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Grassroots Alliance for
Community Education

ANNUAL REPORT FOR THE NEW PARTNERS INITIATIVE (NPI) PROGRAM

DECEMBER 1, 2008 –SEPTEMBER 30, 2009

ROUND 3

Engaging a Network of Indigenous Youth Groups and Community-Based Organizations in the Support of Orphans and Vulnerable Children in the Nyanza, Central and Eastern Provinces of Kenya.

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III. Acronyms

AIDS	Acquired Immune Deficiency Syndrome
CBO	Community-based Organization
CCH	Child-centered Household
CT	Counseling and Testing
ECD	Early Childhood Development
GRACE	Grassroots Alliance for Community Education
GOK	Government of Kenya
FBO	Faith-based Organization
HIV	Human Immune-deficiency Virus
IGA	Income Generating Activity
IEC	Information Education Communication
JAPR	Joint HIV and AIDS Programme Review
MOE	Ministry of Education
MOH&S	Ministry of Health and Sanitation
NACC	National AIDS Control Council
NASCOP	National AIDS/STI Control Programme
NGO	Non Governmental Organization
NPI	New Partners Initiative
NuPITA	New Partners Initiative Technical Assistance Project
OCA	Organizational Capacity Assessment
OD	Organizational Development
OVC	Orphans and Vulnerable Children
PEPFAR	President's Emergency Plan for AIDS Relief
PLWHA	People Living with HIV and AIDS
PMTCT	Prevention of Mother to Child Transmission of HIV
TICAH	Trust for Indigenous Culture and Health
TOT	Training of Trainers
USAID	United States Agency for International Development

IV. EXECUTIVE SUMMARY

Grassroots Alliance for Community Education (GRACE) is a Non Governmental Organization (NGO) that was registered in Kenya under the NGO Act in 2001. The organization's mission is to enhance the capacity of Community Based Organizations (CBOs) for self-determined, high-impact and sustainable initiatives leading to better health and development. GRACE has over the years established functional partnerships with 105 local grassroots organizations in Kenya, including Community Based Organizations (CBOs), Faith Based Organizations (FBOs), and youth groups. The organizations operate as part of a network through which GRACE provides capacity building support in areas such as leadership and governance; economic empowerment of poor and marginalized communities and groups; youth empowerment; children's rights; project design and management; and monitoring and evaluation. In addition, GRACE provides its local partners with small financial grants to enable them improve the quality and scale of their work by applying the skills provided in the capacity building training workshops. The organization has therefore established a niche and a proven track record in working with and empowering grassroots organizations across the country. In the year 2008, GRACE obtained a grant from the USAID through round 3 of the President's Emergency Plan for Aids Relief (PEPFAR), and under the umbrella of the New Partners Initiative (NPI). The grant aims to support Orphans and Vulnerable Children (OVC) and their households in three provinces in Kenya between October 2008 and September 2011.

In the current Kenya National Strategic Plan on HIV and AIDS (KNASP 2006 – 2011), the government of Kenya highlights the role and responsibility of Civil Society Organizations like GRACE in addressing the causes and impact of HIV and AIDS in the country. Through the NPI program therefore, GRACE contributes to the realization of the KNASP in mitigation against the impact of HIV/AIDS by supporting OVC and their caregivers.

During the reporting period, GRACE undertook preparatory work for the program implementation to commence. Preparatory activities included the development of tools for the identification, selection and recruitment of OVC into the program; the refinement of monitoring and evaluation tools for use by GRACE and its partners during implementation; consultative forums with implementing partner organizations to discuss and agree on roles and responsibilities in program implementation; development of sub agreements and procurement of equipment for partner implementing organizations to ensure compliance in implementation, monitoring, evaluation and reporting from the respective program sites.

Program Overview:

Under the NPI Cooperative Agreement, GRACE is working with a total of 14 sub-grantee organizations located in three out of Kenya's eight provinces, namely Nyanza, Central and Eastern Provinces. GRACE provides the partners with grants to enable them to operate community Early Childhood Development (ECD) centers, through which OVC are served with a package of essential services, and their caregivers are empowered to provide better care to OVC in the long run. The services provided through the centers are education, psychosocial support, food and nutrition, protection, basic medical care, shelter and economic empowerment of their caregivers. In order to strengthen the sustainability component, a total of 4 organizations have been sub -contracted to provide capacity-building support to the 14 sub grantees in areas such as psychosocial support, child nutrition, child protection and economic empowerment. GRACE is constantly providing technical support to the 14 implementing partners in monitoring and evaluation, financial management, and reporting to ensure high levels of compliance to the USAID guidelines and requirements.

Program Goal

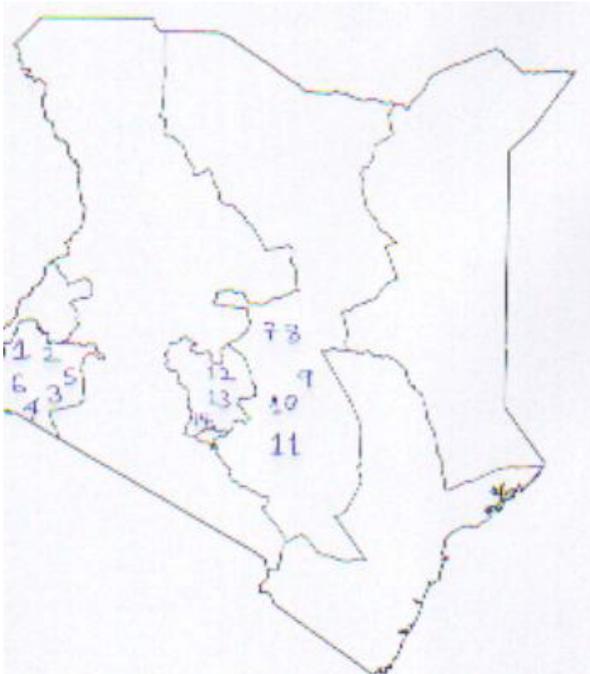
The goal of the OVC Support Project is to improve the quality of care to orphans and vulnerable children

Program Objectives:

The following are the specific program objectives:

- 1) To provide early childhood education to 1125 orphans and vulnerable children age 3 to 6 years by enrolling them in ECD centers.
- 2) To conduct skills training workshops to 1650 OVC caregivers and community members on psychosocial support, entrepreneurship, HIV prevention, and food security.
- 3) To build and strengthen the capacity of 14 sub-partners for quality programming through institutional strengthening initiatives and technical assistance.
- 4) To increase information sharing and referral systems by participation in key national forums, and hosting regional meetings with stakeholders.

Geographical sites of GRACE Sub-partners



List of sub-partners according to the numbers on the map

Nyanza Province

1. Kenya Society for People with AIDS (KESPA)
2. Kisumu Urban Apostolate Programme-Pandipieri
3. Kokech Jamii CBO
4. St. Francis Hospice Kimosi
5. Nyamira Adventist Medical Centre *operating from MEDRA Community Assistance Programme*
6. Victoria Agricultural & Environmental Conversation Organization (VIAGENCO)

Central Province

7. Pastoralist Women for Health and Education
8. Isiolo Youth against AIDS Program (IYAP)
9. Maua Methodist Hospital
10. Chuka Youth Information Centre

Eastern Province

11. Embu Youth Aids Advocate (EYAA)
12. Mt. Kenya Animators & Puppeteers Youth Group *formerly known as ACK-Kerugoya*
13. Kamahuha Anti AIDS Group
14. Forum for Community Mobilization (FOFCOM)

General overview of activities and approaches

GRACE's work plan for FY12/01/08 – 09/30/09 was not approved until July 2009 and funding for program activities was not received until August 2009. Therefore, implementation of the planned activities was adversely affected by this delay. Nonetheless, during FY 2009, all the 14 sub-grantee CBOs identified the beneficiaries and their caregivers, and guaranteed readiness by their communities, the caregivers, the families, and the children themselves for OVC enrollment in the ECD program.

GRACE also undertook the selection of the OVC beneficiaries in all the program sites. The exercise involved the active participation of the 14 sub partners. Subsequently, a database of the recruited OVC has been developed, and is constantly updated by GRACE to capture new recruits.

During the reporting period, GRACE procured the necessary equipment for use by the sub partners in implementing, monitoring, and reporting of the NPI program. In this regard, computers, software, printers, digital cameras and recorders, and television monitors were successfully delivered and installed for 6 sub-grantees. Technical assistance was also provided to ensure the recipients developed a familiarity with the equipment and systems. The delivery of equipment to the remaining sub partners is scheduled to be finalized by the end of October 2009.

During the reporting period, four members of the GRACE staff participated in the PEPFAR NPI launch held in Kampala, Uganda February 2009. The sessions provided the staff with essential information about the NPI grants, tools for successful programming, and an opportunity to meet other NPI grantees and to network within the NPI community.

GRACE also participated in the Organizational Capacity Assessment (OCA) process led by the NPI team immediately following the Uganda launch. This was a valuable process involving all staff members and two Board members. The outcome was an action plan with responsibilities for implementation involving the entire GRACE team.

In addition, during the reporting period, NuPITA provided GRACE staff with skills in Monitoring and Evaluation; Human Resource Management and Compliance issues. This was done through invitation of GRACE staff to workshops on the mentioned areas. The skills have enabled GRACE to review the previously existing Human Resources manual, its Monitoring and Evaluation systems and gain a deeper understanding on compliance issues.

Lastly, GRACE held a week long planning and project orientation workshop for all sub-partners involved in the NPI program. The workshop's aim was to prepare the sub-partners for the implementation of the NPI program. During the workshop, sub partners were provided with the necessary information on the program; appropriate and updated information on the existing national guidelines and policies related to OVC programming; information on the PEPFAR/USAID rules and regulations; and clear information on the roles and responsibilities of the various parties involved in the program (namely USAID, GRACE, sub partners, the government of Kenya and the target communities).

Major challenges, constraints and lessons learned

Although GRACE has made significant progress towards the realization of the program objectives laid out in the proposal, the organization experienced several challenges in the course of implementation. The key challenge was the delay in the commencement of program activities as a result of delayed approval of the work plan and subsequent disbursement of funds for implementation. Although the

program was scheduled to start in May, 2009, because of long delays in getting the program plan approved achieving the year's targets within such a short time-frame, was difficult.

The lack of internet connection with the sub-partners who have not yet had computers installed continues to be challenging, but this will be rectified once the systems are in place. On-going electricity outages in Kenya in general, however, remain a problem that will affect OVC sites with or without generators as well as the GRACE office itself.

The poor physical condition of some of the ECD structures poses a major challenge, as it compromises the quality of services delivered through the centers. To address this, GRACE is mobilizing resources from other donors with the aim of renovating some of the ECD centers in the coming years.

Understanding the USAID regulations to ensure GRACE is complying with requirements has not been without challenges. However, staff capacity at GRACE has been reinforced through new staff hiring and training to carry out the program activities. NuPITA has conducted training in each of the following areas compliance, human resources, monitoring and evaluation.

Brief summary of activities planned for next 12 months (to be reported on in the next report)

The activities planned for implementation in the next six months will build on the comprehensive preparatory work already undertaken by GRACE in the last reporting period, and will comprise the following:

- Finalize recruitment of OVC into the NPI program
- Process financial sub grants for the 14 sub partners based on the developed sub agreements
- Train ECD teachers and their assistants on the national ECD curriculum and play therapy
- Train the 14 sub partners on psychosocial support, child protection, parenting and HIV prevention
- Train 1,650 OVC caregivers and community members on psychosocial support, entrepreneurship, HIV prevention, and food security.
- Building and strengthening the capacity of the 14 sub-partners for quality programming through institutional strength assessments and initiatives and provision of technical assistance.
- Build the capacity of GRACE staff in areas relevant to the successful implementation of the NPI program.
- Train the 14 sub partners to support OVC caregivers, family members and community members in establishing and operating economic empowerment interventions
- Take part in national and regional information sharing forums and networks focusing on OVC, and utilize referral systems for the benefit of OVC.

V. SUMMARY TABLE OF PEPFAR INDICATORS

Indicator	Target for this reporting period	Achieved this reporting period	Target for life of the Project	Achieved to date
8.1 Number of OVC served by OVC programs (Total)	1125	0	1650	0
Male	281	0	290	0
Female	854	0	854	0

8.1.A Primary Direct (a subset of indicator 8.1)	1125	0	1650	0
8.1.B Supplemental Direct (a subset of indicator 8.1)	5625	0	7125	0
8.2 # of providers/caregivers trained in caring for OVC	450	0	1650	0
8.3 # of OVC fed through OVC programs	1650	0	6455	0

VI. PROJECT IMPLEMENTATION BY STRATEGIC OBJECTIVES

The following section focuses on the progress made by GRACE in each of the program's objectives:

Objective 1: Provide educational opportunities and support for OVC

Activity 1: Hold a Planning workshop with implementing partners

GRACE held a 4 day planning workshop with all the implementing and capacity building partner organizations during the reporting period. The workshop brought together 47 participants from the partners, and was co-facilitated by staff from NuPITA. The workshop was aimed at preparing GRACE sub-partners for program implementation of the OVC Support Project by providing an orientation and the necessary guidelines for national OVC programming; introducing the sub partners to the PEPFAR/USAID rules and regulations; and to help them understand their roles and responsibilities as sub grantees. The forum also provided an opportunity for representatives of key government ministries to explain the roles of their ministries in providing services to OVC households and propose potential areas of collaboration with GRACE and its partners in the implementation of the NPI program. As a result, discussions are ongoing with the Ministry of Health and the Children's Department with regard to collaboration in program implementation. By the end of the workshop, the sub partners had a better understanding of the standards of OVC and ECD programming, the NPI program, and information on what the other sub partners were doing in order to foster information exchange among themselves in the course of program implementation.

Activity 2: Recruit OVC into the NPI program

GRACE and the sub partners have been able to recruit a total of 979 OVC; representing 87% the total number of OVC GRACE is expecting to enroll in the ECD centers. The exercise involved identification of OVC by community volunteers using criteria developed by GRACE and based on the PEPFAR definition of OVC. GRACE sub partner organizations and the local community leaders conducted home visits to households identified and classified as being vulnerable and obtained information on their situation in general and the level of vulnerability of children under their care. The collected information and data was then validated by GRACE, who randomly selected and visited sample households and interviewed the caregivers to countercheck the information provided by the CBOs. The validation home visits were conducted jointly with the CBO representatives.

A database of all the OVC recruited so far has been developed, and is in the process of being updated with data and information generated in the ongoing exercise. The recruitment and validation of the remaining 13% OVC beneficiaries is still ongoing, and is scheduled to be finalized by the end of October 2009. This is also scheduled to be finalized by the end of October 2009 in preparation for the commencement of service provision. The OVC will receive a range of services including psychosocial support, protection, health care, education, shelter, food & nutritional support. Their caregivers will

also be provided with skills and other support to establish and manage Income Generating Activities (IGAs) to enable them to better provide for OVC under their care.

Activity 3: Undertake a needs assessment on the partner's delivery of ECD services

GRACE undertook an assessment of the capacity of implementing partner organizations to provide services to OVC through community ECD centers. The assessment focused on among other things, the locations of the ECD centers, the condition of the ECD structures, existing and required skills among partner organizations to implement the NPI program and type of support required. A total of fourteen sites (one partner has 2 sites) were assessed, five of which are within public and/or private schools, while the remaining 9 are community-based ECD centers. Some of the gaps identified included inadequate equipment, space and infrastructure needed as per the National ECD guidelines, low skill levels among community members employed as ECD teachers and poor physical condition of the ECD centers. As a result of the assessment, GRACE is currently working with the sub-partners in developing improvement plans for each site in order to guide future roll out of capacity building activities for each site.

Activity 4: Recruitment of ECD teachers in preparation for training

GRACE has developed selection criteria and job descriptions for the community members to be deployed in the ECD centers under the implementing partner organizations. The staff is scheduled to be recruited in the course of October 2009 in preparation for the training programs to be held for them in November and December 2009 focusing on ECD and psychosocial support. GRACE had target of training 45 ECD teachers in the 15 ECD centers. In the next twelve months, GRACE will therefore recruit and train 45 ECD teachers and an additional 45 youth drawn from the project sites to serve as assistant ECD teachers.

Activity 5: Conduct an organizational capacity assessment of the sub partners

GRACE conducted organizational capacity assessments using an in-house tool for the 14 sub partners. The purpose of the assessment was to identify key competencies and areas of improvement among the partner organizations in undertaking program activities. According to the assessment findings, the partner organizations will require technical support from GRACE in governance, financial management, human resource management and program design and management. The fact that most of the sub partners relied heavily on volunteers to implement their programs was a good thing in ensuring sustainability of the program activities.

Activity 7: Community program orientation meeting

A total of 15 community meetings were held in the course of the reporting period, one meeting for each of the 15 sites (managed by the 14 sub-partner organizations), involving a total number of 387 people attending. The participants comprised religious leaders, government representatives, CBO members, caregivers of OVC's, teachers and heads of schools, and community health workers. During the meetings, the target communities were provided with appropriate information on the NPI program, and the roles and responsibilities of the community in program implementation were discussed and agreed upon.

Objective 2: Provide skills trainings to OVC caregivers, family members and community members on psychosocial support, entrepreneurship, HIV prevention, and food security.

The training of caregivers was not undertaken as planned due to the delay in disbursement of program funds and the subsequent delay in OVC recruitment and identification of their caregivers. However, the

caregivers have been identified and the four capacity-building organizations which are expected to conduct the trainings have been engaged in preparation for the training workshops in the course of the next year. In the next 12 months, GRACE will train 1,650 OVC caregivers and community members on psychosocial support, entrepreneurship, HIV prevention, and food security.

Objective 3: Develop capacity and strengthen the fourteen sub-partners

Activity 1: Equipment provided to sub partners

GRACE procured and distributed equipment to 6 of the 14 sub partners. This included laptop and desktop computers, anti-virus software, power backups, printers, digital cameras, video cameras, televisions, DVD players, memories for digital camera, extra battery for video camera, video camera cassettes, and lap-top bags. All the equipment was branded with the USAID logo.

Activity 2: Onsite support to partners

Provision of support to sub partners focused mainly on the developed OVC recruitment tools and the monitoring and evaluation tools developed during the reporting period. In this regard, the sub partners are well versed with OVC recruitment and verification and organizational capacity assessment processes. GRACE worked jointly with and provided technical support to the sub partners in understanding and usage of the OVC recruitment and validation tools as well as the establishment and operation of community OVC committees. In addition the sub partners have also been given basic skills on the use of the equipment provided by GRACE, including the computers and digital cameras.

In the next 12 months, GRACE plans to Train the 14 sub partners to support 900 caregivers, family member and economic empowerment and other interventions relevant to improve the wellbeing of the OVC. GRACE, through the fourteen sub-partners will reach a total of 1350 OVC with services in education, etc during FY2010.

Objective 4: Fostering National Forums and Networks

GRACE has already become active in several national networks and committees from which it can draw more skills, experience and information on the NPI program areas. In this regard, GRACE staff members have constantly attended meetings of the Malezi Bora National Steering Committee supported by the Ministry of Health and Sanitation and UNICEF. Within this committee, GRACE belongs to the Communications Sub Committee. Malezi Bora means ‘Good Nurturing’ in Kiswahili and the committee strives to make health services more accessible for expectant mothers and children aged less than five years. GRACE is currently working with the committee to create referral linkages for its sub partners to the respective provincial, district and divisional Malezi Bora service centers in the NPI program sites.

GRACE is also involved in the national steering committee of the National School of Health, which oversees health requirements schools in Kenya are expected to maintain. Through a series of meetings with the Ministry of Education, GRACE has received copies of the national ECD Service Standard Guidelines, which have been distributed to the sub-partners establishing ECD centers to assist them in implementing quality ECD and OVC programs. Through this partnership, representatives from both the Ministry of Health and Education took part in the planning workshop organized by GRACE in September, 2009.

GRACE also attends the monthly Chiefs' Breakfast meetings that are organized and conducted by the local USAID mission. The meetings are usually informal gatherings of chief representatives from USAID-funded organizations who gather to discuss their program activities and exchange information.

In addition, GRACE collaborates with other partners within the NPI program who are based in Nairobi, namely NOPE (National Organization of Peer Educators), and AMURT (Ananda Marga Universal Relief Team). Currently, there are efforts aimed at initiating monthly meetings with these organizations to enhance cross-learning among the NPI partners in Kenya. In particular, GRACE is working with NOPE to hold the 4th International Conference on Peer Education, Sexuality, and AIDS (whose theme is "HIV/AIDS Prevention, Uncovering New Ground,") scheduled to be held in Kenya in June 2010.

GRACE will continue taking part in national and regional information sharing forums and networks focusing on OVC, and utilize referral systems for the benefit of OVC.

Program Implementing Partners

The NPI program is implemented in partnership with the following 14 partner organizations listed per province:

Nyanza Province

<i>Name of partner organization</i>	<i>District of Operation</i>
KESPA (Kenya Society for People with AIDS)	Siaya District
VIAGENCO (Victoria Agricultural and Environmental Conservation Organization)	Mbita District
Nyamira Adventist Medical Centre	Borabu District
Pandipieri (Kisumu Urban Apostolate Programme)	Kisumu East
Kokech Jamii CBO	Rachuonyo South District
St. Francis Kimosi (<i>not yet approved by USAID</i>)	Migori District

Eastern Province:

<i>Name of Organization</i>	<i>District of Operation</i>
Embu Youth AIDS Advocates	Embu West District
Pastoralist Women for Health and Education	Isiolo District
IYAP (Isiolo Youth against AIDS Program)	Isiolo District
Maua Methodist Hospital	Igembe District
Chuka Youth Informational Centre	Meru South District

Central Province:

<i>Name of Organization</i>	<i>District of Operation</i>
FOFCOM (Forum for Community Mobilization)	Kiambu East District
Mt. Kenya Animators & Puppeteers Youth Group	Kerugoya District
Kamahuha Anti AIDS Group	Muranga South District

Capacity-building partner organizations:

The following partner organizations are working with GRACE in strengthening the capacity of the 14 implementing partners in the mentioned areas:

<i>Name of Organization</i>	<i>Capacity building focus area</i>
SAHAYA Deaf Kenya,	Sensitizing communities on challenges faced by OVC with special needs, training on basic sign language, and supporting caregivers to understand OVC with hearing disabilities. They will also assist in the development of HIV prevention messages for deaf OVC
TICAH (Trust for Indigenous Culture and Health)	Training of sub partners on good nutrition, preventive and curative health services, the use of medicinal herbs available locally and supporting sub partners to establish kitchen gardens for OVC in the project sites
UZIMA Foundation,	HIV prevention - including audience survey, messaging, dissemination, behavior change communication, monitoring and evaluation. (Practical areas include puppetry, folk media, and performance arts.
WEGE Women Support Organization <i>(not yet approved by USAID)</i>	Training sub partners on psychosocial support for OVC and their caregivers.

VII. MONITORING AND EVALUATION

GRACE has developed a comprehensive monitoring and evaluation systems to assist in gauging progress made and identify areas of improvement. The following M&E tools have been developed for the NPI program:

- *A monitoring and evaluation plan:* This was done with the support of NuPITA and Judy Williams (a USA-based volunteer consultant). Two staff , the youth program officer and the M&E officer attended the NuPITA level I training in Kampala in August. The major challenge in the process of developing the M&E plan was the change in PEPFAR indicators which meant revising the plan to reflect the new changes. The document has been finalized.
- *Tools for data collection and reporting:* Twenty four tools had been developed for data collection and reporting. During the September 2009 planning meeting which involved all the sub partners, it was agreed that the number of tools should be reduced to a minimum. This has been done and there are now only six data collection and reporting tools. Would you like NuPITA to review these tools in the next reporting period?
- *Capacity assessment tool for the sub partners:* This was used for the assessment of all the sub partners implementing the ECD activities and key areas of improvement were identified.
- *Baseline survey tools:* A baseline survey design was developed, based on which a comprehensive survey was conducted. In the exercise, data and information on the situation of

OVC in the targeted sites was gathered, and the same is being used by GRACE and its partners to improve the NPI program. The tool will also be used at the end of the project to evaluate the effect of the project interventions.

- *OVC MIS* – A database of the recruited OVC has been developed, and is in the process of being updated. The system is capable of among other things, tracking the OVC under the program, disaggregate them by gender and age, track the services provided to each OVC and the frequency of the services. GRACE intends to work with NuPITA and other USAID funded programs in the country in further improving the database to ensure data quality.

In the course of the reporting period, the sub partners were also trained on the application of the data collection and reporting tools: This activity was accomplished during a five-day partners planning workshop held in September in Nairobi. All the sub partners were taken through the different data collection and reporting tools and any issues were clarified.

One of the challenges GRACE faced under M&E is M&E Officer's departure from the program for further studies. The M&E position is scheduled to be filled before the end of November 2009.

VIII. PROGRAM MANAGEMENT

The reporting period witnessed significant changes in the staffing of GRACE Africa. Most changes were occasioned by the need to strengthen the organization in preparation for the roll out of the NPI program and ensuring its synergy with other already existing GRACE programs. The GRACE Chief Executive Officer (CEO), Natasha Martin, continues to provide overall leadership in the organization's operations including the NPI program. The following positions were filled in during the reporting period:

- OVC Program Coordinator, Catherine Karugu – to coordinate the OVC program in terms of day to day implementation of activities, capacity building of partner organizations, monitoring, evaluation and reporting
- OVC Project Officer Caroline Nginda: to support the recruitment of OVC, service provision.
- ECD Officer, Rebecca Ngaywa; to ensure compliance of the ECD centers with national ECD policies and guidelines and to enrich the programme through her extensive experience as a developer and practitioner of Play Therapy programs.
- Director of Finance and Administration, Catherine Kamotho: to strengthen the financial and administrative systems and structures in order to ensure compliance with USAID and other donor guidelines.
- IT/Administrative Assistant, Moses Ambutu: to provide technical support in Information, Communication Technology; support the installation of computer and other equipment for partner organizations; support partner organizations in using the provided equipment for reporting and maintenance and repair of the equipment as the need arises.
- Deputy Director, Pascal Mailu: to ensure overall program quality, coordinate the program in line with the GRACE strategic plan, support staff development, donor liaison, and reporting. As the CEO is frequently out of the country, in her absence, the Deputy Director will assume

leadership and oversight of all aspects of the work of GRACE.

During the reporting period, two officers (the Finance and Administration Officer and the M&E officer) left GRACE. The Finance and Administration Officer has since been replaced, and the M&E position is scheduled to be filled before the end of November 2009.

The GRACE staff has been working on the implementation of the Action Plan developed from the Organizational Capacity Assessment. They have addressed all of the eight key capacity areas identified during the assessment. Examples of the areas addressed are highlighted below:

- ❖ *Governance*: GRACE has constituted a new board, comprised of people of high integrity and professionalism. The new board members are diligent in their oversight of the organization, and have displayed a high degree of commitment and bring to GRACE a wide range of skills in areas including finance and administration, program development, legal matters, and human resource management. Since their election, the GRACE Organogram has been developed; clear roles and responsibilities of board members established; and the CEO's position in the board revised to become *ex officio*. The board is currently reviewing the GRACE draft strategic plan, which is scheduled to be finalized in the course of the next quarter. A board meeting is scheduled for December 4, 2009.
- ❖ *Finance and Administration*; a detailed Finance manual has been developed with assistance from a specialist provided by NuPITA. Policies and procedures in line with USAID guidelines and GRACE values have been established, and GRACE staff are currently being oriented on the provisions of the new manual to enhance adherence. In addition, GRACE has hired additional staff members to strengthen its technical and human resource capacity for the implementation of the NPI project.
- ❖ *Human Resource Management* – With the training and constant support provided by NuPITA, GRACE has revised its previous Human Resources manual to address earlier existing gaps. GRACE has also adopted the USAID timesheets to enhance tracking of working hours for staff and enhance time management. All staff have been trained on the filling in of the timesheets, and they are currently using them.

Other documents developed and improved on as a result of the OCA include: the GRACE Partnership policy and the Communication policy which have been tailor-made to meet the organization's needs.

Training has been provided by NuPITA in Monitoring and Evaluation and Compliance issues. GRACE considered and rejected the involvement of full-time ECD and Compliance specialists, opting to seek assistance as needed.

IX. BUDGET

Budget: Estimated budget and actual expenditure for reporting period

The budget for the reporting period's program activities was \$ 903,795 (Nine Hundred and Three Thousand, Seven Hundred and Ninety Five). Out of this, a total of \$ 232,674 (Two Hundred and Thirty Two Thousand, Six Hundred and seventy four) was utilized. The utilized amount was lower than what was provided for in the FY09 budget and work plan. This was due to the delay in the approval of the GRACE work plan as GRACE was still addressing issues of concern from USAID and the resulting

delay in disbursement of funds to GRACE. In the coming year, however, the expenditure will be relatively high, as the key planned activities will have commenced, including capacity building training workshops for implementing agencies, provision of financial grants to partners and provision of essential services to recruited OVC and their households.

X. CROSS CUTTING ISSUES

During the reporting period, GRACE made successful efforts in establishing good collaborative links with several governmental and non governmental agencies in Kenya working in the arena of children's rights in general and OVC work in particular. In this regard, GRACE staff have become involved in the Malezi Bora (translated as 'Good Nurturing') initiative. Malezi Bora is a National Steering Committee hosted by the Ministry of Health and Sanitation, and GRACE staff are members of the Communications Sub Committee. In addition, staff also attend the steering committee meetings of the National School of Health, which oversees health requirements schools in Kenya are expected to maintain.

Links have also been established with the Ministry of Education through the Kenya Institute of Education (KIE), which will provide the sub grantee organizations with training on the national ECD curriculum. GRACE hopes to work with the KIE to monitor the work of the trainees to ensure the same meets the national quality standards on ECD.

In order to enhance cross-organizational learning with the other NPI funded partners in Kenya, GRACE has established, and hopes to strengthen collaborative links with other organizations with the help of NuPITA. These include the National Organization of Peer Educators (NOPE) and Ananda Marga Universal Relief Team (AMURT). GRACE is currently working with them to schedule regular information sharing forums and possibly exchange programs to enhance cross-learning. In particular, GRACE is working with NOPE to co-host the 4th International Conference on Peer Education, Sexuality, and AIDS scheduled to be held in Kenya in June, 2010.

In an effort to enhance GRACE's organizational capacity to roll out the NPI program, two staff members were provided with skills and knowledge on monitoring and evaluation, human resources management as well as compliance issues in training workshops held by NuPITA. The staff attained invaluable skills in the two mentioned areas, and have been instrumental in the review of GRACE's monitoring and evaluation tools and the Human Resources manual.

In terms of resource mobilization, GRACE is currently developing several proposals and concept papers for submission to potential donors. If successful, the grants provided by the other donors will be used to strengthen the NPI program in areas such as provision of legal assistance to child survivors of abuse and neglect in the NPI sites and economic empowerment of OVC caregivers through agricultural activities.

APPENDIX – Summary Results of the baseline survey

Out of the 914 questionnaires distributed, 659 households responded (72% success) totaling 1,990 children aged 0-18 years (average of 3 children per household) with a mean age of 6.4 years. Of these children, 49.3% were boys; 75% were attending school; 54.3% of the children had mothers who were living; 45.2% had lost their mothers; and for 0.5% it was not clear whether mothers were alive or dead. Most of the children were staying with a parent (48.3) or a grandparent (27.6%).

The mean age of the caregivers was 45 years (max 84 yrs, min 22 yrs).

Relationship to caregiver	% of children
Brother /Sister	5.8
Foster parent	0.3
Cousin	0.9
Step Parent	3.8
Aunt /Uncle	13.3
Grand parent	27.6
Parent	48.3
Total	100.0

Most of the caregivers were small scale farmers, owners of small scale business, and casual workers.

Occupation	%
Truck drivers	0.5
Retired civil servants	0.7
Teachers	1.3
Fishing / fish mongering	2.1
Small scale business	13.6
Casual worker	19.4
Small scale farming	62.4
Total	100.0

Most of the caregivers (79%) had an average monthly income of below \$33. This observation may also be the reason why there were only 13.2% households where children were taking 3 meals a day. The Income Generating Activities (IGAs) GRACE intends to support the OVC caregivers to establish will therefore boost the economic status of the caregivers and the orphaned children at large. The cost-share feeding program and the kitchen gardening will hopefully uplift the nutritional status of the households and the children enrolled in the GRACE NPI project.

Average monthly Income (KES)	%
< KES 2500	79.3
KES 2500-5000	17.7
KES 5001-10000	1.9
KES 10001-15000	0.8
> KES 15000	0.3
Total	100.0

33% of the orphans had signs of abuse. 13.8% of the households had lost a child 12 months prior to the survey. 39.5% of the households had had an ill child 2 months prior to the survey, while 6.7 % of the households had a child hospitalized during the time of the survey. GRACE will therefore be paying more attention to the OVC health issues and working with the sub-partners to prevent child abuse.

The main sources of drinking water were wells/springs (28%) river (26.5%) and tap water (16.4% of all the households surveyed). None of these sources is safe enough. GRACE and the sub-partners will therefore train caregivers on the need to boil water before drinking in order to reduce the incidence of water borne diseases.

Only 25% of the households were receiving support for orphans from external sources, mainly from NGO/CBOs and the church. This support was mainly in the form of food, clothing and school uniforms.

External support	Hz	%
NGO/CBO	137	82.0
Church	20	12.0
Well wishers	5	3.0
Family members	2	1.2
Government	3	1.8
Total	167	100.0

56.9% of the households where all the children were sleeping in the same house were dilapidated. This means there may be a need to look into the possibilities of renovating some of the shelters where the orphans are sleeping to ensure some comfort.

<i>Cross tabulation on the relationship between condition of the main house and occupancy</i>		Condition of the main house		Total
		Dilapidated	Alright	
Do all the children sleep in the same house?	Yes	285	216	501
	No	62	57	119
Total		347	273	620