

Youth Action Volunteers

Compiled Activity Report (Matrix) for Quarter III October - December 2008

(Component One, Two, Three and M&E)

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.

Activity 1.1: Disseminate YAV's work on social accountability for health and HIV/AIDS sectors to youth through YAV's volunteers, schools and exist youth information centres			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
YAV publications disseminated to 531,191 boys and 587,488 girls in 35 Wards	<p>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"</p> <p>Copies of quarter one and two newsletter</p> <p>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"</p> <p>Copies of folders: "Utoaji wa dawa za</p>	<p>For this quarter, a total 23,621 of YAV's publications have already been disseminated to youths in 35 Wards of Ilala, Kinondoni, Temeke and Kibaha. The majority of these were disseminated through school health clubs, Ward offices and Stakeholders. The materials disseminated are as follows:</p> <ul style="list-style-type: none"> - 14,686 copies of two informative booklets. One on the subject of health sector reform and the other on the popularization of the CCHP formulation guidelines. - 2060 copies of YAV's newsletters. These newsletters helped to inform our stakeholders about YAV's health sector activities; the newsletters shared YAV's experience in the running of recently established school health clubs, and; addressed issues related to participation of youth in the health sector planning. - 901 copies of four (4) different posters were distributed. Poster 1 addressed the issue of health committee members not holding their statutory meetings; Poster 2 addressed the timetable for development of CCHPs; Poster 3 addressed information sharing on health plans and reports, and; Poster 4 calls for citizens to raise their voices to demand for quality health services. - 2132 copies of folders were disseminated. 	100% complete

	<p>kupunguza makali ya virusi vya ukimwi, Is Enough being done, Je wananchi watashiriki 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" Copies of YAV's 2007 annual report</p> <p>Copies of 2007 annual report</p>	<p>These folders advocated for: a) improvement in human resources for health, b) ARVs, c) citizen participation in public tracking and, d) budget expenditure in the health facilities.</p> <p>- 3790 policy briefs were distributed. These briefs publicised: a) YAV's analysis of the health sector budget, b) transparency and accountability in health resources, c) maternal and child health.</p> <p>- 52 copies of YAV's 2007 Annual Report were also distributed. This helped various stakeholders understand better the work that YAV has undertaken over the past year.</p>	
Activity 1.2: Conduct training sessions for youth within Ward level in 35 Wards of 4 districts on issues related to district health sector reforms, policies, planning and budgeting and performance monitoring			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Produce 100 English and 200 Swahili YAV training kits. These will include YAV's training manual developed and pre-tested in 2007 (carried from 1 st quarter)	<ul style="list-style-type: none"> - Photocopies of YAV's training manual is in place (100 copies produced) - Improved draft of training manual. 	Training kits serve as a guideline for youth trainers on issues of governance, policy, budgeting and tracking of resources in the health and HIV/AIDS sectors. The improved draft of the training kit was circulated to staffs for their comments. Other steps to publish training kits were not successfully due to financial problems. Although the training kits were not published the training manuals were used for training	60% complete
Facilitate YAV's Volunteers to conduct youth training in 15 Wards.(carried from 3 rd quarter)	<ul style="list-style-type: none"> - Training reports - List of participants - Photos of training activities 	These trainings aimed to equip youth with knowledge on issues related to district health sector reforms, policies, planning, budgeting, performance and monitoring of health resources. Out 15 sessions which were planned for the third quarter only 9 sessions were conducted. That is 6 sessions were carried to quarter four. Due to financial	33% complete

<p>Assess the effectiveness of Training Kits and Trainings conducted to youth</p>	<p>-Evaluation forms -Training reports -Facilitators reports</p>	<p>impediment, only two sessions were conducted. The remaining wards will conduct these trainings in the first quarter next year.</p> <p>In order to get the feed back from the youth and evaluate the training sessions, at the end of each session participants filled in an evaluation form. The forms were analysed and the results were used to improve the trainings. Although the training kits were not produced in time the feedback attained during the training sessions strengthen the content of the training manual.</p>	
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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

Sub-activity	Documented sources of evidence	Progress against output/activity	Status
<p>A weekly radio programme: 12 sessions to be aired by young men/ women from the 4 districts participating and contesting in live discussion, and quizzes through telephone calls/participation in studio</p>	<p>Signed contracts between YAV and Magic FM radio station & Radio One Stereo</p> <p>- Available list of all topics aired</p>	<p>It was planned to air radio sessions on a 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 fourth quarter only 10 sessions were aired. The following are the topics presented during quarter four</p> <p>3/10/ 2008 - Mfuko wa maendeleo wa Jimbo 10/10/200 - Je, Kijana umejiandaa vipi kushiriki katika mchakato wa maandalizi ya Mipango Mahususi ya Afya ya Wilaya yake? 17/10/2008 - Je kuna uhusiano kati ya sera na utekelezaji wake ktk sekta ya afya. 24/10/2008 - Upatikanaji wa Huduma Bora ya Afya katika Vituo ya Huduma 31/11/2008 - Ushiriki wa asasi za kiraia ktk uandaaji wa sera na mipango 7/11/2008 - Uwezeshaji wa kifedha ktk sekta ya afya</p>	<p>83% complete</p>

		14/11/2008 - Rushwa ktk sekta ya afya 21/11/2009 - Sheria ya kuzuia na kudhibiti VVU/UKIMWI Tanzania 28/11/ 2008 – Majuku na wajibu wa serikali na watoaji huduma za afya katika kuboresha huduma.	
Document radio and television programmes (hard and soft copies) for sharing and future reference	<ul style="list-style-type: none"> - 12 CD-ROMs of radio programs - 1 DVD of Television Program - 1 VHS Tape of Television Program. - Documented hard copies of topics - Radio program file. 	8 radio programme sessions were documented on script (hard copy) and on CD-ROM for the purpose for sharing and future reference. Due to some technical problem in the station studio the programs for 7 th November and 14 th November were not recorded. The efforts to retrieve these programs from the main system are on progress and it is expected they will be recovered soon. Although two spots of TV programs were recorded, it was not possible to document any of those. The reason for this was the reluctance of ITV to provide the copy due to copyright protection. Also the other program which was recorded by Fema was not provided on time.	83% complete
Obtain and run at least one free Television Programme per month on issues of social accountability related to the health and HIV/AIDS sectors	<ul style="list-style-type: none"> - VHS Tape & DVD of Television Programme. - Documented hard copy of the topic. 	In order to reach a wide population and to stimulate greater awareness and active participation amongst youths on issues of social accountability in the health and HIV/AIDS sectors, two television programs were recorded and aired by ITV, TBC and Channel 5. The first program which was recorded and aired by ITV was on Saturday 8 th November 2008 and repeated on Wednesday 11 th November 2008. YAV also participated in Fema TV talk show. YAV volunteer participated in discussion about life skills and reproductive health. The program was aired by TBC and Channel 5 on 6 th December and 9 th December 2008.	66% complete

Activity 1.4: Produce YAV's quarterly newsletters to communicate information about YAV and updates on issues arising within the health sector			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Produce 2000 copies of a newsletter	Compiled articles for the fourth quarter.	<p>The quarterly Newsletter was planned to be produced in order to communicate and disseminate findings and lessons learned from our activities, and to inform the public on issues related to health service delivery, policy processes, planning and governance of health sector.</p> <p>Three articles were prepared by YAV staffs. The introduction part which describes the success and challenges which YAV and health sector in general faced. Other articles were written by component one and two. This quarter's issue of the newspaper was not published due to financial problems.</p>	40% complete
Activity 1.5: Translate into Swahili and popularise into easy accessible language and format of identified health and HIV/AIDS related policies, strategies, programmes and reports through publications			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Identify, translate into Swahili and popularize one key issue document issue (carried from 3 rd quarter)	- 2 nd Draft of 2007 National Health policy popular version.	<p>Since most of the policy documents are written in a foreign language (English) and using some technical words which is not familiar to the majority of Tanzanian youths – as was the case in the national health policy - it was planned that this document would be written in a simple and easy language that most youths would be able to understand. All the necessary steps to publish the book were completed but the financial impediments barred this book to be published in this quarter. The book will be published soon after the financial status allow.</p> <p>Also the next document to be popularized was identified. Since there was no specific legislation or relevant law on HIV/AIDS in Tanzania, the establishment of HIV/AIDS</p>	50% complete

		(prevention and controlling) act of 2008 was a major step in fight against HIV/AIDS. In order to complement this, this law was planed to be popularised. Unfortunately due to lack of funds this activity was carried to the next quarter.	
Activity 1.6: Facilitate establishment of schools health governance clubs to discuss issues related to social accountability in the health and HIV/AIDS sectors			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Facilitate volunteers to conduct three discussion sessions on issues related to social accountability in the health and HIV/AIDS sectors	<ul style="list-style-type: none"> - Documented discussion reports from conducted discussions -signed transport cost vouchers by volunteers conducted discussions 	<p>School health clubs discussions are intended to stimulate student's active participation in health and HIV/AIDS sector planning, implementation and tracking of resources.</p> <p>It was planned that, each established club should conduct three discussions in this quarter. But due to some academic activities which were going on throughout this quarter such as annual examinations and annual leaves, and the late establishment of some school health clubs especially those in Kibaha region, only 46 out of 174 discussions were done.</p> <p>The following topics were discussed.</p> <p>October- Haki za afya na Wajibu wa vijana November- Vijana wanawezaje kupata haki zao za afya? December- None of the discussions was done due to the holiday leave.</p>	20% complete
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			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
To conduct a one day workshop with different journalists on health issues and share our	<ul style="list-style-type: none"> - Report of the workshop - List of participants - Invitation letters to journalists 	To publicise our work and share our experience with other stakeholders, especially the Media, a one day workshop took place that	100% complete

professional experience - including publicising different works(carried from 1 st quarter)	- Workshop photographs	involved different Editors from at least 15 Newspapers. The workshop took place on 29 th August '08 at YAV Conference Room. Various issues regarding health and HIV/AIDS reports were discussed. YAV shared its newspaper's analysis with the Editors.	
Conduct investigative journalism on health equity and governance in Tanzania and publish results in at least two English and one Swahili newspaper	<ul style="list-style-type: none"> - Signed contract with the journalist - Documented newspaper cuts 	<p>In order to to inform the public on health equity and other related issues – thereby initiating public discussions, YAV undertook investigative journalism activities and published the results in Newspapers. The journalist hired by YAV (Mr. Jackson Odoyo) continues to investigate various health-related issues, publishing the articles in Mwananchi Newspaper. The following are the results of YAV's investigative journalism for quarter IV:</p> <ul style="list-style-type: none"> - Amana saga (title of article :(.Mjane adai kunyimwa matibabu Amana, Mjane aliyetimuliwa Amana alazwa Muhimbili, Mjane wa amana aanza matibabu, Serikali yaingilia suala la mjane wa Amana. -Other investigative articles done for this quarter were: - Vipimo vya malaria vyazua zogo -Kashfa nyingine yaibuka mashine mpya MNH 	100% complete
Activity 1.8: Document newspaper cuttings regarding issues of health service delivery in equity, challenges, misconduct and produce annual bound document			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Document newspaper cuttings through filling the articles and producing a bound compilation for quarter IV	Compiled and documented news paper cuts. Coding of the newspaper titles	The aim of this activity is to document issues regarding the health sector that is reported in the Media. A total of 321(from October 1 to November 30) health related articles were collected from 12 major daily and weekly	100% complete

		newspapers (Mwananchi, Tanzania Daima, Mtanzania, Mwana Halisi, Raia mwema, Habari leo, Kulikoni, This Day, Guardian, Daily News The Citizen and The African) covered the period between July and September 2008. These articles were then photocopied and compiled	
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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 4 districts as stated in the Health Board Act			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Facilitate youth in School Health Governance Clubs through volunteers to track accountability and transparency of implementation of the roles and functions of health boards, health and HIV/AIDS committees in 35 wards from the four districts as stated in the Health Board Act.		The implementation of this activity was supposed to begin on the second quarter and continue in third and fourth quarters; however the activity was not done as planned because the information package was not final on time. We have planned for it to take place early next year.	Postponed to next year
Facilitate youth to take action for issues resulting from the above activity (media (<i>video documentaries</i>), demonstrations, policy statements, consultations, etc)		The implementation of this activity is depending on the completion of the above activities.	Postponed till completion of the above activity.
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 (<i>carried over from Q1</i>)	-The information package already in place.	The information package is already prepared, but the production of 2000 printed copies of the information package has not yet done due to on going reshuffling of the health facilities committee members from one place to another. When the reshuffle completed we will update the information package we prepared.	80% complete
Activity 2.2: Engagement in 2008/09 CCHPs formulation for the 4 Districts			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Sharing of 2008/09 district and facility plans with citizen for knowledge. (<i>carried over from Q3</i>)		We did not accomplish this activity because we did not get CCHP copies for Ilala, Kinondoni and Kibaha district. We are still doing the efforts to get these documents.	Postponed to next year
Activity 2.3: Monitor implementation of CCHPs and District HIV/AIDS plans			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Monitor quarterly implementation of CCHPs and district HIV/AIDS plans, write a report and		The monitoring of CCHP for 2008/09 was done but we did not get best results as expected. The monitoring of	Postponed to next

disseminate findings to stakeholders		CCHP for 2009/10 will start early next year as we are still waiting for CCHP copies from respective districts.	year
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 we did not get good results from the monitoring of CCHP for 2008/09. We have planned to revise the checklists to be used in monitoring for 2009/10.	Postponed to next year
Activity 2.4: Engagement with Councillors and Districts Authorities			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Conduct 1 session with Health 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. (<i>partly carried forward</i>)	<ul style="list-style-type: none"> • Invitation letters documented • Attendance documented • Report is in place 	At this quarter we planned to finish the sessions with the remaining 4 wards including Temeke, Kigamboni, Goba and Kawe as three wards Mtoni, Msasani and Ukonga do not have health centres. However, due to financial problem we could not conduct those sessions. In case of the mentioned wards with no health facilities we are planning to replace these wards with wards with health facilities in the future.	Postponed to next year
Conduct 1 session with Health Boards and members of District Health Management Teams of Kibaha, Ilala, Temeke and Kinondoni districts to capacitate them in tracking implementation of their past years recommendations in their respective authorities (<i>Carried over from Q1</i>)	<ul style="list-style-type: none"> • Invitation letters documented • Attendance documented • Reports filed 	-In this quarter we planned to conduct 2 sessions with members of Health Boards Committees and Council Health Management Teams in two districts i.e. Kinondoni and Temeke. But due to the limitation of time and financial problem we did not conduct these sessions. The remaining two sessions will be carried over to next year.	Postponed to next year
Conduct 3 sessions for 2 days with District Councillors (<i>ongoing</i>)		At this quarter we planned to conduct sessions with District councillors in 3 districts namely Ilala, Kinondoni and Temeke but due to time limitation and the financial problem, we could not conduct these sessions so we will carry over this activity to next year.	Postponed to next year
Disseminate findings with stakeholders (youth, District authorities, media, other CSOs) through policy briefs		The implementation of this activity will be done after the completion of the above activities	Postponed to next year

Activity 2.5: Analytical Works for Social Accountability			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
<p>Assess effectiveness of the oversight bodies of district health department, HIV/AIDS interventions and implementations of recommendations for the four districts.</p> <p>Produce policy briefs to communicate information to all YAV stakeholders and target audience (Carried over from Q3)</p>		The consultant is already identified and the ToR and contract for this analysis is already in place. However we have not yet got all the documents required for this activity due to lack of cooperation from the districts officials but we are still on the process to find different ways to get these documents.	Postponed to next year
<p>Analyze the performance management in implementing district health annual and medium term plans (Strategic Plans) and HIV/AIDS interventions in the four districts.</p> <p>Produce policy briefs to communicate information to all YAV stakeholders and target audience (Carried over from Q2)</p>		The consultant is already identified and the ToR and contract for this analysis is already in place. However we have not yet got all the required documents for this activity due to lack of cooperation from the districts officials but we are still on the process to find different ways to get these documents.	Postponed to next year
<p>Conduct collation of district health analyses and HIV/AIDS analyses in four districts. Also publish two books on the status of annual performance of health sector and HIV/AIDS.</p> <p>Produce policy briefs to communicate information to all YAV stakeholders and target audience.</p>		This activity was not done due to incomplete of the above activities	Postponed to next year
Activity 2.6: Monthly volunteers' meetings			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Facilitate volunteers and enhance Capacity Building at meetings every month	<p>-Minutes for October and November meetings are filed.</p> <p>-Attendance is documented.</p>	<p>-The plan was to conduct three meetings with the volunteers during this quarter. We were able to conduct two meeting (as at this time of reporting) one was on 25th October (62 volunteers attended) and the other was on 29th November 2008 (57 volunteers attended).</p> <p>-All the meetings involved giving the assignment of new</p>	67% complete

		duties, giving feedback of their previous duties, share experiences related to their work at their respective wards and share different issues happen at YAV.	
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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

Sub-activity	Documented sources of evidence	Progress against output/activity	Status
<p>Conduct analysis on planning and resource allocation, expenditure management, performance management, public integrity, and oversight, for affordable and accessible health care services.</p> <p>Hold joint consultative sessions with Members of Parliament in Dar es Salaam or Dodoma to influence social accountability in health and HIV & AIDS sectors, for affordable and accessible health care services.</p> <p>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</p>	<p>Contract and TOR for the outsourced consultancy in place for the analysis of public integrity and effectiveness of the oversight bodies Commentary on the CAG reports document Public Expenditure Review commentary</p> <p>Invitation letter by the Parliament regarding an engagement with the Social Services committee on the Bills (Mental health and Public Health)</p> <p>Commentaries presented</p> <p>Questions and Answers relating to health downloaded</p>	<p>The analysis is still on progress</p> <p>Two commentaries have been produced, one the CAG and another one on Public Expenditure Review to track the way recommendations given are being worked on. The two documents are ready for printing but due to financial constraints this has not yet been done.</p> <p>The activity was done as planned. A post engagement analysis is scheduled to take place after receiving the passed bill.</p> <p>The activity was done and health related questions were downloaded from the Parliament website ready for assessment and producing policy brief for wider sharing. Policy briefs produced.</p>	<p>80% complete</p>

Activity 3.2: Media campaigns on challenges and opportunities encountered regarding the social accountability of the health sector			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Press conferences, newspaper articles	<ul style="list-style-type: none"> - Newspaper cuttings on Health related policy issues initiated by YAV - Radio Programs: 31st October: 'Ushiriki wa AZAKi katika uandaaji wa sera na mipango' (CSOs engagement in planning and policy development), 7th November; 'Uwezesaji wa kifedha wa Huduma za Afya' (Health Care Financing) 14th November 2008: 'Rushwa katika Sekta ya Afya' (Corruption in the Health Sector) 	<ul style="list-style-type: none"> - This activity was done and findings of health related issues were documented accordingly. - Radio presentations were done on health related issues. 	80% complete
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			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Participate in Public Policy dialogues and Processes for Health and HIV Expenditure Review Processes	<ul style="list-style-type: none"> - Invitation letter from the Ministry of Finance and Economic Affairs. 	The PO for component three in collaboration with Policy forum reviewed and presented to the government (through POPSM and MOFEA) the status of consultative dialogues between the CSOs and the government of Tanzania.	90% complete
Joint Annual Health Sector Review SWAp Technical committee	<ul style="list-style-type: none"> Invitation letter from the Parliamentary Social Services Committee. -Invitation letter from the MoHSW to participate in the review -CSOs statement shared during 	<p>We prepared and participated in the Joint Annual Health Sector Review which took place at Kunduchi Beach Hotel from 8th to 10th Oct 2008.</p> <p>The component produced commentaries on the improvement of the Public Health and Mental Health Bill</p>	

<p>Public hearings for Bills</p> <p>CSOs exhibitions</p>	<p>the review -Documents shared in the review like the HSSP 3 and YAVs documents.</p> <p>Public Health and Mental health Bill Supplements Commentaries.</p> <p>Invitation letter from the Foundation for Civil Society. Photographs taken</p>	<p>supplement to the parliamentary Social Services Committee. The inputs tried to improve the deficiencies of the bill once passed as well as the practicability in the context of</p> <p>Two staff attended the CSOs Exhibition at Mnazi Mmoja Grounds from 25th to 28th November 2008 and shared YAVs work and experiences in the field of governance and health related issues.</p> <p>The PA for component three attended the CSOs Annual Forum from 26th to 27th November 2008 and presented on the role of CSOs in the provision of health services</p>	
Activity 3.4: Participate in activities initiated by NGO networks and other partnership of which YAV is a member, which are aimed at reaching YAV's outcomes			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
<p>Participate in Network meetings, discussions, workshops, working groups and activities</p>	<p>The invitation letter from Policy Forum</p> <p>- Presentations made on the meetings</p> <p>- Documents shared from these meetings.</p>	<p>The PO's and PA for this component have been attending the monthly meetings by Policy Forum specifically the Budget Working Group (BWG), and the Local Government working Group (LGWG).</p> <p>The PO's for component III have been attending budget working group task force meetings to develop the Strategic Plan for Policy forum. This is an opportunity granted to members for sharing their works and experience in translating their works for wider dissemination and sharing</p> <p>One of the component three staffs attended a presentation made at the Canadian Embassy on The General Budget Support.</p>	<p>95% complete</p>

Activity 3.5: 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			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Public statements, quick meetings, possible travels, etc	Public Health and Mental health Bill Supplement Commentaries.	Following the request from the Parliamentary social Services Committee to comment on the Public and Mental Health Bills, we engaged with other CSOs like Nola, WLAC and LHRC and produced a commentary on the two bill supplements.	70% complete
Activity 3.6: 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			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Facilitate Youth Forum	<p>Invitation letters to the heads of schools where school health clubs have been established in Kibaha.</p> <ul style="list-style-type: none"> - Minutes of the youth forum meeting. - Attendance sheet of the youth. - Photographs taken during the event - Documented and evidenced distribution of YAV materials to the youths. - Comprehensive report about the forum. 	During the fourth quarter, one youth forum was conducted. This was conducted in Mlandizi on the 25 th November 2008. It involved both primary and secondary schools in Kibaha. This has been the first forum since it took long to establish school health clubs in Kibaha. The topic discussed was "Haki na Wajibu wa vijana katika Afya".	50% complete



Activity 4.1: Program Development and Implementation			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Organise and host at least two board of trustees meetings	Board of Trustees Meeting Minutes	One full-day meeting took place on Friday 7 November	100% complete
Conduct weekly/monthly staff trainings on health outcomes, health sector reforms, budgeting processes and budget analysis, resources tracking, new research methods and M&E (staff to attend learning and development trainings and conferences to improve performance)	Training reports and contracts	Staff participated in five full days of Monitoring and Evaluation Training and two staff members attended tool kit communication training in Kenya	Ongoing
Coordination for the development of a detailed work plan for 2009	Work plan documentation and staff retreat notes	This was discussed, developed and agreed during the staff retreat (11 and 12 December)	100% complete
Activity 4.2: Programme monitoring, evaluation and documentation conducted, and improvements taken into consideration.			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Compile Mid-year progress report (2008)	Copy of mid-year progress report	This report is now complete and will shortly be circulated to key stakeholders and uploaded on the external Website	100% complete
Preparation for the Annual Review Stakeholders to be held in the first quarter of 2009		This sub-activity will need to be reviewed early January due to lack of time and resources	0% complete
Compilation of 2008 Annual Report	Copy of the 2008 Annual Report	In progress. All components have drafted their respective contributions. This report will be finalised early 2009.	In progress

Strengthening the implementation of the monitoring framework for the strategic plan using logical framework analysis	Copy of finalised logical framework analysis	Done	100% complete (ongoing process)
Quarterly progress activity reports	Copies of quarterly progress activity reports	Quarter 1, 2 and 3 reports are finalised, Quarter 4 report is currently being drafted and cleared	
Coordinating the Management Meetings	Management meeting minutes	Done	100% complete (ongoing activity)
Documentation of events (event report forms)	We have been continuously advising staff to effectively store important documents re events for future reference. We have re-organised the exchange drive so that staff can use an effective system to document their daily activities.	On going activity	
Facilitate staff performance assessment	Copies of staff performance assessments	Not complete due to new appointment of Programme Coordinator. This activity will need to be addressed during the first quarter	0% complete
Activity 4.3: Coordinating Media Engagement and Information Sharing			
Sub-activity	Documented sources of evidence	Progress against output/activity	Status
Coordinate all YAV Media engagements	We have been assisting and		100%

<p>Updating YAV Website</p>	<p>working with all components to carry out media activities.</p> <p>YAV's Website, contracts</p>	<p>Still improving the Website (new Website is now available in public domain)</p> <p>Due to delays in re-designing YAV Website's and releasing it in the public domain we were unable to upload all necessary information (and as and when appropriate). We anticipate that the new updated Website will be fully finalised and user friendly early January.</p>	<p>complete (ongoing)</p> <p>80% complete (ongoing process)</p>
<p>Sharing information offline – targeting Youths who may not be able to access a computer or the Internet</p>	<p>Photos, event reports</p>	<p>We have been distributing a variety of YAV materials – not only through school governance clubs but through civil society events</p>	<p>100% complete (ongoing activity)</p>