

ANNEX 2

Core Grant Narrative Progress Report

Report period AUG. 08 -JAN. 09

Contract Ref. No. 03/core/14/GACC

Organisation GACC

Contact Tel. No. 021-230483

Report Date 29TH JANUARY, 2009

Report Prepared by SANDRA ARTHUR

Report Approved by FLORENCE DENNIS

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. Institutional/Organisation Development: 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

Indicators	Baseline	Prior Period	Current Period	Cumulative
	2005-2007	June 2007- June 2008	June-Dec. 2008	
1. HR Management				
i) Leadership	Executive Secretary & Management Committee	Had a 3 man management committee and Executive Sec.	There has not been any change in leadership	
ii) Core staff	Admin Assistant & Office Clerk	Admin Assistant & Office Clerk	There has been increase in number of core staff. A Research officer has been added	

iii) <i>Support staff</i>	No specific baseline. This is based on when the need arises			
2. Governance i) <i>Board</i> ii) <i>Committees</i> iii) <i>Documented board meetings</i> iv) <i>Management meetings</i> v) <i>Staff meetings</i>	10 member Board A committee in charge of Administration 2	10 member Board 2 Committees (Admin & Programmes) 2 2 2	There is no change in membership 2 (Admin & Programmes) Same exist currently 1 meeting was held. This was due to members involvement in election activities over the period 2 2 times/month 1 informal meeting a week	
3. Systems and procedures <i>Financial management systems</i> i) <i>Budgeting</i>	Have Administrative & Financial Procedures Manual	The Secretariat operated on budgets presented to and funded by DPs.	There has been an improvement. G-Rap budget has been used as a standard for expenditures.	

<p>ii) <i>Accounting</i></p>		<p>The secretariat had an Accounting software- (FACT Accounting) for its accounting recordings</p>	<p>The software has been upgraded to meet modern standard. The Executive Secretary is also under training on the use of the software.</p>	
<p>iii) <i>Internal control</i></p>		<p>Periodic checks on the admin procedures were done by the Executive Secretary</p>	<p>Measures to reduce waste and cut cost have been improved. Random checks are done by the Exec. Secretary to ensure effective operations.</p>	
<p>iv) <i>Financial reporting</i></p>		<p>Monthly report are presented to the Executive Secretary while reports are presented to the Finance Committee.</p>	<p>There has been no change</p>	
<p>v) <i>External audit</i></p>		<p>Have auditors but lack of funds made it difficult to frequently engage the service of external auditors</p>	<p>A G-RAP fund has enabled the secretariat to have its accounts audited. The auditors occasionally follow-up on how there recommended procedures are being used. Eg the use of the</p>	

<p><i>Operational policies</i> vi) <i>HR policy</i></p> <p>vii) <i>Gender policy</i></p> <p>viii) <i>Conflict of interest policy</i></p>		<p>lack of funds made it difficult to implement the HR policies effectively</p> <p>There was imbalanced in gender</p> <p>Staff and members adhere to the policy</p>	<p>accounting software</p> <p>With the assistant from the G-rap funds the Secretariat has considerably improved in the implementation of the policies. Eg. staff medicals, SSF and other basic motivational conditions are being taken care of.</p> <p>There has been an improvement in our Gender policy. Our recent recruitment had been done with gender agenda in mind. The new staff's expertise is also being used to expedite our gender activities. Training materials on gender are also sourced. Arrangement has been made for staff training on gender.</p> <p>There is no change</p>	
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<p>ix) <i>Programme development policy</i></p> <p>x) <i>Procurement policy</i></p>		<p>Has the policy but lack the resources to implement it.</p> <p>Procedures are duly followed.</p>	<p>GACC has improved upon its Programme Development Policy by engaging Governance experts development of our programmes and linking GACC up with the appropriate sources</p> <p>There have been additional procedures introduced to enhance processes. Eg. Requisition & disbursement processes have been improved</p>	
<p>4. Funding base development <i>List long-term programmes(3yrs +)</i></p>	-	-	<p>GACC has prepared the following proposals to source for funding from the Private sector: Annual National Youth Anti-corruption competition project, Newsletter publications Anti-corruption week celebrations</p> <p>Other proposals prepared are</p>	

<p><i>List short-term programme(1 year)</i></p>	<p>Institutional Support to the Secretariat – GTZ-Good Governance Programme</p> <p>Programme support from UNDP (Youth Dialogues, Experts meeting on Corruption Perception Index & Anticorruption week celebrations)</p>	<p>Institutional Support to the Secretariat, Development of corruption monitoring indicators, National Anti-corruption Slogan Art completion for the youth & production of Anti-corruption educative materials by GTZ-Good Governance Programme</p> <p>Dialogue on Whistleblower Act 2006</p>	<p>on: Decentralisation Anti-Corruption Project, , Development of Matrix for Monitoring, Annual Anti-corruption Report,</p> <p>Proposals and work plan have been discussed with UNDP& NED. New ones are being prepared to be sent to IBIS, OSIWA, Ford Foundation. The budgeted cost of the long-term programmes is estimated at USD 950,000.00</p> <p>Criteria for membership are being developed for open membership.</p> <p>GACC collaboration with Parliament-through the Public Account Committee, Regional Level Policy Dialogues</p> <p>Political Parties Accountability project, Media Monitoring Reports, Annual Anti-corruption</p>	
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			<p>week celebration Activities, Policy Dialogues/ Advocacy</p> <p>The estimated budget for our short-term programme is USD 300,000</p> <p>Core Grant fund from G-RAP (USD 220,000.00)</p> <p>No funding has presently been source. We however hope our consultations with some of Development Partners would yield the needed result. eg. UNDP, NED and IBIS.</p>	
<i>Total dollar volume of programmes</i>	129,256.67	255,545.32	1,250,000.00	
<i>Approved dollar volumes</i>			220,000.00(G-RAP)	
<i>Percentage overhead recovery</i>			There has not yet been any overhead recovery as no fund has been sourced yet.	

2. Collaboration, coalitions and networking

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

	Organisation	Policy issue / theme / nature	Outcome
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	/Coalition	Starting / ongoing / ending	
Government - executive - judiciary - legislature	National Africa Peer Review Mechanism – Ghana Council	The State of corruption in Ghana- Report on Anti-Corruption Laws and activities by institutions to reduce corruption in Ghana.	Reported the State of corruption in Ghana to input into the Annual Progress Report of NAPRM 2008
Coalition, network	Coalition of Freedom of Information	Passage of Information Bill. Campaign on the passage of the Bill. Public education activities on the Bill and the need of it. Made inputs into the Bill and the call on the President to Accent signature to it.	There has been a lot of public awareness on the need for such an Act and the roles it plays in Good governance. A fresh call has been made on the current government by sending a letter with various representatives' signatures to President J.E. Mills on the state of the Bill and the need to expedite action on it.
	IEA	Political Parties Debate 2008. GACC provided a set of questions on Corruption and Good governance for Presidential & Vice Presidential Candidates for the three Debates in Accra, Tamale and Cape Coast	Answers given provided additional platform towards the fight against corruption. Commitments made during the debate would be used as tools to commit government to it political will to fight corruption. In all, about 850 people were present at the 3 Debate. There were also both live TV & Radio coverage.
		Drafting of Transitional Bill. It is aimed at a smooth and Transparent handing over of state assets and governance to new government by a previous one. The Bill is to be presented to Parliament for discussion and passage.	The Bill, though yet to be presented to Parliament has provided some guideline for the current Transitional Teams.
	Civic Forum Initiative (CFI)	Public education and training on the need for a free, fair and transparent elections. CFI built capacity for its monitor through trainer of trainees' programmes.	CFI has contributed to a successful election in 2008 Built the capacity of 1000 volunteers to observe and monitor 2008 elections.
	Christian Council of	A Presidential Debate. CCG /GACC Presidential	The Debate brought together over 300 Ministers

	Ghana	Debate 2008	of the Gospel nationwide and Anti-Corruption institutions to ask questions related to political parties commitment and political will to fight corruption.
Peers CBOs			
Donor agencies	UNDP	UNDAF National Review meeting. To assess and review UNDP's activities and its impact on its thematic areas	The process brought out the decisions on areas to improve on and also added other recommended ones.
DA (please indicate district)			
Private Sector			

3. National pro-poor policies

Identified Policy Issue	Research activities in relation to the identified policy area	What are the policy gaps identified from the research conducted	What is your organisations position on these issues supported by your research	What policy alternatives do you propose and how do you hope to achieve this policy change
Transparency & Accountability in Political Party Finance	Monitoring the account reporting system of Political Parties to the Electoral Commission.	Initial assessment indicated deficiency in the filling of accounts at the Electoral Commission & the supposed amount spent on adverts on Radio/TV. There is no uniform accounting format for reporting	Need to collaborate with Electoral Commission to develop a uniform accounting format	We propose a holistic review of the Political Parties Act 574 (Part II) concerning party funding. Parties should state what individuals' contributions to these expenditures. Work with member organisations such as IEA, CDD and GII to advocate for review of law to ensure more

				transparency & accountability
Strengthening the oversight responsibility of Public Accounts Committee	Assessment of the work of Public Accounts Committee and their TOR & timely assessment of public accounts	On-going		Collaborate with an auditing firm to build the capacity of Parliamentarians on their oversight responsibility in ensuring that fraud and corruption is minimized
Effective Role of the media to ensure transparency & accountability	Media monitoring & content analysis of reportages	Limited capacity of journalist, Independence of the media is compromised	Enforcement of code of ethics, Professional training	Collaborate with GJA & media commission to organise a training workshop for Journalist
Anti-corruption education among the Youth	An assessment has already been done	Limited or lack of public education on corruption	Integrity & ethics should be mainstreamed into civic education	Coalition members to focus more on public education. Anti-corruption competition among schools to be intensified.

4. Success Story

Briefly describe your organisation's landmark achievement this period

GACC has played vital roles in national policy issues especially during the 2008 election period. Our collaboration activities with the CFI and Christian Council of Ghana have increased awareness about GACC and its contribution towards issues on Good governance.

The Secretariat gave an assessment report on the anti-corruption agenda into the annual review report of the Program of Action of APRM 2008

Stakeholder Perception

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?

There has been an appreciable increase in credibility and legitimacy of RAOs as a result of their activities and contribution to national policy and development. RAOs have been think-tanks and policy initiators in most of national issues.

- CSO's makes policy statement at Consultative Forum between Development Partners and GOG
- Conclusions reached at Aid Effectiveness Forum in Ghana(September 2008) was largely influenced by issues raised by CSO
- Elections campaign dominated by debates and dialogues with CSO's on party's manifesto
- CSO shaping public opinion on discussions related to pro poor policies
- CSO's being the main voice of the people during election 2008
- CSO's led discussions on the Economic Partnership Agreement

5. What is your perception on the general policy making environment in Ghana

Ghana's policy making environment is improving with a lot of CSO participation. However due to the complex nature of policy making, CSOs need to build their capacity to meet the growing demand for in depth and complicated policy analysis

6. Grant and report related issues

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

Need for a platform for grantees to share information and experiences on programs and the need for some form of collaboration to build new ones up.

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

G-rap Narrative Progress Report

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Notes on narrative reporting

In addition to this narrative report, G-rap accepts grantee organisation's own annual report, on the assumption that these reports show a relationship between annual workplans, budgets and outputs of these organisations and – if possible – impact.

G-rap however monitors a number of indicators that a Grantee's annual report may not always focus on and have designed a simple narrative reporting format to gather this data. This gives the programme managers a quick overview of progress against workplan of each grantee and of significant results in a number of relevant areas relating to the Logical Framework and objectives of the Programme.

G-rap intends to minimize Grantee's time investments in reporting, hence this concise format. Nonetheless, additional documentation can be annexed to the report for more detail.

Narrative reporting is a bi-annual contractual requirement. The deadline for report submission is four weeks after the end of the reporting period.

Completed reports need to be submitted in signed hard copy (2 signatures), as well as in electronic format using MS-Word 2003 compatible software (to: info.grap.ghana@gmail.com).