

# YAV

## Activity Report (Matrix) for quarter 1

January - March 2008

**Goal:** Tanzania where healthy and responsible young men and women enjoy equitable, affordable and quality primary health care services as their basic right

**Purpose:** Empower young men and women to smoothly interact with health service providers and policy makers for the purpose of realizing equitable, affordable and quality primary health care services through enhancing active community engagement, transparency, and accountability within the District health systems

<b>Activity 1.1</b>			
<b>Disseminate YAV's work on social accountability for health and HIV/AIDS sectors to youth through YAV's volunteers, schools and existing youth information centres.</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Disseminate publications produced by YAV to 531,191 boys and 587,488 girls in 35 wards in Four districts (Kinondoni, Ilala, Temeke and Kibaha)	Copies of booklets (Jinsi ya Kushiriki katika mipango ya utoaji huduma za afya, and Je Kijana unashiriki kuandaa na kusimamia mipango ya huduma ya afya) -copies of quarter one Newsletter -Copies of Posters (Dai Taarifa za mikutano ya bodi ya afya ya wilaya na kamati ya afya katika kata yako, Eti wajumbe wa kamati za afya hawakutani kwa sababu ya kukosa posho za vikao, Baadhi ya ratiba na hatua za kuandaa mpango madhubuti wa kutoa huduma za afya wilayani. huduma za afya, Paza Sauti Dai huduma bora za afya, - Copies of Folders (Utoaji wa	A total of 7945 of YAV's works (publications) has already been disseminated to youth in 35 wards in Ilala, Temeke and Kinondoni Municipals in Dar es salaam and Kibaha in Coast region. Most of these works were disseminated through school health clubs, wards offices and different stakeholders. The materials disseminated for this quarter were as follows:-  1815 of two booklets were distributed, one regarding popularization of CCHP formulation guidelines, and another on health sector reforms	Done.

	<p>dawa za kupunguza makali ya virusi vya ukimwi, Is Enough being done, Je wananchi watahiriki vipi katika usimamizi wa rasilimali za umma katika sekta ya afya?</p> <p>-Copies of Policy briefs (Maoni Kuhusu bajeti ya wizara ya afya na ustawi wa jamii kwa mwaka wa fedha 2007/08, Elewa bajeti ya sekta ya afya 2007/08, Uwazi na Uwajibikaji, Afya ya mama na motto).</p> <p>Copies of Distribution list.</p>	<p>Newsletters 2338, to communicate to stakeholders activities done by YAV in this quarter and issues transpired in the health sector. It also shared YAV's experience in the running of just established school health clubs, The final article of the newsletter covered issues related to participation of youth in the health sector planning.</p> <p>1576 copies of posters were distributed, One poster address the problem of members of health committee not holding their statutory meetings, another addressed timetable for development of CCHPs, another address the issue of information sharing on health plans and reports, a final one calls for citizens to raise their voices to demand for quality health services</p> <p>806 copies of Folders to advocate for improvement in human resources for health, ARVs, citizen participation in public resource tracking, and a final one on budget expenditure in the health facilities.</p> <p>1410 of policy briefs were distributed, to disseminate YAVs health sector budget analysis, transparency and accountability in health resources, and a final one on maternal and child health</p>	
<p><b>Activity 1.2</b></p> <p><b>Conduct training sessions for youth within ward level in the 35 wards of four districts on issues related to districts health sector reforms, policies, planning and budgeting and performance monitoring.</b></p>			

<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Produce 100 English and 200 Swahili YAV training kit which will include the YAV's training manual developed and pre-tested in 2007	-Photocopies of the YAV training manual is in place (100 Copies Produced)	We planned to produce 100 English and 200 Swahili YAV training kit which will include the YAV's training manual developed and pre-tested in 2007, this did not take place because there was no consensus on the discussions on what other materials has to be included in the training kit besides training manuals. The activity will be carried to the second quarter.	First step in this activity which is to produce Training manual is done. Other steps are to follow.

### **Activity 1.3**

**Radio and televisions programmes to be conducted on a weekly basis by youth to stimulate youth awareness, knowledge and active participation on issues of social accountability in the health and HIV/AIDS sectors**

<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
A weekly radio programme 12 sessions to be aired by young men or women from the four districts participating and contesting in live discussion and quizzes through telephone call in/or presence in the studio	- Signed contract between YAV and Magic FM radio station - Available list of all topics aired	It was planned that radio programmes to be conducted in weekly basis in order to stimulate awareness, knowledge and active participation among youths on issues of social accountability in the health and HIV/AIDS sectors. In the first quarter 12 sessions of radio program were aired by Magic FM. The issues discussed which were aired from January 2 to March 26 were as followed: -  2nd Jan 2008-USimamizi katika huduma za afya 9 <sup>th</sup> Jan 2008-Muundo wa mfumo wa huduma za afya Tanzania 16 <sup>th</sup> Jan 2008-Ukweli kuhusu uchangiaji katika huduma za afya 23 <sup>rd</sup> Jan 2008-USimamizi wa fedha za umma 30 <sup>th</sup> Jan 2008-Sera ya afya	-Completed

		<p>ya Taifa.  13<sup>th</sup> Feb2008-Ushiriki wa vijana katika kuandaa mpango mahsusi wa afya wilayani.  20<sup>th</sup> Feb 2008-Mkataba wa huduma bora kwa mteja.  27<sup>th</sup> Feb 2008-Je kijana unafahamu bodi na kamati za afya katika wilaya yako?  5<sup>th</sup> Mar 2008-Ushiriki wa vijana katika kusimamia huduma za afya.  12<sup>th</sup> Mar 2008-Upungufu wa wafanyakazi katika sekta ya afya.  19<sup>th</sup> Mar 2008-Lishe bora na utoaji wa dawa za kupunguza makali ya VVU  26<sup>th</sup> Mar 2008-Taarifa za mapato na matumizi katika vituo vya afya</p>	
<p>Document radio and television programmes and topics on both hard and soft copies for further sharing and reference</p>	<p>-12 CD-ROMs of radio programs.  -Documented hard copies of topics  -Radio program file.</p>	<p>All sessions of radio programmes were documented in document file and CD-ROMs for the purpose of further sharing and reference. Our efforts to obtain free Television slots were not successful but we managed to record one session with DTV but we failed to document it because the program was not aired by the station because of the station failure to schedule the program concerned i.e. Busati la Vijana.</p>	<p>Completed</p>
<p>Continuing discussions with various television stations in order to get free slots to communicate information related to the radio programme</p>	<p>-Report on Television program</p>	<p>In order to reach wider population and to stimulate awareness and active participation among youths on issues of social accountability in the health and HIV/AIDS sectors we initiated discussions with various television stations including EATV,DTV and ITV. Our efforts were successful with DTV where we manage to record a program which has not been aired due to</p>	<p>Not complete.</p>

		some logistics problems within DTV. Discussions with others are on.	
<b>Activity 1.4</b>			
<b>Produce YAV's quarterly newsletters to communicate information about YAV and updates on issues arising within the health sector</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Produce 2000 copies of a newsletter	- Copy of quarter one newsletter -Distribution list of newsletters.	Quarterly Newsletter was planned to be produced in order to communicate and disseminate findings and lessons learned from our activities also to inform the public on issues related to health service delivery, policy processes, planning and governance of health sector. 2000 copies quarter one newsletter have already been produced and distribution is in progress.	Completed
<b>Activity 1.5</b>			
<b>Translate into Swahili and popularize into easy accessible language and format of identified health and HIV/AIDS related policies, strategies, programmes, and reports through publications</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Identify, translate into Swahili and popularize one key document issue	--A copy of 2007 National Health Policy	Most youth are facing several challenges in accessing information; one of them being language since most of the policy documents are written used technical or English language. To bridge this gap of information it was planned that one key document is identified and popularised. In this aspect 2007 National Health policy was identified the activity took more time than it was planned because the draft of the policy was under review by the Ministry of Health. The process to popularize this	Not done

		document will continue in the next quarter.	
<b>Activity 1.6</b>			
<b>Facilitate establishment of school health governance clubs to discuss issues related to social accountability in the health and HIV/AIDS sectors</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Establish health governance clubs in primary schools in at least one school from each ward	-Reports of established school clubs.	In order to engage youth to become responsible citizens, school health clubs were established for the purposes of engaging students in discussions on issues related to social accountability in health and HIV/AIDS sectors. We planned to establish these clubs in primary schools in each of 35 wards. However in order to save time and resources it was decided that this activity should also involve secondary schools in the ward visited. A total of 22 School Health clubs are already established. On which secondary schools established are 8 against 14 Primary schools. The delay has been contributed by the fact that there was bureaucracy within the local leaders, late approval of the activity budget in our side and remoteness of some wards, this activity shows satisfactory progress and we will continue with this activity in the next quarter	40% of primary schools completed 22.8% of secondary school completed.
Facilitate volunteers to conduct discussions on social accountability in health and HIV sectors	-Documented discussion reports from conducted discussions.	Students from school health governance clubs engaged in discussions on the issues of basic health rights for youth which included right to access health care services, participation, access to information, their responsibilities, and legal bodies. The discussions were	- Completed

		planned to take place through established school health clubs. All established clubs conduct their first discussion. Volunteers were assisted on the topic from training manual; the topic was discussed in all clubs. Special forms for discussions were prepared to monitor accountability and the whole process of conducting these discussions by the volunteers	
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**Activity 1.7**

**Conduct quarterly investigative journalism on health equity in service provision and governance in the country and publish results through English and Swahili Media**

<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
To conduct one day workshop with different journalists on the issues regarding health and share our experience including publicising different works	-Invitation letters to journalists.	To publicise our works and share our experience with other stakeholders especially media, a one day workshop was planned to involve different editors from at least 15 newspapers. The workshop was planned to take place on 28 <sup>th</sup> March and all preparations like invitations were done, but later postponed due to fund delays to facilitate the activity. The activity is expected to be rescheduled to the second quarter.	Postponed

<p>Conduct investigative journalism on health equity and governance in Tanzania and publish results in at least two English and one Swahili newspaper</p>		<p>In order to to ignite discussions and inform the public on health equity and other related subjects, investigative journalism on these issues was planned to be conducted and its result to be published in newspapers. In this aspect the topic search by YAV staff seem to be difficult because most staffs lack necessary skills in journalism especially investigative journalism. At the moment discussion on how best to identify an investigative topic is on.</p>	<p>-Not done</p>
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**Activity 1.8**  
**Document newspapers cutting regarding issues of health service delivery in equity, challenges, misconduct and produce annual bound**

<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
<p>Document newspaper cuttings through filling the articles to produce a bound compilation for this quart</p>	<p>- Compiled and documented news paper cuts.</p>	<p>The aim of this activity is to document issues regarding health sector reported in the media. A total of 160 health related articles from 7 major daily and weekly newspapers (Mwananchi, Tanzania Daima, Mtanzania, Rai, Guardian, Daily News The Citizen and The African) covered the period between January and March 2008 were compiled.  The activity is done on the daily basis by the office attendant and the program assistant for media and documentation makes follow up.</p>	<p>-Completed</p>



**Activity 2.1**

**Facilitate youth engagement to advocate for accountability and transparency in implementation of the roles and functions of health boards, health and HIV/AIDS committees in the four districts as stated in the Health Board Act.**

<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
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<p>Produce 2000 information packages on the current status of district health boards, health and HIV/AIDS committees (<i>findings, roles and functions, names and addresses of members, tool for tracking accountability and transparency</i>) to be given to youth in wards through primary and secondary schools in the four districts.</p>	<p>Draft of information package is already in place.</p>	<p>We planned to produce 2000 information packages. The production of such information package was delayed because our volunteers faced bureaucracy and lack of cooperation in getting the names and addresses of members of district health boards, health and HIV/AIDS committees which are also to be included in the information package.</p> <p>However, we are on the pre-testing plans before orienting volunteers on the information package</p>	<p>45 %</p>
<p>Conduct one meeting for two days with seventy (70) volunteers to orient them with the information package and roles to be performed by youth in advocating for accountability and transparency of roles and functions of health boards, health and HIV/AIDS committees in the four districts as stated in the Health Act</p>		<p>The activity is postponed until the pre-testing of the information package is completed.</p>	<p>Postponed</p>

<b>Activity 2.2: Engagement in 2008/09 CCHPs formulation for the four districts</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Conduct workshop to collect youth priorities in 4 districts and facilitate the youth engagement in the Health Facility committees in 35 wards for setting priorities for 2008/09 health plans.		The activity was postponed until the 3 <sup>rd</sup> Quarter due to time factor. During this quarter the health plans in all 4 districts are in the implementation stage which is not a suitable time for setting priorities. However, around September and October, 2008 is when plans for 2009/2010 are going to be on place hence it is when the activity will be conducted.	Postponed
<b>Activity 2.3: Monitor implementation of CCHPs and District HIV/AIDS plans</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Monitor quarterly implementation of CCHPs and district HIV/AIDS plans, write a report and disseminate findings to stakeholders.	Received CCHP checklists from volunteers are in place	We planned to monitor implementation of CCHPs and District HIV/AIDS plans. The activity was undertaken as planned. Monitoring of the implementation of CCHPs and District HIV/AIDS plans was carried out by volunteers using checklists. Before going to the field volunteers were reminded on how to use those checklists as they already have the knowledge on it. Our targets were to monitor health facilities in all 35 wards. However, in the field majority of volunteers were not given cooperation from the ward and health facilities officials due to the fact that the language used in the CCHP was in English and very technical for some of the volunteers to be able to explain what it meant also for	50% Done

		<p>those officials like WEOs to understand what is needed to do.</p> <p>-We have planned to review those CCHP and put them in a Kiswahili language to reduce the problem. Also after reviewing checklists Volunteers will have to monitor both the implementations plans intended for quarter 3 (January to March 2008) and those of quarter 4 (April to June 2008) of government financial year.</p>	
Facilitate youth to take action for issues resulting from the above activity (media <i>(video documentaries)</i> , demonstrations, policy statements, consultations, etc)		The activity was not done since the above activity was not yet completed. We are expecting to conduct the activity after the result of the above activity which will be carried out next quarter.	Not done
Conducting a consultative meeting to disseminate the CCHP review findings (carried over from quarter 4 last year)	<ul style="list-style-type: none"> <li>• Invitation letters documented</li> <li>• Attendance documented</li> <li>• Report filed</li> </ul>	<p>We planned to conduct at least one consultative meeting with District Municipal officers and Municipal Directors for all the four districts.</p> <p>We conducted a consultative meeting with District Municipal Officers and Municipal Directors for all the four districts on 22<sup>nd</sup> January, 2008 here at YAV offices. Some of them attended themselves, some sent representatives. The aim of the meeting was to share with them our findings of the CCHP development and implementation review done in their respective district to collect their comments and</p>	Done

		inputs before writing the final report.	
<b>Activity 2.4: Engagement with Councillors and Districts Authorities</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>

<p>Conduct 1 session with Health Boards and members of District Health Management Teams and 1 session with Health Boards and Committees at Ward level in 35 Wards of Kibaha, Ilala, Temeke and Kinondoni districts to capacitate them in tracking implementation of their past years recommendations in their respective authorities.</p>	<ul style="list-style-type: none"> <li>• Invitation letters documented</li> <li>• Attendance documented</li> <li>• Report filed</li> </ul>	<p>-We planned to conduct sessions with Health Boards and HIV/AIDS Committees in 11 wards however we conducted sessions in 6 wards including Charambe, Mbagala, Kijitonyama, Ilala, Vituka and Mlandizi because in some wards boards and committees were not active, and boards and committee members in some wards were in budget process as observed in Magomeni and Mwananyamala wards. Also one meeting in Buguruni ward was cancelled due to low turn up of the committee members.</p> <p>-During those sessions members of Health Boards and Committees were reminded on their roles and responsibilities which in most of the wards members were not aware of their roles and responsibilities. We also shared with them our analysis and evidence for improvement of policy and governance in the ward health and HIV/AIDS service delivery by using different study findings done by YAV including Corruption study, Cost Sharing and the CAG review report. Moreover, we identified different challenges which they faced in their boards and committees activities some of them including the weakness of the boards and committees in decision making, failure of the members to meet on time as</p>	<p>55% Complete</p>
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		<p>identified in the guideline, low level of knowledge among members especially on health issues, their roles and responsibilities</p> <p>-On other hand, in this quarter we also planned to conduct 2 sessions with members of Health Boards Committees and District Health Management Teams in two districts i.e. Ilala and Temeke. We contacted the Municipal Medical Officers to agree on the appropriate time to them. But their time table was tight to accommodate us. Hence we postponed these sessions until 2<sup>nd</sup> quarter.</p>	
<p>Hire a consultant to carry out a study to investigate the relationship between user fees, Community Health Fund, and ownership and management of health service provision by users, and accountability by service providers in Dar es Salaam and Coast regions (carried over from quarter 4 last year)</p>	<p>The 2<sup>nd</sup> draft report is in place</p>	<p>We made follow-up to receive consultant report. The consultant presented a report. We submitted the report to YAV staff for their perusal, comments and inputs. We collected and compiled comments from YAV staff and sent them to consultants for final report. The consultants are on final stage of report writing.</p>	<p>75% Complete</p>
<p>Facilitate a consultant to carry out a survey on corruption and budget management in the health service delivery in Dar es Salaam and Coast regions (carried over from quarter 4 last year)</p>	<p>The 1<sup>st</sup> draft report is in place</p>	<p>We made follow-up to receive consultant report. The consultant presented a report. We submitted the report to YAV staff for their perusal, comments and inputs.</p> <p>We collected and compiled comments from YAV staff and sent</p>	<p>75% Complete</p>

		them to consultants for final report. The consultant is waiting for some documents from PCCB which are also needed to be included in the final report as per Executive Director's comments.	
Analysis of Controller and Auditor General's Audit Reports for Ilala, Kinondoni, Temeke and Kibaha Councils (carried over from quarter 4 last year)	The first draft report is in place	<p>We made follow-up to receive consultant report. The consultant presented a report. We submitted the report to YAV staff for their perusal, comments and inputs.</p> <p>We collected and compiled comments from YAV staff and sent them to consultants for final report. The consultant is on final stage of report writing.</p>	75% Complete
<b>Activity 2.6: Monthly volunteers' meetings</b>			



<p>Facilitate volunteers and enhance Capacity Building at meetings every month</p>	<p>-Minutes from January, February and March meetings are filed. - Attendance documented</p>	<p>-We planned to conduct three meetings with the volunteers during this quarter. We were able to conduct all of them on 26<sup>th</sup> January, 23<sup>rd</sup> February and 29<sup>th</sup> March 2008 at YAV office in Kinondoni.</p> <p>-All the meetings involved giving feedback of their previous duties, share experiences related to their work at their respective wards and the assignment of new duties.</p> <p>-Other issues included the preparation of volunteers' policy where volunteers contributed their views and comments concerning the policy. We also oriented them on different issues including their roles and responsibilities. A special form to be filled in and signed quarterly by responsible persons in their wards as a mechanism developed to monitor and guide them in their work.</p>	<p>Completed</p>
<p>Write Volunteers' Policy and their job description</p>	<p>The volunteers' policy third draft and their job description are in place.</p>	<p>We planned to Write up a Volunteer's Policy. The first draft volunteers' policy was written and discussed among volunteers to collect their comments and opinions. The comments were discussed by volunteers through their representatives' from each district. We are planning to meet with program officers to discuss those comments and opinions before sending the fourth draft to the board for its</p>	<p>50% Complete</p>

<p>Conducting Youth Forum through wider networks and facilitate discussions on health and HIV/AIDS related issues as well as social accountability issues in the health sector (taken from component three activity)</p>	<ul style="list-style-type: none"> <li>-Attendance documented</li> <li>-Administered questionnaires documented</li> <li>- first draft report is in place</li> </ul>	<p>approval.</p> <p>We planned to conduct one Youth Forum during the period under review. We conducted this forum on 15<sup>th</sup> March. The forum was also attended by program staff including a Program Coordinator where we discussed different volunteers' issues concerning their performance. The forum was not in our quarter activity plan but due to its significance we took the budget from component three to accomplish it.</p> <p>-The forum aimed at building youth capacity on different issues such as their roles and responsibilities, YAV activities, missions and objectives. Also monitoring volunteers' ability on expressing themselves during representing YAV in the community. The approaches used included the filling of questionnaires, conducting focus group discussions as well as the face to face interviews. Program Assistant – media and documentation volunteered to prepare the report for this activity and later circulate it to other staff to comment and add their inputs before it is final.</p>	<p>Done</p>
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**Activity 3.1**

**Conduct analysis and hold joint consultative sessions with the Parliamentary Committee for Social Services and other key parliamentary committees, as well as District Councillors in the four districts, to promote equity in the health and HIV & AIDS sectors and conducting analyses on planning and resource allocation, expenditure management, performance management, public integrity, and oversight, for affordable and accessible health care services**

Download from Parliament's website all questions and answers related to the health sector for this quarter assess outcome of our engagement and produce policy brief for wider sharing	Questions and Answers downloaded  Hansards for 29 <sup>th</sup> January 2008, 1 <sup>st</sup> , 4 <sup>th</sup> , 7 <sup>th</sup> and 15 <sup>th</sup> February 2008 documented	.The activity was done and health related questions were downloaded from the Parliament website. Policy brief was not produced	50% Done.
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**Activity 3.2**

**Media campaigns on challenges and opportunities encountered regarding the social accountability of the health sector**

Press conferences, newspaper articles	<ul style="list-style-type: none"> <li>• Radio presentations: National Health Policy on 30<sup>th</sup> January 2008, Public Funds Management on 23<sup>rd</sup> January 2008 and Human Resources for Health Crisis on 12<sup>th</sup> March 2008</li> <li>• Premier Resignation Article</li> </ul>	<ul style="list-style-type: none"> <li>• Radio presentations were done as implemented</li> <li>• The article followed the resignation of the Prime Minister which addressed the need for the Speaker to be accountable was not published by the media houses though it was sent in time</li> </ul>	Done
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**Activity 3.3**

**Participate in Public Policy dialogues and processes for Health and HIV Expenditure Review processes, Joint Annual Health Sector Review, SWAp Technical Committee, Public hearings for Bills CSOs exhibitions, Etc**

<p>Participate in Public Policy dialogues and processes for Health and HIV Expenditure Review processes Joint Annual Health Sector Review SWAp Technical Committee Public hearings for Bills CSOs exhibitions Etc</p>	<ul style="list-style-type: none"> <li>• CSOs Inputs towards the improvement of HIV/AIDS Bill 2008.</li> <li>• Invitation letter from the Parliamentary Social Services Committee</li> <li>• Minutes from the 8<sup>th</sup> January 2008 Consultative Meeting</li> <li>• Preparatory meeting with CSOs from all over the country at the Foundation for Civil Society 14<sup>th</sup> January 2008</li> <li>• .Proceeding of a Preparatory meeting and a Public hearing of the HIV/AIDS Bill</li> </ul>	<p>Youth Action Volunteers received a request from the Parliament to coordinate members of the CSOs in Tanzania to participate in the public hearing to be held in Dar es Salaam on January 15<sup>th</sup> 2008 to discuss the current HIV and AIDS Bill. Consultative Meeting at CARE International, YAV, HDT/TAF and Foundation for Civil Society was held prior to the 15<sup>th</sup> January 2008 that aimed at collecting the recommendations from different CSOs and compiles them into one document.</p> <p>The PO and PA for component 3 attended the Public Hearing at Karimjee Hall and our collective recommendations were presented before the Hon Minister and Deputy Minister for Health and Social Welfare. Out of 46 recommendations made by CSOs, 21 were incorporated in the new bill (this is 45.7% achievement). The Bill is now waiting for approval of the President.</p>	<p>75%</p>
<p><b>Activity 3.4</b></p> <p><b>Participate in activities initiated by NGO networks and other partnership of which YAV is a member, which are aimed at reaching YAV's outcomes.</b></p>			
<p>Participate in Network meetings, discussions, workshops, working</p>	<ul style="list-style-type: none"> <li>• Ms Tanzania Annual Meeting 2008 Binder.</li> </ul>	<p>We planned to participate in network meetings as emerge.</p>	<p>100%</p>

<p>groups and activities</p>	<ul style="list-style-type: none"> <li>• The invitation letter</li> <li>• Presentations made on the meetings</li> </ul>	<p>The Programme Assistant for component 3 attended the MS Tanzania Annual Meeting, which took place on 18<sup>th</sup> to 20<sup>th</sup> February 2008 at TCDC in Usa River Arusha. The objective of the meeting was to give participants an opportunity to know and discuss the status of the MS programme in Tanzania and to highlight the challenges ahead of us in 2008. Full objectives and proceedings of this meeting are found in the binder.</p> <p>During the International Women's Day that was organized by the Tanzania Gender Networking Programme, the PA for component 3 made a presentation on behalf of the Health Equity Group. The presentation was on <b>Financing Maternal Health</b>. This was on 5<sup>th</sup> March 2008 at TGNP</p> <p>On 26<sup>th</sup> March at TGNP during the Gender and Development Seminar Series (GDSS), the Health Equity Group was invited to make a presentation on the Women Deliver Conference, which had been attended by some of our members in October 2007 in London. The PA of component was among the panel that presented.</p>	
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<p><b>Activity 3.5:</b>  <b>Efficient and effective rapid response advocacy to policy development and quality of health service delivery in Tanzania through NGO forums and networks, such as Policy Forum, Health Equity Group, HIV/AIDS PER Working Group, Local Governance Working Group and FemAct, etc</b></p>			
<p>Public statements, quick meetings, possible travels, etc</p>	<p>Article titled <b>"THE RESIGNATION OF THE PREMIER AND THE OTHER MINISTERS: WHAT DO WE LEARN FROM THIS SCANDALOUS EVENT?"</b> documented</p>	<p>We planned to make rapid response advocacy to issues related to governance and accountability in the country as they emerge.</p> <p>Following the Richmond saga that resulted into the resignation of the then prime Minister (Edward Lowassa) and other two ministers, we prepared as a press release an article titled <b>"THE RESIGNATION OF THE PREMIER AND THE OTHER MINISTERS: WHAT DO WE LEARN FROM THIS SCANDALOUS EVENT?"</b> The PO for component 3 sent this to different editors for publication. However the article due to unknown reasons never appeared in the newspapers as expected.</p>	<p>Done</p>
<p><b>Activity 3.6:</b>  <b>Conducting Youth Forum through wider networks and facilitate discussions on health and HIV/AIDS related issues as well as social accountability issues in the health sector</b></p>			
<p>Facilitate Youth Forum.</p>	<ul style="list-style-type: none"> <li>• Minutes of the meeting.</li> <li>• Attendance sheet</li> <li>• Questionnaire evaluating the contribution of the youth to YAV.</li> <li>• Comprehensive report about the findings of</li> </ul>	<p>We planned to conduct one Youth Forum during the period under review.</p> <p>One Youth Forum was conducted on the 15<sup>th</sup> March 2008 at YAVs offices.</p> <p>One discussion was held aimed at raising knowledge among the</p>	<p>50%</p>

	the meeting.	youth and providing them with space to discuss our work. In this meeting, members got an opportunity of discussing both the challenges and opportunities at hand. A comprehensive questionnaire was drafted which aimed at evaluating whether the youth understand YAV objectives. We also inquired on youth expectations from YAV. Mariam and Aisha developed the questionnaire whereby Idda prepared the report. A questionnaire and a draft report of the meeting are attached.	
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## M & E

**OBJECTIVE: to improve Monitoring, Evaluation and Documentation of Programme Implementation (finalized 9<sup>th</sup> September 2008)**

<b>Programme monitoring evaluation conducted, and improvements taken into consideration</b>			
<b>Sub activity</b>	<b>Documented Sources of Evidence</b>	<b>Progress against output/activity</b>	<b>Status</b>
Annual Report for 2007 to be finalized and shared with Board, staff, partners and stakeholders (translated into Kiswahili for volunteers)	- Documented final draft of 2007 Annual Report (Ready for printing)	- With some staff change which had occurred towards the end of 2007 and at the first qt of 2008, it was somehow a challenge for the new staff especially the M&E officer to finalize the 2007 report. This caused a delay in compilation but at the end of qt I all components reports had been compiled, circulated for comments and edited as a 2007 Draft Annual Report which was submitted to the board (On February 22, 2008) which approved it for printing and translation into Swahili.	50% Done
Improving and implementing a monitoring framework for the strategic	- Developed New format of weekly reporting. -Developed special activity report forms	-M & E office has been working with all components to see that the monitoring system is in use. -Practical improvements like (development of the weekly report	40% Done

plan using logical framework	<ul style="list-style-type: none"> <li>- Draft of YAV monitoring plan in place</li> <li>- Logical Framework not in place, and not in use</li> <li>- Agreement on indicators not reached</li> </ul>	format which resulted from the fact that it was seen important to document all weekly activity, the need to develop YAV logical framework and increase staff awareness on the importance and advantage of adhering to the M & E principles) are experienced through this implementation. Tentative indicators were developed in 2007 but agreement on some has not been reached. However, Logical Framework has not been developed	
Quarterly activities reports and financial reports produced	- Filed Components Quarterly reports	Each component submitted their Quarter one activity report as it was planned to the M & E to be compiled by end of first week of April, 2008. But the Board did not approve the report as the report lacked basic logical information and flow	50% Done
Event report forms for meetings and events attended in this quarter filled by the attendee	Two Documented event report forms for the attended event are filed in the event report file.	<p>Attended events</p> <ul style="list-style-type: none"> <li>- Stakeholders' Meeting on Planning of Health Sector Strategic Plan III, 11<sup>th</sup> Jan 2008</li> <li>-MS Tanzania Annual Meeting 18-20 February 2008</li> </ul>	60% Done
Planning and Management Meeting held each month	-Management Meeting minutes file in the PC office.	- Documentation of Management meetings minutes has been a challenge due to the fact there was no one particular person to take minutes for every meeting hence deviations in documentation of the minutes.	40% Done.
Proper documentation of all activities in this quarter	<ul style="list-style-type: none"> <li>-Document files in the PC office</li> <li>-Soft copies saved in hard drive in the PC computer and back up hard drive</li> </ul>	<ul style="list-style-type: none"> <li>-Documentation has been a challenge hence there has been identified need to develop a proper documentation system including indexing of documents/evidence</li> <li>-Documentation of activities through weekly reports from each component team member,</li> <li>-specific activities of School Health Clubs establishment and Meetings/training with WEO and CHMTs done by Service Users' and Service Providers' respectively were also reported using special forms prepared according to the information needed.</li> </ul>	50% Done.
Annual plan finalized during Annual Stakeholders and Partners Meeting and	-Annual activity narrative and matrix and costing Plans for 2008 in place and filed in Plans File.	Annual activity narrative, matrix and budget Plans for 2008 have been compiled and approved by the board. It is ready to be shared to the Annual Stakeholders and Partners Meeting.	100% done



adopted by Board and Staff			
Conduct Annual Stakeholders and Partners Meeting		The annual stakeholders meeting has been re scheduled to take place in the 2 <sup>nd</sup> quarter on the 19 <sup>th</sup> June 2008	Postponed
External Accounts Audit for 2007 accounts conducted and shared with stakeholders.	- 2007 Audit Report documented in both hard and soft copies	The audit exercise had been done and completed by an external auditing firm called Mekonsult. Report was approved by the Board of Trustees 18 March 2008, and was circulated to all funding partners	100% done
<b>Share information online and offline (in paper form), as well as materials and publications produced by YAV for quick and easy accessibility</b>			
Upload and update information regarding YAV activities, health and HIV/AIDS policy, financing and service delivery to YAV's website		The website, currently it is under reconstruction. Materials to be uploaded in the new website have been already submitted to RahaCom who are doing the reconstruction. It has been planned to train two YAV staffs in upgrading and uploading materials into the website.	Not Done
Sharing information offline through YAV produced brochures, posters, cartoons, newsletters and other popularized publications of the policies and guidelines from the MoHSW	- Stock list of produced publications - Copies of Distribution List.	The activity has been going on and the systematic distribution/sharing of the publications done by component I. Also all visitors who happen to visit YAV have been always issued our publications.	70%

<b>Program Development and Implementation</b>			
Board meeting at least twice in the 2008	- Filed minutes on the board file.	-There have been three (3) board meetings in this quarter which took place on: 15 <sup>th</sup> January 2008(electronic (e) meeting), 22 <sup>nd</sup> February 2008 and 18 <sup>th</sup> March.  - The e-meeting (through e mails) on 15 <sup>th</sup> January 2008 had the following agenda: a) YAV's Bank Accounts operation b) AOB	100% Done

		<p>-Agenda for the meeting on 22<sup>nd</sup> February 2008 were:</p> <ul style="list-style-type: none"> <li>a)Finance and Administration Officer</li> <li>b)Volunteer Policy</li> <li>c)Board Retreat in January</li> <li>d)Inaccurate Financial Reporting</li> <li>e)Purchase of safe Unit</li> <li>f)Review of YAV outcomes</li> <li>g)YAV 2007 staffing</li> <li>h)Auditing</li> <li>i)Organizational Capacity Review</li> <li>j) AOB</li> </ul> <p>- The meeting on 18<sup>th</sup> March 2008 discussed the following agenda</p> <ul style="list-style-type: none"> <li>a)Audit Report</li> <li>b) Volunteer Policy</li> <li>c)Resignation of Board Members</li> <li>d)Reporting</li> <li>e)Budget Projections for 2008</li> <li>f) Annual Stakeholders Meeting</li> <li>g)Communication with the board members</li> <li>h)AOB</li> </ul>	
Produce updated YAV brochure		This was planned to be done in qt I but due to some staff change which had occurred towards the end of 2007 and at the first qt of 2008, it was somehow a challenge for the new staff especially the new M&E officer and PA –Media and Documentation to work on this document. This will therefore be done in the coming quarters.	Not done
Conducting weekly/monthly staff trainings on health outcomes, health sector reforms, budget processes and budget analysis, resources tracking, new research method and M&E		Due to tight schedule resulting from the work load such trainings have not been organised but a need has been established to have an in house training which is planned to take place in the second or third quarter	Not done
Engaging a consultant to conduct Organizational Capacity Review	- Copy of contract between YAV and Consultant documented in both Hard and Soft copies.	A consultant was hired on February to do the OCR Review. The Consultant has finished data collection process which involved staff, members of the Board, funding partners, volunteers and other stakeholders of YAV. He is currently compiling and writing report which will be available in the second quarter.	50% Done

