

 **GOVERNMENT OF SAMOA**

**SAMOA WOMEN SHAPING DEVELOPMENT PROGRAM**

**Six Month Report**

**1 July to 31 December 2015**



**Prepared by the MINISTRY OF WOMEN COMMUNITY & SOCIAL DEVELOPMENT**

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**Acronyms**

ADC Alcohol and Drugs Court

CBO Community-Based Organisation

CDSSC Community Development Sector Steering Committee

CEDAW Convention on the Elimination of all forms of Discrimination against Women

CHOMC Commonwealth Heads of Member Countries

CSO Civil Society Organisation

CSSP Civil Society Support Program

DFA Direct Funding Agreement

DFAT Department of Foreign Affairs and Trade, Government of Australia

FBO Faith Based Organisation

GA Gender Advisor

GBV Gender-Based Violence

GESI Gender Equity and Social Inclusion

GoA Government of Australia

GoS Government of Samoa

IPPWS Increasing Political Participation of Women in Samoa

M&E Monitoring and Evaluation

MEL Monitoring, Evaluation and Learning

MJCA Ministry of Justice, Courts and Administration

MOF Ministry of Finance (GoS)

MWCSD Ministry of Women, Community and Social Development (GoS)

NCW National Council of Women

NGO Non-Government Organisation

NYC National Youth Council

PDD Project Design Document

SBS Samoa Bureau of Statistics

SCGD Sub-Committee on Gender and Development

SDS Strategy for the Development of Samoa

SPC Secretariat of the Pacific Community

SPSP Samoa Parliamentary Support Program

SUNGO Samoa Umbrella of Non-governmental Organisations

SWSD Samoa Women Shaping Development (Program)

UNDP United Nations Development Program

TOC Theory of Change

UNFPA United Nations Population Fund

WHO World Health Organisation

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| **Project Summary Sheet** | |
| Project Title | **Samoa Women Shaping Development (SWSD)**  (under Pacific Women Shaping Pacific Development) |
| Project Number | GDP NO: 0440-03 / 06-092 |
| Project Duration | Phase 1: 30 March 2015 – 31 January 2020 |
| Executing Agency (EA) | Government of Samoa |
| Implementing Agency (IA) | Ministry of Women, Community and Social Development, Gender Division |
| Donor Partner | Government of Australia  Department of Foreign Affairs and Trade |
| GoS/GoA Project Signing | 30 March 2015 |
| Project Commencement  \*Funding Available | May 19, 2015 |
| Phase 1 Budget  (30/03/15 – 31/01/20) | AUD 3,800,000 |
| Inception Phase Budget  (30/03/15 – 30/12/15) | AUD 348,500 (SAT 683,964) |
| Total Expenditure to Date  (19/05/15 – 30/12/15) | SAT 434,857 (63.6% of Inception Budget) |
| Remaining Funds | SAT 249,107 (36.42% of Inception Budget) |
| Projected Expenditure  (total of current proposals) | SAT 941,113 |
| Total Expenditure + Projected Expenditure | SAT 1,375,970 |

**1.** **Introduction**

This Progress Report covers the six month period 1 July - 31 December 2015 and details activities implemented by the Ministry of Women, Community and Social Development (MWCSD) and other implementing agencies funded through the Samoa Women Shaping Development (SWSD) Program. It also includes further information on activities outlined in the *SWSD Quarter 1 Progress Report 01 April to 30 June 2015*.

In addition to summarizing key achievements during the Inception Phase (May through December 2015), this report also highlights key challenges faced by the SWSD Program to date and the lessons that we have learned from this experience. The report concludes with a series of recommendations aimed at improving the effectiveness and efficiency of the SWSD.

This report complies with the terms of the Direct Funding Agreement (DFA) signed by the Government of Samoa (GoS) and Government of Australia (GoA) on 30 March 2015. It is intended for review and endorsement by the MWCSD, the SCGD and the Government of Australia (GoA) through the DFAT Office in Samoa. It will be used to identify any changes that may be required to project operations and timeframes.

**2. Program Overview**

The SWSD is part of the Australia funded regional *Pacific Women Shaping Pacific Development Program* (hereafter Pacific Women) which has committed up to AUD$320 million over 10 years to the 14 Pacific Island Forum (PIF) countries to achieve gender equity outcomes. Program implementation is based on Country Plans which reflect the specific needs and priorities of each Forum country for Phase 1 (2015-2020). The first Samoa Country Plan was approved in April 2014 with a total budget allocation of AUD$4 million, with 3.8 million channeled through the MWCSD and AUD$500,000 through UNDP/UN Women to support the Increasing Political Participation of Women in Samoa (IPPWS) Program. Pending reviews, it is expected that Phase 2 of the SWSD will be designed prior to the completion of this Phase. A total of AUD$9.3 million is intended for investment in Samoa over the duration of the Program. The Samoa Country Program is an integral part of Australia’s bilateral aid to Samoa.

***Program Objective***

*To improve gender equality in Samoa*

***Expected Outcomes***

1. Increased women’s economic empowerment
2. Increased participation of women in public life and decision making
3. Reduced incidence of gender based violence.

***Enabling Outcomes***

1. Increased institutional and technical capacity in gender analysis across Samoan government, civil society and private sector organisations
2. Increased knowledge and learning on gender equality across Samoan government, civil society and private sector organisations.

***Program Rationale***

The SWSD is based on a “theory of change” (TOC), developed by key stakeholders during Program design, which assumes that a combination of formal, informal, individual, social and institutional interventions will advance gender equity at all levels of Samoan society. These processes need to be sensitive, culturally-informed, strategic and consistent - while also “pushing boundaries” in order to build on evolving political and social change. The SWSD TOC reflects the belief that focusing on economic empowerment will act as a “springboard” for associated change in areas of leadership and gender based violence (GBV). The theory recognizes that the SWSD Program in itself will not be sufficient to bring about national-level change and must work in parallel to support other gender equity and mainstreaming efforts. Enabling outcomes are included in the Program to ensure that implementing agencies receive capacity development support, as needed, to achieve expected and sustainable outcomes.

***Program Delivery***

The MWCSD is the implementing agency for the SWSD and will work in partnership with civil society organisations (CSOs) including non-government organisations (NGOs) and community-based organisations (CBOs), the private sector, other government agencies as well as international and regional development agencies to achieve SWSD outcomes. The SWSD Secretariat is located within the Division for Women of the MWCSD. The SWSD delivery approach is based on an iterative programming model which means that funding is provided on the basis of agreed Annual Plans and six-month Progress Reports which reflect lessons learned and M&E results.

***Inception Phase***

To ensure that sound management and coordination arrangements were established from the outset, the program included a 9 month Inception Phase (March-December 2015). During this period the MWCSD was intended to recruit a Program Management Specialist, undertake detailed activity planning establish governance arrangements, work processes and communication systems. It was also envisioned that the Program TOC, M&E Framework and Risk Management Plan would be reviewed during this period.

The importance of providing adequate support to the MWCSD during SWSD inception was noted especially given that this would be the second concurrent GoA/GoS bilateral program being implemented by this Ministry (the first is the Disability program) As such, DFAT was responsible for contracting technical assistance (TA) as needed to support program establishment including a Procurement Advisor, Monitoring and Evaluation Advisor and Gender Advisor.

**3**. **Key Achievements**

**3.1 Operations**

* SWSD Secretariat established in the MWCSD, Division for Women;
* Office equipment and furnishing procured and communications systems established and asset register established;
* Ministry of Finance (MOF) established special SWSD interest-bearing Special Purpose Account into which the GoA deposited SAT683, 963 on 19 May 2015;
* GoS has agreed the SWSD will utilize standard government procurement processes as practiced by the MWCSD;
* Initial work processes established including:
  + - Proposal application template
    - Appraisal template
    - Reporting template
    - Monitoring and Evaluation template
    - Funding approval procedures and processes.

**3.2 Marketing and Promotion**

* Media coverage of Project signing between the GoS and GoA in May 2015;
* Program promotion through email correspondencewith stakeholder partners;
* Media releases for program implementation at activity level (i.e. TV news items, newspaper articles);
* Program IEC materials developed.

**3.3 Human Resources**

* Full-time Program Management Specialist engaged on a three-year contract commencing 02 November 2015 following a competitive recruitment process led by the MWCSD;
* International Gender Advisor engaged by DFAT on a 90-day intermittent contract over a one-year period commencing 28 October 2015 to assist in building knowledge and skills in gender programming and project management;
* 12 MWCSD staff from 3 divisions completed a self-assessment survey regarding their current knowledge, skills and confidence in carrying out gender work; the results of this survey will be used for professional development (PD) planning;
* CEO MWCSD and CEO SUNGO attended the Commonwealth Women’s Meeting in Malta in November 2015;
* The MWCSD Division for Women (DFW) staff are supporting SWSD coordination, operations, monitoring and other Secretariat functions.

**3.4 Governance and Strategy**

* The Sub Committee on Gender and Development (of the Community Development Sector Steering Committee (CDSSC) was established and met five times (July 13 & 21, August 27 and November 4 & 23 November) during this reporting period. The MWCSD prepared all meeting minutes, which were formally endorsed by the SCGD;
* The SCGD plans to undertake a review of current governance arrangements and decision-making processes in early 2016 with a view to improving program efficiency while ensuring accountability and transparency;
* Program staff are working to align SWSD outcomes, activities and evaluation methods with the updated Community Sector Strategy, Samoa Development Strategy and National Policy for Women - all upcoming in first quarter 2016;
* The SWSD partially funded the review of the current *National Policy for Women of Samoa 2010 – 2015* conducted by the Secretariat of the Pacific Community (SPC). The new/proposed gender policy and Advancement of women, which will reflect the current situation and identify strategic platforms and expected outcomes, is now in draft form and under review by the MWCSD. It is expected that this policy will closely align with the objectives of the SWSD Program, the upcoming Community Sector Strategy and the new Samoa Development Strategy

**3.5 Program Implementation**

* A total of seventeen activities have been funded through the SWSD since program inception at a total cost of SAT434,857;
* 47% of these activities were spearheaded by NGO partners, with the remainder implemented by various divisions of the MWCSD;
* Analysis of activities by component and cost shows: Outcome 1 (Economic Empowerment) 2.9%; Outcome 2 (Political Governance) 78.9%; Outcome 3 (Prevent GBV) 6.9%; Outcome 4: (Program Management) 4.2% and Outcome 4 (Knowledge and Learning) 7.0%. The reason for this disproportionate expenditure was the strategic decision taken by the SCGD to focus on Outcome 2 during the Inception Phase given the upcoming March 2016 election featuring the new 10% quota for female parliamentarians. It should be noted however that activities funded under this component also had a primary focus on achieving Outcome 3 (prevent GVB) objectives.
  1. **Monitoring and Evaluation**
* A 3-day M&E workshop attended by 12 MWCSD staff was conducted by the Pacific Women Support Unit to prepare the SWSD M&E Framework and increase staff understanding of M&E methods. This workshop resulted in a draft M&E Framework based on the ToC for follow-up work by key stakeholders;
* A two-day planning and review session with 12 MWCSD staff from three divisions was conducted in late 2015 to review SWSD strengths, weaknesses and lessons learned to date as the basis for improving program relevance, effectiveness, efficiency and accountability
* MWCSD staff conducted M&E activities of the Community Conversation (CC) Program in 41 villages.

**3.7 MWCSD Assessment of Program Performance**

During SWSD Review Meetings (17-18 Nov 2015) attended by 14 MWCSD staff from 3 divisions (Research, Policy & Information Processing and Corporate Services), participants identified a number of benefits arising from program implementation to date including:

* Increased funding available to implement gender activities in respond to organizational and community needs. MWCSD staff believe SWSD goals and strategies closely align with Ministry plans and objectives;
* Increased MWCSD knowledge of monitoring and evaluation processes and methods as a result of the 3-day M&E workshop conducted by the Pacific Women Support Unit in August 2015;
* The “revival of NGO partners” who feel more empowered and supported through access to funding made available through the SWSD Program;
* MWCSD feel “better about their work” as they can more easily get support for activities previously funded resulting in “more community action taking place”
* More participation of women in politics due to the advocacy and support efforts of the Ministry and the SWSD collaboration with UNDP under the IPPWS Program.

MWCSD staff also identified a number of challenges to SWSD management and proposed strategies to increase program effectiveness and efficiency as outlined in Section 7.

1. **Program Implementation**

**4.1 Summary of Approved Activities**

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| **Outcome 1: Increased women’s economic empowerment** | | | |
| **1.1** | | **Activity Name** | **Lauua (Mulberry) Replanting** |
| Implementing Agency | | | Samoa National Youth Council & the MWCSD, Division for Women |
| Current Status | | | Completed 24/05/2015 |
| Approved Budget:  SAT 10,000 | | | Actual Spent: SAT 1,000 |
| Purpose of Activity | | | The MWCSD initiated the national *“IE Sae (fine-mat) and Siapo (tapa) Project”* in 2004 to encourage fine-mat and siapo production. The purpose of this initiative was to;   1. Revitalize two cultural artefacts for traditional purposes; 2. Commemorate the valuable contribution by women to Samoa’s development; 3. Create income generation opportunities for women.   The evaluation of this activity revealed that while tapa/siapo could be successful as an income generation strategy, production of artefacts was slow due to the scarcity of the lauua (mulberry) plant - the main resource for siapo production. Consequently, this activity focused on lauua replanting as part of the whole value chain process with the intention that it will contribute to increase income for women and youth and also as a climate resilient intervention. |
| Beneficiaries | | | Six villages in rural Upolu covering 117 households & 738 individuals (383 females and 355 males). |
| Activity Outcomes | | | 1. Provided income for women and youth in the six targeted rural villages; 2. Strengthened GoS initiative to revitalize tapa as unique Samoan cultural traditional; 3. Promoted climate resilience at community level |
| Sustainability | | | The MWCSD is working with the Ministry of Agriculture/Fisheries and the Ministry of Natural Resources/Environment to enhance mulberry production and lauua distribution to other villages. At the same time the MWCSD through its Government Women Representatives have identified villages that are currently mass growing the plant to assist with the distribution of baby mulberries for other villages. |
| Lessons Learned | | | 1. Partnership approaches are crucial to achieving sustainable results; 2. There is an need to make better use of local resources and expertise in targeted villages; 3. There is a need to respond to the unique circumstances and interests of each community with respect to economic ventures. |
| **1.2** | | **Activity Name** | **National Fine-Mat/Ie Sae & Siapo/Tapa Exhibition** |
| Implementing Agency | | | MWCSD, Division for Women & the Division for Internal Affairs |
| Current Status | | | Completed 7/5/2015 |
| Approved Budget: SAT11,500 | | | Actual Spent: SAT 11,500 |
| Purpose of Activity | | | The making of fine-mat is a prestigious traditional skill which is rapidly being lost in Samoa. In 2000 the GoS led a national campaign to promote the production of fine-mat artefacts. The purpose for this activity was to publicize the efforts of Women’s Committees in revitalizing fine mat production. The National Exhibition, which was held 8/5/2015 and attended by more than 2000 people, provided a valuable opportunity for women and young girls to market their fine mats, earn extra income and at the same time for women to celebrate their achievements. |
| Beneficiaries | | | Direct beneficiaries are the rural women and their families |
| Activity Outcomes | | | According to the Division for Women, MWCSD records the women who participated in the exhibition women earned SAT67, 650 (SAT 58,400 from the fine mat and SAT9,250 from tapa) within a 12 month period. This r does not include individual sales through direct exchange of the weaver and the client. Overall outcomes included   1. Increased economic empowerment for women: activity M&E revealed that the sale of fine mat products had enabled women to meet church/village commitments, care for extended families, pay children’s school fees and stationeries, and assist with daily living expenses; 2. Strengthened national interest in revitalizing the fine mat for traditional /cultural and income generation purposes, and 3. Strengthened national actions to climate resilience through replanting. |
| Sustainability | | | The Division for Women and Division for Internal Affairs of the MWCSD is encouraging Women’s Committees to take ownership of the program to ensure sustainability after the GoS exit strategy is enforced. One of the terms of reference of the government Women Representatives is to ensure that the weaving of the fine mat and tapa production is a living skill trade within the village setting. |
| Lessons Learned | | | 1. There is a need to engage men’s support and active participation in the fine mat production process; 2. Income earing opportunities need to value people and culture and be sensitive to climate change and other environmental factors; 3. Samoa benefits when people appreciate and value traditional practices and learn skills that are being lost. |
| **Outcome 2: Advancing gender equality in decision making and political governance** | | | |
| **2.1** | | **Activity Name** | **NCW members Symposiums, Upolu and Savaii** |
| Implementing Agency | | | National Council of Women (NCW) |
| Current Status | | | Completed 1/6/2015 |
| Approved Budget:  SAT 112,418 | | | Actual Spent: SAT 112,418 |
| Purpose of Activity | | | Two National Symposiums were held comprising a series of activities, including Pre and Post-Independence Advocacy. The primary purpose of these symposiums was to launch the NCW National advocacy campaign titled *“Vote for Good Governance for All*”, and secondarily to train NCW advocates on how to lead their own Community Conversations (CC) through the use of traditional learning methods designed to increase the participation of women in the 2016 national election and eliminate gender based violence. A Consultant was engaged to conduct this training and prepare for implementation of CCs in targeted villages. The recruitment of the TA by NCW is part of their long term strategy to address the organization’s capacity needs (in terms technical workforce) to effectively deliver their advocacy services to the women in the villages of Samoa and ensure a high impact as a result. |
| Beneficiaries | | | 200 NCW members; 50 Samoa Women Committee Development Association members, 115 Government Women Representatives; and 35 National Youth Council members. |
| Activity Outcomes | | | 1. The NCW National Advocacy Movement was launched; 2. 400 participants from Upolu and Savaii received voter education and are more informed about the role women can play in national governance in the lead up to the March 2016 election; 3. 200 advocates led their own village CC processes; 4. M&E activities revealed that there was a change in people’s mindsets about women becoming involved in politics. |
| Sustainability | | | It is expected that the NCW will continue working with women at the village level and with the MWCSD and other partner organizations to ensure that at least 80% of all villages in Samoa become engaged in Community Conversations implementation. |
| Lessons Learned | | | 1. Despite the many challenges during implementation, the partnership approach used in program delivery ensured massive coverage of advocacy regarding leadership and GBV issues; 2. This initiative can be expanded to new villages, however it is important that there is proper follow up of the 41 villages covered by NCW to further support program outcomes; 3. The 41 Community Conversations provided real evidence of the effectiveness of National Symposiums and Advocates Trainings given the clarity of the anti-violence and pro-women’s engagement in leadership messages conveyed in communities; 4. The use of traditional learning methods is effective in village settings to advocate for change in people’s perceptions about women’s political participation and the need to eliminate GBV. At the same time there is a need to ensure this approach uses humor in a way that does not send mixed messages to audiences; 5. National Council of Women is mindful of the limited time between program implementation and the March 2016 election in terms of changing people’s mindsets and behaviours. As such, there is a need for the current 41 villages to continue their CC work and serve as examples to other villages. |
| **2.2** | **Activity Name** | | **Community Conversations (CC)** |
| Implementing Agency | | | National Council of Women |
| Current Status | | | Completed 19/12/2015 |
| Approved Budget:  SAT: 444,830 | | | Actual Spent: SAT 240,400 |
| Purpose of Activity | | | As a result of the activities carried out in Activity 2.1, the 200 “advocates” returned to their villages and spearhead their own community conversations using the Traditional Learning Methods approach they had been trained in. The purpose for this activity was for the 200 advocates to put into practice the outcomes of the trainings they’ve attended before. Not only is that but the practical implementation assurance that the initiative reaches its target audience. |
| Beneficiaries | | | 41 villages: 17 from Savaii and 24 from Upolu. From these villages about 7,000 women, 3,800 men, 4,300 youth and 1,000 children performed for an audience of about 15,300 women, 9000 men, 10,700 youth and 9,000 children |
| Activity Outcomes | | | 1. The 41 villages who conducted Community Conversation showed evidence that attitudes have changed and learning has occurred; 2. Wide coverage in terms of advocacy/increased awareness of the importance of women’s participation in politics and more coordinated efforts in eliminating gender based violence. 3. The 41 villages requested that the implementing agencies continue this initiative on a regular basis; 4. Attracted the attention of other villages however the program only budgeted for 40 villages. |
| Sustainability | | | NCW is seeking continued financial assistance from DFAT, UNDP, UN Women and others to expand this program and to conduct further M&E of the 41 villages involved in this phase of CC work. |
| Lessons Learned | | | 1. Partnerships are crucial to effective outreach; 2. Village mobilization is required to change women’s political representation and gender based violence; 3. There is a need to review the use of the traditional learning methods (TLM) approach when dealing with issues like violence. For instance, the use of humor can depict the wrong messages; 4. An integrated approach is important for effective advocacy. This initiative made use of a range of mediums including traditional songs, speeches, debates and dramas that reflected messages re women’s political representation and eliminating GBV. |
| **Outcome 3: Reduced incidence of gender based violence** | | | |
| **3.1** | **Activity Name** | | **A Warriors Promise Campaign** |
| Implementing Agency | | | Samoa Victim Support Group (SVSG) |
| Current Status | | | Completed 10/12/2015 |
| Approved Budget:  SAT 5,000 | | | Actual Spend: SAT 5,000 |
| Purpose of Activity | | | As part of their 16 Days of Activism Campaign, the SVSG supported a public campaign that featured men who are national role models standing up against gender based violence. The campaign also involved GBV offenders who have graduated from the SVSG Men’s Advocacy Program. The purpose of this activity was to engage male leaders to lead the fight against gender based violence. Male volunteers who have graduated from SVSG’s anger management program took turns in holding domestic violence free slogans in public places while others mobilize IEC distribution in other public places and public transports. |
| Beneficiaries | | | Apia public using public transport; boat commuters to/from Savaii, taxi drivers, public servants. |
| Activity Outcomes | | | This campaign reached approximately 30,000 people on social media; 326 local taxis are now displaying the Helpline sticker; 20 taxi companies have had trainings to assist with domestic disputes especially directing women to SVSG; 25 new male volunteers came forward to assist with the campaign; 6,000 IEC materials were distributed in central public places; 2,000 brochures were distributed in villages. |
| Sustainability | | | The SVSG in its day to day work continue to utilize men As the leading Non-Government Organisation in promoting free violent families, free violent Samoa, SVSG continues to use its male volunteers to lead their daily campaign in schools, churches, public places and villages. |
| Lessons Learned | | | The need to continuously involve men to lead the campaign and to be advocates/ambassadors for domestic violence. |
| **3.2** | | **Activity Name** | **Men’s Symposium and Inspiring Young Women’s Forums** |
| Implementing Agency | | | MWCSD, Division for Women & Division for Internal Affairs |
| Current Status | | | Completed 5/12/2015 |
| Approved Budget:  SAT: 37,720 | | | Actual Spent: SAT 30,050 |
| Purpose of Activity | | | In response to the alarming statistics in relation to gender based violence, the MWCSD continues to coordinate national efforts including the 16 Days of Activism Campaign. The MWCSD organized two events aimed at raising public awareness of the problems created by gender-based violence and reducing prevalence. These activities included:   1. Men’s Symposiums on Upolu (25/11/15) and SAVAII (4/12/15). These symposiums targeted male traditional and church leaders 2. An Inspiring Young Women’s Forum on Upolu (2/12/15) in collaboration with UNFPA, UN Women, WHO and the GoA and facilitated through the help of Village Women and Youth Representatives. This initiative was the result of the Teen Mums Program which began in 2013 and targeted young mothers from both Upolu and Savaii. The program was based on three main objectives:  * To raise awareness of young women on sexual reproductive health issues, stressing on the importance of using family planning; * To encourage young women to break their silence about violence and seek assistance when they experience or witness violence; * To inspire young women to develop entrepreneurship skills to ensure their survival. |
| Beneficiaries | | | Direct beneficiaries included: i) the 101 people who attended the Men’s Upolu Symposium and the 184 who attended the Savaii Men’s Symposium - both events included traditional and church leaders, young men and some women; ii) the selected 30 teen mothers from the Apia targeted area who attended the Inspiring Young Women’s Forum.  Indirect beneficiaries included family members and males of the selected villages of symposium and forum participants as well as MWCSD staff from other divisions including Corporate Services, Audio Visual Unit, Division for Youth and Policy and Planning Division. |
| Activity Outcomes | | | **Men’s Symposiums:**   1. Increased understanding and acceptance of village male leaders on their responsibility to become part of the solution in eliminating GBV; 2. A quarter of the participants signed up to be members of the Men Against Violence Advocacy Group; 3. Utilization of former MWCSD training male participants who are also members of the Men Against Violence Advocacy Group to be panel members to share their stories with participants. Panelist stories reflected effective articulation of the lessons they have learned through experience; 4. Strong collaboration between the Ministry of Women, Community and Social Development and its partners namely Ministry of Police, CBOs and FBOs in advocating for a “violence free Samoa”;   **Inspiring Young Women’s Forum:**   1. Increased awareness among teenage mothers of basic SRH and DV symptoms and causes; 2. Strong collaboration between MWCSD, Police, NYC, Samoa Family Health Association, TLDP Program “Break Through Initiatives”, CBOs and FBOs in building the capacity of young women and ensuring they are healthy 3. Empowerment of teenage mothers through new information which will be expanded with Continuous financial support of our donor partners such as the Government of Australia through the Samoa Women Shaping Development 4. Increased understanding of participants on SRH issues |
| Sustainability | | | These activities are part of the MWCSD annual work program. |
| Lessons Learned | | | 1. It takes time to change men’s behaviour and attitude towards empowerment of women from all spheres hence the need for them to take the lead. 2. There is the need for more programs targeting men to become leaders in fight against GBV. 3. Redesign the Young Inspiring Women’s program to focus more on character building education and for the program to be extended to a 3 day program. |
| **Outcome 4:Project Management and Reporting** | | | |
| **4.1** | **Activity Name** | | **Engagement of Program Management Specialist, SWSD** |
| Implementing Agency | | | MWCSD (Division for Women) |
| Current Status | | | Ongoing: 2015 –2018 |
| Approved Budget:  SAT 74,357 | | | Actual Spent: SAT 13,770.34 |
| Purpose of Activity | | | The role of the SWSD Program Management Specialist (PMS) is to provide practical coordination, management services, reporting inputs and technical advice on gender activities to MWCSD as the program implementing agency |
| Beneficiaries | | | The MWCSD, other government ministries and civil society organisations will have greater accesses to financial and technical resources required for gender equity programming, advocacy, research and policy development. |
| Activity Outcomes | | | The PMS commenced her position on 02 Nov 2015, towards the end of the Inception Period. During the first 7 weeks of her employment she managed to sign her contract and ensured she gets paid, supplied equipment’s for program use, conducted the monitoring and evaluation of 25 village Community Conversations with the National Council of Women, procured payment for 41 villages Community Conversation grants, appraised four funding proposals, drafted the 5 year Work plan for SWSD Program, provide secretariat support for three Gender Sub Sector meetings and drafted the Six month Progress Report. |
| Sustainability | | | The PMS position will be funded by the SWSD until at least late 2018 after which a review will determine the future management needs of the program and appropriate funding arrangements. |
| Lessons Learned | | | 1. It is important that Program Units are fully established and Program Managers are trained and in place prior to activity implementation; 2. Clear and transparent decision-making processes need to be determined from program outset and consistently followed; 3. Ongoing and efficient support of the Corporate Services Division of the MWCSD and the Ministry of Finance is critical to meeting SWSD objectives on a timely and transparent manner. 4. Mutual understanding among donor and implementing partners regarding governance structures and processes is important to avoid misunderstandings. |
| **4.2** | **Activity Name** | | **Training in Monitoring and Evaluation** |
| Implementing Agency | | | MWCSD, Division for Women |
| Current Status | | | Training completed August 2015 |
| Approved Budget:  SAT 3,740 | | | Actual Spent: SAT,3,740.40 |
| Purpose of Activity | | | The purpose of this activity was to build the capacity of MWCSD staff to develop the SWSD Program logic using a step-by-step process and to develop the Program M&E Framework based on the ToC. |
| Beneficiaries | | | MWCSD and DFAT |
| Activity Outcomes | | | Draft SWSD M&E Framework |
| Sustainability | | | The draft M&E will be used to inform activity design and provide the basis for monitoring impacts over the next five years. |
| Lessons Learned | | | 1. MWCSD staff benefitted from the opportunity to work with Pacific Women staff in developing the SWSD ToC, the Program Logic and the M & E framework; 2. Delays in completing the M&E Framework resulted from the absence of dedicated Program Staff until November 2015. |
| **4.3** | **Activity Name** | | **Internal Review of SWSD Work Processes** |
| Implementing Agency | | | MWCSD, Division for Women. |
| Current Status | | | November 2015 |
| Approved Budget:  SAT 850 | | | Actual Spend: SAT 850 |
| Purpose of Activity | | | To identify MWCSD staff current understanding of the SWSD and to gather the support of all MWCSD Divisions for taking SWSD forward. |
| Beneficiaries | | | Directly: MWCSD staff involved with the SWSD  Indirectly: implementing partners will benefit through increased program effectiveness and efficiency leading to better service delivery for clients |
| Activity Outcomes | | | 1. MWCSD staff identified numerous strategies to address self-identified challenges to program implementation. 2. Secretariat managed to implement some of the recommendations from this internal review. |
| Sustainability | | | Some of the recommendations inform current direction of the SWSD and current processes in place. |
| Lessons Learned | | | 1. It is important to undertake regular internal reviews of the impacts of funded donor programs on the overall operating environment of implementing agencies. |
| **Outcome 5: Knowledge and Learning** | | | |
| **5.1** | | **Activity Name** | **Samoa Participation at CHOGM in Malta** |
| Implementing Agency | | | MWCSD & SUNGO |
| Current Status | | | Completed 25/11/2015 |
| Approved Budget:  SAT 27,713.60 | | | Actual Spent: SAT: 27,112.84 |
| Purpose of Activity | | | SWSD funded the Samoa delegation’s attendance at CHOGM Meetings in Malta in November 2015. the delegation comprised CEO MWCSD and CEO SUNGO |
| Beneficiaries | | | Directly: MWCSD and SUNGO leadership teams |
| Activity Outcomes | | | The CEO’s report stated that the conference had reinforced to her the importance of women’s economic, social and political development and the need to “leave no women behind” including women with disabilities. The conference also confirmed the need to strengthen access, participation and leadership in education, health, employment, technology, political and economic decision making and the judiciary as key contributing factors to achieving gender, better quality of life and sustainable development. |
| Sustainability | | | The CEO MWCSD and CEO SUNGO’s learning from this conference will be translated in all planning processes of the two agencies, policy formulation and activity implementation. |
| Lessons Learned | | | There is a need to ensure that all delegates funded to attend international conferences provide thorough report backs on what they have learned and how it applies to the local context. |
| **5.2** | | **Activity Name** | **Review of the National Policy for Women of Samoa 2010 - 2015** |
| Implementing Agency | | | Secretariat of the Pacific Community (SPC) in collaboration with MWCSD |
| Current Status | | | Draft completed 28/5/2015 |
| Approved Budget:  SAT: 2,734 | | | Actual Spent: SAT 2,734 |
| Purpose of Activity | | | SWSD provided partial funding for the independent review of the current National Policy for Women conducted by SPC. The MWCSD is responsible for drafting a new national policy which reflects the current gender equity situation and identifies strategic platforms and expected outcomes on which programming priorities can be determined. It is expected that the Policy will closely align with the objectives of the SWSD Program, the upcoming Community Sector Strategy and the new Samoa Development Strategy. |
| Beneficiaries | | | Directly: The MWCSD  Indirectly: The Samoan public who will benefit from focused interventions that address priority gender equity and empowerment issues |
| Activity Outcomes | | | A working draft of the new National Gender Policy has been prepared and is under review by the MWCSD Executive Management |
| Sustainability | | | This policy will inform current and future programs and strategies for achieving gender equality in Samoa. The implementation of this policy is the current mandate of the MWCSD and financed from the government of Samoa budget. |

|  |  |
| --- | --- |
| **Summary of Approved Activities:** | |
| Government Ministries | 9 of 17 activities (52.9%) |
| Civil Society Organizations | 1. of 17 activities (47.1%) |

**4.2** **Summary of Pending Proposals**

The following pending activities are highlighted in this report as they provide the basis of the extended Inception Period Plan for implementation from January 2016 – June 2016. While these proposals were already approved as part of the initial Inception Plan, they are included in this report in compliance with new appraisal procedures and to show implementation costs to enable the release of Trench 2 funding.

|  |  |  |  |
| --- | --- | --- | --- |
| **Outcome 1: Increased women’s economic empowerment** | | | |
| **1.1** | | **Activity Name** | **Review of Samoa Micro-Credit Loan Scheme Facility** |
| Implementing Agency | | | Development Bank of Samoa (DBS) |
| Purpose of Activity | | | To identify constraints and barriers in the current micro-credit scheme and develop strategies to enhance the effectiveness and efficiency of Phase II of this facility. This research will also recommend eligibility criteria and terms and conditions for credit financing to ensure accessibility and affordability for women and youth |
| Intended Beneficiaries | | | Women and youth (male and female).who are running micro businesses and are looking for financial support to expand it. |
| Proposed Budget | | | SAT 20,000  SAT 10,000 for TA to conduct comprehensive independent review of the first phase of the Micro Credit Scheme.  SAT 10,000 to train women and youth who will be possible clients of the scheme |
| Further Action Required | | | The Secretariat will prepare the activity appraisal for endorsement by the SCGD when the Terms of Reference for the TA are received from the DBS. |
| **1.2** | | **Activity Name** | **Development of Business Entrepreneurship Training & Business Support Services for Women Operating Micro Businesses** |
| Implementing Agency | | | Small Business Enterprise Center (SBEC) |
| Purpose of Activity | | | To equip women with the necessary skills and access to support services to enable them to be successful as micro business entrepreneurs. |
| Intended Beneficiaries | | | Women who already have a small operational business and have demonstrated commitment to run their business on a commercial basis. |
| Proposed Budget | | | SAT 36,000  The proposed budget includes 3 Business Trainings (2 Upolu and 1 Savaii) for about 100 women. |
| Further Action Required | | | The Secretariat will prepare the activity appraisal for endorsement by the SCGD. |
| **Outcome 2: Advancing gender equality in decision making and political governance** | | | |
| **2.1** | | **Activity Name** | **Formalizing the Women Entrepreneurs Network of Samoa** |
| Implementing Agency | | | Samoa Chamber of Commerce |
| Purpose of Activity | | | To bring together current business women in rural and urban areas to formalize the Women Entrepreneurs Network (WEN) and set strategic and operational directions for the network |
| Intended Beneficiaries | | | Business women in urban and rural areas |
| Proposed Budget | | | SAT 50,000  The proposed budget includes 2 initial consultations (1 Upolu & 1 Savaii); 2 Strategic Workshops (1 Savaii & 1 Upolu); 2 Validation Workshops (1 Savaii & 1 Upolu); official launching of the WEN Strategic Plan and Constitution to coincide with International Women’s Day. |
| Further Action Required | | | The Secretariat will prepare the activity appraisal for endorsement of the SCGD. |
| **2.2** | | **Activity Name** | **Gender Stocktake of Public Administration Human Resource Management Policies** |
| Implementing Agency | | | Office of the Public Service Commission (PSC) |
| Purpose of Activity | | | To conduct a stock-take review of HRM policies, procedures, tools and practices to identify gaps and recommend adaptive measures to increase gender responsiveness and ensure equity in GoS HR systems  To conduct specials training on institutionalization of gender issues in all the HRM policies procedures and tools. |
| Intended Beneficiaries | | | All government Ministries and corporations and women who are working in the public sector |
| Proposed Budget | | | SAT 103,000  SAT 85,000 for TA services to conduct the stock-take; SAT 10,000 for Gender Specialist to train PSC staff in policy institutionalization; SAT 8,000 for training costs |
| Further Action Required | | | Secretariat will prepare the activity appraisal for endorsement of the SCGD |
| **2.3** | | **Activity Name** | **International Women’s Day** |
| Implementing Agency | | | MWCSD, Gender Division |
| Purpose of Activity | | | To commemorate International Women’s Day through a media campaign to promote elimination of violence against women and girls, women’s political participation and televising women’s profiles on economic, political and social aspects of life |
| Intended Beneficiaries | | | All women of Samoa |
| Proposed Budget | | | SAT150,000  SAT 80,000 for cost of filming women’s success stories  SAT 70,000 for cost of printing and publication of these profiles, television and advertising through newspaper |
| Further Action Required | | | Secretariat will prepare the activity appraisal for endorsement of the SCGD |
| **Outcome 3: Reduced incidence of gender based violence** | | | |
| **3.1** | | **Activity Name** | **Establishment of the Alcohol and Drug Court** |
| Implementing Agency | | | Ministry of Justice, Courts and Administration (MJCA) |
| Purpose of Activity | | | The Alcohol and Drugs Court (ADC) will be launched in February 2016. The MJCA is seeking funds to engage a Case Manager Officer for 12 months to play a lead role in working with the ACD Clinician to establish/deliver rehabilitative programmes and to localize the Case Manager position. |
| Intended Beneficiaries | | | People who abuse substances and perpetrators of GBV, their families and communities |
| Proposed Budget | | | SAT 70,000  TA costs for the Case Management Officer seconded from Waitemata District Health Board (NZ) who will assist with the establishment of the Alcohol and Drugs Court. |
| Further Action Required | | | SWSD Secretariat will prepare the Activity Appraisal ; TORs for the Case Manager and the MOU (MWCSD/ MJCA) for endorsement by the SCGD |
| **3.2** | **Activity Name** | | **Family Safety Study** |
| Implementing Agency | | | MWCSD using consultancy services |
| Purpose of Activity | | | The MWCSD is seeking funding to engage consultancy services to carry out a comprehensive assessment of the current situation of domestic and gender-based violence in Samoa, including the extent to which existing programs and services are addressing the problem and the impacts of the 2013 Family Safety Act, as the basis for cross sector program planning. The specific objectives of this research are to:  1. Thoroughly assess all forms of domestic and gender-based violence (GBV) in Samoa, including prevalence rates, causes and consequences from a “rights-based” perspective, using the outcomes of the 2007 Samoa Family Health and Safety Study as baseline;  2. Identify services available to respond to domestic and closely examine the extent to which current legislation (Family Safety Act 2013), programs and services developed in response to the 2007 Report have impacted prevalence and attitudes towards violence throughout Samoa;  3. Provide a preliminary cost benefits analysis of the impacts of domestic violence on health, education, employment and economic development in Samoa;  4. Present detailed recommendations to promote family safety and prevent GBV based on study findings and international best practice, including specific areas where further research is required;  5. Enable government, civil society and private sector organizations to develop relevant programs and services in response to study findings;  6. Increase knowledge and build capacity of the MWCSD and Activity Steering Committee in project oversight, research methods, understanding of GBV, impacts of violence in Samoan society, and global prevention strategies. |
| Intended Beneficiaries | | | Policy-makers, planners and program implementers from all sectors, victims and perpetrators of GBV and their families |
| Proposed Budget | | | SAT 402,800  Includes payment for consultancy services to conduct national level research, engagement and training of local surveyors and prepare a comprehensive set of recommendations to address GBV throughout Samoa |
| Further Action Required | | | SWSD Secretariat will prepare the Activity Appraisal and Tender Documents including Scope of Services for endorsement by the SCGD |
| **Outcome 4: Project Management and Reporting** | | | |
| **4.1** | | **Activity Name** | **Preparation of Samoa’s 6th CEDAW Periodic Report to the UNCEDAW Committee** |
| Implementing Agency | | | Ministry of Women, Community and Social Development, Division for Women. |
| Purpose of Activity | | | Provide consulting services to the CEDAW Committee/MWCSD to complete compilation the 6th CEDAW Periodic Report due in July 2016 on behalf of the Government of Samoa. |
| Intended Beneficiaries | | | Government of Samoa and civil society organisations working on gender policies and programs. |
| Proposed Budget | | | SAT 30,000 for consultancy fees |
| Further Action Required | | | SWSD Secretariat will prepare the Activity Appraisal and TORs for Consultant for endorsement by the SCGD |
| **Outcome 5: Knowledge and Learning** | | | |
| **5.1** | | **Activity Name** | **Samoan Delegation to Commission on the Status of Women (CSW), New York** |
| Implementing Agency | | | Division for Women and Nuanua o le Alofa (NOLA) |
| Purpose of Activity | | | The purpose of this activity is to support the participation of 2 female Samoan leaders to attend the CSW in March 2016 in New York who will company the CEO of the MWCSD. Attendance at this conference is important for the following reasons:   1. To enable the GoS, as the State Party to the CEDAW, the opportunity to engage in high level UN discussions and negotiations regarding this convention; 2. To share with the international community Samoa’s progress, achievements and future plans with respect to achieving gender equality benefit; 3. To learn from how other countries are addressing gender barriers and how these strategies could be applied in our country; 4. To collaborate with development partners and inter-governmental organisations in demonstrating the application of Article 8 of CEDAW (*Support engagement of women in governance/decision-making processes*) through participation at high level conferences; 5. To present Government of Samoa preparation plans as host for the Commonwealth 11th Women’s Affairs Ministerial Meeting in September 2016 |
| Intended Beneficiaries | | | Government of Samoa, the MWCSD and NOLA |
| Proposed Budget | | | SAT 54, 313.10  For airfares, accommodation and meal costs for two participants (ACEO, Gender Division/MWCSD and CEO NOLA) to attend the CSW. |
| Further Action Required | | | Secretariat will prepare the activity appraisal for endorsement of the SCGD. |
| **5.2** | | **Activity Name** | **Community Sector Plan Medium Term Expenditure Framework (MTEF)** |
| Implementing Agency | | | Ministry of Women, Community and Social Development. |
| Purpose of Activity | | | To assist the MWCSD develop the MTEF for the Community Sector Plan 2016-2020. |
| Intended Beneficiaries | | | Community Development Sector |
| Proposed Budget | | | SAT25,000  To fund TA costs to develop the MTEF |
| Further Action Required | | | Secretariat will prepare the activity appraisal for endorsement of the SCGD. |
| **Total Budget for Outstanding Proposals SAT 941,113** | | | |

1. **Priorities for Next Reporting Period**

**5.1 Operations**

* Develop new program templates and forms to ensure that all program documentation is complete and consistent;
* Procure additional office supplies such as an extra hard drive to ensure that all program files are secure;
  1. **Marketing and Promotion**
* Develop the SWSD Communications Strategy to ensure high level public awareness of program objectives, activities, outcomes, application procedures etc.;
* Program and the gender equity work being undertaken by implementing agencies;
* Design and distribute promotional materials on the SWSD;

**5.3 Human Resource Development**

* Develop a SWSD Professional Development Plan to ensure the Program Manager and other MWCSD staff directly involved in SWSD implementation have the and knowledge required to successfully lead the program;
* Provide gender training to MWCSD staff in self-identified learning areas
* Identify the learning needs of key government and civil society organizations with respect to gender programming and program management (including proposal preparation, activity design, reporting and M&E), and provide assistance to support the MWCSD in their plans to develop a strategy to increase sector capacity as part of Outcome 4 work;

**5.4 Governance and Strategy**

* Complete the SWSD Annual Plan 2015-2016 ensuring clearly defined program objectives, strategies, targets and validation systems;
* Work with the SCGD to review current program governance and management arrangements with a view to creating greater efficiency while still ensuring full accountability and transparency. This work is likely to result in new TORs for the SCGD and the formation of task forces to handle specified functions;

**5.5 Program Implementation**

* Process the 10 pending funding proposals as outlined in Section 4.2. These proposals, which cover activities in the all five outcome areas, have a combined budget value of SAT 941,113;

**5.6 Monitoring and Evaluation**

* Finalize the SWSD Monitoring and Evaluation Framework and ensure alignment with the upcoming National Gender Policy, the Community Sector Strategy and the Samoa Development Strategy (SDS);
* Assess the training requirements of the Program Secretariat and MWCSD staff to effectively implement the SWSD M&E Framework and develop Ministry capacity in this area;
* Implement procedures to ensure all SWSD funded projects have properly documented impact assessment.

**6.** **Program Finance**

The following table presents SWSD expenditure against the approved budget from 28 May 2015 to 30 December 2015 by outcome area, implementing agency and activity.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Summary of Activities, Budget & Expenditure by Component: 28/05/15 – 30/12/2015** | | | | | | |
| **Outcome 1: Increasing women’s economic empowerment** | | | | | | |
| **Implementing Agency** | | **Name of Activity** | **Approved Budget** | **Total**  **Spent** | **Beneficiaries** | **Current Status** |
| 1.1 | Samoa National Youth Council & MWCSD | Lauua (Mulberry) Replanting | SAT 10,000 | SAT 1,000 | Six villages of Upolu covering 117 households & 738 individuals | Completed 24/05/2015 |
| 1.2 | Division for Women & Division for Internal Affairs, MWCSD | National Fine Mat Exhibition | SAT 11,500 | SAT 11,500 | All rural women weavers and their families from Upolu Savaii | Completed 7/5/2015 |
| **Total Approved by SCGD** | | | **SAT 21,500** | **Total Spent** | **SAT12, 500 (100%)** | |
| **Total Allocated in Inception Plan** | | | **SAT192,072** | **Total Spent** | **SAT12,500 (6.5%)** | |
| **Outcome 2: Advancing gender equality in decision making and political governance** | | | | | | |
| **Implementing Agency** | | **Name of Activity** | **Approved Budget** | **Total Spent** | **Beneficiaries** | **Current Status** |
| 2.1 | National Council of Women | 1. Pre Independence Day National Symposium 2. Independence Day Advocacy; Community Conversations 3. Technical Assistance (200 advocates) | SAT 103,100 | SAT 103,100 | Members of the National Council of Women & Samoa Women’s Committee Development Organization. | Completed 1/6/2015 |
| 2.2 | National Council of Women | 1. Trainings for Advocates 2. Savaii Symposium 3. Community Conversations | SAT 45,512  SAT 53,806  SAT 242,412 | SAT 240,400 | 41 villages: 17 from Savaii and 24 from Upolu. From these villages the total number of performers accounts to approximately 7,140 women, 3,850 men, 4,320 youth and 1,000 children. | Completed 19/12/2015 |
| **Total Approved by SCGD** | | | **SAT 444,830** | **Total Spent** | **SAT 343, 500 (50.2%)** | |
| **Total Allocated in Inception Plan** | | | **SAT 242,412** | **Total Spent** | **SAT 101,088 (Overspent)** | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Outcome 3: Reducing the incidence of violence against women and girls** | | | | | | | | |
| **Implementing Agency** | | | **Name of Activity** | | **Approved Budget** | **Total Spent** | **Beneficiaries** | **Current Status** |
| 3.1 | | Samoa Victim Support Group | A Warriors Promise Campaign – 16 Days of Activism | | SAT 5,000 | SAT 5000 | Apia public using busses ; boat commuters to/from Savaii | Completed10/12/2015 |
| 3.3 | | Division for Women, Division for Internal Affairs, MWCSD. | 3.3.1.Men’s Symposium for Upolu& Savaii – 16 Days of Activism  3.3.2. Inspiring Young Women’s Forum. | | SAT 32,720  SAT 5,000 | SAT27,720  SAT 2,330 | 101 Village mayors and Church Ministers from Upolu and more than 200, village male leaders and church ministers from Savaii. | Completed 5/12/2015 |
| 30 Teenage mothers from around the town area. |
| **Total Approved by SCGD:** | | | | | **SAT37,720** | **Total Spent** | **SAT 30,050(79.7%)** | |
| **Total Allocated in Inception Plan** | | | | | **SAT 274,582** | **Total Spent** | **SAT 30,050(10.9%)** | |
| **Outcome 4: Program Management and Reporting** | | | | | | | | |
| **Implementing Agency** | | | | **Name of Activity** | **Approved Budget** | **Total Spent** | **Beneficiaries** | **Current Status** |
| 4.1 | Division for Women, MWCSD | | | Program Management Specialist Salary | SAT 74,357  (annual salary) | SAT 13,770.34  (2/11/2015 -31/11/15) | SWSD Project | Ongoing |
| 4.2 | MWCSD  (in collaboration with Pacific Women Support Unit) | | | Monitoring and Evaluation Workshop | SAT 3740.40 | SAT 3,740.40 | MWCSD Staff and SWSD Project | Completed  14/08/15 |
| 4.3 | MWCSD | | | Internal Review of the SWSD Program | SAT 850.00 | SAT 850.00 | MWCSD &  SWSD Program | Completed 18/11/2015. |
| **Total Approved by SCGD** | | | | | **SAT 78,947** | **Total Spent** | **SAT 18,360.74 (79.7%)** | |
| **Total Allocated in Inception Plan** | | | | | **SAT 78,429** | **Total Spent** | **SAT 18,360.74(23.4%)** | |
| **Outcome 5: Knowledge and Learning** | | | | | | | | |
| **Implementing Agency** | | | | **Name of Activity** | **Approved Budget** | **Total Spent** | **Beneficiaries** | **Current Status** |
| 5.1 | CEO for MWCSD & SUNGO | | | Participation at CHOGM in Malta | SAT27,713.60 | SAT 27,112.84 | CEO MWCSD & CEO SUNGO | Completed25/11/2015 |
| 5.2 | Division for Women, MWCSD | | | National Policy for Women | SAT 2,734 | SAT 2,734 | Policy makers, program planners | Completed 28/5/2015 |
| **Total Approved by SCGD:** | | | | | **SAT 30,448** | **Total Spent** | **SAT 29,846.84 (98.2%)** | |
| **Total Allocated in Inception Plan** | | | | | **SAT32,812** | **Total Spent** | **SAT 29,846.84 (90.9%)** | |

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| --- | --- |
| **Financial Summary** | |
| 1. **Expenditure against Budget** | |
| Inception Phase Budget (30/03/15 – 30/12/15) | AUD 348,500 (SAT 683,964) |
| Total Expenditure to Date (19/05/15 – 30/12/15) | SAT 434,257.58 (63.6% of Inception Budget) |
| Remaining Funds | SAT 249,107 (36.42% of Inception Budget) |
| 1. **Expenditure by Outcome Area** | |
| Outcome 1: Economic Empowerment | SAT12, 500 (2.9%) |
| Outcome 2: Political Governance | SAT 343, 500 (78.9%) \* |
| Outcome 3: Prevent Violence | SAT 30,050 (6.9%) |
| Outcome 4: Program Management | SAT 18,360 (4.3%) |
| Outcome 5: Knowledge and Learning | SAT 29,847(7.0%) |
| 1. **Expenditure by Implementing Agency** | |
| Government Ministries | SAT 77,201.16 |
| Civil Society Organizations | SAT 465,156.42 |

\* **Note:** The reason for the disproportionate expenditure (Outcome 2) was the strategic decision taken by the SCGD to focus on Outcome 2 during the Inception Phase given the upcoming March 2016 election featuring the new 10% quota for female parliamentarians. It should be noted however that activities funded under this component also had a primary focus on achieving Outcome 3 (prevent GVB) objectives.

**7. Key Challenges, Lessons and Recommendations**

**7.1 Challenges and Recommendations**

Amongst the many program achievements over the Inception Phase, some challenges have also arisen. MWCSD and Secretariat staff from three divisions have worked together to identify lessons learned through their experience with the program to date and to suggest strategies to improve SWSD relevance, effectiveness and efficiency. These ideas are summarized below.

* 1. **.1 Delay in Program Implementation**

Although the SWSD was signed by the GoA and the GoS on 30 March 2015, program funds were not accessible to the MWCSD until 19 May 2015. In addition, the full-time Program Management Specialist (PMS) did not commence work until 02 November and the International Gender Advisor (GA) until 28 October. As such, the MWCSD was without dedicated human resources for the first seven months of the nine-month Inception Phase. As a result of this delay, existing MWCSD staff were required to establish the Secretariat and commence program implementation on top of their other full time responsibilities.

With the recent engagement of the PMS and GA and handover of SWSD Secretariat functions to the PMS, it is expected that the burden on the Division for Women’s Division will be significantly reduced and the program will be seen as an asset to the implementing agency and our development partners.

***Recommendation 1: It is recommended that the SWSD Inception Phase be extended from 30 December 2015 to 30 June 2016 to enable all program establishment tasks to be properly completed, and that Milestone Trigger dates (see Annex 3, DFA) and budget allocation be adjusted accordingly.***

**7.1.2 Limited Staffing**

The PDD calls for a single Project Management Specialist to overseas all aspects of SWSD management, administration, communications and reporting - with some assistance to be provided by MWCSD staff and the short-term international Gender Advisor. However, based on program experience to date, this staffing model is not sufficient to adequately cover all functions required of the SWSD Secretariat, particularly in the areas of financial management and program M&E. When compared to other donor funded programs in the MWCSD, the SWSD is understaffed.

***Recommendation 2: It is proposed that two additional staffing positions be added to the SWSD Secretariat including a Finance/Administration Officer and a Monitoring & Evaluation Officer.***

* + 1. **Review of SWSD Work and Decision-Making Processes**

Given upcoming changes to the structure of the MWCDSD, combined with the fact that program implementation commenced without an orientation for CSSC and SCGD members, it is proposed that a review be undertaken of current work processes and decision-making protocols with a view to ensuring maximum accountability and efficiency while also empowering the MWCSD in its’ role as Implementing Agency. A “retreat style” review meeting would also provide an opportunity for key stakeholders to review the draft SWSD Annual Plan 2016-2017 and discuss the challenges, lessons learned and recommendations as outlined in this 6-month report.

**Recommendation 3: It is recommended that the CSSC/SCGD hold an extended meeting in early 2016 to review current work and decision-making processes and amend Terms of Reference as required.**

**or**

***Recommendation 3: It is recommended that the Samoa Gender Sub Sector Committee be dissolved and have the Community Sector Steering Committee be the governing body for the SWSD Program but formalize the Taskforce committee comprised of MWCSD, DFAT, MOF to be the working body for the Program.***

* + 1. **The Need for Alignment**

When the SWSD program commenced a number of key national policy and planning documents were under review including the Samoa Development Strategy (SDS), the Community Development Sector Plan (CDSP) and the National Policy for Women (NPW). As such, it was not possible to ensure alignment of SWSD activities with the new strategic directions of the GoS. While the SWSD has supported a range of valuable activities across the 3 SWSD key outcome areas areas to begin with, the MWCSD under new leadership are also embarking on new policy and program reforms to ensure better alignment of donor funded program approaches to upcoming GoS gender equity priorities and strategies. When the SDS, the CDSP and the NPW are finalized (expected April 2016) the SWSD program will have a more defined strategic platform to guide program planning.

***Recommendation 4: It is recommended that the SWSD Annual Plan for 2016-2017 take into account the key gender equity objectives, strategies, priorities and targets of the GoS as articulated in the upcoming SDS, Community Sector Plan and National Gender Policy.***

* + 1. **SWSD funding restrictions**

Clause 49 of the DFA indicates that SWSD program funds cannot be used for housing allowances, vehicles or vehicle running costs, or to pay for catering and gifts. This restriction has served to impede the implementation of some activities, especially those involving workshops and training sessions were participants require accommodation and/or basic meals. It has also created issues for implementing agencies that require transport to rural communities for program implementation and for SWSD Secretariat staff when conducting M&E visits in rural areas.

***Recommendation 5: It is recommended that the SWSD be permitted to fund reasonable accommodation, food and vehicle related costs when this is critical to successful program implementation.***

**7.1.5 Lack of accessible transportation for SWSD program work**

Transportation was a real challenge in the last six months. There is no vehicle assigned specifically for the Gender Program. The one vehicle assigned to the Division for Women (DFW) is servicing 4 major units of the DFW plus the Gender Program and two other projects. This one vehicle is not sufficient to serve these four units as well as the Gender program and two other projects housed under the DFW.

***Recommendation 6: It is recommended that donor allow purchase of a donor funded vehicle strictly managed by the Secretariat (Division for Women) to ensure the fulfillment of the Gender Program requirements and to ensure solution to some of the issues reflected in the first six months.***

***7.1.7 Cumbersome financial procedures***

The Ministry of Finance’s protocols and delay towards procumbent of payment especially the Accounts Division was one of the main challenge in this reporting period implementation. This reflected badly on the MWCSD as the executing agency relationship with the community and other implementing partners.

**Recommendation 7: It is recommended that the Aid Coordination Unit as chair for the Gender Sub Sector Committee push the Ministry of Finance’s Account Division’s accurate and prompt attempt to SWSD procurements.**

**7.1.8 Limited M&E and reporting capacity**

The monitoring and evaluation framework for the program is still under review, with monitoring instruments being redesigned to ensure funding proposals received meet the standards required. As such, it has taken considerable time to prepare proposals to the required standard for approval by the SCGD This has created delays and frustrations on the part of prospective implementing agencies and the managing partner as well. Similarly, activity completion reports generally do not provide adequate detail - especially with respect to outcomes and impacts on targeted beneficiaries.

**Recommendation 8: It is recommended that the M & E framework is finalised and approved. In turn the Secretariat to develop clear proposal guidelines and work closely with potential recipients to ensure all funding submissions are well thought out, have clearly articulated objectives, expected outcomes and means of verification. The Secretariat will also develop a standardized template for activity level M&E which implementing agencies will be required to complete prior to full payment of agreed funds.**

* 1. **Lessons Learned**

Lessons learned through the implementation of each funded activity are identified in the summary chart in Section 4. In addition to these observations, some overall lessons have emerged during this reporting period as outlined below.

**7.2.1 Quality Assurance**

It is essential that the SWSD systematically reviews its’ performance against key aid effectiveness criteria including program effectivess, relevance, sustainability, efficiency and impact. As such, the recommendations proposed in Section 7.1 aim to increase SWSD performance in each of these areas, with a specific focus on assessing impacts and ensuring sustainability. When completed, the SWSD M&E Framework will identify specific targets and indicators to enable ongoing and objective assessment of the program in all aid effectiveness areas. In the coming months the Secretariat will work to ensure the greatest possible alignment of the new Samoa Development Strategy, the Community Sector Plan and the National Gender Policy with Program activities and targets.

**7.2.2 Partnership Approaches**

The importance of developing and sustaining positive relationships with potential partners, donor agencies and implementing agencies has been reinforced. Experince has shown that clear communication about the roles and responsibilities of all parties is critical. As such, there is also a need for the Secretariat to: i) ensure that implementing agencies fully understand all program requirements prior to activity commencement, and ii) that regular communication is maintained throughout implementation so that emerging issues are addressed proactively.

* + 1. **Budget support for Gender Equity**

Historically, work on gender equity issues in Samoa has been challenged by a lack of funding, particulary long-term, dependable support to both government and civil society agencies. With assistance provided by the SWSD, it is expected that the MWCSD and partner organisations will be able to undertake planned research and implement activities that they have previously been unable to resource.

**8. Risk Management**

This section provides an update against the specific risks identified in the SWSD Risk Management Matrix (Program Design Document, Annex F).

**8.1 Risks in the Operating Environment**

***Risk #1: Natural disaster (e.g. cyclones, earthquakes or tsunamis) disrupts Country Plan delivery and results in redeployment of staff***

While there were minor delays in conducting planned activities in some rural areas in early December due to heavy rain and flooding, climate conditions did not significantly impact the SWSD Program during this reporting period.

***Risk #2: Poor relationship between DFAT and GoS (e.g. demands from Canberra clash with Samoa context or vice versa)***

The relationship between DFAT and the GoS with respect to implementation of the SWSD continues to be positive. At times there has been some confusion regarding the kind of paperwork required of the Secretariat by DFAT/SCGD. However, this issue is being addressed through the introduction of Activity Appraisal Reports prepared by the PMS which provide SCGD members with more analytical information on which to base their decisions. The upcoming review of work processes and redefined TORs for SWSD governance body(s), including delegation of authority to the MWCSD is expected to further strengthen stakeholder relations.

***Risk #3: Negative reaction in Samoan communities and institutions to concepts of gender equality***

The PDD acknowledges the inherent risks involved in implementing the SWSDD given the program’s intent to change deeply-felt cultural values and perceptions about the role of men and women in society. To some extent this can be seen by the negative reaction of some communities to current efforts to increase the number of women who stand for and win seats in the upcoming national election (March 2016). At the same time, many leaders and community members have been highly vocal in commending these efforts and have shown strong support for increasing the number of female parliamentarians in line with the 2013 Constitutional amendment.

Managing the “natural backlash” to changes in social norms and gendered roles requires the MWCSD and the SWSD Secretariat to continuously engage with community development organisations (including NGOs, CBOs and FBOs) and directly with Samoans at all levels of society to assess the impacts of program advocacy and to address any harmful effects that may arise. It is also proposed that an “attitude and behaviour” evaluation be conducted in late 2016 to assess the impacts of the legislative change to increase the number of women in parliament.

***Risk #4: Change in priorities by GoS or GoA in relation to importance of gender equality***

As discussed in Section 7.1.4, there is a need to review SWSD program implementation plans and priorities when the new Samoa Development Strategy, the new Community Develop Sector Plan and the new National Policy of Women are finalized in the first quarter of 2016. Further, it is possible that the newly elected government (March 2016) could change the current focus on gender equality and/or priority actions in this regard. As such, the SWSD program will take into account the key gender equity objectives, strategies, priorities and targets of the GoS as articulated in the upcoming SDS, CSP and NPW.

With respect to the GoA, the focus on ensuring gender equity outcomes throughout the Australia’s Aid Program has been reinforced: “As Australia's first female Foreign Minister I believe that we are able to put the challenges facing women and the issues facing women at the heart of our foreign policy.” (Hon Julie Bishop MP, Foreign Minister).

**8.2 Risks in Management and Implementation**

***Risk #5: Limited capacity in GOS and DFAT to ensure effective implementation and efficient management (including Gov't mainstreaming*)**

As outlined in Section 7.1.2, program experience to date has shown that the staffing model outlined in the PDD (i.e., a single Program Management Specialist position) is not sufficient to adequately cover all functions required of the SWSD Secretariat, particularly in the areas of financial management and program M&E. As such, this report includes a recommendation to engage a Program Finance/Administration Officer as well as a Monitoring & Evaluation Officer to increase efficiency and ensure proper program oversight. Efforts will also be made to streamline financial reporting within the MWCSD and the MOF.

***Risk #6: Insufficient analysis on the drivers of change for gender equality in Samoa and test assumptions of the broad direction of Phase 1 of Program.***

It has been difficult to maintain focus on broad strategic program directions given the sheer volume of work associated with program start-up. However, it is expected that the addition of two new operational staff will enable the Program Manager and MWCSD Management to spend more time on strategic issues and M&E. Six month and annual plans will continue to provide an important opportunity for collective thinking and analysis of the drivers of change for gender equity in Samoa and to adjust the program as lessons are learned.

***Risk #7: Assumption of a collective among NGOs working with women and girls - but resource competition and differences in approaches may cause tensions***

The SWSD is currently working collaboratively with NGOs who are targeting women and girls. No tensions have emerged and partnerships are getting stronger.

***Risk #8: Program has insufficient Samoan leadership and fails to account appropriately for Samoan social/cultural context***

The SWSD program is being managed by a locally engaged Program Management Specialist, who operates within the Ministry of Women, Community and Social Development, and receives regular support and supervision from the ACEO, Division for Women. Staff of MWCSD (in particular the Division for Wome) also support daily implementation, monitoring and administrative operatiosns for the program. In addition, several local organizations are represented on the SCGD, which is chaired by the Ministry of Finance. This arrangement serves to ensure the program is fully responsive to the Samoan context.

***Risk #9: Poor selection of technical/professional experts***

Partner agencies have engaged both national and international technical assistance to assist with activity implementation using SWSD funds. While decisions regarding the selection of TA rests with the partner agency, the Secretariat and partners has learned the importance of: i) ensuring that TORs for each consultant clearly define all expected tasks, outcomes and timelines; ii) that a competitive, merit-based selection process is followed, and iii) that future MOUs with partner organisations reserve a portion of the final payment until all TA deliverables have been received.

***Risk #10: Lack of transparency about funding use; inefficient use of funds***

As explained in Section 7.1.1 the delay in engaging the full-time Program Management Specialist by six months served to slow activity implementation which reduced expected expenditure during this reporting period. However, a number of funding proposals identified in the Inception Work Plan are now ready to proceed which will trigger revised financial milestones. The planned review of work processes will ensure that all funding proposals are consistently vetted and approved. More streamlined accounting procedures will be developed within the MWCSD (Corporate Services) and the MOF. The additional assistance provided by a new Finance/Administration Officer will further ensure that all SWSD finances are up-to-date and fully transparent.

***Risk #11: Backlash against women benefitting from program activities***

To date, there has been no reported backlash against women participating in SWSD activities; strategies to manage this possibility are outlined under Risk 3.

***Risk #12: Increased reporting of levels of gender based violence may give impression that violence is increasing as a result of awareness***

A comprehensive national Family Safety Study on gender based violence will be supported by the SWSD program in early 2016. This study is expected to provide extensive data on current GBV prevalence, along with the causes of this violence. The study will also consider the effects of the Family Safety Bill, the extent to which current counselling and rehabilitation services are addressing the problem and the impacts of advocacy and awareness campaigns. The findings and recommendations arising from this study will provide important strategic information for SWSD planning purposes over the next several years.

***Risk #13: Women with greater vulnerability may be increasingly marginalised***

The MWCSD has a clear focus on supporting local women through economic empowerment, increased engagment in community and district level desion-making processes and through the elimination of gender based violence. It is expected that the new Sustainable Development Strategy, the Community Sector Plan and the National Policy for Women will stress the importance of village level work. The SWSD will also continue to ensure that women and girls residing in both urban and rural areas receive program support.