

# Family Justice Project Project # 263-0294 Third Quarter Report -- FY 2011



**April 1 – June 30, 2011**

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July 2011

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## **Executive Summary**

To support Egypt's determination to strengthen access to justice, enhance family stability, and protect the rights of children, USAID, in cooperation with the Government of Egypt, established the Family Justice Project (FJP) and chose Management Sciences for Development, Inc. (MSD), as its implementing partner. The purpose of the FJP is to enhance access to justice for families in the family court system, specifically supporting the implementation of Law Number 10 of 2004 pertaining to family court mediation and raising public awareness of available legal services for families and support families in dispute. The Project works closely with the Ministry of Justice (MOJ) and the National Council for Childhood and Motherhood (NCCM). FJP and its partners worked together in the first quarter to complete FY11 work plan activities. In the second quarter, implementation of the work plan was temporarily halted from January 28-February 23 due to the political unrest that resulted in the toppling of the Mubarak regime and the evacuation of non-essential U.S. government employees. Thereafter, the only work plan activity approved by the MOJ was the printing of materials. All other activities were postponed. The Ministry of Family and Population was dismantled. However, FJP activities were resumed in March with the NCCM, under the Secretary General Dr. Lamiaa Mohsen. FJP completed a number of tasks related to closing the office during this period of time.

USAID's approval of the FJP three-month no cost extension was formally received June 23, 2011. USAID COTR Jasmin Samy requested quarterly reports. Accordingly, this third quarter report includes activities for April, May and June.

Highlights of the FJP for this quarter include:

- The 6<sup>th</sup> of October legal aid office became operational on April 10, 2011.
- Ambassador Melanne Verveer, Ambassador at Large for Global Women's Issues visited the Egyptian Foundation for Family Development on April 16. She was accompanied by Tom Delaney, USAID Deputy Mission Director and Jasmin Samy, USAID COTR.
- NCCM Secretary General Dr. Lamiaa Mohsen appointed Ashraf Saad as the head of the NCCM NGO Unit.
- The institutional assessment tool for NGOs (Score Cards) was updated to include sections about governance, and resource management. The tool was provided to the NGO Unit of the NCCM to offer assistance in developing this tool for NCCM.
- FJP COP Geralyn Busnardo completed her service on June 30, and Manar El Sakka took over the position of Acting COP.

### **Task One**

In this quarter, FJP printed two documents, after receiving MOJ's approval:

- "The Brief in Inheritance," by Judge Rafaat Hasanein, Chief Family Court Judge;
- The Operational Manual for Mediators.

FJP also printed 1000 copies each of “Legal Principals on Family Litigation” and “Court of Cassation Rulings.” All printed materials are intended for nationwide distribution to family court judges.

The FJP completed the first draft of the Legal Aid Specialist Guide, which is a guide for legal aid specialists on internal rules and procedures designed to standardize performance and serve as a learning tool for future trainings. The guide will be forwarded to MOJ to be reviewed and approved for printing. However, feedback from a survey on challenges encountered and recommendations by legal aid specialists must be incorporated in the manual before FJP submits it to the MOJ.

FJP finalized a report on establishing a legal aid office and will submit it to MOJ for review and approval prior to printing.

## **Task Two**

The FJP continued its support for the Centers of Excellence and Alliances. During the quarter, the Task Two team also undertook the following activities:

- Strategic planning workshop was conducted from June 27 -30, 2011. A total of 25 participants attended the workshop representing four Alliances.
- Grant Agreements for the three months extension of FJP were signed with five Centers of Excellence and two legal NGOs upon receiving technical approval from USAID.
- The certificate ceremony for the Minya Community Leader training was held on April 26 at the Horus Hotel, with 50 participants.
- The certificate ceremony for the Giza Community Leader training was held on May 3 at the Maadi Hotel, with representation from MOJ and NCCM. The event was attended by 100 guests.
- The certificate ceremony for the Port Said Community Leader training was held on May 9 at Egypt’s Public Library Theater. The event was attended by 50 guests.

The closing ceremony for Port Fouad NGO (Hadareya), was held on April 26 in Port Said.

- The closing Conference for Misr El Mahroussa Baladi was held on May 2, in Safir Hotel in Dokki and was attended by 100 participants. A cartoon on the role of the mediation and legal aid offices was displayed at the conference.
- Phase II of the TOT program for NGO social workers was conducted from April 10-14 at the Swiss Inn Nile in Giza.

Advocacy activities completed by the FJP during this quarter included:

- USAID approval for Qalb El Kabeer NGO was received on June 30 for training of community leaders and youth. The training will take place in parallel in Alexandria starting July 11-18 and repeated in Fayoum from July 24-27.

- The film shooting for the FJP final documentary started during the last week of June and will include coverage of a legal aid office in Alexandria and interviews with Community leaders trained by FJP.
- Implementation of selected youth projects started this quarter after Counselor Khalil Mostafa Khalil and Thanaa El Shamy (FJP Legal Aid Team Leader) met with the youth project finalist groups on April 19 and 20 to discuss the legal aspects of their projects.

## **Task One: Strengthening Capacity to Mediate Family Disputes**

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**Responsible Person:** Ibtisam El Gharieb

**Objectives:**

- To further develop the capacity of newly hired mediation specialists through Basic Mediation Skills and Team Building training;
- To enhance the capacity of mediation specialists through the sharing of information nationwide;
- To identify and train 20 psycho-social mediation specialists in interactive training and content methodologies to support national family mediation training;
- To conduct focused training of newly appointed family court judges in 23 governorates;
- To provide institutional support for the MOJ Technical Bureau and assistance to Coordinator Judges (First Instance Deputy Court Judges) to increase services and support to the mediation offices.

### **Component 1 - Family Justice Training**

#### **1.1 Ongoing Technical Assistance and Training for Mediators**

The remaining work plan activity from the previous quarter was information exchange roundtables for mediation specialists. The activity was cancelled by MOJ Counselor Attaweya due to the instability at the Ministry caused by the political unrest. The MOJ did not request the activity to be rescheduled before the end of the reporting period.

All other activities in this section were completed in the first quarter of FY11.

#### **1.2 Training of Trainers (TOT)**

FJP completed the final round of the Training of Trainers program for 19 psycho-social mediators (11 female and 8 male) in the second quarter of FY11.

#### **1.3 Training of Family Court Judges**

In this quarter, FJP printed two documents, after receiving MOJ's approval:

- "The Brief in Inheritance," by Judge Rafaat Hasanein, Chief Family Court Judge;
- The Operational Manual for Mediators.

FJP also printed 1000 copies each of "Legal Principals on Family Litigation" and "Court of Cassation Rulings." All printed materials are intended for nationwide distribution to family court judges.

#### **1.4 Institutional Development of MOJ/Mediation Offices**

Three remaining activities under this section were cancelled by Counselor Attaweya at the MOJ in the second quarter of FY11, due to the instability at the Ministry caused by the political unrest:

- AUC Strategic Management Training for Coordinator Judges;
- 2-3 roundtables with stakeholders to develop and improve family court mediation;

- Advanced computer skills training for the admin staff of the MOJ Mediation Bureau.

The MOJ did not request the activities to be rescheduled before the end of the reporting period.

## 1.5 Improving Access to Justice for Egyptian Families

**Responsible Person:** Thanaa El Shamy

### Objectives:

- Expand access to legal services for needy Egyptian families in five more governorates (in addition to ten previous governorates), supported by 4 technical offices within the MOJ;
- Provide technical assistance and capacity building to ensure the delivery of effective legal services that are sustainable within the court system;
- Provide specialized training for newly hired legal aid specialists on personal status law, its application and related procedures and regulations to enable these offices to deliver appropriate services to the public.

### 1.5.1 Select two additional locations for legal aid offices

The family courts in 6<sup>th</sup> of October and Heliopolis were selected for additional legal aid offices. On April 10, 2011, the 6<sup>th</sup> of October legal aid office became operational. Due to the civil unrest, MOJ Counselor Attaweya cancelled the establishment of a legal aid office in Heliopolis. The MOJ did not request the activity to be rescheduled before the end of the reporting period.

### 1.5.2 Set-up 13 legal aid offices and provide necessary administrative support

In the previous quarter, FJP completed the establishment of seven new legal aid offices in Fayoum, Mahalla, Tanta, Minya, Damanhour, Damietta, and 6<sup>th</sup> of October, bringing the total number of FJP-established legal aid offices to 23 in 16 governorates. Here is the completed list of legal aid office upgrades, delivery dates and operational dates:

Legal Aid Offices Location	Delivered	Comments
Benha	Sept 2009	Operational
Helwan	March 2010	Operational
Sohag	Sept 2009	Operational
Alexandria (2 offices)	Feb 2010	Operational
MOJ (4 Offices) + corridors	June 2010	
Zanairy (2 offices)	July 2010	Operational
Kafr El Sheikh #1	May 2010	Operational
Motobas	July 2010	Operational
Port Said (2 offices)	Sept 2009 May 2010	Operational Operational
Fayoum	June 2010	Operational
Ismailia #1	Aug 2010	Operational
Ismailia #2	Aug 2010	Operational
Zagazig	Sept 2010	Operational
Shobra El Kheima	August 2010	Operational
Tanta	Dec 23, 2010	Operational Jan 2011

Minya	Oct 18, 2010	Operational Jan 2011
Damanhour	Feb 2011	Operational Feb 2011
Etai El Barud	Mar 3, 2011	Operational Mar 2011
Mahalla	Dec 28, 2010	Operational Feb 2011
Mansoura #1	Oct 24, 2010	Operational Dec 2010
Mansoura #2		Operational Dec 2010
Damietta	Mar 12, 2011	Operational Mar 2011
6 <sup>th</sup> of October	April 7, 2011	Operational April 10, 2011

### **1.5.3 Provide training to legal aid specialists**

This activity was completed in the first quarter of FY11.

### **1.5.4 Conduct five-day training of trainers for a group of 15 legal aid specialists**

This activity was cancelled by MOJ Counselor Attaweya due to the instability at the Ministry caused by the political unrest. In late April, the MOJ expressed interest in completing this activity. MSD requested a three-month no-cost extension to work with the MOJ in delivering the training. The no-cost extension was approved on June 23. However, this activity is awaiting MOJ approval.

### **1.5.5 Conduct roundtable discussion for legal aid specialists**

This activity was cancelled by MOJ Counselor Attaweya due to the instability at the Ministry caused by the political unrest. In late April, the MOJ expressed interest in completing this activity. MSD requested a three-month no-cost extension to work with the MOJ in delivering the training. The no-cost extension was approved on June 23. However, this activity is awaiting MOJ approval.

### **1.5.6 Develop legal aid operation guide for legal aid specialists**

FJP completed the first draft of the Legal Aid Specialist Guide, which is a guide for legal aid specialists on internal rules and procedures designed to standardize performance and serve as a learning tool for future trainings. Feedback from a survey on challenges encountered and recommendations by legal aid specialists must be incorporated in the manual before FJP submits it to the MOJ for review and approval prior printing.

### **1.5.7 Develop “How to Establish and Operate a Legal Aid Office” Guide**

FJP finalized the draft guide, “How to Establish and Operate a Legal Aid Office,” and will submit it to MOJ for review and approval prior to printing. The printed copies will be provided to the legal aid technical office at MOJ, to serve as a reference in setting up new legal aid offices after the closure of FJP, thus contributing to the sustainability of the service and the standardization of legal aid offices.

## **Component 2 - Media Support for MOJ**

**Responsible person:** Consultant Ramona Cana'an

**Objective:** Support the MOJ and Mediation Offices to promote the mediation process and respond to media inquiries about family justice.

### **2.1.1 Develop and distribute printed materials to promote work of legal aid and mediation offices**

This activity was completed in the first quarter of FY11.

### **2.1.2 Support the implementation of the branding manual**

FJP delivered the MOJ branding manual in soft and hard copies in the second quarter of FY11.

### **2.1.3 Organize FJP closing ceremony**

This activity will be dropped, in order to focus implementation on achieving the no-cost extension work plan prior to September 30.

Activities rescheduled into the three- month no-cost extension include:

- Conduct a five-day training of trainers for a group of 15 legal aid specialists.
- Set-up a new legal aid office and provide necessary administrative support.
- Conduct a survey through a prepared questionnaire to collect feedback from legal aid specialists regarding working challenges and recommendations, to be incorporated in the FJP guide covering legal aid rules and procedures.
- Complete printing of both “Legal Aid Rules and Procedures” and “How to Set Up a Legal Aid Office” guides, and submit copies to the legal aid technical department at MOJ.

## **Task Two: Increasing Access to Information on Family Court Legal Services**

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**Responsible Person:** Heba El Meligy

**Objective:** To continue enhancing the capacity of NGO grantees through specialized technical assistance, financial, programmatic, monitoring and training activities.

**Highlights:** After approving a no-cost extension until April 30, 2011 for the three Centers of Excellence—*Warak El Hadar*, *Masr El Mahrousa Baladi*, and the Port Fouad Organization for Urban Development (*Hadareya*), due to the delay caused by the January 25 revolution and its aftermath, another extension was approved for *Masr El Mahrousa* to cover for May. A final extension covering July and August was granted to the Five Centers of Excellence (the above three in addition to Health Union and Future Eve) to cover the FJP no-cost extension approved on June 23.

On April 13, FJP organized the meeting, "Future Collaboration between the NCCM and FJP NGOs" at the NCCM. The objective of the meeting was to provide a forum for the NGOs to meet with NCCM Secretary General Dr. Lamia Mohsen as well as to discuss the support needed from NCCM and the mechanisms for collaboration after FJP ends. The meeting was attended by 27 representatives from 20 NGOs in Minya, Port Said and Giza. A separate report on the meeting was provided to USAID.

Ambassador Melanne Verveer, Ambassador at Large for Global Women's Issues visited the Egyptian Foundation for Family Development on April 16. She was accompanied by Tom Delaney, USAID Deputy Mission Director and Jasmin Samy, USAID COTR. Ambassador Verveer was impressed by the excellent work conducted by the NGO in promoting family justice and gender issues. A separate report on the visit was provided to USAID.

### **Component 1 - NGOs Grants Program and NCCM Support**

Task Two successfully completed the following activities: 1) Strategic planning workshop for Alliances; 2) Proposals for no-cost extensions for five Centers of Excellence; 3) Proposals for two new legal NGOs to conduct training of lawyers; 4) Capacity building follow-up for social workers in Fayoum.

#### **1.1.1 Workshop with NGOs, mediators and judges to promote family court mediation offices and family law**

After approving the FY11 work plan, the Ministry of Justice declined to participate in this activity, and FJP was unable to complete it.

#### **1.1.2 Additional capacity building workshops and ongoing technical assistance for Round II grantees in Giza, Minya, and Port Said on fundraising and financial management**

FJP completed all activities in the first quarter of FY11.

#### **1.1.3 Support NCCM and NGOs in advocating for family law amendments through workshops that increase awareness of the law and solicit recommendations on amendments**

FJP completed one workshop in the first quarter of FY11. Due to the civil unrest and the dismantling of the MOFP, NCCM Secretary General Dr. Lamiaa asked FJP to discontinue this activity until further notice. The NCCM did not request FJP to reschedule the activity before the end of the reporting period.

#### **1.1.4 Promote networking and capacity building of NGOs working in the area of family justice**

Five Alliances were established during the first and second quarter of FY11.

#### **1.1.5 Provide capacity development in fundraising and proposal writing for the Centers of Excellence**

This activity was completed in the first quarter of FY11.

#### **1.1.6 Follow-up technical assistance to the five *Centers of Excellence* and three Alliances on fundraising and strategic planning**

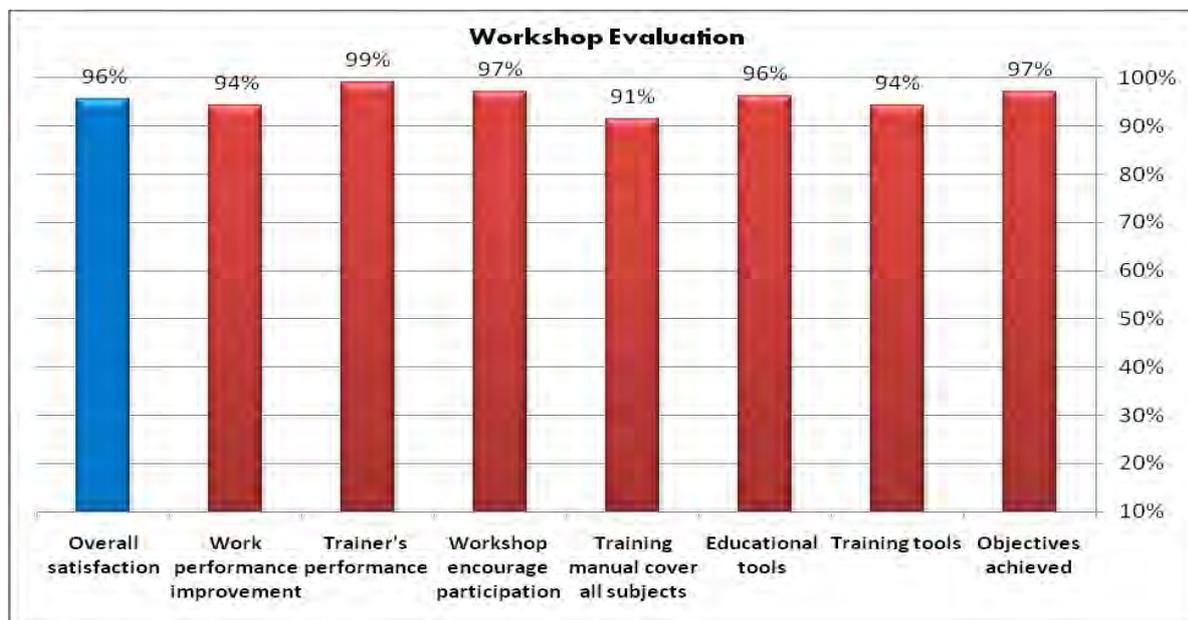
Due to the civil unrest, the Alliances were unable to complete this activity before the end of the reporting period. However on June 23, MSD received approval on a three-month no-cost extension that included working with the Alliances to complete these activities. Accordingly, a Strategic planning training was conducted from June 27 to 30.

Twenty-two participants attended the training, including board members and representatives of the Centers of Excellence and Alliance members. These participants included:

- *Masr El Mahrousa* (Giza) 2 participants
- Future Eve (Minia) 6 participants
- Health Union (Minia) 6 participants
- *Amir Tadros* (Port Said) 2 participants
- Port Fouad Organization for Urban Development (Port Said) 5 participants
- Organization of Field researchers & organization of Community Development at Omraneya (1 participant).



*Part of Strategic planning training conducted in June, FY11*



An end of training evaluation conducted by FJP revealed an average satisfaction rate of the trainees of 96%. As illustrated in the above chart, the evaluation covered indicators such as the trainer's performance, material, educational tools and objectives achieved.

*Please refer to Annex 1 for the training agenda*

### **1.1.7 Conduct five-day training of trainers (TOT) for Centers of Excellence**

In an effort to build sustainability of the Family Justice Project's support for the rehabilitation of social workers in the family counseling offices, FJP conducted a training program consisting of two phases. The first phase of 60 training hours started on February 20 while the second phase of 30 training hours took place on April 10-14 and focused on refining and confirming these skills. A period of 5 to 6 weeks separated the two phases to allow the participants to grasp the experiences gained in the first phase and prepare their plans for review by the trainers in the second phase.

### **1.1.8 Assist Centers of Excellence in documenting best practices and lessons learned**

Best practices and lessons learned booklets were submitted by Centers of Excellence to FJP in the second quarter of FY11.

### **1.1.9 Provide technical assistance to Centers of Excellence in communication among NGOs**

This is an ongoing activity performed throughout the reporting period.

### **1.1.10 Financial auditing for Round II grantees and Centers of Excellence**

This is an ongoing activity performed throughout the reporting period until final reports are completed by the Centers of Excellence.

### **1.1.11 Provide technical assistance through field visits by NGO Coordinators, and monitor and evaluate progress of NGO activities through quantitative and qualitative measures**

This was an ongoing activity performed throughout the reporting period until final reports were received from all Round 2 NGOs.

With the exception of the five Centers of Excellence—*Warak El Hadar, Masr El Mahrousa, Port Fouad Organization for Urban Development (Hadareya), Future Eve and the Health Union*—all Round 2 NGOs submitted final reports and FJP completed final audits for all of them, as well. During this quarter and the previous one, all NGOs successfully completed activities and financially reported accordingly.

### **1.1.12 Score Card Evaluation – for end of project comparison**

The institutional assessment tool for NGOs (Score Cards) was updated to include sections about governance and resource management. In addition, more questions were added related to networking/building alliances and financial management. The new adjusted score card tool will be applied to Centers of Excellence once grant agreements are approved and signed. This will represent the base assessment readings prior to initiating capacity building programs during the no-cost extension period. A second application will be conducted upon finalization of the grant to reflect the impact of trainings provided. Impact results will be reflected in the FJP final report. Refer to annex 7 for adjusted score card tool.

### **1.1.13 Outreach to other USAID projects to coordinate messages and deliverables regarding family justice and child protection**

This activity was completed in the first and second quarters of FY11, where the FJP coordinated with the USAID-funded Combating Violence against Women and Children project in completing a roundtable with FJP NGOs and Child Protection Committees in Giza. This sustainability activity started in the first quarter of FY11 with a roundtable in Port Said with the objective of finding mechanisms and means of cooperation and networking between FJP NGOs and the Child Protection Committees within the geographical scope and under the umbrella of the NCCM.

A third roundtable was planned in Minya in collaboration with a UNICEF-supported NGO. However, for political reasons related to that NGO, the event was cancelled by the Governor of Minya and will not be rescheduled.

### **1.1.14 Finalization and production of Social Work Manuals**

Manuals were completed in the second quarter of FY11.

### **1.1.15 Follow-up Training on Capacity Building Enhancement for Social Workers**

As part of the project extension, FJP has agreed with NCCM Secretary General Dr Lamia Mohsen to extend the capacity building program for social workers to two more governorates: Fayoum and Alexandria.

This extension reflects the recognition of the pressing need to introduce alternative structures to respond to ongoing and new social needs and interests expressed by a cross-section of

community members. Recognizing the current difficulties Egyptians are encountering, social workers must be better prepared to manage the broad array of challenges facing the family as well as enable family members to realize their potential.

The first workshop took place in Fayoum Governorate from June 26-30. The following table shows the distribution of the participants as well as the total number:

Refer to Annex 2 for the Training Agenda

<i>Group</i>	<i>Date</i>	<i>No. of Participants</i>		<i>Training Venue</i>
		<i>Females</i>	<i>Males</i>	
<i>Fayoum</i>	<i>26-30 June 2011</i>	<i>22</i>	<i>3</i>	<i>Faculty training Center – Fayoum University</i>
<i>Total Number of participants</i>		<i>25</i>		



*Social work Capacity Building in Fayoum*

***Refer to Annex 6 for detailed activities of Centers of Excellence in Quarter 3, FY11***

**USAID FAMILY JUSTICE PROJECT (FJP) SUCCESS STORY  
INCREASING ACCESS TO INFORMATION ON FAMILY COURT LEGAL SERVICES**

*On April 16, 2011, Melanne Verveer, Ambassador-at-Large for Global Women's Issues, visited the USAID-funded and Family Justice Project-supported Egyptian Foundation for Family Development (EFFD) NGO. The visiting delegation included Patrick Boland, US Embassy Egypt Political Officer; Tom Delaney, USAID Deputy Mission Director, and Jasmin Samy, USAID COTR. NGO staff representatives, together with a sample of beneficiaries, provided an overview of the NGO and its activities.*

*Azza Salah, EFFD Legal Specialist, explained that the NGO's main activity is providing legal awareness for women in slum areas, where family traditions are rigid and the concept of women's rights is practically non-existent. She stressed the importance of the complementary nature of the FJP components, because raising the legal awareness of women is more effective when matched with efforts to economically empower them, help them secure their rights, and protect their children. Ms. Azza emphasized that Egypt's Family Law was an important achievement. She believes that the requirement to participate in mediation must be protected during this critical transition period when the law is under attack. She explained how the NGO cooperates with family court mediation offices and provides legal representation in family courts.*

*Hala Abdel Kader, EFFD Executive Director, highlighted the FJP-supported "Arab Women Speak Out" program, which provides women with social empowerment tools and trains them on how to dialogue with others and present their point of view. She underscored the importance of training community leaders on women's rights and integrating men into awareness raising seminars. EFFD also added a new FJP-supported initiative called the "Family House," in which the NGO joins with community leaders such as priests and sheikhs and goes to the homes of families in crisis to solve disputes. The beneficiaries of this program then share the accomplishments of Family House with others in their community.lients described their own experience and expressed their satisfaction with the services they receive through EFFD. Currently, the NGO serves 300 families.*

*Ambassador Verveer commended the excellent work by EFFD in promoting family justice and gender issues.*

## **Component 2 - Media Community Awareness (NCCM)**

**Responsible Person:** Consultant Ramona Cana'an

**Objective:** Promote public awareness of family rights, new child law amendments and the role of counseling centers.

### **2.1.1 Complete airing of TV and radio ads of the FJP media campaign**

Family Justice Project media campaign is expected to re-launch two of its ads (cycle of violence and religion) from July 10 through the end of the month. By the end of the quarter, FJP was waiting for the proposal from the media agency on the media plan and the cost of the media airing.

## **2.1.2 Assemble final billboards in Giza, Minya, Port Said, Helwan and 6<sup>th</sup> of October**

FJP completed all activities in this section in the first quarter of FY11.

## **2.1.3 16000 Helpline training**

The first part of the capacity building training for 13 helpline staff was conducted from January 9-12 at the Morepedia Center. The second group training was postponed by NCCM Secretary General Dr. Lamiaa due to the civil unrest and time limitation prior to receiving the no-cost extension. FJP will conduct the second part of the Help line training from July 4-7. Participants will be the social workers and volunteers who did not attend the training in the first phase. The four-day training program is a modified version of the FJP Skills for Social Workers training program and is designed to enable the helpline staff to provide first-hand family counseling and/or be better able to refer cases, after an adequate assessment, to the appropriate entity.



*Training provided to 16000 Helpline*

## **2.1.4 Develop reference guide for 16000 helpline experts**

During the second quarter, FJP developed a question and answer booklet in cooperation with the helpline and psycho-social experts for use by all 16000 helpline staff.

## **2.1.5 Develop online social media campaign**

Due to the civil unrest and the dismantling of the Ministry of Family and Population, Dr. Lamiaa asked FJP to discontinue this activity. The NCCM did not request FJP to reschedule the activity before the end of the reporting period.

## **2.1.6 Media outreach to the community**

Due to the civil unrest and the dismantling of the Ministry of Family and Population, Dr. Lamiaa asked FJP to discontinue this activity. The NCCM did not request FJP to reschedule the activity before the end of the reporting period.

## **2.1.7 Participate in general meetings with husbands in the pilots (Dawar El Regalah)**

Due to the civil unrest and the dismantling of the Ministry of Family and Population, Dr. Lamiaa asked FJP to discontinue this activity. The NCCM did not request FJP to reschedule the activity before the end of the reporting period.

### **2.1.8 Youth Camps**

After the completion of all youth camps, 12 projects out of the 35 designed by youth were selected for implementation by FJP and Qalb El Kabeer, with input from Jasmin Samy, USAID COTR. Counselor Khalil and Thanaa El Shamy met with the youth project finalists groups to discuss the legal aspects of their projects on April 19 and 20 at the Mercure Pyramids Hotel.

During the three-month no-cost extension, youth projects and training will be expanded to two additional governorates, Alexandria and Fayoum, in July and August.

### **2.1.9 Community Leader Training**

The certificate ceremony for the Minya Community Leader training was held on April 26 at the Horus Hotel, with 50 participants. FJP presented the project's main achievements. The attendees shared what they gained from the training as well as their experiences and challenges they face in their communities, ways to improve their communities, and their urgent need to raise political awareness. They requested additional training from the FJP on family justice issues, particularly in the legal sphere.

The certificate ceremony for the Giza Community Leader training followed on May 3 at the Maadi Hotel, with representation from MOJ and NCCM. The event was attended by 100 guests, including the participants and their families, and representatives of the MOJ, NCCM and USAID. Mada, one of the implementing partners, hosted the event and presented awards to 67 out of the 107 participants who attended the five-day training in the Giza governorate. These community leaders designed a project proposal that focused on the family law and its mechanisms and how family members can protect their families. The project would be composed of four major interventions: seminars and lectures; training workshops; religious speech/ discourse; and print or television programs.

Finally, the certificate ceremony for the Port Said Community Leader training was held on May 9 at Egypt's Public Library Theater. The event was attended by 50 guests. It started with an introduction on the project and the training programs. It continued with a presentation on the outcomes of the training program and the winning projects. Around 20 projects were submitted by the community leaders. The participants described how current political events have affected their way of thinking and how this program helped them to reexamine many things about their work and their lives.

Following approval of the three-month extension for the project, Qalb Kabeer, in cooperation with Mada NGO, was tasked with conducting parallel trainings for community leaders and youths in the governorates of Alexandria and Fayoum. A total of 75 participants are expected to be trained for 10 days in each component in each governorate. By the end of July, all trainings should be conducted and finished.

### **2.1.10 Produce documentary movie on the Family Justice Project**

Due to the disruption of work and loss of time caused by the civil unrest, the FJP was unable to complete this activity. However, starting the third quarter, FJP resumed working on the documentary video for the closing event. The documentary is a visual record of the Family Justice Project for USAID, the GOE partners, and the NGO FJP Alliances. The documentary will require about three shooting days, one of which was completed in June. The remaining

two days are planned to include interview with NGOs, community leaders and youth trainings. The movie is scheduled to be finalized by the first week of August.



*Part of the documentary movie shooting*

***Please refer to Annexes 3, 4 and 5 for the training agendas of the Help Line and youth and community leaders.***

# ANNEXES

## Annex 1: Training Agendas- Strategic Planning



Strategic Planning Workshop  
June 27 – 30, 2011 Sofitel Hotel - Maadi



<i>Time</i>	<i>Topic</i>	<i>Method</i>
8:30 – 9:00	<i>Registration</i>	
9:00 – 11:00	<ul style="list-style-type: none"> <li>◆ <i>Opening and introduction</i></li> <li>◆ <i>Pre-test</i></li> <li>◆ <i>Expectations</i></li> <li>◆ <i>Workshop goals and objectives</i></li> <li>◆ <i>Introduction to strategic planning</i></li> </ul>	<i>Presentation</i> <i>Group</i> <i>Discussion</i>
<i>Break – 11:00 – 11:30</i>		
11:30 – 1:00	<ul style="list-style-type: none"> <li>◆ <i>Definition of strategic planning</i></li> <li>◆ <i>Why strategic planning different from traditional planning</i></li> <li>◆ <i>Goals and objectives of strategic planning</i></li> <li>◆ <i>Elements of strategic planning</i></li> <li>◆ <i>Barriers to strategic planning</i></li> </ul>	<i>Presentation by</i> <i>facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>
<i>1:00 – 1:30 – Break</i>		
1:30 – 3:30	<ul style="list-style-type: none"> <li>◆ <i>Organizational structure</i></li> <li>◆ <i>Definition of vision and mission statement</i></li> <li>◆ <i>Formulation of vision and mission statement, with illustrative models by participating organizations</i></li> </ul>	<i>Presentation by</i> <i>facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>

### Day (2): Strategic Analysis – Internal and External Environment (Where Do We Stand?)

<i>Time</i>	<i>Topic</i>	<i>Method</i>
8:30 – 9:00	<i>Registration</i>	
9:00 – 11:00	<ul style="list-style-type: none"> <li>◆ <i>Review of Day 1</i></li> <li>◆ <i>Presentation on SWOT approaches</i></li> <li>◆ <i>Analysis of internal and external environment of non-governmental organizations</i></li> <li>◆ <i>Practical analysis by participating organizations</i></li> </ul>	<i>Presentation by</i> <i>facilitator</i> <i>Group discussion</i> <i>Breakout</i> <i>sessions</i>
<i>Break – 11:00 – 11:30</i>		
11:30 – 1:00	<ul style="list-style-type: none"> <li>◆ <i>Priorities, and strategic goals and objectives</i></li> <li>◆ <i>Breakout sessions and presentations</i></li> </ul>	<i>Presentation by</i> <i>facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>
<i>1:00 – 1:30 – Break</i>		
1:30 – 3:30	<ul style="list-style-type: none"> <li>◆ <i>Draft proposal on strategic planning</i></li> </ul>	<i>Presentation by</i> <i>facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>

**Day (3): Identification and Selection of Alternative Options of Strategic Planning (Where Would We Be Tomorrow?)**

<b><i>Time</i></b>	<b><i>Topic</i></b>	<b><i>Method</i></b>
8:30 – 9:00	<i>Registration</i>	
9:00 – 11:00	<ul style="list-style-type: none"> <li>◆ <i>Review of Day 2</i></li> <li>◆ <i>Development of a list of alternative strategies</i></li> <li>◆ <i>How to select a strategic plan from alternative options</i></li> </ul>	<i>Presentation by facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>
<i>Break – 11:00 – 11:30</i>		
11:30 – 1:00	<ul style="list-style-type: none"> <li>◆ <i>Development of strategic planning goals</i></li> <li>◆ <i>Breakout sessions to formulate a strategic plan</i></li> <li>◆ <i>Presentation of strategic plans by working groups</i></li> </ul>	<i>Presentation by facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>
<i>11:30 – 1:00</i>		
1:30 – 3:30	<ul style="list-style-type: none"> <li>◆ <i>Sustainability and efficacy of strategic plans</i></li> <li>◆ <i>Evaluation of strategic plans</i></li> </ul>	<i>Presentation by facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>

**Day (4): Strategic Plan and Estimated Budget (What? Who? When? Where? How? How Much?)**

<b><i>Time</i></b>	<b><i>Topic</i></b>	<b><i>Method</i></b>
8:30 – 9:00	<i>Registration</i>	
9:00 – 11:00	<ul style="list-style-type: none"> <li>◆ <i>Review of Day 3</i></li> <li>◆ <i>Development of an implementation plan</i></li> <li>◆ <i>Activities, responsibilities, monitoring and evaluation, timeframe, location, methods of implementation and monitoring</i></li> </ul>	<i>Presentation by facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>
<i>Break – 11:00 – 11:30</i>		
11:30 – 1:00	<ul style="list-style-type: none"> <li>◆ <i>Budgeting</i></li> <li>◆ <i>Activity = Costing</i></li> </ul>	<i>Presentation by facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>
<i>1:00 – 1:30 – Break</i>		
1:30 – 3:30	<ul style="list-style-type: none"> <li>◆ <i>Presentation of implementation plans by working groups</i></li> <li>◆ <i>Overview of workshop goals</i></li> <li>◆ <i>Post test</i></li> <li>◆ <i>End-of-workshop evaluation</i></li> </ul>	<i>Presentation by facilitator</i> <i>Group discussion</i> <i>Breakout sessions</i>

## Annex 2: Social work Capacity Building Training



### **Training Workshop Enhancement of Social Workers' Role in Support for Egyptian Families**

<i>Day</i>	<i>Session</i>	<i>Topic</i>	<i>Time</i>
<b>Day I</b>	1	<ul style="list-style-type: none"> <li>• Opening remarks and introductions</li> <li>• Participants' expectations</li> <li>• Overview of workshop goals and objectives</li> <li>• Pre-test</li> </ul>	9:00 – 11:00
		<i>Break</i>	11:00 – 11:15
	2	<ul style="list-style-type: none"> <li>• Presentation on human rights</li> <li>• Human rights-based approach</li> <li>• Egyptian legislations around enhancement of human rights</li> <li>• Mechanisms around enhancement of human rights</li> </ul>	11:15 – 1:15
		<i>Break</i>	01:15 – 01:45
	3	<ul style="list-style-type: none"> <li>• Introduction to the concept of social workers</li> <li>• Social workers' value system</li> <li>• Personality patterns and self management</li> <li>• Wrap-up</li> </ul>	01:45 – 3:45
		<i>Lunch</i>	03:45
<b>Day 2</b>	1	<ul style="list-style-type: none"> <li>• Family (nature, composition, stages of development, roles, characteristics)</li> <li>• Challenges associated with childhood, and skills needed to address such challenges</li> <li>• Challenges associated with adolescence and skills required to address such challenges</li> </ul>	9:00 – 11:00
		<i>Break</i>	11:00 – 11:15

	2	<ul style="list-style-type: none"> <li>• Challenges associated with adolescence and skills required to address such challenges</li> <li>• Challenges associated with old age, and skills required to address such challenges</li> <li>• Sexuality and sex education</li> </ul>	<i>11:15 – 1:15</i>
		<i>Break</i>	<i>01:15 – 01:45</i>
	3	<ul style="list-style-type: none"> <li>• Definition of conflict &amp; conflict nature and characteristics</li> <li>• Conflict management: negotiation, resolution, and mediation</li> <li>• Wrap-up</li> </ul>	<i>01:45 – 3:45</i>
		<i>Break</i>	<i>03:45</i>
<b>Day 3</b>	1	<ul style="list-style-type: none"> <li>• Review of Day 2 activities</li> <li>• Emotional intelligence</li> <li>• Effective communication</li> <li>• Teamwork</li> </ul>	<i>9:00 – 11:00</i>
		<i>Break</i>	<i>11:00 – 11:15</i>
	2	<ul style="list-style-type: none"> <li>• Assessment and diagnosis techniques</li> <li>• Essentials for psycho and social counseling</li> </ul>	<i>11:15 – 1:15</i>
		<i>✓ Break</i>	<i>01:15 – 01:45</i>
	3	<ul style="list-style-type: none"> <li>• Child mentoring and counseling</li> <li>• Family counseling</li> <li>• Wrap-up</li> </ul>	<i>01:45 – 3:45</i>
		<i>Lunch</i>	<i>03:45</i>
<b>Day 4</b>	1	<ul style="list-style-type: none"> <li>• Review of Day 3 activities</li> <li>• Technical skills associated with conducting case studies and social surveys</li> </ul>	<i>9:00 – 11:00</i>
		<i>Break</i>	<i>11:00 – 11:15</i>
	2	<ul style="list-style-type: none"> <li>• Effective interventions (forums, seminars, group discussions, media campaigns, project development, and enterprising)</li> </ul>	<i>11:15 – 1:15</i>
		<i>Break</i>	<i>01:15 – 01:45</i>
	3	<ul style="list-style-type: none"> <li>• <i>Monitoring and evaluation</i></li> <li>• <i>Impact measurement</i></li> <li>• <i>Evaluation</i></li> </ul>	<i>01:45 – 3:45</i>

		<i>Lunch</i>	<i>03:45</i>
<b>Day 5</b>	<i>1</i>	<ul style="list-style-type: none"> <li>• <i>Technical networking skills</i></li> <li>• <i>Technical referral skills</i></li> </ul>	<i>9:00 – 11:00</i>
		<i>Break</i>	<i>11:00 – 11:15</i>
	<i>2</i>	<ul style="list-style-type: none"> <li>• <i>Change and change management strategies</i></li> </ul>	<i>11:15 – 1:15</i>
		<i>Break</i>	<i>01:15 – 01:45</i>
	<i>3</i>	<ul style="list-style-type: none"> <li>• <i>Consolidation and wrap-up</i></li> <li>• <i>Post-test</i></li> <li>• <i>Evaluation</i></li> <li>• <i>Looking ahead</i></li> </ul>	<i>01:45 – 3:45</i>
			<i>Lunch</i>

## Annex 3: NCCM 16000 Helpline Training Agenda

Day	Session	Areas of Content and Activities	Methods	Training Aids
Day (1)	1	<ul style="list-style-type: none"> <li>- Opening remarks</li> <li>- Introductions</li> <li>- Overview of training program</li> <li>- Participants' expectations</li> <li>- Overview of training purpose and goals, training methods, and ground rules and norms</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussion</li> </ul>	<ul style="list-style-type: none"> <li>- Flip charts</li> <li>- Data show</li> </ul>
	2	<p><b>Rights-based rationale for helpline services</b></p> <ul style="list-style-type: none"> <li>- Introduction to human rights</li> <li>- Human rights and Egyptian family</li> </ul> <p><b>Real-life situations in relation to phone-based counseling and interfacing services</b></p>	<ul style="list-style-type: none"> <li>- Group discussions</li> <li>- Exercises</li> <li>- Work groups</li> <li>- Audible case studies</li> </ul>	<ul style="list-style-type: none"> <li>- Flip charts</li> <li>- Printouts</li> <li>- Data show</li> <li>- Recorder/cassette</li> <li>- Audio system</li> </ul>
	3	<p><b>Key Characteristics and values of family counseling specialists</b></p> <p>Who are they? What are the professional boundaries or parameters of family counseling specialists? What is the value system of counseling specialists?</p>	<ul style="list-style-type: none"> <li>- Group discussions</li> <li>- Exercises</li> <li>- Work groups</li> </ul>	<ul style="list-style-type: none"> <li>- Flip charts</li> <li>- Printouts</li> <li>- Data show</li> </ul>
Day (2)	1	<p><b>Self-Management</b></p> <ul style="list-style-type: none"> <li>- Definition of self-management</li> <li>- Skills associated with self-management</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Case studies</li> </ul>	<ul style="list-style-type: none"> <li>- Flip charts</li> <li>- Printouts</li> <li>- Data show</li> </ul>
	2	<p><b>Effective means to address work-related pressures in relation to family counseling</b></p> <ul style="list-style-type: none"> <li>- Work-related pressures and indicators/predictors</li> <li>- Management of work-related pressures</li> <li>- Professional burnout and how to avoid work-related strains</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Exercises</li> <li>- Case studies</li> </ul>	<ul style="list-style-type: none"> <li>- Flip chart</li> <li>- Printouts</li> <li>- Data show</li> </ul>
	3	<p><b>Egyptian family</b></p> <ul style="list-style-type: none"> <li>- Nature of Egyptian families</li> <li>- Key characteristics of a healthy Egyptian family</li> <li>- Effective means to address problems and meet needs</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Case studies</li> </ul>	<ul style="list-style-type: none"> <li>- Flip charts</li> <li>- Printouts</li> <li>- Data show</li> </ul>

Day	Session	Areas of Content and Activities	Methods	Training Aids
Day (3)	1	<b>Domestic violence</b> <ul style="list-style-type: none"> <li>- Nature and definition of domestic violence</li> <li>- Domestic violence circle</li> <li>- Impact of domestic violence on family members</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Case studies</li> </ul>	<ul style="list-style-type: none"> <li>- Flip chart</li> <li>- Printouts</li> <li>- Data show</li> </ul>
	2	<b>Family disputes</b> <ul style="list-style-type: none"> <li>- Nature and definition of family disputes</li> <li>- Circle of family disputes</li> <li>- Impact of family disputes on family members</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Role plays</li> </ul>	<ul style="list-style-type: none"> <li>- Flip chart</li> <li>- Data show</li> </ul>
	3	<b>Evaluation and diagnosis of family</b> <ul style="list-style-type: none"> <li>- Definition of, and distinctions between evaluation and diagnosis</li> </ul> <b>Psycho/ Social Mentoring and Coaching</b> <ul style="list-style-type: none"> <li>- Fundamentals, goals, steps and technicalities of psycho-social mentoring and coaching</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Case studies</li> <li>- Work groups</li> </ul>	<ul style="list-style-type: none"> <li>- Flip chart</li> <li>- Printouts</li> <li>- Data show</li> </ul>
Day (4)	1	<b>Case referral skills</b> <ul style="list-style-type: none"> <li>- When to refer a case?</li> <li>- Steps and technicalities of case referral process</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> </ul>	<ul style="list-style-type: none"> <li>- Flip chart</li> <li>- Data show</li> </ul>
	2	<b>Phone-based interfacing and communication skills</b> <ul style="list-style-type: none"> <li>- Nature and characteristics of communication</li> <li>- Elements of communication</li> <li>- Phone-based verbal and non-verbal communication and interfacing with beneficiaries</li> </ul>	<ul style="list-style-type: none"> <li>- Brainstorming</li> <li>- Group discussions</li> <li>- Role plays</li> </ul>	<ul style="list-style-type: none"> <li>- Flip chart</li> <li>- Data show</li> </ul>
	3	<b>Phone-based effective communication skills – continued</b> <ul style="list-style-type: none"> <li>- Practicing and applying effective communication skills (i.e. listening, dialogue management, etc)</li> </ul>	<ul style="list-style-type: none"> <li>- Video filming</li> <li>- Role playing</li> </ul>	<b>Screen Audio system Data show Video camera</b>

## Annex 4: Youth Camps Program

Day	Time	Activity	Training Program
Day 1	11:00	Arrival	
	11:00 – 1:00	Check-in and rest	
	1:00 – 3:00	Training Session 1	The concept of the graduation project - models
	3:00 – 3:30	Break	
	3:30 – 5:30	Training Session 2	Social Marketing
	5:30 – 6:30	Lunch	
	5:30 – 8:00	Coordination workshop	Division of work groups (Graduation project)
Day 2	8:00 – 8:30	Breakfast	
	8:30 – 10:30	Training Session 3	<ul style="list-style-type: none"> <li>- What is marriage</li> <li>- Acceptable goals of marriage</li> <li>- Unacceptable goals of marriage</li> </ul>
	10:30 – 11:00	Training Session 4	Choosing a life partner Parity (1)
	1:00 – 1:30	Break	
	1:30 – 3:30	Training Session 5	Choosing a life partner Acceptance and Love (2) Seriousness, Character and Morals (3)
	3:30 – 7:30	Lunch and Rest	
	7:30 – 9:00	Coordination workshop	(The Project)

Day 3	8:00 – 8:30	Breakfast	
	8:30 – 10:30	Training Session 6	<ul style="list-style-type: none"> <li>- Types of Personalities</li> <li>- Know your personality and your partner's personality</li> <li>- Your Life</li> <li>- The keys to deal with each personality</li> </ul>
	10:30 – 11:00	Break	
	11:00 – 1:00	Training Session 7	- Skills of Communication and Acceptance of Others (1)
	1:00 – 1:30	Break	
	1:30 – 3:30	Training Session 8	- Skills of Communication and Acceptance of Others (2)
	3:30 – 7:30	Lunch and Rest	
	7:30 – 9:30	Coordination workshop	(The Project)

Day	Time	Activity	Training Program
Day 4	8:00 – 8:30	Breakfast	
	8:30 – 10:30	Training Session 9	The Child Law and the Family Law (1)
	10:30 – 11:00	Break	
	11:00 – 1:00	Training Session 10	The Child Law and the Family Law (2)
	1:00 – 1:30	Break	
	1:30 – 3:30	Training Session 11	The Child Law and the Family Law (3)
	3:30 – 7:30	Lunch and Rest	
	7:30 – 9:30	Coordination workshop	(The Project)

**Annex 4, continued**

<b>Day</b>	<b>Time</b>	<b>Activity</b>	<b>Training Program</b>
<b>Day 5</b>	8:00 – 8:30	Breakfast	
	8:30 – 10:30	Training Session 12	Financial Responsibility – Crisis Management
	10:30 – 11:00	Break	
	11:00 – 1:00	Training Session 13	Parental Responsibility
	1:00 – 1:30	Break	
	1:30 – 3:30	Training Session 14	Services Provided to the Family: Counseling centers – Mediation offices – Child Helpline, etc.
	3:30 – 7:30	Lunch and Rest	
	7:30	Departure	

## Annex 5: Community Leaders Program Agenda

### First Day: Family Concepts

Agenda	Details	Trainer
<b>Opening</b>	<b>Introduction FJP introduction (Ramona Canaan)</b>	Mrs. Samar Abdou
<b>First Session</b>	<b>The reality of the Egyptian family, Real Problems (an open dialogue)</b>	Eng. Nabil Samuel
<b>Break</b>		
<b>Second session</b>	<b>Family concepts, values and functions</b>	Dr. Mohamed El Mahdy
<b>Break</b>		
<b>Third session</b>	<b>Problems of Egyptian families (Workshop)</b>	Dr. Mohamed El Mahdy Eng. Nabil Samuel
<b>Conclusion</b>	<b>Prepare for the next day and closing</b>	Mrs. Samar

### Second Day: Choose a life partner & configuration for marriage

Agenda	Details	Trainer
<b>First Session</b>	<b>Knowledge and concepts about configuration for marriage (Interactive lecture)</b>	Dr. Nancy Onsy
<b>Break</b>		
<b>Second session</b>	<b>Misconceptions in marriage planning and selection Amendments to the family Law in before marriage stage (Interactive lecture)</b>	Dr. Nemat Awadallah
<b>Break</b>		
<b>Third session</b>	<b>Problems of selection and configuration (Workshop)</b>	Dr. Nemat Awadallah Dr. Nancy Onsy
<b>Conclusion</b>	<b>Prepare for the next day and closing</b>	Mrs. Samar Abdou

### Third Day: Management of Marital Life.

Agenda	Details	Trainer
<b>First Session</b>	<b>Construction of marital relationship &amp; Introduction to marital communication (Interactive session)</b>	Mrs. Samar Abdou
<b>Break</b>		
<b>Second session</b>	<b>The art of managing disputes in marital life Family Law (an area of conflict resolution) (Interactive session)</b>	Dr. Sahar Talaat
<b>Break</b>		
<b>Third session</b>	<b>Important rules in family management (Workshop)</b>	Mrs. Samar Abdou Dr. Sahar Talaat
<b>Conclusion</b>	<b>Prepare for the next day and closing</b>	Mrs. Samar Abdou

## Annex 5, continued

### Fourth Day: Values of upbringing in the Egyptian families (Diversity as a Model).

Agenda	Details	Trainer
<b>First Session</b>	<b>Upbringing based on community values (thinking about the values of upbringing, part 1)</b>	Dr. Hanna Greis Mrs. Neven Abdalla
<b>Break</b>		
<b>Second session</b>	<b>Upbringing based on community values (thinking about the values of upbringing, part 2)</b>	Dr. Hanna Greis Mrs. Neven Abdalla
<b>Break</b>		
<b>Third session</b>	<b>Upbringing based on community values (thinking about the values of upbringing, part 3)</b>	Dr. Hanna Greis Mrs. Neven Abdalla
<b>Conclusion</b>	<b>Prepare for the next day and closing</b>	Mrs. Samar Abdou

### Fifth Day: Family & Children Laws – Support services.

Agenda	Details	Trainer
<b>First Session</b>	<b>Family Law</b>	Mr. Khalil M. Khalil
<b>Break</b>		
<b>Second session</b>	<b>Children Law</b>	Mr. Khalil M. Khalil
<b>Break</b>		
<b>Third session</b>	<b>Support services</b>	Mrs. Thanaa El Shamy
<b>Conclusion</b>	<b>Explanation about Graduation Project</b>	Mrs. Samar Abdou

## **Annex 6: Activities of Centers of Excellence during Quarter 3, FY11**

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### Warak El Hadar NGO in Giza:

- ✓ Conducted a meeting for the Alliance on April 21 on registering the Alliance into a specialized federation of NGOs in the area of family justice. The meeting was attended by representatives of 9 FJP NGOs.

### Masr El Mahrousa Baladi in Giza:

- ✓ Completed a workshop on April 26 on team work which was attended by 60 partner NGOs staff.
- ✓ Completed a seminar on April 27 on equality in the family from social and legal perspectives. The seminar was attended by 25 representatives of 4 partner NGOs.
- ✓ The final conference was held on May 2, 2011 at the Safir Hotel in Dokki. A total of 100 participants representing NGOs in Giza and social workers at schools and NGOs in addition to media representatives participated in the event. Both Mr. Ashraf Saad (NCCM) and Mrs. Jasmin Samy (USAID) participated in the conference. An animated film on the role of the counseling centers, mediation and legal aid offices was presented at the conference. Participants were divided into working groups to discuss volunteerism, the promotion of the culture of family justice, and the role of social workers and came up with recommendations pertaining to these issues.
- ✓ At the request of USAID, some modifications were made to Masr El Mahroussa's animated film on mediation and legal aid offices, so that the film can be used for media campaign purposes. Masr El Mahroussa Baladi plans to post the film on its website.
- ✓ On May 23, 2011, Masr El Mahroussa Baladi conducted a community seminar on child rights. The seminar was attended by 37 persons.
- ✓ On May 23-25, Masr El Mahroussa Baladi replicated the training on fund-raising and proposal writing to its partner NGOs. The training was attended by 25 persons.
- ✓ On May 29, 2011, Masr El Mahroussa Baladi COE held a community seminar on the role of mediation and legal aid offices to families and partner NGOs. The seminar was attended by 20 persons.

### Port Fouad Organization for Urban Development (Hadareya):

- ✓ The closing ceremony was held on April 26 in Port Said. The event was attended by 100 participants representing NGOs, government officials, youth volunteers, religious leaders and the media. The theme of the closing event was "Sustainability". The Undersecretary of the MOSS in Port Said commended the NGO for successfully implementing the FJP and spreading the culture of family justice in the Port Said governorate. Experts working with Hadareya NGO--religious leaders, the NGO Director at MOSS, and youth volunteers--highlighted the accomplishments of the FJP project in Port Said. The conference was concluded with recommendations that: 1) the recently established alliance of FJP NGOs register as a Specialized Federation of NGOs working in the area of family justice for the sake of sustainability and 2) increased coordination between mediation offices and family counseling centers.

## Annex 7: Score Card tool: Adjusted form for centers of Excellence



### Family Justice Project

### Non-Governmental Organizations Capacity Building Assessment Tool

#### Capacity Building Assessment Tool

Characteristics of Management and Administration	Total Score Points	Weight	
<b>1. Strategic Planning</b>	<b>Yes = 1 No = 0</b>	<b>15</b>	<b>0</b>
1. Does the organization maintain a strategic plan?		<b>3</b>	
2. Does the organization maintain a clear, well-defined mission statement that guides all its activities?		<b>2</b>	
3. Does the organization's strategic plan include a sub-plan for sustainability?		<b>2</b>	
4. Does the organization depend <u>merely</u> on the funding provided by donor agencies in financing its activities?		<b>2</b>	
5. Does the organization have a budget for training activities?		<b>1</b>	
6. Is the organization fully acquainted with the content of the strategic plan?		<b>1</b>	
7. Does the organization's board hold meetings with the operational/ executive board to monitor and follow through the implementation of the identified strategy?		<b>2</b>	
8. Does the organization's board of directors engage the operational/ executive board and activity managers in the decision making process?		<b>2</b>	
<b>2. Program Management</b>	<b>Yes = 1 No = 0</b>	<b>20</b>	<b>0</b>
1. Does the organization maintain an organizational structure/ flowchart?		<b>3</b>	

2. Are the roles and responsibilities of the organization's personnel clearly defined in their job description?		<b>2</b>	
3. Does the organization operate and implement its projects, based on specific work plans?		<b>3</b>	
4. Has the organization, at any given time, carried out needs assessment of any of the projects it implements?		<b>2</b>	
5. Does the executive/ operational board organize monthly meetings with the program personnel to discuss the progress achieved towards the implementation of the program activities?		<b>2</b>	
6. Does the organization develop regular, quarterly reports?		<b>2</b>	
7. Does the organization develop annual reports on the actual disbursements versus the budget projections?		<b>2</b>	
8. Does the organization carry out needs assessment to identify the staff training needs?		<b>1</b>	
9. Have any of the organization's staff members completed a specialized/ thematic training program?		<b>2</b>	
10. Does the organization carry out any form of assessment of the activities it carries out?		<b>1</b>	

<b>3. Information Management</b>	<b>Yes = 1 No = 0</b>	<b>15</b>	<b>0</b>
11. Does the organization have enough computers to meets its operational needs?		<b>2</b>	
12. Do the organization's staff members use the computer to develop and generate reports?		<b>2</b>	
13. Have any of the relevant staff members received training on computer solutions and software applications?		<b>2</b>	
14. Is there more than one staff member responsible for computerized data entry and extraction?		<b>1</b>	
15. Does the executive board hold monthly meetings with the program staff members to discuss the progress achieved in the implementation process?		<b>2</b>	

16. Does the organization use an electronic filing system?		<b>2</b>	
17. Does the organization maintain an electronic database?		<b>2</b>	
18. Does the organization have access/ connectivity to the internet?		<b>2</b>	
19. Does the organization transmit its reports electronically?		<b>2</b>	
20. Is the organization able to provide enough data to inform the FJP monitoring and assessment indicators?		<b>1</b>	

<b>4. Good Governance</b>	<b>Yes = 1 No = 0</b>	<b>40</b>	<b>0</b>
Does the general assembly perform all its functions and responsibilities?		<b>2</b>	
21. Is the constituency fully represented in the general assembly?		<b>2</b>	
22. Has the organization conducted a survey/ questionnaire to gauge the satisfaction of the constituency about the organization's supported programs and projects?		<b>2</b>	
23. Is the board of directors representative of the constituency?		<b>1</b>	
24. Do the organization's activity reports get presented to the constituency on an annual basis?		<b>1</b>	
25. Does the constituency provide insight and advice to ensure the successful implementation of the organization's activities?		<b>1</b>	
26. Do the members of the sub-committees have the appropriate experiences, in connection to the organization's operational system and statutes?		<b>2</b>	
27. Do the established sub-committees conduct monthly meetings? Do they keep and maintain meeting minutes?		<b>1</b>	
28. Do any of the organization's sub-committees include one or more female element(s)?		<b>3</b>	
29. Do the sub-committees contribute to the decisions made by the board of directors?		<b>2</b>	
30. Do the sub-committees engage in implementing the organization's plans?		<b>1</b>	

31. Are the elections of the board of directors conducted in a democratic manner?		<b>3</b>	
32. Is there a power circulation system on the level of the board of directors?		<b>3</b>	
33. Has the board of directors changed in the last two years?		<b>3</b>	
34. Does the board of directors share the reached decisions with the staff members?		<b>1</b>	
35. Does the board of directors present the reached decisions to the constituency?		<b>1</b>	
36. Does the board of directors consult with subject specialists or technical experts, when making decisions in specialized areas?		<b>1</b>	
37. Have any of the board members participated in training programs?		<b>2</b>	
38. Have any of the board members participated in national/ local conferences/ events?		<b>1</b>	
39. Are the members acquainted with the purpose and mission statement of the organization? Are they aware of the organization's vision?		<b>3</b>	
40. Do all the board members perform their roles and responsibilities effectively?		<b>3</b>	
41. Is there a conflict of interest at the level of the board of directors?		<b>1</b>	

<b>5. Resource Management</b>	<b>Yes = 1 No = 0</b>	<b>30</b>	<b>0</b>
42. Does the organization have a system to gravitate volunteers?		<b>3</b>	
43. Does the organization maintain a manual/ guide on volunteers' management?		<b>2</b>	
44. Is there a policy in place to regulate and organize volunteerism?		<b>2</b>	
45. Does the organization capitalize on human resources in the activity/ project/ program management, in an		<b>2</b>	

effective manner?			
46. Does the organization have a personnel performance appraisal system?		<b>3</b>	
47. Does the organization respond to the staff needs (i.e. training needs)?		<b>3</b>	
48. Does the organization maintain gender equality in recruitment of human resources?		<b>3</b>	
49. Does the organization carry out income-generation projects?		<b>3</b>	
50. Is the generated income utilized to support the organization's activities?		<b>1</b>	
51. Does the organization organize public meetings, events or activities for fund-raising purposes?		<b>3</b>	
52. Does the organization engage in agreement protocols of partnerships to access funding from the private sector?		<b>3</b>	
53. Does the organization use strategies to raise funds on an ongoing basis?		<b>3</b>	

<b>6. Networking and External Relationship Building</b>	<b>Yes = 1 No = 0</b>	<b>35</b>	<b>0</b>
54. Does the organization carry out awareness-raising campaigns at the community level?		<b>2</b>	
55. Does the organization produce its public informational materials, including <i>publications, print-out, etc, to promote its activities?</i>		<b>2</b>	
56. Does the media provide coverage of activities carried out by the organization?		<b>2</b>	
57. Does the organization deliver seminars?		<b>2</b>	
58. Does the organization invite other organizations to attend seminars, forums, etc?		<b>2</b>	
59. Does the organization maintain a website?		<b>2</b>	
60. Is the organization's website activated?		<b>2</b>	

61. Does the organization hold annual meetings and cross-visits with its partners to assess and identifies their expectations, as well as their capabilities and potentials?		<b>2</b>	
62. Has the organization carried out joint projects with other organizations, from both the public and private sectors?		<b>2</b>	
63. Has the organization provided technical support, in a variety of domains, to its partners?		<b>3</b>	
64. Has the organization been able to conceptualize the different roles and responsibilities of its partners?		<b>3</b>	
65. Does the organization maintain an organizational structure for the partnership process?		<b>1</b>	
66. Does the organization carry out research studies to locate potential resources to ensure sustainable partnerships?		<b>2</b>	
67. Does the organization participate in coalitions, networks, specialized federations, and/ or alliances?		<b>2</b>	
68. Is the organization familiar with the importance of networking with other partners?		<b>1</b>	
69. Does the strategic plan include any networking activities?		<b>2</b>	
70. Does the organization have areas of strengths allow other to contribute (i.e. public relations, training opportunities, funding opportunities, etc)		<b>2</b>	
71. Has the organization documented any specialized, joint experiences?		<b>1</b>	

<b>7. Advocacy</b>	<b>Yes = 1 No = 0</b>	<b>15</b>	<b>0</b>
72. Is the organization a member to a regional/international network?		<b>3</b>	
73. Has the organization participated in any local/ regional conference?		<b>3</b>	
74. Has the organization engaged, at any time, in changing or amending policy/ legislation at the local or national levels?		<b>2</b>	

75. Has the organization collaborated with other organizations in providing services for disadvantaged groups?		<b>3</b>	
76. Has the organization collaborated in any activities with representative from private sector, business organizations, etc?		<b>2</b>	
77. Has the organization, at any time, engaged in delivering media campaigns?		<b>2</b>	

<b>8. Financial Management</b>	<b>Yes = 1 No = 0</b>	<b>30</b>	<b>0</b>
78. Does the organization develop disaggregate activity budgets?		<b>2</b>	
79. Does the organization develop quarterly financial reports for review by the executive board?		<b>3</b>	
80. Does the organization utilize standard templates in its day-to-day functions, such as <i>procurement forms, receipts, etc?</i>		<b>3</b>	
81. Does the organization produce annual financial reports to verify the actual expenses against the project budgets?		<b>3</b>	
82. Does the organization maintain a paper-based filing system for <i>services agreements, lease contracts, rental contracts, project agreements, etc?</i>		<b>2</b>	
83. Does the organization maintain a filing system on training events, including listings of participants, supported with copies of participants' identification document?		<b>2</b>	
84. Does the organization currently have diversified sources of funding?		<b>2</b>	
85. Does the organization have funding beyond the current year?		<b>2</b>	
86. Are the organization's files and records reviewed annually?		<b>2</b>	
87. Does the organization maintain a written financial and administrative procedural manual?		<b>3</b>	

88. Does the organization carry out settlements and reconciliations of its bank accounts on a monthly basis? Are these reviewed by a specialist?		<b>3</b>	
89. Does the organization respond to the reports provided by control authorities/ funding agencies? Does the organization management staff execute the recommendations included in such reports?		<b>3</b>	

### Scoring System

NGO Total Score Points

	Weight	Measurement Unit	Management
	<b>15</b>		<b>1. Strategic Planning</b>
	<b>20</b>		<b>2. Program Management</b>
	<b>15</b>		<b>3. Information Management</b>
	<b>40</b>		<b>4. Good Governance</b>
	<b>30</b>		<b>5. Resources Management</b>
	<b>35</b>		<b>6. Networking and External Relationships</b>
	<b>15</b>		<b>7. Advocacy</b>
	<b>30</b>		<b>8. Financial Management</b>
	<b>200</b>		<b>Total</b>

Date:

Signature of FJP Field Coordinator \_\_\_\_\_

Signature of NGO Representative \_\_\_\_\_

## Annex 8: List of Grantees from FY2007 to Date

### Grantees List: FY07- to date

	NGO Name / Program Title	Program Location	Grant Duration (Months) / Start Date	Approx. Grant Amount (\$000)	Remarks
GA-263-06-01-00	<b>Minya Businessmen Association</b> Family Justice Offices Program	Minya	12 (17 Dec 06) <b>CLOSED</b>	45	
GA-263-06-02-00	<b>New Horizons Foundation</b> Interaction Program	Giza / Minya	12 (1 Jan 07) <b>CLOSED</b>	48	
GA-263-06-03-00	<b>Samalut Culture Palace Pioneers</b> Culture & Family	Minya	12 (1 Jan 07) <b>CLOSED</b>	31	
GA-263-06-04-00	<b>Minya Coalition of Health NGOs</b> Family Rights & Society Welfare	Minya	24 (1 Jan 07) <b>CLOSED</b>	153	
GA-263-06-05-00	<b>Future Girls' Association</b> Justice Awareness & Empowerment for Family and Child	Giza	12 (1 Jan 07) <b>CLOSED</b>	48	
GA-263-07-06-00	<b>National Association for the Defense of Rights and Freedoms</b> Legal & Social Counseling for the Egyptian Family	Giza	12 (1 Feb 07) <b>CLOSED</b>	25	
GA-263-07-07-00	<b>New Vision Association for Development</b> Family Stability & Justice Enhancement	Minya	12 (1 Feb 07) <b>CLOSED</b>	35	
GA-263-07-08-00	<b>Social Services &amp; Integrated Development</b> Family Support in Minya	Minya	12 (1 Feb 07) <b>CLOSED</b>	31	
GA-263-07-09-00	<b>Egypt Renaissance Foundation</b> Supporting Children Rights & Women Issues in Egyptian Family	Minya	12 (11 Feb 07) <b>CLOSED</b>	37	
GA-263-07-10-00	<b>The Good Shepherd</b> Liberty Children	Minya	12 (1 April 07) <b>CLOSED</b>	21	
GA-263-07-11-00	<b>Hawaa Al-Mostakbal Society for Family &amp; Environmental</b> Family Empowerment Partnership	Giza	12 (1 April 07) <b>CLOSED</b>	53	
GA-263-07-12-00	<b>Shemou' Association for Human Rights &amp; Local Development</b> Enhancing the Bonds of Family Stability	Giza	12 (1 April 07) <b>CLOSED</b>	45	
GA-263-07-13-00	<b>Center for Egyptian Family Development</b> Happy Egyptian Family Program	Giza	12 (1 April 07) Award <b>CLOSED</b>	-	Closed by NGO after award, prior to disbursement
GA-263-07-14-00	<b>Alliance for Arab Women</b> Supporting the Family Court	Giza, Minya, Port Said	24 (1 June 07) <b>CLOSED</b>	257	
GA-263-07-15-00	<b>The Evangelical Association for sustainable Development</b> Better Practice Towards minimizing Family Conflict	Minya	12 (8 August 07) <b>CLOSED</b>	57	
GA-263-07-16-00	<b>Future Eve</b> Happy Family void of Discrimination and Domestic Violence	Minya	12 (8 August 07) <b>CLOSED</b>	32	
GA-263-07-17-00	<b>Sydat Misr Society for Women's Affairs</b> Supporting Family Stability	Minya	12 (8 August 07) <b>CLOSED</b>	27	
GA-263-07-18-00	<b>Masr El Mahroosa Baladi Association</b> Towards Better Marriage	Giza	15 (1 Sep. 07) <b>CLOSED</b>	77	
GA-263-07-19-00	<b>Caritas Egypt/Seti Center</b> Stable Family Challenging Disability by Counsel and Empowerment	Giza	12 (23 Sep. 07) <b>CLOSED</b>	70	
GA-263-07-20-00	<b>Al Tawan Association for Developing Local Community (Yad b Yad)</b> Family Stability is the Base for Society Development	Giza	12 (25 Sep. 07) <b>CLOSED</b>	36	

	NGO Name / Program Title	Program Location	Grant Duration (Months) / Start Date	Approx. Grant Amount (\$000)	Remarks
GA-263-07-21-00	<b>Heya Foundation for Women</b> Accord for Family Safety	Giza		46	
GA-263-07-22-00	<b>Egyptian Foundation for Family Development</b> Mediation System Support	Giza	12 (27 Sep. 07) <b>CLOSED</b>	30	
GA-263-07-23-00	<b>Light of Life Association for Family &amp; Child</b> Family & Child Legal Protection	Giza	12 (27 Sep. 07) <b>CLOSED</b>	52	
GA-263-08-01-00	<b>Society of Local Community Development at Warak Al Hadar</b> Family legal & social services support	Giza	12 (23 Dec. 07) <b>CLOSED</b>	82	
GA-263-08-02-00	<b>Azhhar AlKarma Foundation</b> Better Life Program	Giza	12 (23 Dec. 07) <b>CLOSED</b>	76	
GA-263-08-03-00	<b>Port Fouad Child &amp; Family Care Society</b> Family Justice	Port Said	12 (25 Feb. 08) <b>CLOSED</b>	45	
GA-263-08-04-00	<b>Organization of Civilized Development at Port Fouad (El Hadareya)</b> Stability & Better Future	Port Said	12 (25 Feb. 08) <b>CLOSED</b>	65	
GA-263-06-02-02	<b>New Horizons Foundation (Phase 2)</b> Interaction Program	Giza	12 (1 Apr 08) <b>CLOSED</b>	56	
GA-263-06-04-01	<b>Minya Coalition of Health NGOs (Phase 2)</b> Family Rights & Society Welfare	Minya	18 (1 April 08) <b>CLOSED</b>	140	
GA-263-07-08-02	<b>Social Services&amp;IntegratedDevelopment(Phase2)</b> Family Support in Minya	Minya	12 (1 Apr 08) <b>CLOSED</b>	60	
GA-263-07-09-02	<b>Egypt Renaissance Foundation (Phase 2)</b> Supporting Children Rights & Women Issues in Egyptian Family	Minya	12 (1 Apr 08) <b>CLOSED</b>	31	
GA-263-07-10-01	<b>The Good Shepherd (Phase 2)</b> Liberty Children	Minya	18 (1 April 08) <b>CLOSED</b>	51	
GA-263-08-05-00	<b>Small &amp; Medium Industries Development Association</b> Towards Social Justice... A New Vision for a Better Tomorrow	Port Said	18 (1 July 08) <b>CLOSED</b>	81	
GA-263-07-11-02	<b>Hawaa Al-Mostakbal Society for Family &amp; Environmental (Phase 2)</b> Family Empowerment Partnership	Giza	12 (15 December 08) <b>CLOSED</b>	40	
GA-263-07-16-02	<b>Future Eve (Phase 2)</b> Happy Family void of Discrimination and Domestic Violence	Minya	12 (15 December 08) <b>CLOSED</b>	22	
GA-263-09-01-00	<b>The Egyptian Association for Disseminating and Developing Legal Awareness</b> Motivating the Rights of the Family and Children within the Egyptian Society	Giza	12 (15 August 09) <b>CLOSED</b>	44	
GA-263-09-02-00	<b>El Tathkeif Al Fekry and Development Association</b> Child Protection and Defense is our Joint Responsibility	Port Said	12 (15 August 09) <b>CLOSED</b> <b>June 2010</b>	42	Closed by MSD after NGO failure Admin&Finan violations
GA-263-09-03-00	<b>Care of Egyptian Girl Association</b> Support the Family Court System	Port Said	12 (15 August 09) <b>CLOSED</b>	40	
GA-263-09-04-00	<b>Values of Life Foundation</b> Families Live in Peace	Giza	12 (15 August 09) <b>CLOSED</b>	43	
GA-263-09-05-00	<b>Modern Vision Association for Development</b> A Revelation to Opportunity	Giza	12 (15 August 09) <b>CLOSED</b>	37	
GA-263-09-06-00	<b>SEKEM Development Foundation</b> Towards a Powerful Civil Society for Empowering Women and Children and Protecting them against Domestic Violence	Giza	12 (15 August 09) <b>CLOSED</b>	53	
GA-263-09-07-00	<b>Al Karma NGO for Development and Social Services</b> Increasing Family Stability Status Suffering from Internal Conflicts	Minia	12 (15 August 09) <b>CLOSED</b>	44	

	NGO Name / Program Title	Program Location	Grant Duration (Months) / Start Date	Approx. Grant Amount (\$000)	Remarks
GA-263-09-08-00	<b>Al Manshia Association for Education and Development</b> Building the Capacity for Rural Community as a Preventive Method of Family Conflict	Minia	12 (15 August 09) <b>CLOSED</b>	44	
GA-263-09-09-00	<b>Egyptian Sons for Sustainable Development Foundation</b> Raising Awareness of Family Rights	Minia	12 (15 August 09) <b>CLOSED</b>	40	
GA-263-09-10-00	<b>True Light Society for the Blind and Visually Impaired</b> The Right of the Blind Child in a Family and Community Respect	Minia	12 (15 August 09) <b>CLOSED</b>	44	
GA-263-09-11-00	<b>Shining Tomorrow Association</b> Family Justice "Our Home"	Minia	12 (15 August 09) <b>CLOSED</b>	41	
GA-263-09-12-00	<b>Salama Moussa Foundation for Education and Development Services</b> For a Happy Society and Better Justice for the Family	Minia	12 (15 August 09) <b>CLOSED</b>	48	
GA-263-09-13-00	<b>Egyptian Association for Street Children Care</b> Restore Family Stability for Street Children	Minia	12 (15 August 09) <b>CLOSED</b>	43	
GA-263-09-14-00	<b>Tanees Association for Social Services</b> My Family	Port Said	12 (15 August 09) <b>CLOSED</b>	53	
GA-263-09-15-00	<b>El Amir Tadros Association</b> Happy Families Overcoming Challenges by Counseling and Empowerment	Port Said	12 (15 August 09) <b>CLOSED</b>	40	
GA-263-09-16-00	<b>Qalb Kabeer Association</b> Together – Supporting Family	Giza	12 (15 August 09) <b>CLOSED</b>	51	
GA-263-07-18-02	<b>Masr El Mahroosa Baladi Association</b> Family Stability is the Base for Society Development	Giza	9 (15 Dec. 09) <b>CLOSED</b>	46	Center of Excellence
GA-263-06-04-03	<b>Minya Coalition of Health NGOs</b> Family Rights & Society Welfare	Minya	7 (1 Jun 10) <b>CLOSED</b>	53	Center of Excellence
GA-263-07-16-04	<b>Future Eve</b> Happy Family void of Discrimination and Domestic Violence	Minya	7 (1 Jun 10) <b>CLOSED</b>	45	Center of Excellence
GA-263-08-01-02	<b>Society of Local Community Development at Warak AL Hadar</b> Family legal & social services support	Giza	7 (1 Jun 10) <b>CLOSED</b>	54	Center of Excellence
GA-263-08-04-02	<b>Organization of Civilized Development at Port Fouad (El Hadareya)</b> Stability & Better Future	Port Said	7 (1 Jun 10) <b>CLOSED</b>	59	Center of Excellence
<b>TOTAL</b>				<b>2,712,257</b>	

\* Figures shown above are approximate grant amounts.

\* Grant duration column does not reflect the no-cost extensions.

## Annex 9: Monitoring and Evaluation Report

**Responsible person:** Manar El-Sakka

**Objective:** Monitoring project implementation against work plan targets to evaluate and report project performance to USAID, FJP partners, and MSD headquarters on a quarterly and annual basis.

### Summary of Project Performance

Event	Output
<b>Task I</b>	
Completed all Approved work Plan activities	
<b>Task II</b>	
New Grant Awards	6 no cost extensions
FJP Capacity Building Training	1 trainings, 22 participants
Social Workers Training	25 participants
NGO Training Programs	1 trainings, 12 participants
NGO Activities	None
<b>Legal Aid</b>	
6th of October	Operating
<b>Media</b>	
Media campaign for MOFP	To be aired in July
On Line Social network	Cancelled
Dawar El Regalah	Cancelled
Thirty Helpline Staff Trained	Group 2 complete
Youth Campaign	Expanded in 2 new governorates: Alex & Fayoum
Community leaders	Expanded in 2 new governorates: Alex & Fayoum

**Annex 9, continued**

2.2.5	NGO Capacity Building	Apr	May	June	Totals
	Training Activities				
	<i>Number of MSD capacity building trainings conducted</i>	0	0	1	1
	<i>Number of attending trainees</i>	0	0	22	22
	<i>Number of NGO trainings conducted</i>	1			
	<i>Number of attending trainees</i>	12			
	Awareness raising Events				
	<i>Number of awareness raising events</i>	No Activities			
	<i>Number of awareness events attendees</i>				
2.2.6	Monitoring and Evaluation				
	NGO Grantees information	No activities			
	<i>Number of sub grantees and partner organizations</i>				
	<i>Number of counseling centers</i>				
	NGO performance				
	<i>Number of visits received</i>				
	<i>Number of cases settled</i>				
	<i>Number of children supported</i>				
	<i>Number of families economically empowered</i>				
	<i>Number of home visits</i>				

*\* MSD training : Strategic Planning Workshop conducted June 27<sup>th</sup> - 30<sup>th</sup> 2011 for 22 trainees*

*\*\*NGO training: SWAT analysis Training for Giza coalition conducted for 12 trainees*

## Annex 9 - continued

Q3 FY 2011

VISITS TO LEGAL AID OFFICES				
	Q3	TOTAL	Male	Female
P.Said		<b>1704</b>	<b>679</b>	<b>1025</b>
Benha		<b>1386</b>	<b>708</b>	<b>678</b>
Sohag		<b>1380</b>	<b>568</b>	<b>812</b>
Alexandria		<b>648</b>	<b>123</b>	<b>525</b>
Helwan		<b>1955</b>	<b>604</b>	<b>1352</b>
Kafr El Sheikh		<b>1832</b>	<b>553</b>	<b>1279</b>
Shobra El Kheima		<b>736</b>	<b>137</b>	<b>599</b>
Zananery		<b>233</b>	<b>44</b>	<b>189</b>
Ismailiya		<b>553</b>	<b>184</b>	<b>369</b>
El Tal El Kebeer		<b>443</b>	<b>158</b>	<b>285</b>
Metobus		<b>503</b>	<b>292</b>	<b>209</b>
Damanhour		<b>434</b>	<b>164</b>	<b>270</b>
Minya		<b>885</b>	<b>338</b>	<b>547</b>
Masoura 1		<b>893</b>	<b>303</b>	<b>590</b>
Masoura 2		<b>112</b>	<b>27</b>	<b>85</b>
Damietta		<b>97</b>	<b>22</b>	<b>75</b>
Zakazik		<b>816</b>	<b>316</b>	<b>500</b>
Fayoum		<b>986</b>	<b>545</b>	<b>441</b>
6 <sup>th</sup> of October		<b>147</b>	<b>25</b>	<b>122</b>
<b>Total/Quarter</b>		<b>17074</b>	<b>6208</b>	<b>10865</b>