

Help & Shelter

GEP 001

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Programme Performance Report

February to April 2011

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Program Performance Report - (2nd Quarter)

2. Brief information on a comparison of actual accomplishments with the goals and objectives established for the period:-

The objectives of the training in Family Planning were as follows;

1. To promote Family Planning in the community
2. To provide a cadre of Facilitators with the knowledge and skill to advocate Family Planning and Emergency Contraceptive

The participants who participated in the 2 days training on the 13th and 14th April 2011 were from the Guyana Association of Professional Social Workers, Covent Garden Development Group, DARC in Dan Amstel, YWCA, Red Thread, Childlink Guyana, Kaneville Development Group, United Nation Volunteer and Help & Shelter

The goals and objectives of the project is to increase and build capacity with Help & Shelter counselors, staff, volunteers, community based workers, members of the selected CBO's, partner NGO's and relevant state agencies in addressing the issues of Domestic Violence. The achievement of these would be derived through the conduct of a series of training as mentioned in the work plan; three of these have been completed.

The methodology for learning new information/knowledge and skills was derived through discussions, questions and answers, sharing of experiences, practical sessions on how to use the male and female condoms, descriptive diagrams of the male and female reproductive organs, the different types of contraceptives and group and individual assignment.

For the period, the objectives were met at both the organizational and participant's level in terms of the information shared during the 2 days. Participants are now equipped with a tool, the manual, to use in their work when dealing with family planning at all levels.

The topic areas for the training were;

Day 1

- Why family planning? The importance of family planning in improving maternal, child, and community health in Guyana.
- Contraceptive technology.
- Importance of Socio-cultural factors in family planning.
- Counselling in family planning- knowledge, skills and attitudes.
- Introducing the Guide to Family Planning for Health Care Workers and Clients (simplified DMT) Presentation and Demonstration.
- Evaluation of the day's activities.

Day 2

- The Guide to Family Planning for Health Care Workers and Clients (simplified DMT) Presentation and Demonstration - continued.
- Dealing with referrals.
- Training tips for the Guide to Family Planning for Health Care Workers and Clients
- Final evaluation and closing, presentation of certificates.

Below is a list of training to be conducted during the remainder of the project cycle;

1. Training in Monitoring & Evaluation and Documentation & Dissemination – **to be conducted during the month of May & June 2011 for 5 days.**
2. Up-grading follow-up – **to be conducted during the month of July 2011.**
3. Training in Counseling of Children – **to be conducted during the month of June 2011 for 3 days.**
4. Capacity building Workshops on Management, Project Proposal Writing, Financial Management, Community Mobilization, Advocacy, M & E and Leadership skills – **to be conducted during the months of August and September 2010 for 5 days.**

The third training executed by the project was the training in Family Planning, facilitated by personnel from GRPA and was conducted on the 13th and 14th April 2011 in the conference room of Help & Shelter with 29 participants in attendance. UNFPA produced and disseminated the manual -“A Guide to Family Planning for health workers and their clients”, to the participants.

The expenditure incurred for this training would reflect the following:

- A total of Sixty Thousand dollars (\$60,000) for facilitator fees for the conduct of the 2 days training as compared to the actual budget cost of One Hundred and Twenty Thousand dollars (\$120,000) for 4 days, a balance of Sixty Thousand dollars (\$60,000). This balance is due to the fact that the facilitators, at a management committee meeting, explained to us that the session would only take 2 days and not 4 days as so indicated in the project agreement.
- The total sum for transportation cost for participants on the 13th and 14th March 2011 were Sixteen Thousand Eight Hundred dollars (\$16,800.) – A balance of Nineteen Thousand Two Hundred dollars (\$19,200) as compared to the total budget line item of Thirty-six Thousand dollars (\$600x15 participantsx4 days).
- A total of One Hundred & Thirty-three Thousand Six Hundred & Thirty-eight dollars (\$133,638.) was incurred for participant’s lunch for the 2 day’s activity. A balance of Twenty-eight Thousand Three Hundred & Sixty-two dollars (\$28,362) as compared to the total budget line item of (1,500 cost for lunch & snackx25 participantsx4 days = \$162,000).

- The overall total balance for this activity is One Hundred & Seven Thousand Five Hundred & Sixty-two dollars (\$107,562).

3. Reasons why the goals for the reporting period were not met:-

The up-dated work plan submitted to the relevant persons at the GEP office would have shown that this activity was scheduled to be conducted during the month of April. As mentioned in the actual proposal it was indicated that the months for the training are tentative due to the availability of the identified facilitators for each training activity as such, in this case the goals for the reporting period were met.

4. Other pertinent information including analysis and explanation of costs overruns or high unit costs.

There was no costs overruns or high unit costs due to careful and effective organizing and planning of each activity executed under the project.

5. Findings:

The number of participants reached for the training is above the target 25 and this has shown that individuals who are aware of the proposed training have shown great interest in participating in these activities.

The project management committee will continue to meet with the identified facilitators for each training to plan and discuss the topic areas before the actual training commence.

The response and feed-back received from participants who have attended previous trainings made emphasis on the acquisition of new information and skills that would have enhanced their performance thus enhancing their organization's service delivery.

Participants also expressed their gratitude for the knowledge and experienced gained from this training and are delighted to share the information with their peers and members in their communities.

6. Next Steps: the Grantee shall immediately notify GEP of developments that have a significant impact on the award-supported activities. Notification should be given in the case of problems, delays, or adverse conditions which materially impair the ability to meet the objectives of the reward. This notification shall include a statement of the action taken or contemplated, and any assistance needed to resolve the situation:-

Projected activities for the next quarter would include the training on Monitoring & Evaluation and Documentation & Evaluation that would be conducted in May and June and Training in Counselling Children would be conducted in June. An up-dated work plan was submitted to USAID/GEP Grants Manager and other relevant staff members.