainers.

ACTIVITIES IN WORKPLAN: Revision of training materials, workshop training plan and content with stakeholders, implement training program in the respective municipalities

PROGRESS UPDATE: The training programme has successfully been completed in both municipalities. The only outstanding activities are the certification ceremonies in the respective municipalities. These events will be underwritten by the council with limited financial assistance from PLANACT.

Bohlabela: The training was completed before the national elections in April and was extremely well coordinated. 230 ward committee members were successfully trained. The participation of the facilitators, trained under a previous grant from USAID, proved to be constructive. The municipal facilitators were assessed as trainers and unfortunately all but two individuals failed to meet the criteria of competent trainers on ward committees. The municipality has taken on the responsibility to train the ward committee members that have not been able to attend the training sessions held this quarter and Planact have made available all the remaining training materials to the municipality to assist in this regard.

Vhembe: Training was completed in June 2004. 530 ward committee members have received training. Municipal facilitators have also been assessed during the implementation of training and 15 trainers were declared competent as per the set criteria. The municipality has expressed the need to conduct training annually, specifically for newly elected ward committee members. The municipal trainers that have been skilled through this programme will therefore shoulder the responsibility for future training of ward committee members in the Vhembe district. The district will host a

certification ceremony on 26 July 2004 to acknowledge the successful participation of ward committee members on the training programme.

ACHIEVEMENTS/SUCSESSES: The Bohlabela and Vhembe Municipalities have been extremely patient and cooperative during the past two years that has seen the termination of a contract with the initial service provider on this project. Both municipalities have now skilled facilitators for ward committee training and have witnessed a real transfer of knowledge and skills. They will now be able to continue training ward committee members without the need to outsource this function. The success of this project can partly be attributed the commitment and political guidance of the Speakers of the district and local municipalities. Interestingly, in terms of gender-sensitive programming, 8 speakers in the districts happen to be women, and this could have contributed towards the ultimate success of this project. This activity will remain **IN PROGRESS** until the final reports are signed off by the respective municipalities.

! **04/221 - (LGU) Ward Committee Training - Cacadu Phase 2**

START DATE: 12 MARCH 2004
SCHEDULED END DATE: 30 JUNE 2004

Activity: USAID requested CREA S.A to issue an RFP on a limited competition basis, calling for proposals for training of ward committee members in 18 wards in the Cacadu District. The activity may also include the training of ward councilors and some officials.

PROJECT BACKGROUND DETAILS: USAID has recently funded a capacity needs assessment project for the Cacadu District including councilors, officials and community representatives in the District Municipality and the nine local municipalities. The intention of the project is to identify the capacity needs of local government practitioners within the district to effectively meet the development challenges of the municipality. The report on the capacity requirements as well as the proposed interventions and a database has been finalized. The Cacadu District seeks to develop the capacity of all municipal stakeholders within the district as per the outcomes of the capacity needs assessment. However due to limited resources, priority areas have been identified for immediate training.

ACTIVITIES IN WORKPLAN: Review and revise training materials as needed, develop a monitoring and training program, facilitate and monitor training workshops and deliver a final report.

PROGRESS UPDATE: The project gained momentum during the last quarter. A project steering committee was convened in April where the implementation plan and training modules framework were discussed and approved.

One issue that arose during the quarter related to the feasibility of offering Ward Committee training in one local municipality, Sunday's River. This location initially had been identified in the SOW to receive training, however, the municipality indicated that they would only have their new Ward Committees elected at the end of June. A decision was taken to advise Sunday's River that no training will be rolled out to them at this stage, and Kouga was identified as the replacement municipality.

At the PSC it was agreed to reduce the number of make up training session in favor of launching the training projects in all three areas. Project launches were held in Kouga, Blue Crane Route and Camdeboo Municipality. Training took place during the month of June and 105 Ward committee members

out of the approximately 180 ward committee members were trained in six topics directly aimed at improving the ward committee system. Participation from Kouga and Blue Crane Route municipalities were very good. Attendance in the Kouga area was not as good as initially expected, (40%), but this can be attributed to harvest season in the Hankey/Patensie area, as many of the ward committee members are seasonal agricultural workers who work from sunrise to sunset for 6 days a week during the season. Even so, a number of them still attended the sessions that were scheduled for Sundays. A large number of ward committee members in Jeffrey's Bay are retired senior municipal employees, ex-mayors and ex-councillors who felt that they would not benefit from the sessions.

As at the end of June, all training and programme activities have been completed. One final PSC is expected under this project. This activity is expected to remain **IN PROGRESS** until the final product has been approved by the PSC and all payments made.

! **04/222 - (LGU) Community Participation - West Coast District - Phase 2**

START DATE: 1 May 2004
SCHEDULED END DATE: 30 June 2004

Activity: USAID requested CREA S.A to issue an RFP on a limited competition basis, calling for proposals for the implementation of a training program for councilors and officials from the West Coast District.

PROJECT BACKGROUND DETAILS: USAID has recently funded a strategy development and capacity needs assessment project for the West Coast District. The project was specifically focused on community participation and communications for effective governance in the district. The intention of the needs assessment was to identify the capacity building requirements of local government practitioners within the district to effectively meet the developmental challenges of the municipality. The outcome of the strategy development and needs assessment process will guide the capacity the training interventions. The service provider will have to run a series of workshops to ensure that all the DMA's and local municipalities agree with and are committed to the implementation of the proposed communications and participation strategy.

PROGRESS UPDATE: Three proposals were received by the closing date of 5th April 2004. A TEC was held on 15th April 2004 and the PriceWaterHouseCoopers proposal selected as the most technically competent proposal received. A meeting was held with PWC and representatives of West Coast Municipality prior to signing the contract on the way forward. PWC has to date scheduled workshops with all local municipalities to obtain buy-in from all municipal stakeholders on the communications and public participation strategy and to confirm the priority capacity building issues identified through the capacity needs and assessment process. The service provider has further reported that the training modules are approximately 90% completed, and that they will workshop the content of the modules with the local municipalities at the above workshops. Due to the area recently changing from DA to ANC, possible delays on the project are expected due to council not being available for meetings. PWC has further reported that the West Coast District Municipality are working with Province to secure funding from the Development Bank to possibly implement training, as the USAID project does not cover the implementation of the training. This activity is expected to remain **IN PROGRESS** until 30th July 2004.

! **04/223 - (LGU) Hologram - Information Sharing component**

START DATE: 8 MARCH 2004
SCHEDULED END DATE: 30 JUNE 2004

Activity: USAID requested CREA S.A to award a purchase order on a sole source basis to String Communications (based on predominant capability) to carry out the re-branding of the Hologram website to the KSP website and the new Local Learning sub-site, maintain the website for the duration of the contract and print KSP materials and banners as requested by the Client (SALGA & DPLG).

PROJECT BACKGROUND DETAILS: USAID has recently completed funding of a grant with ODA. The grant was specifically focused on supporting the transformation of local government by enabling learning and improvement through the sharing of information and knowledge relevant to the challenges faced by local government. This project is a follow-on to the ODA funded activity.

ACTIVITIES IN WORKPLAN: Maintain website; re-brand Hologram, printing of banners and pamphlets.

PROGRESS UPDATE: During the reporting period, String reported that in addition to the core work of maintaining the website, database and sending out e-newsletters, they liased with PDG, ODA, DPLG and SALGA on a regular basis. Newsletters have been sent out on a monthly basis, rather than fortnightly, as had been the case with Hologram.

Over the four-month period of the contract the following newsletters were sent out:

- March - Secondary Cities and Economic Development
- April - Infrastructure and Local Government
- May - Rethinking community participation in South Africa
- June - Social Capital: an untapped resource for local government.

String further had 1000 folders printed for use at a variety of KSP functions. There is still a stock of the folders for future use.

The contract formally ended at the end of June, 2004, however String felt it necessary to bring it to USAID's attention that the knowledge sharing activities may not be sustained, as SALGA and DPLG have not been able to give String guidance as to future funding or hosting of the website. String have been requested by DPLG to host the website on pro bona for the month of July. Crea has alerted USAID to the funding problems regarding the KSP, and have requested String submit a costing budget to host the website per month.

As at the end of June, all programme activities have been completed by String. The project will remain **IN PROGRESS** until the final invoice has been received and processed.

! **04/224 - (LGU) Hologram Program - Research Component**

START DATE: 15 FEBRUARY 2004
SCHEDULED END DATE: 15 JULY 2004

Activity: USAID requested CREA S.A to award a grant on a sole source basis to Palmer Development Group (based on predominant capability) to implement the peer learning, research and comparative learning component of the Hologram activity.

PROJECT BACKGROUND DETAILS: USAID has recently funded a grant with ODA. The grant was specifically focused on supporting the transformation of local government by enabling learning and improvement through the sharing of information and knowledge relevant to the challenge faced by local government. The objective of the program is to support the sharing of information, experience and knowledge between municipalities and between national and local government and to inform and support the development of a national capacity strategy for local government.

ACTIVITIES IN WORKPLAN: Research of local government, seminars, reports loaded on the website.

PROGRESS UPDATE: The grantee reported that a client meeting was held in Cape Town on April 7th and 8th that initially expected both SALGA and DPLG attendance. Unfortunately DPLG was not present and the meeting was held with SALGA only. At the meeting future work programmes of the District Learning Networks (DLN) and the Local Learning Networks (LLN), and future events were discussed. The meeting identified two potential research projects, namely Municipal Finance and Municipal Benchmarking.

Another Plenary session was held on 22nd and 23 April 2004 in Klerksdorp. SALGA was supported at this session by four consultants from PDG at the DLN Plenary. The Plenary was intended to evaluate the workings of the network so far and organise its work into theme areas. The Plenary was seen as successful by DPLG as it led to an improvement of the work plan of the DLN into theme areas, potentially to be run by task teams.

Further to the above CREA met with SALGA and DPLG at their request regarding the progress on the grant. Originally the work under the grant was intended to enhance efficacy of the DLN. DPLG and SALGA realized that the strategic facilitation has not added the value that was originally intended in the DLN for a number of practical reasons. It is with this in mind that they looked at the value add of the strategic facilitation and made a decision to change the nature of the programme in favor of useful knowledge products to be used by members of the two networks. They proposed to use the remaining funding to refine the Benchmarks for ideal municipalities and conduct 3 baseline assessments of municipalities in these networks, to demonstrate the usefulness of the benchmarks. These three baseline studies, one for the DLN and two for the LLN, will be conducted as desktop studies. DPLG, SALGA and DPG felt that the baseline assessments would complete the foundation of the DLN and the LLN and their ideal municipality benchmarks, thereby enhancing the capacity of local and district municipalities to be more responsive and learn from each other.

SALGA and DPLG indicated that they had discussed the changes with PDG and agreement had been reached. CREA consulted with USAID and obtained approval for the change in the programme description and the extension to July 15th to allow PDG to finalize the reports on the desktop research as identified by SALGA and DPLG. This grant is expected to remain **IN PROGRESS** until all reports and reimbursement requests have been processed and finalized.

(C) RULE OF LAW UNIT (RLU)

FEATURED CSU SUCCESS STORY OF THE QUARTER: *Centre for the Study of Violence and Reconciliation: Helping the Youth at Risk to change their behavior*

Through their USAID grant, CSVR is trying to prevent youth crime by working closely with school teachers and administrators to identify vulnerable children in grades 6 - 9 and giving them life skills to help them transcend crime situations in their communities. The project offers trainings and other diversionary programs to reduce youth criminal violence. This story details the impact of the program on one young learner.

Young Vusi Mthana, 16 years old, lives in Kalthlehong Township, Gauteng. Towards the first democratic elections in the country, this township was engulfed with political violence in which many people lost their lives. The after effects of this violence is now rearing its ugly head as most people, particularly, the youth, did not receive counseling and necessary support after the political violence.

Vusi is in grade 7 and was the first learner to be referred to the program by Dukathole Primary School. Vusi was reportedly aggressive both to teachers and learners. He came to school whenever he felt like doing so. There were complains as well of him not being hygienic and reporting to school inadequately dressed.

All teachers in the school knew his background and experiences. The CSVR facilitators did extra work to convince him to come regularly to the training workshops. Vusi once remarked about how different the training sessions were from his classroom set-up. One of the facilitators saw it necessary to visit Vusi at home so as to discuss with him in a non-threatening environment about his feelings regarding the training workshop and find out reason why he missed some sessions. The facilitator's action seemed to have opened another chapter in Vusi's life as he felt he mattered to some people after all.

After participating in the CSVR program for three months, reports from the principal, teacher and other learners of the change in attitude from Vusi. He reportedly apologized to one learner for hurting him, stating that it was not his intention to cause harm. This was something totally the opposite of what Vusi has been known for. Hence, it was different in terms of Vusi's approach to life as well as his living environment. The school saw this remarkable change of heart from Vusi as a turning point for this child at risk.

It had been noted that now Vusi tends to take care about how he looks in public, for example he was recently dressed-up neatly and for that matter putting on a tie, something he never dare to do. Increasingly, he now carries a cloth for polishing his shoes whenever he notices dust. Vusi's teacher reported that how he has assumed a leadership role in the class such as taking initiative, reporting and encouraging other learners. To this end, the teacher felt that Vusi's good behavior need to be reinforced thus appointing him to be a class monitor for a month period. In short, Vusi is a good example of taking a youngster heading down the wrong path, and through the USAID/CSV program, putting him on the right one. Vusi's story is just one of many demonstrating the value of the CSVR approach on this project, made possible by USAID support.

! **98/006 - (RLU) Black Lawyers Association (BLA) Grant**

START DATE: 20th May 98
SCHEDULED END DATE: 30th June 03

Activity: Support for a program of practical academic training for historically disadvantaged law graduates, placing them in law firms where they can complete the required articles of clerkship to qualify as attorneys and advocates. The program is design to: 1) train law pupils through the General Council of the Bar of South Africa, which include lectures, compulsory workshops on practical training, and final written and oral exams; and 2) twelve months legal placement, which entails articles of clerkship and selected courses.

PROJECT BACKGROUND DETAILS: The objective of the program is train advocates and attorneys of both sexes from previously disadvantaged backgrounds and in all parts of the country. The program is contributing towards making the legal profession representative by attracting law graduates from the previously disadvantaged background to enter the attorneys' and advocates' profession.

ACTIVITIES IN WORKPLAN: Advertise for candidates; placement of candidates in various institutions and monitor and evaluate progress.

PROGRESS UPDATE: Due to the difficulty of getting a final report from BLA, which was needed to close out this project that had ended last year, USAID agreed that CREA could examine prior reports submitted by BLA to determine if there was enough information on the results of the grant that could be summarized in lieu of a final report. During the quarter CREA undertook this exercise, by compiling statistics from BLA submissions. When this information was forwarded to USAID, the Rule of Law Unit agreed that the information on hand satisfactorily met the final report requirement, and that CREA could put this project, at long last, in the **CLOSED** category.

! **98/016 - (RLU) Rights Education (1 of 3 Grant Agreements)**

START DATE: 01 April 99
SCHEDULED END DATE: 30th July 03

(2) CSLS

Activity: supporting the institutionalization and implementation of democracy and human rights education in South Africa in the formal and informal education system. To achieve this, CSLS provides an ongoing formal and informal democracy and human rights in schools, universities, and communities through the Street Law/Democracy for All Program until the institutionalization process is completed. The Street Law/Democracy for All Program reach a variety of beneficiaries with the objective of educating them regarding their and responsibilities as citizens, under the new constitution and Bill of Rights. The training aims at making participants aware of their role in a democratic society and promotes a practical understanding of equality, justice, and tolerance.

PROJECT BACKGROUND DETAILS: The objectives of the program are to participate on an institutional level to support the process of introducing "Curriculum 2005" in the formal school system and ensure the implementation of Democracy and Human Rights Education (HRE) in the new teacher/pupil learning programs.

ACTIVITIES IN WORKPLAN: Development of policy, curriculum training and education materials.

PROGRESS UPDATE: CSLS still needs to submit a final narrative report that is outstanding. While the final report is expected to be delivered next quarter, this activity will remain **IN PROGRESS** until all issues for close out requirements have been completed.

! **01/094 - (RLU) ISS Criminal Justice Monitor**

START DATE: 26th April 01
SCHEDULED END DATE: 29th February 04

Activity: Support for development and implementation of a Criminal Justice Monitor through a grant to the Institute for Security Studies.

PROJECT BACKGROUND DETAILS: The development and implementation of the Criminal Monitor (CJM) which builds on ISS' existing work in tracking the country's criminal justice sector and serves as an in-depth mechanism to gather, anticipate, analyze and disseminate information about developments in criminal justice in the region. It will inform CJSP decisions generally and will facilitate the monitoring and evaluation of individual CJSP activities. The results will be integrated into medium and longer-term trend and scenario analyses based on crime statistics, survey data and field research. Trends will be tracked according to selected indicators of crime and criminal justice performance.

ACTIVITIES IN WORKPLAN: Activities include: Dissemination of Information to all interested parties including governments, NGO's, the media, donors and researchers. Bi-monthly seminars, regular updates on the ISS website, Regular briefings and workshops with government departments and Parliament and a quarterly newsletter.

PROGRESS UPDATE: Over this quarter, all the project-funded publications were printed. Currently, ISS is working on the final report. This activity will remain **IN PROGRESS** until the project and financial reports have been submitted.

! **02/123 - (RLU) APS Award to Center for Criminal Justice (CCJ)**

START DATE: 01st March 02
SCHEDULED END DATE: 29th February 04

Activity: Support under a grant agreement with CCJ for a program to empower victims of violence in rural communities, especially women and children, to navigate the criminal justice system.

ACTIVITY DESCRIPTION: The project operates in rural areas and targets women and children and other community members who have suffered abuse, rape, and domestic violence. The project support women and children in difficult circumstances who go through the criminal justice system to achieve redress and respect of their human rights and dignity.

ACTIVITIES IN WORKPLAN: Establishment of community outreach program through 12 victim support centers set up at magistrates courts and police stations. These centers form the link between members of the community and institutions of criminal justice. The 12 victim support centers offer the following services: 1) provision of counseling and accompanying victims to

court; 2) educating community members about their rights and the criminal justice system; 3) provision of support during trial proceedings; and 4) follow-up services including keeping victims informed regarding progress of cases reported.

PROGRESS UPDATE: As reported in the previous quarter, CCJ sent an email to CREA stating that they will not need an extension to their grant agreement. Following from this, CCJ was requested to submit their final report. CCJ submitted an evaluation report, which includes all the requirements for the final report and has been accepted by USAID and CREA as such. CCJ has been informed of this, and has been told to submit a bound hard copy of the evaluation. CCJ has been slow in finalizing the financial reporting aspects of their project. Until this is done, and a bound hard copy of the evaluation report received, the project will remain **IN PROGRESS**.

! 02/124 - (RLU) APS Award to Mosaic

START DATE: 01 March 02
END DATE: 30 September 04

Activity: Support under a grant agreement to Mosaic for the training of community volunteers to assist victims of domestic violence in applying for protection orders.

PROJECT BACKGROUND DETAILS: Mosaic is implementing a Court Support Project through which unskilled community workers were trained as court workers to help abused applicants to apply for protection orders, to augment the implementation of Domestic Violence Act. The objective of this project is to reduce domestic violence against women, and to provide an emotionally safe environment for victims of abuse who go to court to apply for protection orders.

PROGRESS UPDATE: The activities of this grant are well on track. During this reporting period, daily and monthly supervision of court workers continued. These sessions are critical as Mosaic's core staff provides support to court workers to deal with personal and work related problems, as well as providing support and guidance on issues experienced at courts.

Over this quarter, 5 478 abused applicants were helped through the Mosaic Court Support Desk Project. Each of the abused applicants continued to receive at least thirty to forty-five minutes of focused attention and support. Applicants were helped with protection order forms and affidavits, counselling, education, referrals and translations.

The formal debriefing of court clerks by Mosaic's Social Worker has been suspended and all courts where clerks were previously debriefed were notified. Following from this, the Control Officer from Simon's Town court wrote, "Apart from counselling the victims of abuse, the Mosaic worker also counsels our staff member". This informal debriefing only occurred if the clerks needed the service.

ACHIEVEMENTS/SUCSESSES: Mosaic's continued to operate in eleven magistrates' courts. Over this quarter, Mosaic's new Social Worker reinstated monthly management committee meetings with court personnel in the Bellville and Khayelitsha courts. The healthy relationship, trust and respect that had developed with court personnel facilitated the smooth functioning of the project.

Mosaic continues to submit their reports on a timely basis. While this

activity is scheduled to remain **IN PROGRESS** until 30 September 2004, Mosiac has expended available resources more rapidly than originally anticipated. As a result, this project is likely to close sometime in the next quarter.

! 02/125 - (RLU) APS Award to Childline

START DATE: 01 March 02
SCHEDULED END DATE: 30th September 04

Activity: Support under a grant agreement with Childline for preparation of child witnesses and their families in child abuse cases.

PROJECT BACKGROUND DETAILS: Child Victims are usually anxious and frightened by the prospect of giving evidence in Court. Their intense fears can create such severe secondary trauma that the child may be reluctant to testify at all, and express the desire to withdraw from the case, or may experience memory impairment because levels of anxiety are so high. This compromises the entire trial. The Childline Family Center serves children who predominantly come from families with low levels of literacy and sophistication and for whom the Court environment is, in itself, particularly daunting. These families often withdrew children from Court processes as the process intimidates them.

ACTIVITIES IN WORKPLAN: Educate professionals within the criminal justice system about the importance of preparing children and families for court; preparing the child, family, and caretaker for court; providing support for children at court; carry out follow-ups after court appearances, and; training volunteers to assist with court preparation and provide support for child-witnesses.

PROGRESS UPDATE: Over this quarter, Childline Family Center attended to 3262 cases related to sexual abuse of which 55% are undergoing therapeutic care. While there are increasingly more cases that are being reported for court preparation, issues of intimidation and incompetent witnesses due to young age continue to make things difficult with regard to resolving these cases. The period for children awaiting trial has appeared to be much shorter, and the National Prosecuting Authority has committed the agency to a better service by launching its service charter.

The ongoing provision of nutritional supplements to impoverished children and families, particularly children who are HIV infected, is steadily proving to be effective. There has been an increased request for this assistance by other service providers such as Children's Homes.

During this reporting period, Child Family Center conducted training workshops for a diverse audience. A total number of 1078 people were trained as intermediaries and support people for children going to court. These training workshops were conducted for social worker students, lay counselors, educare centres, prosecutors, medical schools students, SAPS, teachers and trauma counselors.

ACHIEVEMENTS/SUCSESSES: Over this quarter, Childline continued to provide its advocacy and outreach program using media outlets. Demand for the views of Childline continues to be substantial, with comments provided to numerous electronic and print media. Amongst the newspapers and radio stations that requested Childline inputs were: Berea Mail, Daily News, Natal Witness, Natal Mercury, Sunday Tribune, Sunday Times, East Coast Radio, Radio Lotus, Radio Mbokodo and Ikhwezi Radio.

This activity will remain **IN PROGRESS** until 30 September 2004.

- **02/126 - (RLU) APS Award to Thohoyandou Victim Empowerment**

START DATE: 01st May 02
SCHEDULED END DATE: 30th September 04

Activity: Supporting and empowering victims of sexual abuse and domestic violence, especially women and children and creating an environment in which the perpetration of crimes of violence against women and children are socially unacceptable.

PROJECT BACKGROUND DETAILS: The Objectives are to create a supportive environment for the victims of sexual abuse and/or family violence; and through education and empowerment, generate an environment in which the perpetration of crimes of violence against women and children are socially unacceptable, and will not be tolerated by the community.

ACTIVITIES IN WORKPLAN: Implementation of "Break the Silence Campaign which includes Peer Group Educators (PGE's), Community Liaison Officers and Public "Sensation" Workshops.

PROGRESS UPDATE: Over this quarter, 113 victims of domestic violence were assisted and a total of 118 rape cases were reported to the Trauma Centers. Of the new cases reported, 57% were children.

During this reporting period, TVEP reports that the break the silence campaigns reached 17,291 people. Colbert Mukwevho (a local reggae artist) has written a song promoting the services of TVEP. Recognizing the power of music to spread messages, a demo had been given to music producers such as EMI, Universal and BMG, who responded positively. However, despite the indications that the song has the potential to be extremely popular, it was pointed out by these record companies to TVEP that singles do not sell very well, so other mechanisms, such as producing a collaborative album, are being explored.

Over this quarter, 8 training workshops were conducted for community members. More workshops would have been conducted, but due to circumstances beyond TVEP's control, such as prolonged torrential rain in the area during the quarter, the number of people reached was limited to 531.

ACHIEVEMENTS/SUCSESSES: The Sibasa Sexual Offences and Community Affairs court has been lauded nationally as being the most successful in the country, and TVEP has received public acknowledgement from the NPA as being a main contributor to their success. Further, the Directorate of Public Prosecution initiated a meeting with TVEP at which discussions of a closer working relationship between both organizations as well as the introduction of "prosecution-led investigations" which would help address the capacity shortfalls of detectives were held. This project will remain **IN PROCESS** until September 2004.

- ! **02/128 - (RLU) APS Award to Khulisa**

START DATE: 01 February 2002
SCHEDULED END DATE: 31st December 2003

Activity: Support under a grant agreement with Khulisa for a diversion program in Alexandra to work with juvenile offenders before they enter the

criminal justice system and after they are already in it.

PROJECT BACKGROUND DETAILS: A diversion program in Alexandra to work with juvenile offenders before they enter the criminal justice system and after they are already in it. The Objectives of the Project are: to encourage the child offenders to be accountable for the harm caused; meeting particular needs of the individual child offenders; promoting the integration of the child offender into the family; providing an opportunity for those affected by the offence to express their views on its impact on them.

ACTIVITIES IN WORKPLAN: Research, Development and Implementation of Pilot Program in Alexander

PROGRESS UPDATE: During this reporting period Khulisa submitted a final narrative report. The report covers the two years of the Khulisa New Directions diversion programme and how the programme evolved into an integrated programme that sought to serve divertees and their families. The report highlights the following issues as of particular relevance for the programme:

1. **Programme Materials:**

- (i) Finalization of Operating manual-Khulisa is now at the stage where the programme processes and operating procedures as well as standard delivery can be documented.
- (ii) Fine-Tuning of Assessment Tools and Mentor Kit Development- Khulisa has identified the need to develop relevant and practical assessment tools and procedures that can be easily implemented by programme staff and be overseen by a psychologist or assessment specialist

(2) **Training and Related Materials:**

- (i) Formalization of the Training Programme for Mentors and Evaluation of Performance- Khulisa has found that as with the programme materials, the training of staff has also evolved. Operating from a role profile and designated competencies, the training programme serves to develop competence in the relevant areas and set the stage for delivery of the key performance areas. Khulisa has identified a need to develop and implement a basic performance management system.
- (ii) Establishment of a formal Training Programme and Performance System- As the programme is implemented around the country Khulisa has identified the need to formalize the training process for the facilitators and to introduce performance management system.

(3) **Programme Accreditation:**

Khulisa has initiated a process of having the New Directions Programme accredited with the Services SETA. Khulisa is hopeful that the school-based youth-at risk programmes and the training programmes for mentors and facilitators will be accredited in the near future.

(4) **Participant, Stakeholder and Support Network:**

- (i) Sustainability and Evaluation of Behavior Change
Although Khulisa have built into their programme a longitudinal evaluation plan they have now identified a need to have ongoing

evaluations to track divertees. The Khulisa Fellow Network is a crucial aspect of the New Directions programme. By having reunions, follow-up activities, family days, sports days and the like, divertees are offered a sense of ongoing support and enduring access to supportive and positive people in the community including mentors, facilitators and parents.

ii) Involvement of Parents

Khulisa through experience has learnt that intervening at the level of the child without attending to the family or home of the child can be a source of frustration and erode a sense of hope in the possibility for change. Providing children with new ways of thinking and talking about things and not also sharing these with their parents can potentially disempower parents from assuming an ongoing support function to their children's change and development. The ongoing evaluations of the parents workshops has suggest that the sessions are valuable, supportive and also highlighted the change effected in families when parents are formally involved.

5. **Establishment of a Network of Supporting Agents and the Documentation of Resource Directories per Area:**

Ongoing assessment of the programme has highlighted a number of factors at play in the lives of divertees. As no single organization can ever address the complexity and extent of the issues that get uncovered in programmes such as diversion programmes, Khulisa has identified the need to develop a network of strategic partnerships.

6. **Stakeholder Issues:**

A crucial element of the diversion programme is the presentations and briefing workshops that are run with stakeholders. Often there is a tension between the apparent child-centred focus of the Child Justice Bill and the systematic pressures to get through the cases. Khulisa hopes that these sessions will create a clearer understanding of the nature of the programme, the rationale behind its duration and components as well as the impact the programme can potentially have and that stakeholders will support Khulisa's effort to ensure a win-win solution all round.

7. **Referrals:** Khulisa received 430 referrals from various parts of Gauteng.

All outstanding issues with Khulisa related to this grant have been resolved and this project is **NOW CLOSED**.

• **02/162 - (RLU) National Child Witness Preparation**

START DATE: 1 June 2002
SCHEDULED END DATE: 30 June 2004

Activity: The development and piloting of a national child witness preparation program for use in the South African Sexual Offences Courts.

WORPLAN ACTIVITIES/PROJECT BACKGROUND DETAILS: Piloting of the program in two sexual offences courts; preparation of modules and related materials, preparation and translation of information booklets for child witnesses and caregivers, training of selected providers and finalization of report.

ACTIVITIES PLANNED THIS QUARTER: Meetings with the relevant stakeholders and pilot training sessions at sites identified by the Department of Justice.

PROGRESS UPDATE: During this reporting period Vista submitted Deliverable No. 24, a chronicle of the various meetings Vista has held with the Department of Justice Directorate: Youth and Children Affairs as part of the research and development process of the programme. The meetings addressed issues of implementation, rolling out of the programme and the identification of pilot training sites.

In May Vista presented three pilot training sessions, one in Port Elizabeth and two in Nelspruit, at sites identified by the Department of Justice. The sessions titled "Preparing Children for Courts" were run over a period of 5 days. Sixteen participants took part in the training. The aim of the training sessions was to provide participants with skills and knowledge to assist them in their day-to-day dealing with child witnesses.

The participants were provided with a training file, a handbook which contained all the information to be presented during the training, a Trainer's Manual for the 7-12 group, a Trainer's Manual for the adolescent group, a parent booklet and booklets on the Story of Zack and Thandi and the Story of Joe and Thembi. The sessions utilized a number of presentation methods, which included lectures, overhead presentations, videos, group work, exercises and role-plays.

The report received from Vista highlighted the fact that participants found the training sessions very useful and informative particularly the session on the legal issues as most of the participants have a social work background.

ACHIEVEMENTS/SUCSESSES: Vista managed to get the Department of Justice Directorate: Youth and Children Affairs to commit to taking over and implementing the completed Court Preparation Program towards the end of 2004 at 52 dedicated Sexual Offences Courts.

This activity was extended for one month in order to accommodate Department of Justice postponements of a final debriefing session on the project. This session is now scheduled to take place at the end of July. The activity is scheduled to remain **IN PROGRESS** until the end of July 2004.

! **03/178- Juvenile Best Practice Resource Manual- Community Law Centre (CLC)**

START DATE: 1 November 2002
SCHEDULED END DATE: 30 June 2004

Activity: The Community Law Center at the University of the Western Cape has been tasked with developing a manual highlighting best practices in the field of juvenile justice.

PROJECT BACKGROUND DETAILS: CLC will identify, collect and document best practice examples relating to a range of juvenile justice issues (including youth crime prevention, police and probation, diversion and rehabilitation program and sentencing) and produce a practical resource book for policy-makers.

ACTIVITIES IN WORKPLAN: Literature review; data collection; workshop with local and international stakeholders; field research, site visits;

profiling of best practices; drafting and finalizing of manual; printing and launching of manual and; dissemination of manual to government departments, courts, social workers, correctional services and members of civil society.

PROGRESS UPDATE: Over the quarter, project activities were mainly focused on proof reading, editing, grammatical checks, organizing contents and drafting of index. The project managers undertook 3 separate editing processes of the content of the manual. This entailed reviewing the content in its final layout to ensure consistency of information and thought.

This activity is expected to remain in **PROGRESS** until the final report has been submitted.

- **03/206 - (RLU) SayStop**

START DATE: 01 September 2003
SCHEDULED END DATE: 30 September 2004

Activity: Helping prevent and reduce youth crime through development of a prevention program and developing a framework for intervention with young sex offenders that are not eligible for diversion s.

PROJECT BACKGROUND DETAILS: The grant supports two research and development activities: a prevention program for youth, focusing on the prevention of sexual offences/gender based violence, based on an adaptation of the SayStop diversion program; and, the development of a framework for intervention with young sex offenders who are not eligible for diversion program(including community rehabilitation or alternative sentencing options).

ACTIVITIES IN WORKPLAN: research, framework development; adaptation of the SayStop manual as a prevention tool; strategy development; publishing of prevention manual; organizing a national consultation on youth repeat offenders.

PROGRESS UPDATE: During this reporting period, SAYSTOP diversion manual was reworked and developed into prevention manual based on information obtained from the research report and the national consultative workshop held last year. This prevention manual deals with issues of self-esteem, sexuality, socialization and myths, bad choices and consequences, learning empathy and making good choices. This manual has already been piloted in two provinces - Eastern and Western Cape.

During this reporting period, the research on repeat offenders was finalized. An extensive desktop literature review was conducted with the purpose of establishing the norms and standards prevailing in comparable foreign jurisdictions as well as to establish whether any analogous studies have been completed elsewhere. Some of the programs reviewed focused to some extent on juvenile sex offenders but in the main, were geared towards rehabilitation and reintegration of adult offenders. To this end, this report is therefore attempting to identify the programs that deal with successful interventions with juvenile sex offenders.

This project will remain **IN PROCESS** until September 30, 2004.

- **03/207 - (RLU) Creative Education with Youth at Risk (CRED)**

START DATE: 01 July 2003

SCHEDULED END DATE: 30 September 2004

Activity: Reintegrating youth offenders back into their communities.

PROJECT BACKGROUND DETAILS: CRED will develop skills of youth at risk and reintegrate them back into their communities by applying the arts creatively as a medium as a way of engaging these youth. Targeting youth between the ages of 16 and 21 in prison, young offenders will be exposed to cultural mediums such as drama, visual art, etc., while focusing on overall behavior change.

ACTIVITIES IN WORKPLAN: Training, assessments, life foundation skills training, technical skills training, on-going support

PROGRESS UPDATE: Over the quarter, both the awaiting trial, sentenced and pre-release programs were progressing well. CRED managed to complete project activities for the second cycle on time. As a result, tracking of participants who have been released had begun and preparation for the next cycle as well as discussion was held with supervisor. High levels of illiteracy continue to make implementation of some project activities difficult.

During this reporting period, extensive discussions were held with authorities regarding the implementation of the Pre-Trial Awareness program activities. This included negotiations with authorities regarding access to health care facilities by the inmates. Furthermore, family members for the inmates were encouraged to visit program participants and to appear at the trial when their relatives go to court.

CRED project's activities that deal with motivation of the young people that are sentenced (14-18 years) had progressed very well. Over this quarter, 16 participants graduated in Capoeira. This project activity raised confidence and self-esteem levels amongst the participants. Hence, it made participants more aware of themselves. Following from this, 10 participants are now attending literacy classes. Interestingly, the head of the prison has shown an interest in using CRED's prison activities and somehow integrating them with the formal school activities taking place within the prison.

ACHEIVEMENTS/SUCSESSES: The Sibuyelekhaya Pre-Release program's second cycle was completed successfully. As a result, 80% of the program participants contact the office voluntarily upon release. The Department of Correctional Services states that between 85 - 94% of prisoners re-offend within 6 months after release and its only a mere 2% of program participants have re-offended in the same period. 80% of the program participants have sustained beyond their parole dates. Currently, the program content is being reviewed to incorporate some of the lessons learned. To this end, a baseline assessment is underway.

Over this quarter, the Awaiting trial and sentenced girls program activities started a bit late. At present, CRED is working together with these girls to create a hanging exhibition for inclusion in the Women of the World Exhibition. This idea has been well received as it gives them a creative space to begin to interact with other in a more collegial manner. This project will remain **IN PROCESS** until September 30, 2004.

- **03/208 - (RLU) Center for the Study of Violence and Reconciliation (CSVR)**

START DATE: 01 July 2003

SCHEDULED END DATE: 30 Sept 2004

Activity: Preventing youth crime by identifying vulnerable children in grades 6 - 9 and giving them life skills to help them transcend crime situations in their communities.

PROJECT BACKGROUND DETAILS: The project will offer trainings and other diversionary programs to reduce youth criminal violence. Beneficiaries will participate in workshops on conflict resolution and mediation; anger management; trauma management and street-smart skills. They will also be exposed to rituals on self-affirmation to build positive values and outlook.

ACTIVITIES IN WORKPLAN: consultations with schools, selection of trainees, materials development, training workshops, evaluation, learning tool.

PROGRESS UPDATE: Over the quarter, CSVSR conducted two-hour training workshops for learners twice each afternoon every week. Initially, the arrangement was that each group of identified learners would consist of twenty learners, however some of the target schools increased the number to forty. This impacted negatively on the implementation of the training program as facilitators were incapable of sending the children away.

Despite the excitement from learners participating in the program, there were challenges that facilitators had to deal with it regarding labeling of program participants by some teachers who attended smart skills workshops as being lunatics or retarded. Urgent meetings were scheduled with relevant schools to address the matter and to solicit some explanation and apology from concerned teachers for this unbecoming behavior. Following from this, there were fluctuating numbers of learners who attended the training workshops. However, the facilitators adapted their methods to accommodate the situation though at sometime they felt they were being stretched.

The bonding that took place between the learners who carried the label of "misfit" and facilitators had been amazing and encouraging. Reports from schools indicate that during the training workshops some learners began to relate their experience of violence and trauma they suffered at the hands of people entrusted with their care, this included parents and teachers alike.

ACHEIVEMENTS/SUCCESES: See success story above.

This project will remain **IN PROCESS** until September 30, 2004.

03/209 - (RLU) Khulisa Child Nurturing Organization

START DATE: 01 July 2003
SCHEDULED END DATE: 30 Sept. 2004

Activity: Running a rehabilitation program for youth offenders to reduce recidivism and maximizing opportunities for self-sufficiency.

PROJECT BACKGROUND DETAILS: Khulisa runs rehabilitation programs in several prisons that include preparation for release and provision of opportunities for the reintegration process. The program involves participation of 30 juvenile inmates who have a remaining sentence of less than 1.5 years. The 9 to 12 month program involves workshops on skills development and activities to restore self-respect and responsibility. There is also a self-guided therapy course based on self-discovery through

creative writing and art.

ACTIVITIES IN WORKPLAN: workshops, counseling, story telling, self-assessment and management; pre-release training, etc.

PROGRESS UPDATE: During this reporting period, Khulisa successfully implemented "My Path Two" project activities, steps 7 - 12. The content of these steps gave project participants opportunities to reflect on challenges they might face when returning to their communities. These steps are designed to assist offenders by helping them learn to respect the communities of their origin and promote the idea of improving them.

Against this background, a graduation ceremony was held at Baviaanspoort Prison on May 28. 19 certificates were awarded and two top achievers were acknowledged for their hard work. Interestingly, there were no drop-outs during the course of the program implementation.

"My Path 3" was introduced in June and 19 people are participating. This phase will continue until August. At present, Khulisa intends incorporating the graduation ceremony of this phase with the prison's family day in September. The group that currently participates in program has shown enthusiasm and dedication.

Over this quarter, CREA experienced some difficulties in the submission of financial reports by Khulisa. CREA is hopeful that this reoccurring problems occurs less frequently as we head into the final months of the project. This project will remain **IN PROCESS** until September 30, 2004.

- **03/210 - (RLU) Grip: Rape Intervention Project**

START DATE: 01 September 2003

SCHEDULED END DATE: 30 September 2004

Activity: Assisting victims of abuse through providing medical care and support and assisting preparing victims get through the court process.

PROJECT BACKGROUND DETAILS: The project will have two main aspects. Under Care and Support Intervention, Grip will carry out case monitoring and maintain "care rooms" in seven hospitals in Mpumalanga. The purpose of this first activity is to mitigate the effects of violence by providing support, counseling, and medical care to rape survivors and to improve the investigation and prosecution of rape cases by the hospitals and the criminal justice system. In the Court Intervention component, rape survivors and their caregivers will be prepared to testify in court. The purpose of this activity is to improve conviction rates and reduce secondary victimization.

ACTIVITIES IN WORKPLAN: Trauma counseling; medical exams; medication provision; evidence gathering; training/assistance with court hearings

PROGRESS UPDATE: Over this quarter, the hospital care program and support intervention assisted 207 rape survivors. 251 home visits were undertaken and 126 HIV tests were done.

Also during this reporting period, GRIP was chosen by the Justice Department through the recommendation by the Unit for Child Witness Program to be selected as a pilot site for a new unified pre-court training program. Prof Karen Muller and Ms Karin Holliley from the Vista University conducted this intensive training. GRIP and the Masisukumeni Women's Group

(GRIP's sister organization which operates at Tonga and Shongwe areas) received this training, which opened a window of opportunity for the pre-court trainers. Following from this, GRIP purchased 6 sets of the training kit for use in its demographically oriented program.

In line with GRIP's commitment to create awareness and provide necessary skills and knowledge regarding the plight of rape survivors, police training was conducted in June. This training was a collaborative effort between GRIP and the Unit for Child Witness Program. 30 Community Service Centre members - Charge Officers attended this training. The co-operating that GRIP enjoys from the stations participating in the program is gratifying. At present, GRIP operates in the following police stations: Nelspruit, Lydenburg, Barberton and Masoyi. Two further police stations (Kanyamazane and Kabokweni) will be added in July. Requests had been made to equip care rooms in White River and Tonga police stations.

Over the quarter, CREA provided programmatic and financial support to GRIP through visits to the organization. On the program side, we worked closely with the Director of GRIP to assist with work planning. Training for GRIP's accounting staff was provided by CREA's finance department.

ACHIEVEMENT/SUCSESSES: As reported in the previous quarters, GRIP had experienced resistance and strained relations from the Provincial Department of Health. However, things changed for the better after the April 14 elections. Over this quarter, the new provincial health MEC, Mr. Lubisi, gave a clear directive to his administration to work with GRIP. At present, GRIP enjoys a solid partnership with the Provincial Department of Health. Following from this, the hospitals where GRIP experienced serious problems with management have now come forward and offered GRIP rooms to provide their services. This project will remain **IN PROCESS** until September 30, 2004.

- **03/211 - (RLU) CSLS Criminal Justice Strengthening**

START DATE: 01 September 2003
SCHEDULED END DATE: 30 September 2004

Activity: To work with learners in schools in KwaZulu/Natal and the Eastern Cape to increase understanding of legal rights and remedies available in cases of crime against women and children.

PROJECT BACKGROUND DETAILS: CSLS will work with 20 schools, 10 in two provinces and seeks to reach 30,000 learners. The project seeks to achieve: 1) an increase in understanding of the legal rights and remedies available in cases of crime against women and children; 2) a school environment that is aware of attitudes, perceptions, and beliefs that are harmful to the integrity and dignity of women and children; and 3) an awareness of structures and institutions protecting women and children as well as assist role players to develop abuse and prevention campaigns and sexual abuse/harassment policies for schools.

ACTIVITIES IN WORKPLAN: Workshops, Training of Trainers, Materials Development.

PROGRESS UPDATE Over this quarter, all target schools participated in the program except one. The Effingham Secondary School had to be replaced with Chatsworth Secondary due to a sense of non-commitment from the newly elected School Governing Body (SGB). Having heard about the project from other schools in the area, Chatsworth Secondary approached the CSLS KZN

office and expressed their interest in participating in the project due to the increasing concern in their school of sexual harassment. The school was then assessed on issues like prevalence of sexual harassment and which the results justified the inclusion of the Chatsworth school in the project.

At present, the schools in KZN that are participating in the project are same sex as well as co-ed. Thus, the impact and effectiveness of the project will be assessed in different schooling environments and settings viz same sex and co-ed schools. During this reporting period, a Training of Trainers workshop of which a total of 28 participants attended. The gender breakdown comprised of 8 males and 28 females.

As a result of the Training of Trainers intervention activities have already been implemented in schools participating in the project. During this reporting period, the following project reached:

- 1 368 learners
- 185 educators
- 103 SGB members.

Training workshops were conducted for SGB members and educators while school-based lessons were done for learners. At present, the participating schools (with an assistance from the facilitator) had already put in place a draft Sexual Harassment Policy for review and comments. During the school-based lessons learners' views on policy were solicited. Open and transparent communication underpins the project's implementation methodology.

ACHEIVEMENTS/SUCCESES: Over this quarter, 921 learners were reached in the Eastern Cape and 122 school-based lessons took place. Unfortunately, there is not much information in South African law pertaining to sexual harassment and as a result workshop material have been adapted from American law. However, learners' response to the materials have been superb.

This project will remain **IN PROCESS** until September 30, 2004.

! **04/219 - (RLU) Research Project on the Municipal Finances Management Act**

START DATE: 1 February 2004
SCHEDULED END DATE: 31 May 2004

Activity: USAID requested CREA S.A to issue a grant to the Association of Public Accounts Committees (APAC) to conduct research that assesses the impact of the Municipal Finances Management Act on the oversight obligations of the provincial and national legislatures now that the Act has been passed.

PROJECT BACKGROUND DETAILS: The project was funded by USAID as APAC has the capability and background to assess the impact of the Municipal Finances Management Act that was recently passed in South Africa. The APAC research will form the basis for a booklet on the role of legislatures with regard to oversight of local government.

ACTIVITIES IN WORKPLAN: Research, Analysis, Report

PROGRESS UPDATE: The aim of the research was to analyze and unpack the implications of the relevant legislation for oversight function of

legislatures in terms of local government. The areas of legislation covered were the Municipal Finance Management Act (MFMA), The Constitution of the Republic of South Africa, Municipal Systems Act (MSA), and the Powers, Privileges and Immunities Bill and Public Audit Bill. The research being carried out also focuses on the impact on other various stakeholders such as the MECs for local government, the Auditor-General, Treasury (National and Provincial), Mayors, Councils etc. The research is also going to investigate the obligations imposed by the MFMA on local government and the role for Public Accounts Committees in relation to local government.

During the quarter, due to limited capacity, APAC outsourced the research project to an Economics and oversight specialist, Ms Adrienne Shall. The research review process was begun under the auspices of Mr. Adiel Kamedien, the legal advisor - in the Office of the Auditor General.

This project was completed during the quarter, and the research paper was submitted to USAID and CREA in late April. As all payments were made and the final paper received, this project is now considered **CLOSED**.

! 04/225 - (RLU) Justice Beyer's visit to the Constitutional Court

START DATE: March 2004
SCHEDULED END DATE: 30 March 2004

Activity: USAID requested CREA S.A to provide logistical support for Justice Beyer's trip to South Africa to attend the inauguration of the Constitutional Court.

PROGRESS UPDATE: Justice Breyer has come and gone to South Africa to participate in the opening of the new Constitutional Court complex in Johannesburg. During the quarter, CAII headquarters finally received an invoice from the Supreme Court and made payment for the USAID portion of the cost of his trip to SA in March. This activity is now **CLOSED**.

D) SPECIAL CROSS-CUTTING ACTIONS (SCA)

! 01/100 - (SCA) Wits/Harvard Senior Executive Alumni Banquet

USAID has informed CREA that no action on this banquet is expected during the life of the CREA SA/USAID contract, so it is now **CLOSED**.

! 02/133 - (SCA) Afrobarometer Survey

START DATE: 01/07/2002
SCHEDULED END DATE: 30/06/2004

Activity: Provide support for the 2002-2003 survey of Afrobarometer activities in South Africa under a grant agreement with IDASA as the sole source for this survey.

PROJECT BACKGROUND DETAILS: Idasa received support from USAID/SA to plan, conduct, analyze and disseminate the results of this nationally representative Afrobarometer survey in South Africa. The Afrobarometer is a comparative series of public attitude surveys conducted in more than a dozen African countries. Based on representative national samples, the surveys measures public attitudes on democracy and its alternatives, evaluations of the quality of governance and economic performance,

attitudes toward market reform, perceptions of quality of life, livelihoods and survival strategies, and political participation.

ACTIVITIES IN WORKPLAN: Research, Surveys, Dissemination/Outreach. The Afrobarometer project aims to give high strategic priority to the dissemination of results and outreach to users. The outreach strategy (via applied workshops) is aimed at helping journalists to reach readers, legislators to do policy analysis, and civic educators to design curricula, using results from Afrobarometer surveys.

PROGRESS UPDATE: The grant to Afrobarometer formally ended at the end of last quarter, however, the activity will continue to receive USAID support through the form of a subcontract mechanism (see report below on "New SOW Actions Received 04/228). During the reporting period, the activities of Afrobarometer included:

NEPAD Peer Review Briefing: The successful launch of the Round 2 merged country report has increased demand for Afrobarometer results. Major policy making entities have been submitting requests for private briefings on specific themes. As part of this emerging trend, Afrobarometer was invited to make a presentation to the NEPAD Peer Review Group in Pretoria on the 26th of April.

Institute for Social Security Studies: On the 28th of April 2004, Robert Mattes made a presentation to the Nepad and Governance Project at the South African Institute of International Affairs (SAIIA) on the title, "The State of Democracy in Africa: What the People Say". The event took place at Jan Smuts House, East Campus, University of the Witwatersrand. The presentation outlined the findings of the April 2004 Afrobarometer survey, which examines the state of democracy in Africa in terms of public support and perceptions, and the factors that make Africans committed to democracy. He also give an assessment of public opinion about Nepad and Peer Review in 16 African countries.

Civic education workshop: Afrobarometer hosted a civic educators' workshop at the Idasa Kutlwanong Democracy centre in Pretoria on the 26th of May. Representatives from 18 organizations from five provinces spent the day discussing the application of public opinion information to their work. More specifically, the workshop looked at topics such as: the benefits and weaknesses of surveys and how democracy educators can use survey research to target messages.

AIDS and Governance Workshop: During the quarter, Afrobarometer hosted a workshop on AIDS and Governance in Cape Town on the 25th of June. The workshop aimed to assist political party communicators, speechwriters, government spokespersons and journalists to look critically at HIV/AIDS communication and reporting.

Radio programmes: Afrobarometer made 3 radio programmes that were distributed in May and June to over 65 Community radio stations that are on the Idasa's Democracy Radio regular distribution list.

ACHIEVEMENTS/SUCSESSES: The Afrobarometer has won the 2004 Data Set Award of the American Political Science Association's Comparative Politics Section. As key contributors to the production of the data set the IDASA team that works on Afrobarometer shares in this well-deserved recognition. The award will be presented at the Association's annual meeting in Chicago in the first week of September, 2004.

This project will remain **IN PROCESS** until all financial and programmatic reports are submitted and accepted.

4. New SOW Actions Received:

During this reporting period (01 April 2004 - 30 June 2004), CREA S.A. received the following requests:

04/226 - (LGU) Develop popular version of economic development strategy
04/227 - (CSU) Phase 1 of APAC Program
04/228 - (CSU) Afroberometer Survey 2004
04/229 - (CSU) Civil Society Round Table Discussions

5. Status of New GMTA Actions:

! 02/226 - (LGU) Develop popular version of economic development strategy

START DATE: 26 April 2004
SCHEDULED END DATE: 20 May 2004

Activity: USAID requested CREA S.A to negotiate and sign three separate contracts for the development and printing of a Popular Version of the LED Strategy as well as the production of a documentary on the LED Strategy.

PROJECT BACKGROUND DETAILS: USAID is currently funding the Local Economic Development Plan for Mangaung. Council has accepted the Strategy, but it was felt that it was too cumbersome to publish for the stakeholders. Mangaung Municipality has made a decision that a Popular Version should be written and published for the stakeholders.

ACTIVITIES IN WORKPLAN: Service Providers to write a Popular Version of the Local Economic Strategy for Mangaung, print the Strategy as per Mangaung specifications. A DVD documentary on the Strategy is to be made as per Mangaung specifications.

PROGRESS UPDATE: Mangaung requested financial assistance from USAID to develop and print a "Popular Version" of the LED Strategy, as well as the production of a documentary on the Mangaung Economic Development Strategy. As Mangaung had already gone through the procurement process according to their procurement regulations, CREA was requested to negotiate three contracts with the selected contractors. CREA negotiated and signed contracts in April with the following organizations for the following products:

1. Urban Econ - Drafting of the Popular Version of the Strategy
2. Double Purple - Printing of the Popular Version
3. Bauteng Communications Services - Production of the DVD on the Strategy

All three contracts were short-term contracts, which were finalized by the completion date of May 20th 2004. Mangaung Municipality has signed off on the deliverables and payment has been made to Bauteng Communications Services and Urban Econ. The invoice for Double Purple d'Zine Studio is still outstanding. This activity will remain **IN PROGRESS** until the final invoice is received and paid.

! **02/227 - (CSU) Phase 1 of APAC Program**

START DATE: 4 April 2004
SCHEDULED END DATE: 4 Sept 2004

Activity: Phase I of APAC Program

PROJECT BACKGROUND DETAILS: Following the passage of the new Municipal Finances Management Act that was recently passed in South Africa, APAC was commissioned by USAID, through CREA SA, to carry out research on the role of legislatures with regard to oversight of local government (see 04/219 above). The goals of this follow-up activity are: training/induction of members of new legislatures (national & provincial), mobilizing an expanded APAC Training Team, and; development of Local Government Booklet on financial oversight.

ACTIVITIES IN WORKPLAN: Carrying out training workshops in 10 jurisdictions on legislative financial oversight and the roles, functions and powers of the Public Accounts Committee; development of a country-wide database of trainers/facilitators knowledgeable of the Act and how to carry out the APAC workshop on it, and production of a booklet that can be used Public Accounts Committee members and Local Authorities to differentiate between levels of oversight exercised by Local, Provincial and National Government.

PROGRESS UPDATE: **Training/ Induction of members of new legislatures:**

The Project is on schedule. During the quarter, orientation workshops were conducted at three legislatures: Limpopo, Free State and Mpumalanga. Starting in the next quarter, legislatures are on recess and will be resuming the first week of August. Future workshops are scheduled to take place as follows:

- ◆ National legislature -5 August
- ◆ KwaZulu Natal - 10 August
- ◆ Western Cape - 13 August
- ◆ Gauteng - 16 August
- ◆ Northern Cape - 18 August
- ◆ North West - 26 August
- ◆ Eastern Cape - 7 September

Mobilization of an expanded APAC Training Team: the project is on schedule: Logistical arrangements are taking place for the "mobilization" workshop to take place on the 6th of September in Cape Town.

Development of Local Government Booklet: The research phase has been completed successfully, the booklet has been drafted, edited and it is now ready for layout and production. However, the content is subject to approval by the Board (Executive Committee) of APAC owing to the potential political sensitivities that have delayed the project.

In addition, APAC intended to launch the MFMA booklet in June 2004 at the APAC National Conference. Due to the general elections of April 2004, the conference has unfortunately been postponed to 3-5 October 2004, to take place in Mpumalanga. The production of the booklet will, therefore, now be completed in time for official release/launch then on 4 October.

This activity is scheduled to remain **IN PROGRESS** until Oct. 4, 2004

! **02/228 - (CSU) Afrobarometer 2004**

Preparations are currently underway for the Afrobarometer round 2.5 in South Africa. AC Nielsen won the tender and plans are that they will undertake fieldwork in mid-August. A new questionnaire is being drafted in the meantime and once that exercise is complete, AC Nielsen will test it. This will be the round 3 questionnaire for the next round of surveys which are scheduled to start in February 2005.

! **02/229 - (CSU) Civil Society Round Table Discussion**

As reported in the opening section on CSU projects, above, during the quarter, CREA organized a discussion of civil society organizations, and other stakeholders, on the results of Umhlaba Development Service's Net-Benefit Analysis report to USAID on May 18th. Representatives of key civil society groups, such as NPC, the Government (SARS, DTI, NDA) and CREA and USAID met in Pretoria and participated in the roundtable discussion. The main conclusions of that roundtable were that more should be done to harmonize existing legislation so that regulations around registering as an NPO and gaining tax benefits though SARS complement one another. Also, there was recognition of the continuing need to educate smaller and larger non-profit organizations, especially CBOs, on the benefits of, and mechanisms for, being compliant with regulations governing NPO registration.

The roundtable discussions stimulated interesting interchange between civil society and governmental role players, and can be seen as a first of many steps on resolving issues around legislation that impacts on civil society. As all matters related to this activity have been finalized, it is now **CLOSED**.