



CIVIL SOCIETY FOR POVERTY REDUCTION

END OF YEAR PROGRESS REPORT

JANUARY TO DECEMBER 2007

PREPARED BY THE:

EASTERN PROVINCE PROGRAMME MANAGEMENT TEAM

C/o The Provincial Coordinator
P.O Box 510032,

Room Six
Chipata Water and Sewerage Company Building,
Parienyantwa Road,
CHIPATA.
Telfax: 06 223637

TABLE OF CONTENTS

- 1.0. INTRODUCTIONS
- 2.0. CSPR PROGRAMMES AND ACTIVITIES
 - 2.1. Governance and Institutional Development (GID)
 - 2.2. Research and Policy Analysis (RPA)
 - 2.3. Civic Engagement and Advocacy (CEA)
 - 2.4. Information Management and Networking (IMN)
- 3.0. ALLIANCE AND NETWORKING
- 4.0. CSPR CHALLENGES OF THE YEAR 2007
- 5.0. RECOMMENATIONS
- 6.0. CONCLUSIONS
- 7.0. ANNEXES

- I. Membership list
- II. Inventory of Office equipment

ACRONYMS

AGM	Annual General Meeting
AVAP	Anti Voter Apathy Project
CCJDP	Catholic Center for Justice Development and Peace
CDFA	Chipata District Farmers Association
CEA	Civic Engagement and Advocacy
CNGO	Council of Non Governmental Organizations
CSPR	Civil Society for Poverty Reduction
CSOs	Civil Society Organizations
DDCC	District Development Coordinating Committee
DED	Germany Development Agency
DOVCC	District Orphans and Vulnerable Children Committee
FLMZ	Family Life Movement of Zambia
FNDP	Fifth National Development Plan
GGAZ	Girl Guides Association of Zambia
GID	Governance and Institutional Development
IMN	Information Management and Networking
LDWDA	Lundazi District Women Development Association
NCCW	National Catholic Council of Women
NCPWT	National Culture and Peace Workers Team
NGOCC	Non Governmental Organization Coordinating Council
NGOs	Non Governmental Organizations
OYV	Operations Young Vote
PDCC	Provincial Development Coordinating Committee
PPAZ	Planned Parenthood Association of Zambia
PPMT	Provincial Programme Management Team
RPA	Research and Policy Analysis
SADC	Southern Africa Development Committee
YAZ	Youth Alive Zambia
YDF	Youth Development Foundation
YMCA	Young Men Christian Association
ZCCD	Zambia Direct Democracy Movement

1.0. INTRODUCTIONS

This end of year report put to record the implementation status of the Civil Society for Poverty Reduction/Provincial Programme Management Team (CSPR/PPMT) programmes and activities in Eastern Province of Zambia over the period from January to December 2007. The programmes and activities implemented in the PPMT over the period under review are in response to the articulations of the CSPR strategic plan which started in 2006 and will run up to 2010.

This report also outlines the scores made and the challenges faced during the period under review and further stipulate the recommendations made by the EPPMT and other relevant stakeholders in the fight against poverty in Zambia.

The reporting format in this report follows the implementation format as outlined in the EPPMT action plan of 2007.

The Eastern Province Programme Management Team (EPPMT) drew up an action plan in November 2006 for the period under review and was supposed to be implemented accordingly. It is worth noting that the PPMT participated in the implementation of activities planned by other relevant stakeholders hence the need to record such in his report. However, it is saddening to note that the activities and programmes as articulated in the EPPMT action plan for 2007 were not fully and successfully implemented due to some inadequacies in the EPPMT.

2.0. CSPR PROGRAMMES AND ACTIVITIES

This section of the report gives the implementation processes of the activities in the Province following the CSPR program areas namely, the Governance and Institutional Development (GID), Research and Policy Analysis (RPA), Civic Engagement and Advocacy (CEA) and Information Management and Networking (IMN).

2.1. Governance and Institutional Development (GID)

This is a CSPR program aiming at building and strengthening the CSPR internal governance structures, systems and practices that foster effective implementation of the programmes and activities at all levels of the CSPR structures. The activities of this programme in Eastern Province were implemented under operational objective 2; which is 'to strengthen the governance structures, systems and practices of CSPR at all levels by the end of 2007.'

2.1.1. Hold bi-monthly PPMT Executive Meetings

The EPPMT managed to successfully hold five out of the six planned for Executive committee meetings though some meetings were not held on the dates as stipulated in the provincial work plan and this was mainly due to commitments by other exco members at their places of work. Information on new developments in CSPR and the PPMT was shared.

2.1.2. Hold quarterly full PPMT meeting

Two full PPMT meeting were successfully organized and held though other Signatory Members (SMs) were absent during the two meetings. The participation in terms of members in the second full PPMT meeting was encouraging. All the SMs have been encouraged to be passing through the C SPR Office once in a while to check and pick necessary information.

2.1.3. Update Provincial Member Profile database

The EPPMT Provincial SMs database has been update and the actual members to the PPMT which stands at twenty one (21) has since been identified and recognized as such. Those members whose MOUs were not located have been asked to reapply to C SPR for inclusion in the PPMT. The EPPMT has management to recruit two new members to the PPMT in the name of Chipata District Farmers Association (CDFA) and Nurses Association of Zambia. The locations and contact persons in the SMs organizations have been identified.

The EPPMT has gone further in establishing a database for almost all the Non Governmental Organizations (NGO) and Civil Society Organizations (CSOs) working in Eastern Province.

2.1.4. Hold bi annual Provincial Review

An annual Provincial Review meeting was conducted and it was facilitated by personnel from Lusaka. Tense issues of the PPMT not receiving the funding were discussed and partially recommendations made to the Board and Secretariat.

2.1.5. Hold annual PPMT action planning

The annual review and planning workshop was held though it was marred by boycotting the process by the EPPMT members. The refusal to plan situation by the PPMT has not been compromised to date.

2.1.6. Prepare and submit periodic financial and narrative reports to secretariat

The EPPMT has managed to submit the bi-annual report and three financial reports to C SPR secretariat. The PPMT has even made requests to secretariat for possible localized training in basic financial management practices. Feedback on effective preparation and presentation of both the financial and the narrative reports has been given.

2.1.7. Participate in the C SPR Annual General Meeting

The EPPMT is looking forwarding to participating in the AGM which is scheduled for December 2007.

2.2. Research and Policy Analysis (RPA)

The RPA is a CSPR programme designed to facilitate the carrying out of researches and analyze the findings which can then be fed into the CEA and the IMN programmes of the Network. The activities of programme in Eastern Province were implemented under the following operational objectives;

Operational Objective 1: To strengthen the quality of input in the formulation and implementation of pro poor policies and programmes

Operational Objective 2: To enhance the capacity of network members to engage in pro poor research and policy analysis by 2008

Operational Objective 1: To strengthen the quality of input in the formulation and implementation of pro poor policies and programmes

2.2.1. Conducted an Assessment of the effects of the FNDP and Agricultural Marketing Policies on Small Scale farmers in Chipata and Katete.

The mini research focused on the collection and analysis of data on the effects of the Fifth National Development Plan (FNDP) and Agricultural Marketing Policy on the prices of Cotton and Tobacco in two districts of Eastern Province. It is however saddening to report that the research team failed to live to expectations and have failed to produce a quality report whose information can be used in our advocacy, lobby and information dissemination programmes. The four RPA taskforce members who did the mini research have been asked to reproduce a quality report which will be used for other programmes in future.

This situation has led to secretariat to withhold the funding of all the activities in the work plan for EPPMT.

Operational Objective 2: To enhance the capacity of network members to engage in pro poor research and policy analysis by 2008

2.2.2. Participate in Capacity Building for members in research skills

A team of four members from the EPPMT was sent to Lusaka to be capacity built in skills necessary for conducting a research. The four constitute the RPA taskforce of the PPMT and have gained the necessary knowledge and skills to enable them conduct a research.

2.3. Civic Engagement and Advocacy (CEA)

The CEA programme aims at effective civic engagement in pro poor development and poverty eradication processes at all levels (local, national and international) by all the network members. It also provides for advocacy for good pro poor Government Policies and Programmes that benefit the Zambian society. The programmes and activities under CEA are implemented under the following operational objectives; 'To enhance civic engagement in pro poor development processes

at local, national and international levels' and 'To advocate for Policy and Institutional frameworks that enhance development locally and internationally'.

To enhance civic engagement in pro poor development processes at local, national and international levels

2.3.1. Participate in capacity building in Economic and Development literacy

A two day workshop was conducted in Chipata of the Eastern Province and all the twenty (20) EPPMT members attended the workshop. Knowledge in basic economics and development has been acquired by the PPMT members and other key stakeholders who were invited to this workshop.

2.3.2. Advocacy Workshop for 20 participants on the Decentralization process

The workshop was not conducted partly due to lack of funding and partly due to non commitment of the CEA taskforce members who are supposed to ensure that the activity is undertaken. The status of this activity remains the same to date

2.3.3. Hold dissemination and lobby forum for 20 people o the mini research results

Since the mini research report has not yet been produced by the RPA taskforces members, this activity has not been implemented.

2.3.4. Advocacy skills training session for both national and PPMTs

Three CEA taskforce members from the EPPMT were sent to Lusaka to attend this training programme. The training has however not been replicated to other SMs in the Province.

To advocate for Policy and Institutional frameworks that enhance development locally and internationally

2.3.5. Institutionalized Civil Society participation in the national development plan process

The EPPMT has managed to secure itself seats in both the District Development Coordinating Committee (DDCC) and the Provincial Development Coordinating Committee (PDCC) and has been institutionalized by placing it in the Government programmes monitoring subcommittee of the PDCC and is advocating for the inclusion of more CSOs.

2.3.6. National Workshop on Civil Society monitoring of the NDP

This activity has not yet taken place.

2.4. Information Management and Networking

The IMN programme aims at giving information to the general public on the operations and roles of CSPR and creating awareness and understanding of poverty eradication issues to the general public. It is also responsible for ensuring the effective information flow systems on CSPR programmes and activities to and amongst SMs and other relevant stakeholders to the CSPR network are devised and maintained. The IMN had identified two operational objectives for the first two years operations of the CSPR strategic plan and these are; 'To increase public awareness and understanding of poverty eradication issues and CSPR activities' and 'To improve information flow on CSPR programmes and activities among network members and relevant stakeholders'.

To increase public awareness and understanding of poverty eradication issues and CSPR activities

2.4.1. Hold Provincial launches of popularized documents

Despite the fact that a concept paper to carry out this activity was prepared and presented to secretariat, this activity did not take place because the funding has been withheld by secretariat.

2.4.2. Issue regular press statements

Despite this activity being an on-going one, no press statement was issued by the EPPMT.

2.4.3. Develop and broadcast four radio programmes

The EPPMT had prepared and presented a concept paper of the development and broadcasting of four radio programmes on the two local radio stations but no funding was made available.

2.4.4. Hold three provincial public sensitization workshops and meetings

This activity did not receive funding from secretariat due to the fact that the RPA taskforce failed to sufficiently account for the financial resources advanced to them when they were conducting a mini research and later on failed to live to expectations in producing a report.

2.4.5. Write feature articles for the print media on pro poor development issues

Only one SM managed to write a feature article on the operations and roles of his organization and presented it to CSPR secretariat.

2.4.6. Facilitate an outreach programme to two community schools

Two community schools were identified and a concept paper to conduct such an activity was prepared and presented to secretariat for possible funding. However, this activity did not receive the funding due to the already mentioned problem of the RPA team.

To improve information flow on CSPR programmes and activities among network members and relevant stakeholders

2.4.7. Update the PPMT mailing list

The mailing list which includes email addresses, cell phone and land line numbers has been updated and shared among all the PPMT members. SMS are now able to contact each other whenever need arises.

2.4.8. Participate in capacity building in IMN

Three members of the IMN taskforce were sent by the EPPMT and received the training but have not replicated the training to other PPMT members in the Province. Knowledge on the development of press statements has been acquired.

2.4.9. Hold Provincial Civil Society Day

This particular activity did not take place due to the reasons given above but the PPMT has managed to secure a place in the library where CSPR information is displayed for accessibility by the general public.

2.4.10. Host regional experience sharing workshop on civil society engagement in pro poor development

The EPPMT Provincial Coordinator, the Chairperson and the IMN taskforce chairperson attended the Council of Non Governmental Organizations (CNGO) forum held in Lusaka prior to the SADC Heads of State forum which was billed for the Mulungushi International Conference Hall in Lusaka – Zambia. A communiqué was developed and presented to the Heads of State Summit

3.0. Alliances and Networking

The EPPMT participated in meetings organized by other relevant stakeholders and partnered with other stakeholders in organizing meetings and fora in the Province.

3.1. The EPPMT participated in the following meetings and workshops

3.1.1. Constitutional Review Process

EPPMT attended two workshops on the constitutional review processes organized separately by Catholic Center for Justice Development and Peace (CCJDP) and Zambia Direct Democracy Movement (ZDDM). The two workshops gave the EPPMT information on the stage of the review process.

3.1.2. Provincial Girl Guides Day

The Girl Guides Association of Zambia (GGAZ) invited CSPR to attend the preparatory sessions of the National Girl Guides Day. The preparatory sessions included poems on poverty eradication, gender balancing and HIV and AIDS prevention related messages.

3.1.3. NGO Bill Workshop

The EPPMT participated in the radio programmes to discuss and analyze the contents of the NGO and attended the NGO Bill workshop which discussed the CSOs recommendations for possible inclusion in the Bill before it is enacted into law. The radio programmes stimulated debate from the general public.

3.1.3. Decentralization and participation of small scale farmers

The workshop was organized by the Chipata District Farmers Association (CDFA) and the possible inclusion of small scale farmers in the planning and implementation processes of government programmes.

3.1.4. Good Governance for Community Radio Stations

EPPMT was invited to attend and participate in the good Governance programme organized by radio Breeze of Chipata. The programme discussed the need to put in place good governance structures for effective implementation of activities.

3.2. EPPMT partnered with other key stakeholders on the following

3.2.1. Resuscitating the Eastern Province NGO Forum

EPPMT partnered with the Germany Development Agency (DED) in an effort to resuscitate the EPNGO forum which acts as a center for bringing all the NGOs for the purpose of information sharing about developmental programmes by various NGOs in the Province. The Forum has since held three successful meetings and has since established governance structures and four working committees.

4.0. EPPMT CHALLENGES

4.1. Lack of funding for activities

The EPPMT did not receive funding from secretariat and this has been mainly due to the failure by the RPA taskforce members to sufficiently account for the funds advanced to them during the period they were conducting a mini research.

4.2. Inadequacies in information flow

The EPPMT has had difficulties in receiving some information and feedback on a number of issues from secretariat.

5.0. RECOMMENDATIONS

5.1. Recommendations from the EPPMT

To have continued Role clarification on the performances of secretariat and the PPMT executive committee members.

The position of Provincial Liaison Officer should be scrapped off such that the PPMT will deal directly with the respective Programme Officers.

5.2. Recommendations from the Provincial Coordinator

The PPMT executive committee members should not participate in the implementation of activities for the PPMT because this has compromised their monitoring responsibilities.

The PC should not fall under the jurisdiction of the PPMT chairperson in terms of supervision because this puts the office of the PC at risk of receiving dual and at times conflicting instructions.

The current PPMT executive committee needs to be dissolved to pave way for fresh elections in readiness for a more focused committee.

The office of the Provincial Liaison Officer need to be strengthened in terms of authority over the PPMTs.

The Finance and Administrative Officer should take time and visit Provinces and provide the on-spot financial backstopping.

The Financial and Operational Guidelines needs to be adequately revised to allow for changes to the structure and roles of the PPMT executive committee and the PC.

6.0. CONCLUSIONS

The year 2007 has been packed with a number of changes in the management and administration of CSPR/PPMT operations especially at Provincial level. Additionally, the year has been tough especially that the PPMT did not receive the funding for other activities other than the mini research whose results were not as expected by secretariat.

The year 2007 concluded on a bad note for the PPMT in that even the plan for the 2008 calendar year has not been developed meaning the chances for the PPMT to participate in next years' programmes are slim.

ANNEXES

Annex I: LIST OF CSPR NETWORK MEMBERS IN EASTERN PROVINCE

No.	Organization	Representative	Contact Phone
1.	Young Men Christian Association	Virgil Malambo	097-7-767644
2.	Operation Young Vote	Davies Sichelwe	097-7-468467
3.	Youth Development Foundation	Chinoya Muyeye	097-7-753419
4.	Family Life Movement of Zambia	Bevary Nyirenda	097-7-481083
5.	National Catholic Council for Women	Margaret Malashya	097-7-658843
6.	Charity of Hope	Enoch Kaluba	097-7-278593
7.	Youth Alive Zambia	Yona Tembo	097-9-326405
8.	District Dev. Women Association (Lundazi)	Betty Moyo	097-7-553748
9.	Mental Health Association	Beatrice Zulu	097-7-435241
10.	Non Govt. Organization Coordinating Council	Mary Mumba	097-7-453928
11.	Planned Parenthood Ass of Zambia	Joyce Mkandawire	097-7-713248
12.	Girl Guide Association	Joyce L. Mwale	097-7-284755
13.	Anti Voter Apathy Project	Micheal Mwale	097-7-179329
14.	Catholic Center for Justice Dev. And Peace	Westone C. Banda	097-7-473845
15.	Chipata District Farmers Association (new) ✓	Ignatius Nyasulu	097-8-541235
16.	Church of Apostles	Godfrey Shanzi	095-5-816349
17.	Anglican Church (St. Pauls)	Fr. Dennis Milanzi	097-7-798912
18.	District Orphans & Vulnerable Children Comm.	Kenneth Siwale	095-5-790356
19.	Farmers & Grain Traders Association of Zambia	Mwamba M. Chrispin	097-7-376120
20.	National Cultural Peace Workers Team	Phinehas Simukoko	097-7-450329
21.	Nurses Association of Zambia (new) ✓	Jonathan Mwale	097-7-244027

Note: ✓ Secretariat has not yet signed their MOUs

Annex II: Inventory

1. 1 P.C
2. 1 Monitor
3. 1 HP printer
4. 1 Key pad
5. 1 Mouse
6. 1 Mouse Pad
7. 1 Tele-fax Machine
8. 1 Office Table
9. 1 Side Office Table
10. 5 Visitors Chairs
11. 1 Executive Chair
12. 1 Book Shelf
13. 1 Cash Box
14. 1 Hole Punch
15. 1 Stapler
16. 1 Box of Staples
17. 1 Magazine Holder
18. 1 CSPR Banner
19. 1 Office Tray
20. 1 X 10 Box Files
21. 1 Office Bin
22. 1 X 2 Disk Boxes
23. Payment vouchers, 1 IN use, 4 unused
24. Receipt Books, 1 In Use, 4 Unused
25. CSPR VHS Video Documentary Tape
26. 3 Audio Tapes
27. 1 Disk Tidy
28. 2 Extension Cable
29. 2 Lock
30. 1 High Lighter
31. CSPR Assaulted Literature
32. 1 Typex Bottle
33. 1 Cheque Book
34. 1 Broom
35. 1 Electric Water (Kettle)
36. 1 X 6 Water Glass
37. 1 X 2 Curtains Donated By NGOCC
38. 1 Fixed Grilled Door (**Donated by NGOCC**)
39. 1 X 3 Sets Office Keys
40. 1X 3 meters floor mat