

PD-ABL-654



UNITED STATES
AGENCY FOR INTERNATIONAL DEVELOPMENT
USAID MISSION TO SWAZILAND

P.O. BOX 750, MBABANE, SWAZILAND
TEL. 46430, TELEX 2016 WD

Mr. Justin Opoku
Field Office Director
Save the Children Federation,
Incorporated
C. P. 1854
Maputo, Mozambique

June 7, 1993

Subject: Grant No. 656-0217-G-SS-3016-00

Dear Mr. Opoku:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the Agency for International Development (hereinafter referred to as "AID" or "Grantor") hereby grants to Save the Children Federation (hereinafter referred to as "SCF"), the sum of \$2,200,000 to perform a program in humanitarian assistance, as described in Attachment 1, the Schedule of this Grant, and Attachment 2, entitled "Program Description".

This Grant is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Grantee in furtherance of program objectives during the period 1 April 1993 and ending 31 March, 1995.

This Grant is made to SCF, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1 entitled the "Schedule." Attachment 2 entitled "Program Description," and Attachment 3 entitled "Standard Provisions", which have been agreed to by your organization.

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Please sign the original and seven (7) copies of this letter to acknowledge your acceptance of the Grant, and return the original and six (6) copies to the USAID Office here in Swaziland.

Sincerely,

Joyce E. Frame

Joyce E. Frame
Grant Officer

Attachments

1. Schedule
2. Program Description
- ~~3. Standard Provisions~~

ACKNOWLEDGED:

Save the Children Federation

BY:

Justin Opoku
Justin Opoku

TITLE:

FIELD OFFICE DIRECTOR
Field Office Director

DATE:

17th June 1993

FISCAL DATA

Appropriation :	72-11X1021 And 72-112/31014
Budget Plan Code:	GSSX-92-21656-KG13 And GDS2-92-21656-KG13
PIO/T No.:	656-0217-3-20090
Project No.:	656-0217
Total Estimated Amount:	\$3,626,205
Total Obligated Amount:	\$2,200,000

Attachment 1

SCHEDULE

A. Purpose of Grant

The purpose of this Grant is to provide support for the traumatized and war-affected children in Mozambique, as more specifically described in Attachment 2 to this Grant entitled "Program Description".

B. Period of Grant

The effective date of this Grant is the date of this letter and applies to commitments made commencing 1 April 1993. The expiration date of this Grant is 31 March 1995.

C. Amount of Grant and Payment

1. The total estimated amount of this Grant is \$3,626,205, the amount currently obligated is \$2,200,000. The additional amount of \$1,426,205 will be obligated subject to availability of funds. The Grantee shall be paid in United States Dollars in accordance with the financial plan below.
2. Payment shall be made to the Grantee in accordance with procedures set forth in Attachment 3 - Optional Standard Provision 1, entitled "Letter of Credit."

D. Financial Plan

1. The following is the Grant Budget. Revisions to this budget shall be made in accordance with Standard Provision 4 of this agreement, entitled "Revision of Grant Budget."

<u>Cost Element</u>	<u>U.S.Dollars</u>
1. Personnel	1,076,333
2. Travel/Transportation	757,808
3. Equipment	430,860
4. Training	303,400
5. Other Direct Costs	382,845
6. Indirect Costs	<u>674,959</u>
TOTAL ESTIMATED COST OF GRANT	3,626,205

2. Total Estimated Budget By Country:

Cost Element	Mozambique \$	Malawi \$	Zimbabwe \$	Total \$
Personnel	975,638	48,275	52,420	1,076,333
Travel & Transport	670,408	44,900	42,500	757,808
Equipment	400,850	30,000	0	430,850
Training	303,400	0	0	303,400
Other Direct Costs	352,395	7,300	23,150	382,845
Indirect Costs	616,432	26,907	31,620	674,959
Total Costs	3,319,133	157,382	149,690	3,626,205

3. Terms of Grant Funding:

a. Funding for Malawi and Zimbabwe is for an initial funding period not to exceed 12 months. Future funding will be determined on the basis of the number of war-affected children remaining in the respective countries who still need C&W assistance.

b. Funding for Mozambique is for a 2-year period.

c. One new vehicle is provisionally authorized for use in Malawi until the large scale repatriation of refugees begins. At that time, the vehicle will be transferred to the C&W office in Tete Province, Mozambique. Authorization for actual procurement of the vehicle will be issued by the Grant Officer following submission of appropriate documentation by SCF.

d. Staffing levels authorized in the budget are as follows:

1. Mozambique:
(for 24 months)
Maputo Base:
 - Senior Advisor (1)
 - Grants Officer (1 at 60%)
 - National Program Coordinator (1)
 - National DTR Coordinator (1)
 - National Administrative Coordinator (1)
 - Assistant DTR Coordinator (1)
 - Data Manger (1)
 - Assistant Data Managers (2)
 - Accountant (1)
 - Procurement/Logistics Officer (1)

Personnel for Southern Region (Maputo/Gaza/Inhambane):

National DTR Coordinator (1)
Program Assistants (6)

Assistant Tracing Officers (4)
Drivers (4)
Mechanic (1)
Secretary (1)
Guard (4)
Office Attendant (1)

Personnel for Nampula Province:

Provincial Coordinator (1)
Program Assistant (2)
Tracing Officer (1)
Secretary/Administrative Assistant (1)
Finance Officer (1)
Drivers (2)
Mechanic (1)
Guards (4)
Housekeeper (1)

Personnel for Tete Province:

Provincial Coordinator (1)
Program Assistant (1)
Tracing Officer (1)
Secretary (1)
Driver (1)
Guards (4)

Field Office Support

Field Office Director (1 at 20%)
Accountant (1 at 50%)
Logistics Officer (1 at 33%)
Program Coordinator (1)

Consultants:

Evaluators (3 for 15 days each)
Psychologist Consultant (for 20 days total)

2. Malawi:

(for up to 12 months depending on the caseload)

Field Coordinator (1)
Administrative Office (1)
Assistant Bookkeeper (1)
Secretary Receptionist (1)
Office Assistant (1)
Drivers (3)
Security Guard (1)
Custodian (1)
Program Assistants (30)
Field Office Support:
Sub-Regional Refugee Coordinator (1 at 25%)
Field Office Director (1 at 10%)

2. Reports

a. Workplan:

C&W programs in Mozambique, Malawi and Zimbabwe will prepare detailed quarterly workplans for USAID approval. These will be submitted through the SCF Field Office in Mozambique to the Project Development Officer of the PVO Support Project, USAID/Mozambique, at least one month in advance of the proposed implementation date for each quarterly workplan.

b. Baseline Information:

The SCF Field Office in Mozambique will submit baseline information on the number and type of beneficiaries existing at the start of the project within 2 months of the start of the Grant. This information will be provided in table and narrative form as indicated in Attachment 2, F. This baseline information will serve as the basis for the midterm and final evaluations which will assess project impact according to each C&W objective as listed in the Grant under Project Objectives in Attachment II, Program Description.

c. Progress Reports:

The SCF Field Office in Maputo will submit two copies of monthly and quarterly reports to the Project Development Officer of the PVO Support Project, USAID/Mozambique. Monthly reports will contain the statistical information required in Attachment 2, F. Quarterly reports will contain the statistical information as required in Attachment 2, F, and narrative information, as well as a schedule of activities undertaken during the quarter and activities to be undertaken in the next quarter. Such progress reports will be submitted to USAID/Mozambique not later than 30 days after the end of the reporting period.

Statistical information on project activities and war-affected children will be provided in the monthly and quarterly reports in table format as indicated in Attachment 2, F. This statistical information will be desegregated by gender and by age (children under 5).

Between the required performance reporting dates, events may occur that have significant impact upon the program. In such instances, SCF will inform AID/Mozambique as soon as the following types of conditions become known:

1. Problems, delays or adverse conditions that will materially affect the ability to attain program objectives, prevent the meeting of time schedules and goals, or preclude the attainment of work units by

established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any A.I.D. assistance needed to resolve the situation.

2. Favorable developments or events that enable time schedules to be met sooner than anticipated or more work units to be produced than originally projected.

d. Financial Reports:

The SCF Field Office in Mozambique will submit two copies of quarterly financial reports which complement the quarterly progress reports to the Project Development Officer of the PVO Support Project, USAID/Mozambique, not later than 30 days after the end of the reporting period. Such reports will indicate expenditures using Grant funds for the previous quarter and anticipated expenditures using Grant funds for the following quarter.

e. Head Office Reports:

The SCF Head office will submit the original and two copies of quarterly financial reports to the Office of Financial Management (M/FM/PAFD), Room 623, SA-12, Washington, D.C. 20523. (Such financial reports will be in accordance with the requirements of Additional Standard Provision No. 1, entitled "Letter of Credit" as shown in Attachment 3 to the Grant, Standard Provisions.)

f. Procurement Reporting by Source and Origin:

In order to facilitate USAID reporting on the Development Fund for Africa (DFA) funds, the Grantee shall maintain records and report on the sources and origin procurements. The below listed report formats are to be followed, and should be submitted quarterly to USAID/Mozambique with the standard financial reports.

1. All disbursements during the reporting period, aggregated by services (technical assistance), commodities or training.

<u>SOURCE*</u>	<u>ORIGIN**</u>	<u>USE</u>	<u>DISBURSEMENT VALUE</u>
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2. All disbursements during the reporting period, by source and origin codes:

<u>Source Code*</u>	<u>Origin Code**</u>	<u>Value in U.S.\$</u>
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Note: *Source; The source of a good or commodity is the country location of the shipment port. The source of a service is country location of the firm supplying the service. The following source codes apply:

- 000 - United States
- 656 - Mozambique
- 935 - Developed countries other than U.S. not receiving A.I.D. assistance
- 941 - Developing countries other than local country that do receive A.I.D. assistance (includes South Africa)

**Origin - The origin of good (commodity) is the country location where the commodity is manufactured or produced. The origin of a service is the location where the service is paid. The same codes as listed for sources are to be used for origin.

Any questions concerning these reports should be directed to the Controller, USAID/Mozambique.

g. Technical Reports:

In addition to the reports discussed above, the SCF Field Office in Mozambique will also submit to the Project Development Officer of the PVO Support Project, USAID/Mozambique, a copy of each report produced as a result of technical assistance funded under this Grant. This will include C&W articles on their A.I.D.-funded activities on war-affected children published in professional journals and/or descriptive magazines. Such reports will be used by USAID/Mozambique to determine possible future funding of additional activities

3. Evaluation:

a. Baseline Survey:

As indicated above in E.2.b, Baseline Information, SCF will provide baseline information at the start of the Grant on the number and type of beneficiaries. The C&W programs in each country will provide this information, on a geographic, gender and age level, for each activity to be undertaken under this Grant. The SCF Field Office

in Mozambique will transmit this data to USAID/Mozambique. This baseline information will be the basis to measure project progress and achievement of objectives.

b. Midterm Evaluation:

A midterm evaluation will be held at the end of Year I of the Grant. This midterm evaluation will include an external consultant. The scope of work and specific terms for the evaluation will be developed by SCF and submitted to the USAID Project Development Officer for the PVO Support Project for approval. The evaluation will focus on the progress towards objectives made during the first year of the Grant, the situation of Mozambican war-affected children in Malawi and Zimbabwe, the expansion of the C&W activities in Mozambique and the C&W's capacity to implement the activities as described in Attachment II, Program Description.

The midterm evaluation will make specific recommendations for Year II of the Grant regarding the implementation/expansion of the psychosocial initiatives and the future direction of the C&W program in Mozambique.

Assuming the large-scale repatriation of refugees from Malawi and Zimbabwe and the phase-out of the A.I.D.-funded sub-regional activities, the midterm evaluation will assess the achievement of objectives for Malawi and Zimbabwe as detailed in Attachment 2, Section IIID, Project Outputs. It will determine the impact of the C&W project on Mozambican war-affected children in Malawi and Zimbabwe, specifically:

- the % of unaccompanied children reunited prior to large-scale repatriation (disaggregated by age)
- the % of children assisted by the Consolacao program that were able to resume normal social and psychological development upon completion of the program (disaggregated by age)
- the % of children assisted by the skill training program in Zimbabwe that were able to use their skills productively at the completion of the program
- the impact of the C&W program on children under 5
- the effectiveness of C&W's assistance to unaccompanied and war-affected children during repatriation (including a discussion of the impact for children under 5)
- the extent of remaining issues in Malawi and Zimbabwe on war-affected Mozambican children

- the extent of the phase-out of A.I.D.-funded activities in both countries

c. Final Evaluation:

A final evaluation will be held at the end of Year II of the Grant. This evaluation will include an external consultant. The scope of work and specific terms for the evaluation will be developed by SCF and submitted to the USAID Project Development Officer for the PVO Support Project for approval. The final evaluation will focus on the achievement of outputs as listed in Attachment 2, Section IIID, Project Outputs, and as related to the baseline data. Impact of the C&W project on its target population and global population of 250,000 war-affected children and their communities will also be assessed in relation to its targeted purpose of a) assisting war-affected Mozambican children resume normal social and psychological development and b) helping to restore traditional social functions of families and communities in the care of war-affected children.

Impact assessment will include:

- assessment of the extent to which demobilized child soldiers and war-affected/traumatized children are socially and psychologically readjusted or are able to participate in "normal" community life
- assessment of the project's impact relative to the needs of the total number of war-affected and demobilized child soldiers
- assessment of the project's cost-effectiveness
- ability of Mozambicans to care for war-affected and unaccompanied children with limited international assistance and/or funding
- impact of C&W activities on children under 5

F. Special Provisions

1. Certification Regarding Drug-Free Workplace Requirements

A. By accepting this grant the grantee certifies that it will provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition:

(b) Establishing a drug-free awareness program to inform employees about --

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --

- (1) Abide by the terms of the statement; and
- (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;

(e) Notifying the agency within ten days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction;

(f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted --

(1) Taking appropriate personnel action against such an employee, up to and including termination; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

Place of Performance (Street address)

539 AV. PATRICE LUMUMBA

MAPUTO

MOZAMBIQUE

2. The Grantee must complete and return to the Grant Officer the Disclosure of Lobbying Activities form included as an attachment to this section.

G. Nondiscrimination in Federally Assisted Programs

1. All U.S. organizations or institutions which are recipients of AID assistance are subject to the following laws and AID regulations. Non-U.S. organizations or institutions are subject to these requirements if any part of the program supported by an AID grant or cooperative agreement will be undertaken in the United States.

a. Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352, 42 U.S.C. 2000-d) which prohibits discrimination on the basis of race, color, or national origin, in programs and activities receiving Federal financial assistance,

b. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of handicap in programs and activities receiving Federal financial assistance,

c. The age Discrimination Act of 1975, as amended (Pub. L. 95-478), which prohibits discrimination based on age in the delivery of services and benefits supported with Federal funds,

d. Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et. seq.) which prohibits discrimination on the basis of sex in education programs and activities receiving Federal financial assistance (whether or not the programs or activities are offered or sponsored by an educational institution); and

e. 22 CFR 209, 217 and 218 implementing these are set forth in Chapter II of Title 22 of the Code of Federal Regulations.

2. Applicants of AID grants and cooperative agreements must execute the "Assurance of Compliance with Laws and Regulations Governing Nondiscrimination in Federally Assisted Programs" (Appendix 3C of this Chapter) if they are U.S. organizations or institutions. If applicants are non-U.S. organizations or institutions, they must execute the Assurance if any part of the program supported by the grant or cooperative agreement is to be undertaken in the United States. Grant officers must obtain one copy of the Assurance from assistance applicants PRIOR to grant officer signature on the grant or cooperative agreement.

H. Certificate Regarding Debarment

The certification is included as an attachment to the schedule of this grant. By signing this grant the Grantee makes the certification(s) delineated therein.

I. Grantee Procurement and Grant Officer Approvals

The Grant Officer must approve in advance in writing the procurement of all program commodities whose unit price exceeds \$1,000. To the extent possible SCF shall forward a comprehensive procurement plan with proposed sources and price to the Grant Officer for approval.

The Grantee shall also obtain the prior written approval of the Grant Officer for the salary and international travel of all short-term consultants or regular employees providing technical assistance hereunder.

J. Title to Property

Title to all property purchased under this Grant shall vest in the Grantee in accordance with the terms of Attachment 3, Optional Standard Provision 20, entitled "Title to and Use of Property (Grantee Title)."

K. Location of Project Equipment:

By Month 6, SCF will submit a detailed inventory of equipment and vehicles funded by A.I.D. for the C&W programs in Zimbabwe and Malawi. It will include a description of the item, cost, location and current condition. All operational vehicles and equipment funded by A.I.D. in Malawi and Zimbabwe will be transferred to the C&W program in Mozambique by the end of A.I.D. funding to Malawi and Zimbabwe. SCF will present a proposed timetable for the transfer of equipment and vehicles, along with the detailed inventory, for A.I.D. approval.

L. Logistic Support

The Grantee shall provide all logistic support, except that it may have use of the diplomatic pouch in accordance with the current policy of the U.S. Ambassador to Mozambique.

M. Cost Sharing

SCF agrees to provide approximately \$1,361,217 to support the program described by this Grant.

N. Indirect Cost Rates

The following indirect cost rates shall be in effect during the life of this grant, until amended.

<u>Category</u>	<u>Rate</u>	<u>Base</u>
Indirect Costs	26.78%	Total Direct Costs except Equipment

O. Grantee Acknowledgement of A.I.D. Funding:

In all publicity releases and public notices, the Grantee will acknowledge USAID financing from this Grant which contributes to the Grantee's overall program.

Attachment 2

Program Description

I. Background

A. The PVO Support Project:

The PVO Support Project was designed in response to the emergency appeals made by the Government of Mozambique. It is intended to finance the efforts of selected PVOs registered with A.I.D. and working in Mozambique to assist Mozambicans to develop their capacity to manage and provide basic humanitarian assistance to persons most seriously affected by the insurgency, and to facilitate the transition from emergency to rehabilitation.

Three main categories of activities are defined as eligible for funding under the project. These are a) those which provide basic humanitarian assistance to those persons most seriously affected by the insurgency; b) those which address the social welfare needs of displaced persons; and c) those which address the economic needs of targeted groups most vulnerable to absolute poverty. Selection of target populations and design of specific activities are the responsibility of PVOs, which are also responsible for obtaining the concurrence of the Government of Mozambique.

B. The Project:

Funds are provided under this Grant to Save the Children Federation, Incorporated (SCF) in partial support of a Sub-Regional Children and War Program in Mozambique, Malawi and Zimbabwe, as described in Section III, Project Description. Funds are specifically provided for the sub-regional personnel, documentation, tracing, reunification and follow-up costs and for training, evaluation and support costs.

II: Problem and Rationale:

The decade long war in Mozambique has had a devastating impact on children. According to SCF, 4.6 million people have been directly affected by war, 45% of these under the age of 15. UNICEF and the GRM estimate that one-third of Mozambique's children die before the age of 5 and that over 250,000 children are unaccompanied, many in refugee or in displacement camps.

One of the most devastating traumas for children is separation or loss of families. Many of the unaccompanied children are absorbed into extended families or find substitute families to care for them. However, many remain unaccompanied, and are not under the care or supervision of a parent or relative. In addition, preliminary visits by SCF to RENAMO areas, indicate that over 50% of the children and adolescents in the RENAMO basecamps are unaccompanied and will require SCF assistance.

The scope of the psychosocial dimensions of a child's exposure to war is difficult to determine. Mozambican children face a range of traumatic, war-related experiences that affect their development. A 1989-1990 survey conducted by Save the Children interviewed 504 children from war-affected areas of Mozambique. The survey found that more than three-fourths of the children interviewed had witnessed killings; almost 90% had seen people beaten or tortured; more than half had been forcefully separated from their families and used in a number of abusive ways; and about one in ten of those children abducted from their families had been forced to kill other human beings (U.S. Committee for Refugees, Issue Paper: Children of Mozambique: The Cost of Survival, 1991).

For children, these traumatic, war-related experiences can result in post-traumatic stress disorder (PTSD), a syndrome whose symptoms include nightmares, depression and an inability to concentrate. Chronic trauma reaction is another problem where symptoms can include personality, behavior and moral development changes (i.e., aggression, stealing/lying, lack of trust in adults/children and social isolation).

III. Project Description:

A. Background:

Save the Children Federation began its assistance program for traumatized and war-affected children in Mozambique in 1988. A child psychologist in Maputo planned and implemented intervention strategies for "instrumentalized" children (boys who had been abducted from their families by Renamo, taken to base camps, trained as combatants, and, in some cases, forced to directly participate in violence). Since all of the instrumentalized children were unaccompanied, efforts were made to trace and, whenever possible, to reunify children with their families. In cases where this was not possible, efforts were focused on placing children with substitute families who spoke the same dialect and shared the same cultural background.

Since that time, SCF's Children and War Activity (C&W) has been helping war-affected communities address the psychosocial needs of displaced children and, has been assisting the Government of Mozambique with what has become a nationwide Family Tracing Program. To date, the family tracing program

has documented over 12,000 unaccompanied children in Mozambique and successfully reunited 7,000 of them.

The Mozambican Children and War program operates in 7 provinces (Maputo, Gaza, Nampula, Tete, Sofala, Cabo Delgado and Maputo City) and has offices in Maputo and Nampula provinces. In 1990 and in 1991, respectively, it expanded its operations to Malawi and Zimbabwe to assist unaccompanied

Mozambican children in refugee camps. A sub-regional data base system for matching unaccompanied children with families in Mozambique, Malawi and Zimbabwe has been developed with 2,000 children being documented.

In Mozambique, Children and War has helped develop a nationwide network of 8,000 volunteers from war-affected communities. These volunteers focus directly on the care and protection of the unaccompanied and reunited children. This network has facilitated the "spontaneous" reunification of over 8,000 children. These are reunifications that occur outside of the formal DTR (documentation, tracing and reunification) system used by SCF and the GRM.

B. Project Purpose:

The purpose of this activity is to a) assist war-affected Mozambican children resume normal social and psychological development and b) to help restore traditional social functions of families and communities in the care of war-affected children.

C. Project Activities:

The C&W activities will focus on the following:

1. Documentation, Tracing and Reunification (DTR):

a. In Mozambique:

Both the scale and scope of DTR operations in Mozambique will be expanded. As refugees and displaced persons return home, and as previously inaccessible areas become open, the number of potential beneficiaries (unaccompanied and war-affected children) is expected to surpass 250,000.

In addition, an estimated 5,000 former child-soldiers will need DTR assistance during the demobilization process. C&W will strengthen and expand the formal networks and voluntary associations of DTR within Mozambique. This will be done through ongoing community meetings, training sessions and through the provision of modest material support.

C&W will play a major role in regional workshops for DTR training (methodology & community involvement) coordinated by Social Action. These are train-the-trainer type workshops and will include representatives from the GRM, national and

international NGOs. In Year 1 C&W will participate in 3 such regional workshops.

DTR efforts will be expanded through the support and development of community volunteer networks in all 7 provinces where the program is operational.

The number of volunteers in the networks is expected to increase to 40,000 people who will provide coverage in all districts and administrative posts where C&W is now operating.

Due to the anticipated massive nature and rapid rate of return of refugees and displaced people, the previous procedure of completely documenting and photographing each child is no longer feasible. Community networks will handle the majority of the reunification cases. They will be using the traditional DTR mechanism which is simple registration in books provided by C&W. Local leaders, including traditional leaders and healers, will be used by C&W wherever possible.

C&W will support Social Action's coordinating responsibilities for the National Tracing Program in the 7 provinces where C&W operates. As DTR work is done within the framework of the Social Action program, C&W supports Social Action through training of Social Action staff members and through organizational capacity building.

DTR work includes follow-up assistance and foster placement of children. Follow-up assistance includes counselling, job and life skill training and community involvement.

Special attention will be paid to the DTR and follow up services for young demobilized soldiers, especially those who were children at the time of separation. A separate proposal will be prepared for possible A.I.D. funding for assistance to child soldiers and unaccompanied children found in demobilization areas.

C&W will open a new sub-office in Tete to assist in the processing of unaccompanied refugees and displaced children into that region. It will also support the development of child- and adolescent-focused intervention strategies in the province.

b. In Zimbabwe & Malawi:

Assuming no further influxes of refugees into Zimbabwe and Malawi, DTR work will be completed in the refugee camps and integrated communities along the borders within the first 2 months of the Grant.

C&W Offices in Malawi and Zimbabwe will determine the number of registered unaccompanied children who are at risk for being separated from substitute families from different provinces of origin during large scale repatriation for repatriation planning and assistance.

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C&W in Malawi and Zimbabwe will assist Mozambican Program Assistants trained in DTR activity in their programs in finding similar work in Niassa, Tete, Manica and Gaza Provinces.

2. Child Policy and Advocacy:

In all 3 countries, C&W will act as children's ombudsman through meetings with government officials and by contributing as a resource/expert on children and war issues. It will act as an advocate at district, provincial and national levels. It

will help enable the Governments and NGOs to assess and articulate field level concerns of displaced and war-affected children in a community context.

This would include recognition, enhancement and empowerment of traditional systems and practices. Links would be established with the traditional and "natural" leaders in the communities such as traditional leaders, healers and the village elders.

In Mozambique, C&W will seek GRM permission to act on behalf of unaccompanied children who are without birth certificates or civil papers. C&W wants to be able to register these children in the absence of parents or legal guardian. It is estimated that 35-40% of the children in RENAMO areas are without birth certificates.

In Mozambique, C&W will continue to act as a child's advocate with the office within the Ministry of Justice serving as a children's ombudsman. C&W will contact Ministry of Justice representatives at the national, provincial and district levels regarding children's issues.

In Zimbabwe and Malawi, C&W will contribute to the development of Zimbabwean and Malawi national policies for the placement and follow-up of children with substitute families, for Mozambican street children and for Mozambican children institutionalized in these 2 countries (orphanages, mission schools, detention centers).

In Zimbabwe, C&W will continue to participate on the Social Welfare Committee on Children and, in Malawi, it will continue to participate in the Children at Risk Sub-Committee until the end of USAID's financial assistance under this Grant.

3. Psychosocial Support Initiatives:

Within Mozambique:

a. Job and Life Skills Training for Reunited Children:

The pilot project in Gaza providing life and job skills for older adolescents and young adults will be expanded. It will be a community-based intervention for reunited children, traumatized children and demobilized child soldiers. It will

expand to other regions of Mozambique and include as many children as possible.

b. Early Childhood Community Education:

This pilot project in Nampula, currently receiving support from the Van Leer Foundation, involves the Government in preschool education for war-affected children.

c. Community-Based Interventions for Traumatized Children:

This is a community-based support system for severely traumatized children. C&W will train community volunteers and networks in the symptoms, treatment and follow-up care of these war-affected children.

d. Follow-up Assistance to Demobilized Child Soldiers:

This will be an expansion of the job and life skills training for reunited children. Skill training, orientation on civilian life, counselling and future alternatives will be available for the demobilized child soldiers. This will be done within the community network system and using the traditional authorities as much as possible.

In Malawi:

e. Maintenance of the Consolacao program for 200 severely traumatized children in Malawi and maintenance of and an increase in block program participation from 3,750 to 4,000 children until large-scale repatriation begins.

In Zimbabwe:

f. Maintenance of and increase in participation of the children's activities (from 1,250 to 1,500 children) and informal skill training for war-affected children (from about 50 to about 60 children) in Zimbabwe until large-scale repatriation begins.

4. Development of Mozambican NGOs:

a. Development of an autonomous Mozambican NGO that is operational and trained in DTR:

C&W will assist in the development of a Mozambican NGO specializing in DTR and community programs for war-affected children. The Oak Foundation is expected to finance a feasibility study for the creation of this NGO within the first six months of the grant. During Year II of the grant, the recommendations of the study will be discussed, adapted and implemented. SCF will prepare a proposal for possible A.I.D. funding to support the evolution of this NGO from the current C&W Mozambican program. By the end of the grant, SCF expects to hand over responsibility for DTR of war-affected Mozambican children to this registered Mozambican NGO.

b. Support to the Creation of Community Volunteer Associations:

Some of the volunteers in community associations assisted by C&W in DTR have requested assistance in becoming formal associations. C&W will assist these community groups in becoming organized voluntary associations registered with the Government of Mozambique wherever possible.

5. C&W Training:

C&W will participate in training related to DTR, psychosocial initiatives, treatment and follow-up of war-affected (traumatized) children and demobilized child soldiers. It will also provide training in relation to the creation of the autonomous NGO.

Training opportunities include:

a. Internships:

10 to 12 interns per year from within Mozambique will be trained in DTR and community intervention. Each internship will last from one to four months.

b. Regional workshops:

1. C&W will participate in 5 field-based training workshops in 1993 on repatriation planning.
2. C&W will participate in 3 workshops on demobilization and needs of vulnerable groups in 1993.
3. C&W in Mozambique will participate in other in-country training workshops as required.

c. International Conferences:

C&W Mozambique may choose to participate in international conferences on war-affected children. Funding under this grant is for 2 C&W staff members from the Mozambican program to participate annually.

6. Phase-out A.I.D. funding to the C&W Sub-Regional Program:

If peace continues, large-scale repatriation of refugees from Malawi and Zimbabwe is expected to occur within the first quarter of this Grant. When the unaccompanied children return to the 7 provinces in Mozambique where C&W is active, the C&W program in Mozambique will take over their responsibilities. Thus, A.I.D.-assisted activities under the C&W programs in Malawi and Zimbabwe will end. Initial funding is provided under this Grant for a period of up to 12 months for the activities in Malawi and Zimbabwe. A quarterly review will determine the necessity for continued funding after Month 6,

based on the number of unaccompanied children and refugees still remaining in Malawi and Zimbabwe.

The project will last two years. Initial funding for activities in Zimbabwe and Malawi under this Grant will be for up to 12 months. Further need for A.I.D. funding will be assessed quarterly. The activities in Mozambique will be funded for 2 years.

D. Project Outputs:

1. Documentation, Tracing and Reunification:

In Mozambique:

- a. 30,000 unaccompanied children registered
- b. 25,000 unaccompanied children reunited with their families/guardians
- c. 5,000 former child soldiers assisted
- d. Follow-up assistance received by 15,000 reunited children
- e. Informal network expanded to 40,000 volunteers
- f. Informal network extended into every district and administrative post in the 7 provinces where C&W operates
- g. 1 C&W sub-office opened in Tete by 6/93
- h. 75% of formerly inaccessible areas reached by C&W activities
- i. Through collaboration with ARPC (Accao Recolha Proteccao Crianca) on unaccompanied children and child soldiers, C&W permitted activities within RENAMO areas
- j. Assistance from C&W received by 50% of the unaccompanied children in RENAMO areas

In Malawi:

- a. All unaccompanied children documented by Month 2 of the grant
- b. 20% of unaccompanied children reunited before large-scale repatriation began

In Zimbabwe:

- a. All unaccompanied children documented by Month 2 of the grant
- b. 20% of unaccompanied children reunited before large-scale repatriation began

c. All unaccompanied children screened for determination of risk of separation from foster families by Month 2 of the grant

2. Psychosocial Support Initiatives:

In Mozambique:

a. 1,000 children participated in job & life skill programs

b. 20,000 traumatized children received community-based interventions

c. 400 communities trained in treatment/care of traumatized children

d. 2,000 young demobilized soldiers received skill training and follow-up assistance

In Malawi:

a. 200 children participated in the Consolacao program for severely traumatized children before large-scale repatriation began

b. 80% of the children assisted by the Consolacao program resumed normal social and psychological development upon completion of the program

c. 4,000 children participated in block programs before large-scale repatriation began

In Zimbabwe:

a. About 60 war-affected children participated in informal skill training before large-scale repatriation began

b. 50 children trained in productive skills (such as carpentry and sandal making)

c. 1,500 children participated in children's activities before large-scale repatriation began

3. Development of Mozambican NGOs:

a. One organizationally autonomous, operational Mozambican NGO created and trained in DTR and assistance for war-affected children, created

b. 5 -10 formal community associations from the DTR informal volunteer network created and registered with the GRM

4. Training on Children & War issues/activities:

a. 20 Mozambican interns trained

2. Workplan:

This workplan is for indicative purposes only due to the uncertain nature of the next two years. Because of this, SCF will submit detailed quarterly implementation plans to the Project Development Officer of the PVO Support Project, USAID/Mozambique, for approval.

<u>Action</u>	<u>Action Agent/s</u>	<u>Timeframe</u>
<u>Mozambique:</u>		
<u>1. DTR:</u>		
Documentation	SCF, VN, SA	1-24
Reunification	SCF, VN, SA	1-24
Follow-up Assistance	SCF, VN, SA	1-24
Foster Placement	SCF, VN, SA	1-24
Expansion into ARPC & RENAMO areas	SCF, VN, SA	1-24
DTR for demobilized child soldiers	SCF, ARPC, SA, VN	2-24
DTR for repatriated children & families	SCF, VN, SA	3-18
Follow up for repatriated, unaccompanied children	SCF, VN, SA	7-20
DTR & Network expansion to remote areas	SCF, VN, SA	1-24
Assistance with civil registration	SCF, SA, NRC	1-24
Open sub-office in Tete	SCF	3
<u>2. Child Advocacy</u>		
Support to national child policies	SCF	1-24
Act as Ombudsman	SCF	1-24
Obtain GRM approval to register unaccompanied children for birth certificates	SCF	1-3

Publication	SCF	13
District/Provincial workshops	SCF, SA, VN	4-6, 13-15
<u>3. Psychosocial Initiatives:</u>		
Early childhood community education	SCF, DE, VN	8-24
Job/life skills for reunited children	SCF, VN	1-24
Interventions for traumatized children	SCF, VN, SA	1-22
Follow-up help for demobilized child soldiers	SCF, VN, SA	7-23
<u>4. Development of NGOs:</u>		
Consultancy study for new NGO	SCF, OF	5-6
Staff discussions/consultancies	SCF	5-6
Development of organization	SCF	18-22
Registration of organization	SCF, NNGO	22
Support creation of Community Volunteer Associations	SCF, VN	12-24
<u>5. Training for GRM, VN, etc:</u>		
Training for GRM and other NGOs	SCF, SA, ON	1, 4, 7, 10, 3, 16, 19, 22
Training of Community Volunteers	SCF, VN	1-18
Follow-up training for Community Volunteers	SCF, VN	1, 4, 7, 10, 12, 14, 16, 18-24
Participate in 3 demobilization workshops	SCF, SA	2-3
<u>6. Staff, Training & Evaluations</u>		
Hire & train new staff	SCF	1-3

Return posting of Regional Advisor	SCF	5
Staff Meetings	SCF	3-6, 12- 15, 18-20
Internships	SCF	6-9, 12- 15, 18-20
Program Reviews 4, 8, 12, 16, 20	SCF, USAID	
Evaluations	SCF, USAID, TA	12, 24
Regional Workshops	SCF, VN, ON	2-3, 13-14
Presentation at International Conferences	SCF	3, 7, 17, 21
Child Psychologist TA	SCF	6, 12, 19

7. Administration & Finance:

Project Meetings 6, 8, 12, 14, 18, 21, 24	SCF	1-
Monthly Reports	SCF	1-24
Quarterly Reports	SCF	3, 6, 9, 12, 15, 18, 21, 24
Quarterly Implementation Plans	SCF	3, 6, 9, 12, 15, 18, 21, 24
Submission Inventories Zimbabwe/Malawi	SCF	6
Annual Reports	SCF	12, 24
Final Report	SCF	24
Audits	SCF	12, 24
End Project		24

Workplan for Malawi and Zimbabwe is indicative only.
Activities may end prior to Month 12, depending upon the
repatriation rate of refugees. Early repatriation will push
forward the implementation plan.

Malawi

1. DTR:

Documentation	SCF, UNHCR	1-2
Tracing	SCF, UNCHR	1-12
Reunification	SCF, UNHCR, SA, VN	1-12

Transfer of Responsibilities	SCF	4-12
Final Report	SCF	12
Audit	SCF	12
End Activity	SCF	12

Zimbabwe:

1. Documentation, Tracing, Reunification:

Documentation	SCF, UNHCR	1-2
Tracing	SCF, UNHCR	1-12
Reunification	SCF, UNCHR, SA, VA	1-12
Foster Placements	SCF, UNHCR, SA, VA	1-12

2. Child Advocacy:

Act as Ombudsman	SCF	1-12
Participate on Govt Committee	SCF	1-12

3. Psychosocial Initiatives:

Skill Training	SCF	1-12
Children Activity	SCF	1-6

4. Repatriation:

Identify children at risk for separation	SCF, UNHCR	1-2
Repatriation training for GOZ,NGOs	SCF, UNHCR, GOZ, ON	2
Assist in repatriation	SCF, UNHCR	1-12

5. Staff & Evaluation

Staff Meetings	SCF	1-6
Program' Review	SCF	3, 6, 9
Evaluation	SCF, TA, USAID	12
Staff Separation/ Transfers to Mozambique	SCF	4-12

6. Administrative and Finance:

Project Meetings	SCF	1-12
Monthly Meetings	SCF	1-12
Quarterly Reports	SCF	3, 6, 9, 12
Quarterly Implementation Plans	SCF	3, 6, 9
Inventory of Equipment & Supplies	SCF	5
Annual Report	SCF	12
Transfer of Equipment & Supplies	SCF	6-12
Transfer of Responsibilities	SCF	4-12
Final Report	SCF	12
Audit	SCF	12
End Activity	SCF	12

DE: Department of Education
GOM: Government of Malawi
GOZ: Government of Zimbabwe
NRC: Norwegian Refugee Council
OF: Oak Foundation
ON: NGOs
SA: Social Action
TA: Technical Assistance
VN: Village/community network
ARPC: Accao Recolha Proteccao Crianca
NNGP: Mozambican NGO to be created
UNHCR: UN High Commissioner for Refugees

F. Reporting Tables

The Grantee will use the following tables for the submission of the statistical information as described in Attachment I (Schedule), Section E. 2.

Table I: Number of Beneficiaries Assisted During Month of _____

Attachment D
Reporting Tables

Activity	Maputo City	Maputo Province	Gaza Province	Sofala Province	Nampula Province	Tete Province	CDelgado Province	Totals
Documented Children								
Traced Children								
Reunified Children								
Followup Reunited								
*Spontaneous Reunifications								
Job/Life Skill Participants								
Traumatized Children Assisted								
Followup Assistance for Young Demob Soldiers								
Other (specify)								
Totals Assisted								

*estimated number

Beneficiaries should be broken down by gender and age (children under 5).

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Table II: Other C&W Activities in Mozambique During Month of _____

Activity	Maputo City	Maputo Province	Gaza Province	Sofala Province	Nampula Province	Tete Province	CDelgado	Totals
# Volunteers in Networks*								
# Volunteers/ Communities Trained & Type of Training								
# GRM/NGO/other Staff Trained & Type of Training								
# C&W Interns								
# & Type Regional Workshops								
# & Type of Child Policy Interventions								
# Community Vol Associations Aided (other than training)								
Other (Specify)								

*estimates
Participants should be broken down by gender.

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Table I: Number of Beneficiaries Assisted During _____ Quarter 199_____

Activity	Maputo City	Maputo Province	Gaza Province	Sofala Province	Nampula Province	Tete Province	CDelgado Province	Totals
Documented Children								
Traced Children								
Reunified Children								
Followup Reunited								
*Spontaneous Reunifications								
Job/Life Skill Participants								
Traumatized Children Assisted								
Followup Assistance for Young Demob Soldiers								
Other (specify)								
Totals Assisted								

*estimated number

Beneficiaries should be broken down by gender and age (children under 5).

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Table II: Other C&W Activities in Mozambique During _____ Quarter, 199__

Activity	Maputo City	Maputo Province	Gaza Province	Sofala Province	Nampula Province	Tete Province	CDelgado	Totals
# Volunteers in Networks*								
# Volunteers/ Communities Trained & Type of Training								
# GRM/NGO/Other Staff Trained & Type of Training								
# C&W Interns								
# & Type Regional Workshops								
# & Type of Child Policy Interventions								
# Community Vol Associations Aided (other than training)								
Other (Specify)								

*estimates
Participants should be broken down by gender.

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Beneficiaries Participants	Maputo City	Maputo Province	Gaza Province	Sofala Province	Nampula Province	Tete Province	CDelgado Province	Totals
# Documented Children								
# *Undocumented Children								
# Traced Children								
# Reunified Children								
% Target Children with Life Skills								
# Traumatized Children								
# Young Demobilized Soldiers								
# Young Soldiers Needing C&W Assistance								
# Communities Needing C&W Assistance for DTR								
# Communities Needing C&W Assistance for Traumatized Children								
# of Volunteers in Network								
# of Associations in Network								
# of Communities in Network								
% of C&W Coverage of Province/City								

*estimated number
 Beneficiaries should be broken down by gender and age (children under 5).
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Table I: Number of Beneficiaries Assisted During Month of _____

Activity	Mangochi District	Mwanza District	Nsanje District	Mulanje District	Ntcheu District	Dedza District	Lilongwe District	Mchinji District	Totals
Documented Children									
Traced Children									
Reunified Children									
Children at Risk for Separation									
Children Assisted During Repatriation									
Children Assisted in Consolacao Program									
Children in Block Program									
Other (specify)									
Totals Assisted									

Beneficiaries should be broken down by gender and age (children under 5).

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Table II: Other C&W Activities in Malawi During Month of _____

Activity	Mangochi District	Mwanza District	Nsanje District	Mulanje District	Ntcheu District	Dedza District	Lilongwe District	Mchinji District	Totals
# & Type of Workshops/Trainings									
# & Type of Persons Trained									
# C&W Interns									
# & Type of Child Policy Interventions									
Other (Specify)									

Table III: Information on Mozambican Refugees in Malawi for Month of _____

Number	Mangochi District	Mwanza District	Nsanje District	Mulanje District	Ntcheu District	Dedza District	Lilongwe District	Mchinji District	Totals
Arrivals									
Departures									
Total Camp Population at End of Month									
Undocumented Children Needing C&W Assistance									
War Affected Children Needing C&W Assistance not yet in Program									

Indicate source of information.

Use * next to number to indicate an estimate

Beneficiaries/Participants should be broken down by gender and age (children under 5)

cw.wk4

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Table I: Number of Beneficiaries Assisted During _____ Quarter _____

Activity	Mangochi	Mwanza	Nsanje	Mulanje	Necheu	Dedza	Lilongwe	Mchinji	Totals
Documented Children									
Traced Children									
Reunified Children									
Children at Risk for Separation									
Children Assisted During Repatriation									
Children Assisted in Consolacao Program									
Children in Block Program									
Other (specify)									
Totals Assisted									

Beneficiaries should be broken down by gender and age (children under 5).

II: Other C&W Activities in Malawi During _____ Quarter _____

Activity	Mangochi	Mwanza	Nsanje	Mulanje	Ntcheu	Dedza	Lilongwe	Mchinji	Totals
# & Type of Workshops/Trainings									
# & Type of Persons Trained									
# C&W Interns									
# & Type of Child Policy Interventions									
Other (Specify)									

cw.wk5

Participants should be broken down by gender.

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Children & War

Baseline Data for Malawi
Beneficiaries and Mozambican Refugees in Malawi

Date: _____

Beneficiary/Refugee	Mangochi District	Mwanza District	Nsanje District	Mulanje District	Ntcheu District	Dedza District	Lilongwe District	Mchinji District	Totals
# Documented Children									
# Undocumented Children									
# Traced Children									
# Reunified Children									
% Target Children with Life Skills									
# Traumatized Children									
# Arrivals in Last Month									
# Departures in Last Month									
# Refugees as of End of Last Month									

Beneficiaries should be broken down by gender and age (children under 5).

cw.wk9

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Table I: Number of Beneficiaries Assisted During Month of _____

Activity	Tongogara Camp	Mazowe Camp	Nyangombe Camp	Chambuta Camp	Nyamatikiti Camp	Institutions*	Totals
Documented Children							
Traced Children							
Reunified Children							
Children at Risk for Separation							
Children Assisted During Repatriation							
Children in Job Skills Program							
Children in Activity Program							
Other (specify)							
Totals Assisted							

Beneficiaries should be broken down by gender and age (children under 5).

*Indicate location in narrative.

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Table II: Other C&W Activities in Zimbabwe During Month of _____

Activity	Tongogara Camp	Mazowe Camp	Nyangombe Camp	Chambuta Camp	Nyamatikiti Camp	Institutions**	Harare	Totals
# & Type of Workshops/Trainings								
# & Type of Persons Trained								
# C&W Interns								
# & Type of Child Policy Interventions								
Other (Specify)								

Table III: Information on Mozambican Refugees in Zimbabwe for Month of _____

Number	Tongogara Camp	Mazowe Camp	Nyangombe Camp	Chambuta Camp	Nyamatikiti Camp	Others	Totals
Arrivals							
Departures							
Total Camp Population at End of Month							
Undocumented Children Needing C&W Assistance							
War Affected Children Needing C&W Assistance not yet in Program							

Indicate source of information.

Use * next to number to indicate an estimate

** Indicate location in narrative

Information should be broken down by gender and age (children under 5)

cw.wk6

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Table I: Number of Beneficiaries Assisted During _____ Quarter _____

Activity	Tongogara Camp	Mazowe Camp	Nyangombe Camp	Chambuta Camp	Nyamatikiti Camp	Institution*	Totals
Documented Children							
Traced Children							
Reunified Children							
Children at Risk for Separation							
Children Assisted During Repatriation							
Children in Job Skills Program							
Children in Activity Program							
Other (specify)							
Totals Assisted							

ck.w7

Table II: Other C&W Activities in Zimbabwe During _____ Quarter, _____

Activity	Tongogara	Mazowe	Nyangombe	Chambuta	Nyamatikiti	Institutions*	Harare	Totals
# & Type of Workshops/Trainings								
# & Type of Persons Trained								
# C&W Interns								
# & Type of Child Policy Interventions								
Other (Specify)								

All beneficiaries/participants should be broken down by gender and age (children under 5). *Indicate location in narrative

Children & War

Baseline Data for Zimbabwe
Beneficiaries and Mozambican Refugees in Zimbabwe

Date: _____

Beneficiary/Refugee	Tongogara Camp	Mazowe Camp	Nyangombe Camp	Chamuta Camp	Nyamatikiti Camp	Institutions*	Other*	Totals
# Documented Children								
# Undocumented Children								
# Traced Children								
# Reunified Children								
# Target Children with Life Skills								
# Traumatized Children								
# Arrivals in Last Month								
# Departures in Last Month								
# Refugees as of End of Last Month								

Beneficiaries should be broken down by gender and age (children under 5).
*Indicate location in narrative.

cw.wk8

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