

Annual Activity Plan Year 1

April 2009 – March 2010

**Apostolic Church Vanuatu (ACV)
Vanuatu Church Partnership Program**

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Vanuatu Church Partnership Program**

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1.1 Contact Details

<u>Australian NGO</u>		<u>Implementing Partner</u>	
Name: Act for Peace National Council of Churches in Address: Australia Contact Officer: 79 Kent St., Sydney NSW 2000 Title: Patricia Garcia Telephone Number: + 61 2 92992215 Fax Number: + 61 2 92644514 Email Address: pgarcia@ncc.org.au		Name: Apostolic Church Vanuatu (ACV) Address: PO Box 655 Port Vila, Vanuatu Contact Officer: Pr Stanley Moli Title: President Telephone Number: (+678) 23788 Fax Number: (+678) 27720 Email Address: Pstanley65@yahoo.com.vu	

1.2 Budget Summary

Activity Budget Summary	<i>AusAID AUD</i>	<i>Total AUD</i>
1. Output 2		
1.1 Core funding for key management positions	27,802	27,802
1.2 Office support costs	17,068	17,068
1.3 Technical assistance	2,781	2,781
1.4 Planning and monitoring & evaluation training	11,950	11,950
Total for Outcome 2	59,601	59,601
2. Outcome 3		
2.1 Health education training for ACV leaders	4,951	4,951
2.2 Health training for ACV health workers	2,500	2,500
2.3 HIV/AIDS training for ACV leaders	1,250	1,250
2.4 Capacity building for communities	26,695	26,695
2.5 Life skills for ACV leaders, health volunteers, counsellors, students, youth & women	3,750	3,750
Total for Outcome 3	39,146	39,146
Total	98,747	98,747

Declaration:

The following undertaking must be made by an appropriately Authorised Officer of the Non Government Organisation.

I, (*authorised officer*) **Alistair Gee**, (*position in NGO*) **Executive Director**
submit this Proposal and undertake that all funds provided will be expended for the purposes for which they are provided.

A handwritten signature in black ink, appearing to read 'Alistair Gee'.

Alistair Gee

Signature:

Date: 13-03-09

2. Priority Areas

Priority Area 1: Strengthened ACV's institutional capacity for development

The focus of Strengthening ACV Churches institutional capacity for Development will be placed on:

- Core Funding for Key Positions
- Office support costs
- Technical Costs & Other Trainings
- Planning, Monitoring and Evaluation

The ACV has only been involved in the implementation of the Church Partnership Program for the first year. During this time the church will focus on undertaking activities that will strengthen the ACV's institutional capacity for development. The ACV will focus on skills development and training for the ACV office personnel, the focus of specific activities during Year 1 is on planning, monitoring and evaluation of these trainings by various church assemblies and the communities. Year 1 will be seen as a year of reflection in this area, allowing NCCA and the ACV to understand what will be achieved and what can be improved in future VCPP activities in the coming years.

Priority Area 2: Improved services delivered by ACV to local communities

The ACV church will focus on improving services delivered by ACV to the local communities in the following areas:

- Education
- Health
- Communication
- Community Development

Improving the provision of services by the ACV Church to the local communities in Vanuatu and strengthening ACV's institutional capacity for development remains a strong priority during the 1st year of implementation. Training of our community women, men, youth and children will upgrade, improve and develop our institutions to the inclusion of equally relevant development projects such as Aid Posts, Water, Education and Workshops on Management, Small Business Management, Hygiene, HIV and AIDS, youth skills training, environment management and other issues. Leadership training and Small Business Management related activities will remain a key priority for the ACV Churches. Church village workers in isolated areas will continue to receive upskilling in key areas (including Leadership and Small Business Management). Church leaders within local provinces will continue to be trained in small business management and basic management skills. NCCA will continue to provide advisory services and training in the area of community development, through the provision of economic development training and advice to the ACV, in an attempt to increase rural livelihoods and reduce the perceived need for urban drift from rural areas.

Priority Area 3: Enhanced ACV Churches involvement in improving public sector governance

The focus of areas within the improving public sector governance are:

- Advocacy Involvement
- Engagement with ACV, VCC, other churches and civil society

In order to enhance the ACV's involvement in improving public sector governance NCCA will assist the ACV church by providing gender empowerment training to ACV leaders nationally to adequately advocate about the issue of Education and Health services. Specific training will also be provided to laymen within the ACV community, to enable them to reach out to other men in the community, encouraging them to lead out in addressing social needs and to be examples of integrity within their community. ACV may organise a Conference that will encourage the ACV and the Government professionals to engage within the Government of Vanuatu and provide training sessions for ACV professionals dealing with job related issues such as stress management, leadership, transparency, accountability and good governance.

3. Objectives and Indicators

Program Wide			Budget: \$60,000
VCPP Program Outcomes	Priority Areas	Priority Area Objectives	Indicators How will you know if this Objective has been achieved?
Strengthened ACV Churches institutional capacity for development	Training	Church leaders participate in dialogue on Theology of Development as part of VCPP program foundations	Key leaders participated in document review, regional and national discussions
	Management (eg. organisational, financial etc...)	Explore understandings of capacity building in VCPP and potential of specific capacity building model for Phase 2 of program	Relevant VCPP staff participated in explorations in workshops. Agreed understandings incorporated in Design and Program plans
	Human Resources	Churches use HR Guidelines developed by VCPP according to relevance and applicability of each Church	VCPP Coordinators report on utilisation of Guidelines
Enable relevant staff to participate in workshops related to HR issues		Staff participated in workshops held	
Improved services delivered by ACV to local communities	Education	VCPP reps work with Department of Education in engagement and advocacy with national government for enhanced outcomes for Church education systems	VCPP reps participated in meetings with Education Dept and reported on relationship development and outcomes
	Health	VCPP reps work with the Health Department in engagement and advocacy with national government for enhanced outcomes for Church health services	VCPP reps participated in meetings with Health Dept and reported on relationship development and outcomes
	Communication	VCPP reps work with TVL and Digicel	VCPP reps participated in meetings with

		Vanuatu to improve access to communication especially to the rural and isolated areas	TVL and Digicel Vanuatu and reported on relationship development and outcomes
	Community Development	Develop links with ACV in implementation of Integrated Community Development Policy Youth trained in life skills, environment management, agriculture and carpentry	VCPP rep participated in planning of strategy for ACV development Garden plots maintained New plants planted Buildings repaired/maintained
Enhanced ACV involvement in improving public sector governance	Advocacy Involvement	Develop social policy research and advocacy training within VVCP	At least one research project undertaken and advocacy training program developed. Proposal for social policy and advocacy body explored with Churches and relevant institutes
	Engagement with VCC, other churches and civil society	Each Church maps its relationships with provincial govt bodies, identifies opportunities for closer linkages and participates in VCPP wide planning of linkages	Mapping undertaken, opportunities identified, plan developed from participation
Program Management Support	Relationships with AusAID	Participate in VCPP exploration of links with Democratic Governance Program	VCPP reps participated in discussions and decision making
	Networking and Communications	Church participation in VCPP Forums	VCPP reps participated in two Forums
		Develop and implement program wide communications strategy	Relevant staff participated in development of strategy and agreed recommendations implemented
	Planning Monitoring & Evaluation	Peer review becomes part of VCPP planning and reporting	Peer review undertaken as part of preparation of AAPs and annual reports
		Church, AusAID and Vanuatu Govt reps participated in consultation process and agreed to outcomes	

VCPP Program Outcomes	Priority Areas	Priority Area Objectives	Indicators	Location	Budget AUD
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			How will you know if this Objective has been achieved?		
Outcome 2 : Strengthening ACV's institutional capacity for development	Core Funding for Key Positions	1 Office Manager 1 Project Officer 1 Finance Officer 3 Field Workers	Participation in monthly reports. Payroll report.	Port Vila	27,802
	Office support costs	2 desktop computers 1 laptop computer 1 printer 1 photocopier machine 1 overhead projector 3 desks 3 chairs 2 filing cabinets Stationery Email Access Telephone Installation 1 whiteboard 1 digital camera	Visits to the office by NCCA staff. Payments record.	Port-Vila Office, Shefa Province	17,068
	Technical Assistance & Other Trainings	<ul style="list-style-type: none"> ❖ Strategic Planning & Organisational Development ❖ Basic Bookkeeping ❖ MYOB ❖ Financial Management ❖ Policy Research & Analysis ❖ Service Delivery Management & Operations. 	A presentable strategic plan. A well recorded and accurate book-keeping of all financial matters. A MYOB financial report produced on a monthly basis. A proper filing system in place. Reports produced following trainings undertaken.	National	2,781
	Planning, Monitoring and Evaluation	Improve the monitoring & evaluation capacity within the ACV Administration department .	M&E reports collected will demonstrate the impact of ACV and indicate its sustainability. The review will: 1) Identify the impact of VCPP activities carried out by the Health Department of Vanuatu through the local assemblies of the ACV.(through interviews with the Health Department	National	11,950

			<p>head of the mission, number and type of trainings conducted), Church Members (number of participants, surveys, pre and post training test), communities and the General public of Vanuatu (qualitative data collection of information offered by the participants by participatory process) through and;</p> <p>2) Assess the failures and success of strategies so that we can improve in the second phase of the VCPP funding from 2010 – 2011</p> <p>WE WILL USE A COMBINED QUALITATIVE-QUANTATIVE APPROACH</p>		
		<p>Improve the monitoring & evaluation capacity of the ACV local assemblies under different ministries: ie. Womens, Youth and Children's Ministries.</p>	<p>The M&E will determine the impact of each ministry's training programs in VCPP Yr 1 and it will implement in the local assemblies</p> <p>Qualitative gathering of information through discussion with church members, church leaders and mission Children Ministries leaders</p>	National	
		<p>Trainings Improve the monitoring of trainings in the following areas:</p> <ul style="list-style-type: none"> - Small Business Management - Basic Book-keeping - Basic English Writing Skills - Leadership - English Literacy 	<p>The M&E will determine the impact of each ministry's training programs in VCPP Yr 1 and it will implement in the local assemblies</p> <p>Qualitative gathering of information through discussion with church members, church leaders and mission Children Ministries leaders</p>	National	
<p>Outcome 3: Improved services delivered by ACV to local communities</p>	<p>Education</p>	<p>Increased awareness of health issues among ACV communities by the Health department</p>	<ul style="list-style-type: none"> ▪ A change in the community environment. ACV has identified health topics which is relevant to the particular community. ▪ ACV teachers also have integrated health topics within their lessons planned 	National	4,951

			<ul style="list-style-type: none"> ▪ Teachers practice healthy lifestyle that will impact students learning. ▪ Teachers are able to administer basic first aid. 		
		Improved ability of the ACV to identify strategies to integrate family abuse education within ACV education system.	<ul style="list-style-type: none"> ▪ Teachers provide an atmosphere in schools where care, support and understanding on children's rights is given to students. ▪ Students have improved skills to deal with abuse and are able to access services provided by the school to help them. 	National	
Health		Increased ability of ACV Community Health workers to provide effective health services.	<ul style="list-style-type: none"> ▪ Community Health Workers successfully demonstrate the increased understanding of health issues and how to respond to them. 	Sanma Penama Tafea	2,500
HIV/AIDS/DRUGS		Improved understanding and action by ACV leaders to strategically combat the spread of HIV and AIDS.	<ul style="list-style-type: none"> ▪ ACV church leaders work together to combat the spread of HIV & AIDS by integrating HIV awareness into their church and community programs. ▪ Church leaders are able to plan strategically to address HIV interventions and proactively have the program to become part of the ongoing activity of all various department of the church. 	Sanma Penama Tafea	1,250
		Increased capacity of health volunteers to address food hygiene, water hygiene and sanitation within their health activities – in a focus on Reproductive Health, Nutrition and Oral Health.	<ul style="list-style-type: none"> ▪ Rural communities will have increased knowledge of Food and Water Hygiene, Sanitation, reproductive health, nutrition and oral health. ▪ Village women would be able to deliver babies safely in remote areas where health facilities are not available. 	Sanma Penama Tafea	
		Increased capacity of HIV awareness and Family Counselling skills for leaders in Women's Ministry.	<ul style="list-style-type: none"> ▪ Leaders of Women's Ministries in local churches are able to provide training for other women and advocate care initiatives. ▪ The capacity of women to deal with issues that affect women will be strengthened and an avenue for sharing, consoling and counselling will be provided. 	Sanma Penama Tafea	

		Improved capacity of the Youth and Women's Centres to provide for other trainings eg carpentry, agriculture, and other services to the surrounding community.	<ul style="list-style-type: none"> ▪ Increased number of clients accessing the Youth and Women's centre per month to register for these trainings and receive counselling and care. 	National	
		HIV education is incorporated within the activities and plans of ACV Youth Department nationally.	<ul style="list-style-type: none"> ▪ ACV will integrate the HIV education program into their Youth programs 	National	
		Improved ability of ACV teachers to deliver life skills training within ACV schools.	<ul style="list-style-type: none"> ▪ ACV Teachers are confidently and accurately able to teach about related subjects, diseases, crime etc. to students. ▪ Students are able to communicate accurate information about what they have learnt to their peers. 	National	
	Community Development	Improved performance and capacity of cooperative societies throughout the Provinces to increase rural livelihoods.	<ul style="list-style-type: none"> ▪ Cooperative Societies are cohesive and actively engaging in rural activities and interacting with various networking partners. ▪ Income is increasing and families are better able to meet basic needs. 	National	26,695
		Improved understanding and delivery of family life skills among ACV pastors and church leaders.	<ul style="list-style-type: none"> ▪ Church leaders integrate family life and counselling practices learned into their church and community work. 	National	
		Youth Improved youth in social activities to balance spiritual with physical to ensure Christian principles are maintained. Youth trained in life skills including carpentry, agriculture and environment	<ul style="list-style-type: none"> ▪ Increased number of youth participating in national selections to represent Vanuatu. ▪ Gaining a qualification in a particular sports discipline. ▪ Participating in coaching on different sports discipline. ▪ Youth involved in agriculture and maintenance of community buildings ▪ Root crops and flowers planted ▪ Existing plots maintained 	National	

		management			
Enhanced ACV involvement in improving public sector governance	Advocacy Involvement	A reduction in the twin pandemics of HIV and AIDS and violence against women.	<ul style="list-style-type: none"> The capacity of CSO leadership to advocate against violence against women and HIV and AIDS stigma throughout their community and local government networks is increased. 	National	3,750
		Increased public awareness of the issue of child abuse and domestic violence.	<ul style="list-style-type: none"> The DVD is an appropriate resource tool to build awareness on violence and decrease prevalence. Public viewing of the DVD builds awareness of child abuse and domestic violence. 	National	
		Increased capacity of ACV men to be effective leaders within their communities.	<ul style="list-style-type: none"> Laymen in selected ACV communities demonstrate necessary skills and resources within their communities to actively reach out to other men in dealing with contemporary challenges, living with integrity and making a difference. 	National	
	Engagement with VCC, other churches and civil society	Improved leadership, accountability and governance skills among all ACV government professionals.	<ul style="list-style-type: none"> ACV government professionals utilise stress management skills, and demonstrate improved leadership skills, leadership, transparency, accountability and good governance. 	National	

4. DAC Sector Codes:

DAC Code (Five Digit)	Description	Class (One Primary and up to three Secondary)
DAC15150	Strengthening Civil Society	Primary
DAC13040	STD Control Including HIV & AIDS	Secondary
DAC11120	Education Facilities & Training	Secondary
DAC11110	Education Policy & Administration Management	Secondary
DAC12281	Health Worker Training	Secondary
DAC11230	Basic Livelihood Training	Secondary

5. Cross-Cutting Issues

Cross-cutting Issues	Program Wide	
	STRATEGIES FOR MAINSTREAMING	ASSESSMENT
Gender	<ul style="list-style-type: none"> Gender equity initiatives are shared between partners for mutual learning Gender equity initiatives are a focus within overall monitoring and evaluation strategies so that gender outcomes can be evaluated Women's leadership and voice promoted at VCPP events Assessment undertaken to ensure safe and secure working environment for women employees 	<ul style="list-style-type: none"> Gender sectoral group meets at forums Gender incorporated into interim and annual reporting Event evaluations confirm evidence of women's leadership and voice Assessment included in overall gender audit
HIV/AIDS	<ul style="list-style-type: none"> Coordinated activities take place among all HIV/AIDS coordinators 	<ul style="list-style-type: none"> Sector group reports to Partnership Group indicate progress in learning and collaboration
Environment	Climate change threats and response options assessed as part of program wide strategic planning	Assessment undertaken and strategies developed according to assessment outcomes
Sustainability	Strategies for sustainability and transition to Vanuatu governance of VCPP developed	Sustainability and transition to Vanuatu governance of VCPP addressed in Phase 1 Design document and strategies developed in strategic planning process in 2009
ACV Church in Vanuatu		
	STRATEGIES FOR MAINSTREAMING	ASSESSMENT
Gender	<p>[i] Gender empowerment training and advocacy on domestic violence and HIV/AIDS stigma is provided to the leadership of civil society organisations within Vanuatu.</p> <p>[ii] Education on child abuse is delivered to teachers within ACV schools.</p> <p>[iii] A DVD is produced that focuses on domestic violence and child abuse.</p>	<p>[i] M&E assesses the ability of CSO leadership to advocate against violence against women and HIV and AIDS stigma throughout their community and local government networks.</p> <p>[ii.a] M&E focus on the ability of teachers to deliver education about child abuse.</p> <p>[ii.b] M&E focus on students retention and use of skills learned to deal with abuse and access services available to them.</p> <p>[iii] M&E assesses the feedback relating to the DVD and it's application by</p>

	[v] The ACV Ministerial department delivers training for men to empower them to actively involve in community development initiatives and to foster strong participation from men in making a change in the community.	media. [v] M&E assesses the ability of men from ACV church network to actively reach out to other men dealing with challenges, living with integrity and making a difference in the community.
HIV/AIDS	<p>[i] The Health Department will continue to run HIV training for church pastors who will integrate HIV messages into their programs. Follow-up with monitoring and support will also be provided to those that have been trained in HIV Mainstreaming, Counselling and Training of Trainers.</p> <p>[ii] Ongoing provision of support and care for those living with HIV through a Voluntary Counselling and Testing Centre. It will also target factors that lead to HIV prevalence such as gender and domestic violence.</p> <p>[iii] The health department of the ACV church in Vanuatu include HIV and AIDS training for Village Health Volunteers within isolated rural areas</p>	<p>[i] Evidence that ACV church leaders are actively combating the spread of HIV and AIDS by integrating HIV awareness into their church and community programs.</p> <p>[ii] Evidence that ACV churches have integrated the HIV education program into their Youth programs.</p>
Environment	<p>[i] Project activities are implemented in an environmentally sensitive way.</p> <p>[ii] Vanuatu Rural Economic Development activities promote organic agricultural principles and members of cooperative societies are encouraged to mitigate their tree felling activities with sustainable practices.</p> <p>[iii] Youth will be trained in environmental management.</p>	<p>[i] M&E observes limited environmental impact during project implementation.</p> <p>[ii] Income generating activities are assessed to be environmentally sustainable.</p> <p>[iii] Compounds will be kept clean</p> <p>[iv] New crops planted</p> <p>[v] Buildings repaired and maintained</p>
Sustainability	[i] VCPP project activities work through the existing ACV church network and will continue to be sustained through this ongoing structure.	[i] Ongoing monitoring and support to those trained will ensure that the programs implemented will have long term effects upon the service delivery capacity of ACV church Institutions.
Family Planning	Family planning activities are not a focus of this annual plan.	

6. Other Information: N/A

7. Evaluation

Evaluation	Cost AUD -nil
Description	VCC would like to focus the priority of evaluation activities upon aspects of the capacity building and training support provided to the education departments within the ACV Church in Vanuatu. An evaluation would plan to <i>“Evaluate the impact of teacher upgrades and governance training on Education Services.”</i>
Planned start and completion date	Expected timeframe of the evaluation, will take place midway through the Program and at the end of the third year.