

ANNEX 2

Core Grant Narrative Progress Report **Report period** August – January 2009

Contract Ref. No. 03/Core/17/GII **Organisation** Ghana Integrity Initiative

Contact Tel. No. 021 - 760884 **Report Date** January 28 2009

Report Prepared by Linda Ofori-Kwafo **Report Approved by** Vitus Azeem

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
1. HR Management				
i) <i>Leadership</i>	3	3	0	3
ii) <i>Core staff</i>	5	5	1	6
iii) <i>Support staff</i>	4	4	1	5
2. Governance				
i) <i>Board</i>	9	7	0	7
ii) <i>Committees</i>	1	1	0	1
iii) <i>Documented board meetings</i>	4	2	1	3
iv) <i>Management meetings</i>	24	12	12	24
v) <i>Staff meetings</i>	12	6	6	12
3. Systems and procedures				
<i>Financial management systems</i>				
i) <i>Budgeting</i>	Yearly and quarterly	Yearly and quarterly	Yearly and quarterly	Yearly and quarterly
ii) <i>Accounting</i>	Daily	Daily	Daily	Daily
iii) <i>Internal control</i>	Daily	Daily	Daily	Daily
iv) <i>Financial reporting</i>	Annually, bi-annually and quarterly	Annually, bi-annually and quarterly	Annually, bi-annually and quarterly	Annually, bi-annually and quarterly
v) <i>External audit</i>	Annually and bi-annually	Annually and bi-annually	Annually and bi-annually	Annually and bi-annually
<i>Operational policies</i>				
vi) <i>HR policy</i>	Recruitment based on vacancies	Recruitment based on vacancies	Recruitment based on vacancies	Recruitment based on vacancies
vii) <i>Gender policy</i>	Equal opportunity for all	Equal opportunity for all	Equal opportunity for all	Equal opportunity for all
viii) <i>Conflict of interest policy</i>	GII has adopted Conflict of Interest	GII has adopted Conflict of Interest and Code of	GII has adopted Conflict of	GII has adopted Conflict of

<p>ix) <i>Programme development policy</i></p> <p>x) <i>Procurement policy</i></p>	<p>and Code of Conduct policies of TI</p> <p>Strategic and Business plans being implemented</p> <p>Financial and administration manual</p>	<p>Conduct policies of TI</p> <p>Strategic and Business plans being implemented</p> <p>Financial and administration manual</p> <p>Manual of Policy & Procedure</p>	<p>Interest and Code of Conduct policies of TI</p> <p>New Strategic and Business plans under development</p> <p>Financial and administration manual</p> <p>Being reviewed</p>	<p>Interest and Code of Conduct policies of TI</p> <p>New Strategic and Business plans under development</p> <p>Financial and administration manual</p> <p>Being reviewed</p>
<p>4. Funding base development <i>List long-term programmes(3yrs +)</i></p> <p><i>List short-term programme(1 year)</i></p> <p><i>Total dollar volume of programmes</i></p> <p><i>Approved dollar volumes</i></p> <p><i>Percentage overhead recovery</i></p>	<p>USAID "Increasing Transparency and Accountability in Ghana Project"</p>	<p>Hewlett Foundation Africa Education Watch (AEW)</p> <p>Extension approved</p> <p>MISEREOR (2 years)</p>	<p>Bill and Melinda Gates/TI Transparency and Accountability in Service Delivery (TISDA)</p> <p>DFID/TI "Advocacy and Legal Advice Centre (ALAC)"</p> <p>New proposal approved</p> <p>G-RAP</p>	

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 /Coalition	Policy issue / theme / nature Starting / ongoing / ending	Outcome
Government - executive - judiciary - legislature	Ministry of Justice and Attorney Generals Department	Strengthen the Asset Declaration law in Ghana Regulations to Act 550	Commitment of the Public Accounts Committee of Parliament Proposed Regulations awaiting approval by Parliament
	Ghana Audit Service	Amendment to Act 550 and Article 286 of the constitution On-going	
	CHRAJ	Institutionalisation of Conflict of Interest (COI) Guidelines Promoting information exchange among key Accountability institutions On-going	Increased awareness on COI amongst public officials
Coalition, network	Ghana Anti-Corruption Coalition	Meeting with Presidential Aspirants to tell the public about their anti-corruption agenda	Commitment from Aspirants
	Freedom of Information Coalition	Advocacy for the passage of the Freedom of Information (FOI) bill into law Meetings and public awareness activities	Increased awareness and public demand for FOI legislation Recommendations on FOI submitted to Justice Abu Crabbe
	Publish What You Pay Coalition	Meetings and public awareness and capacity building activities	Establishment of EITI process in Ghana Transparency in the management of revenue from the extractive sector
	Christian Council of Ghana	Promoting Democracy and Good Governance Project in Ghana" (Public Sensitization workshops on Corruption)	Concept note developed
	National Catholic Secretariat		Six Two-day non residential seminar on "Zero Tolerance Education against Corruption-The Role of Religious Bodies" Southern & Northern Sector of Ghana planned
	Ghana Muslim Mission		Memorandum of Understanding yet to be signed
	Media	Assets Declaration, COI, Private	Public awareness created

		Sector and Corruption	
Peers CBOs	CDD-Ghana	Strengthen the Assets Declaration Law in Ghana Promoting Information Exchange among key accountability Institutions	Baseline Survey on the Assets Declaration and Information Exchange conducted. Two reports produced and used for advocacy
Donor agencies	G-RAP	Core and Program Development Support	Financial Stability Maintain the lead as anti-corruption organisation in Ghana
	USAID	Project and part core institutional Funding: “Increasing Transparency and Accountability in Ghana”	Public Awareness of Asset Declaration law increased High commitment of the Auditor General to ensure compliance of Act 550 Commitment on the part of key accountability institutions to exchange information Public Awareness on COI created
	MISEREOR	Project and part core institutional Funding: “Promoting Democracy and Good Governance Project in Ghana” (Public Sensitization workshops on Corruption) Publication of GII’s Quarterly Newsletter “GII Alert”	Public awareness on the negative effects of corruption increased Funding secured for project continuation Increase in mechanisms put in place to reduce corruption in service delivery
	Bill and Melinda Gates (Through TI-S)	Project and part core institutional Funding: “Transparency in Service Delivery in Africa (TISDA) with focus on Health, Water and Education.	Project Coordinator recruited and commitment of key stakeholders secured Just started Office space furniture and equipment acquired
	DFID (Through TI-S)	Project and part core institutional Funding “Advocacy and Legal Advice Centre – ALAC” This is an Anti-Corruption Delivering Change Programme	Just started Recruitment of Project Coordinator initiated. Office accommodation furniture and equipment acquired
	Hewlett Foundation (through TI-S)	Project and part core institutional Funding “Africa Education Watch Project”	Increased awareness created on school governance systems
DA (please indicate)	Ga - West District	Public sensitisation negative	Awareness created

<i>district)</i>	Assembly	effects of corruption	
Private Sector	Radio Gold and BUSAC Project	Effects of corruption in the private sector	Awareness created generated public debate

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
Corruption and leakages in primary education financing Weak governance in primary education management	Desk Study Sector Analysis Field Survey Report on assessment	Weak school governance system Poor record keeping Delays in the transfer of funds to schools Inadequate school infrastructure Acute shortage of teachers	Low participation of Key stakeholders in school management High potential for corruption and misuse of school funds Lack of access to school financial information	Strengthen the capacity of PTA's and SMC's in school management process Continuous training of school heads on financial management Prompt release of capitation grant to schools
Promoting democracy and good governance through public sensitizations activities as a tool for fighting corruption	Before and After workshop surveys	Low levels of awareness of negative effects of corruption Ignorance of how to respond to conflict of interest and corruption situations	Corruption perceived as high in Ghana	Continue to build capacity of citizens to respond appropriately to corruption Strengthen the anti-corruption institutions to be more efficient Re-introduce civic education in school curriculum
Improve transparency and accountability in service delivery (Water Sector) *Just started	Desk Study On going	On going	On going	On going

4. Success Story

Briefly describe your organisation's landmark achievement this period

1. GII has secured three main program and core institutional support from:
 - i. G-RAP
 - ii. Bill and Melinda Gates through TI-S to implement a project titled "Transparency in Service Delivery in Africa (TISDA) with focus on Water.
 - iii. DFID through TI-S to implement a project titled "Advocacy and Legal Advice Centre – ALAC" This is an Anti-Corruption Delivering Change Programme to provide legal assistance to people confronted with corruption

2. GII has improved on its Human Resource Capacity by employing a TISDA Project Coordinator (Female) and an Accounts Officer to support the delivery of GII programmes
3. New Office with more space acquired to accommodate new programmes
4. As a result of GII programs anti- corruption campaigns and programmes, corruption has become a household name and Ghana's performance on TI-S CIP has improved over the last 2 years.

5. 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?

Active involvement of RAOs in decision making process in Ghana

1. Ministry of Finance and Economic Planning under the Kuffour administration engaged GII in the review of the Public Procurement law
2. A forum (workshop) organised for GII to explain the methodology of the Corruption Perception Index (CPI) to the government and the public of Ghana
3. Active participations of RAO's in media debate on governance issues
4. RAO's membership on the National Steering Committee of the Extractive Industry Transparency Initiative (EITI) process in Ghana
5. RAO's involvement in the assessment of the multi-budget support in Ghana etc

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

1. More transparent and participatory
2. Government more tolerant of dissenting views
3. Peaceful transition demonstrates that democracy has improved in the Country

7. Grant and report related issues

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

GII is new on G-RAP and is satisfied with the processes so far

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

As an organisation that seeks to promote transparency, GII has nothing confidential in the report that needs your permission to be shared.

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).