

ANNEX 5

Narrative Progress Report

Report period Jan-June 2007

Contract Ref. No. _____ **Organisation** The Ark Foundation

Contact Tel. No. 021-511610 **Report Date** _____ 9th July, 2007

Report Prepared by ___ Yvette Amissah **Report Approved by** _____

Signature & date

Signature & date

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Please do not write in green coloured sections; refer to notes at last page for explanations

1. National pro-poor policies

What do you think were the most important changes in pro-poor government policies in the last six months? What were the main causes? What contribution did your organisation make to any of these changes?

The introduction of the National Youth Employment program has benefited a lot of the unemployed young people in various communities. Some youth have been trained to assist the Police in their communities and others have also been trained to assist nurses. Some of these youth are also involved in refuse collection in their communities.

The recent passage of the Domestic Violence Bill into an act has provided some hope for the vulnerable in the society especially abused women and children. The Ark and other Civil Society Organisations played a leading role in advocating for the passage of the Domestic Violence law. The Ark also contributed to the passage of the DV Law by hosting the secretariat of the Coalition in its office premise. However there is the need to ensure its implementation thus The Ark and other stakeholders are advocating for a National policy framework for addressing violence against women and children to ensure easy implementation.

2. Public image

How has the credibility and legitimacy of RAOs changed in the eyes of GoG and the Ghana public? What is your interpretation? Is there a reference to this evidence of change?

RAOs are sometimes seen by the Government as partners in its development agenda. At certain times due to RAOs persistent demand for change in Policy they have been perceived by the government and the general public as pursuing their own personal interests. However RAOs cannot be wished away, though Government has difficulties it had no choice but to pay attention to the demands made by RAOs because these are legitimate, rights based demands on the state.

3. Collaboration, coalitions and networking

Using the format below, list the most important organisations you collaborated with over the period, under each of the sectors listed below. For each organisation, give an indication of the issues or themes you worked on, its status and the outcomes.

	Organisation or coalition	Policy issue / theme / nature Starting / ongoing / ending	Outcome
Government -executive -judiciary -legislation	Parliamentarians, MOWAC, Police (DOVVSU). NCCE	<p>Engaged the Government and policy makers on enactment of the DV Bill into Law</p> <p>On the 27th of May, 2007; some representatives of the National Advocacy Partnership (NAP) project of which The Ark is the facilitating organisation, met with the Minister of Women and Children Affairs to discuss the NAP project and make certain policy suggestions such as need for a national plan of Action for the implementation of the DV Act.</p> <p>NCCE and The Ark jointly organised Community durbars and Outreach Campaigns to educate the public on incidents of sexual assault and domestic violence.</p> <p>Organized trained training for Police and social welfare case officers on how District Chief Executives, District Assembly members, Parliamentarians and Police Officers who attend join in to educate the public about the effects of Domestic Violence on the family.</p>	<p>The Domestic Violence Law as passed in February</p> <p>One of the outcomes of the engagement with MOWAC was that a member of the partnership is a member of the consultants drawing a draft of the National plan of Action.</p> <p>The demands of NAP have, as at May 2007, been accepted by the Minister of Women and Children's Affairs in principle. Subsequently, we are not going to get only a plan of action for implementing DV, since the Minister has agreed to attach it to a policy and submit it to Cabinet for approval once the plan of action has been completed.</p> <p>Well informed public knowledge on Domestic Violence law</p>
Coalition, network	Netright, DV coalition, Ghana NGO Coalition on the Rights of the child ,		DV Bill passed into Law
RAO, NGO, I-NGO	Abantu, LAWA, WILDAF- Ghana	Sexual Assault, The right of women and children towards equality, property right etc.	
Donor institution	Ravi-Reap, Actionaid, AGSP	To build the capacities of Community Based Organizations (CBOs). Education on incidents of sexual assault Retention of girls in schools.	Scholarships Awarded to needy but clever Girls, social Amenities provide schools scholarship to over 1000 girls in Eastern Region District
CBO/DA	AL-Nur club	To build the capacities of	So far, the project has trained ten

<i>(please indicate district)</i>	<p>Akoko traders Association Nobi Gayheart club, Anyinasin Odumase Biakoye youth club</p> <p>New Tafo Health club Voice of the Youth, Bunso Paralegal Association</p> <p>Noble Youth club - Akoko Traders Association CRIG Workers wives and Associates (CRIWWA)</p> <p><i>In the East Akyim District of the Eastern Region.</i></p>	Community Based Organizations (CBOs) in Eastern Region. CBOs to carry out direct Citizen-Government Engagement (CGE), using the Rights Based Approach (RBA) and People Centred Advocacy process.	CBOs for the CGE. there have been favourable responses from duty bearers, social Amenities provided and other demands are granted
Other			

4. Outputs on research and advocacy products and/or services delivered

List the outputs as you have presented in the Workplan submitted to G-RAP.

Make sure that you:

- Indicate estimated levels of completion per output
- Indicate target groups that used / received the output delivered
- Attach copy of concept paper per output
- Attach copy of product output

3. 1 Output ranking on research and advocacy products and/or services delivered;

Please **rank the outputs** in order of relative success, according to your own appreciation and evaluative judgment

#	Outputs presented in submitted Workplan	Target groups that received or used the output delivered	Documents describing output delivery	Attached Copy yes/no
1	Rights Empowerment Access and Participation Project	Ten selected CBOs working in Communities in East Akyem District	Reports	
2	Community Outreach Programme	General Public, - Market centres and selected communities in the Greater Accra and Eastern Region	Reports	
3	Church Anti Violence Programme	Charismatic and Orthodox churches in Greater Accra including church leaders	Reports	
4	National Advocacy Partnership Project – Follow up Consultation	Policy makers, Service Providers, MOWAC	Reports	

The outputs of the above projects have all yielded maximum expected impacts. The above have therefore not been listed in any particular order.

5. Organisation: evidence of significant progress / change

What are major changes in the organisation's circumstances that are likely to have impacted your outputs over the period?

- Organisational structure / board / management team
- Strategy / planning / decision making / knowledge management
- Human resource issues
- Marketing / communication / public relations

* Strategy, planning, decision making, knowledge management

A new appraisal process has been instituted which will go a long way to improve the staff work performance.

The three member leadership and management team continue to assist the Executive Director in the day to day management and decision making of the organisation.

A Staff review meeting is organised bi-monthly to discuss and evaluate programmes and activities of the organisation. A lot of information and learning is also shared at this meeting. Some staff have been transferred to certain key positions as process of learning and succession planning.

Team planning and reviews using the action-learning cycle – The Ark uses the action-learning cycle as a process of change to reflect on activities and review programmes.

Annual Planning Process – All staff members participate in the annual planning process of The Ark

Budget Planning Process – Various unit heads together with the Finance team cost all unit activities

Institution of feedback system – This system allows staff to give feedback to Project Coordinators, through a review meeting. It also allows staff to give feedback to each other in an informal way through a pigeon hole system.

Leadership feedback system – This gives staff the opportunity to appraise their supervisors and their Executive Director

Strategic Planning: a cross section of staff with the help of a consultant drew up the strategic plan

* Funding base development and financial management

The Ark organised a Fund Development Consultation Event on the 22nd June 2007. The event brought together about 25 people in the business sector (consultancy, marketing, telecommunication etc.) who came up with intelligent ideas that will help reduce to a large extent dependency on foreign donors. The ideas collated have been categorised into immediate, short, medium, and long-term goals to be implemented by assigned staff.

Various proposals have been sent out to different donors for support. The Ark is beginning a process of running a fee paying training on our thematic areas to generate income. Other processes have been put in place to generate income internally to sustain the organisation.

* Recruitment, development and retention of staff; HR planning; incentives

The background of recruited staff ranges from Master's degree, Bachelor degrees to Diplomas. They have exhibited high skills in their areas of work. Volunteers and interns from various institutions in Ghana and abroad form an important part of the workforce of The Ark. Staff skills are sharpened through workshops, seminars and in house trainings. Due to the youthful nature of the staff, occasionally some of them leave to further their education. Generally staff salaries are low. The Ark would therefore be grateful if G-rap will consider our application for the extension of its Core Grant to the organization to enable us pay more attractive salaries to staff.

*** Organisational structure, board, management team**

The Ark is a non- membership organisation. It is currently governed by a five member board of trustees, each with relevant expertise and experience to steer the organisation towards achievement of its goals and objectives. The Board gives policy direction, approves budgeting and reviews the programmes and activities of The Ark.

The Ark headed by an Executive Director who is not a member of the Board. She has the mandate to propose programmes and activities, as well as operational budgets to the Board, which examines the proposals, and give approval, or provide guidance for more effective implementation of the programmes .Issues of management and internal controls are also examined by the Board.

The Ark also has a three member leadership and management team that assist the Executive Director in the day to day management of the organisation. The Ark strives to operate a horizontal organic management system, and a lot of emphasis is placed on team work and coordination. Every effort is made to develop leadership skills among staff through planning and coordinating of projects and activities.

*** Marketing, public relations, communication**

Posters, brochures and leaflets are mainly used to publicize the organisation. Occasionally, The Ark publicises its crises intervention services on Metro TV and some local stations. The idea of having a specialized Public Relations Officer for the organization has been discussed, however; currently there are no available funds to recruit a skilled person for that task. An Advocacy Officer handles the public relations issues. The Ark's website is being revamped to make it more interactive. A 24hour hotline service is available to the general publics to report cases of abuse and access our counselling services

The Ark writes press releases and communiqués on issues as they arise to state our stand on the issues in whichever form it shows itself under human right and domestic violence. Report writing, feedback on activities and Review meetings form key aspect of internal communication and information sharing.

6. Grant and report related issues

6.1 What issues you wish to raise relating to the Grant or to G-RAP management?

The Ark hopes that G-rap will organise a meeting with us to discuss the observations made on The Ark for our growth so we can continue to access longer period of funding from G-Rap.

6.2 What parts of the report are confidential or cannot be shared without prior consent?

None