

# **VANUATU WOMEN'S CENTRE**

**(Program Against Violence Against Women)**



## **ANNUAL PLAN**

**Year 5**

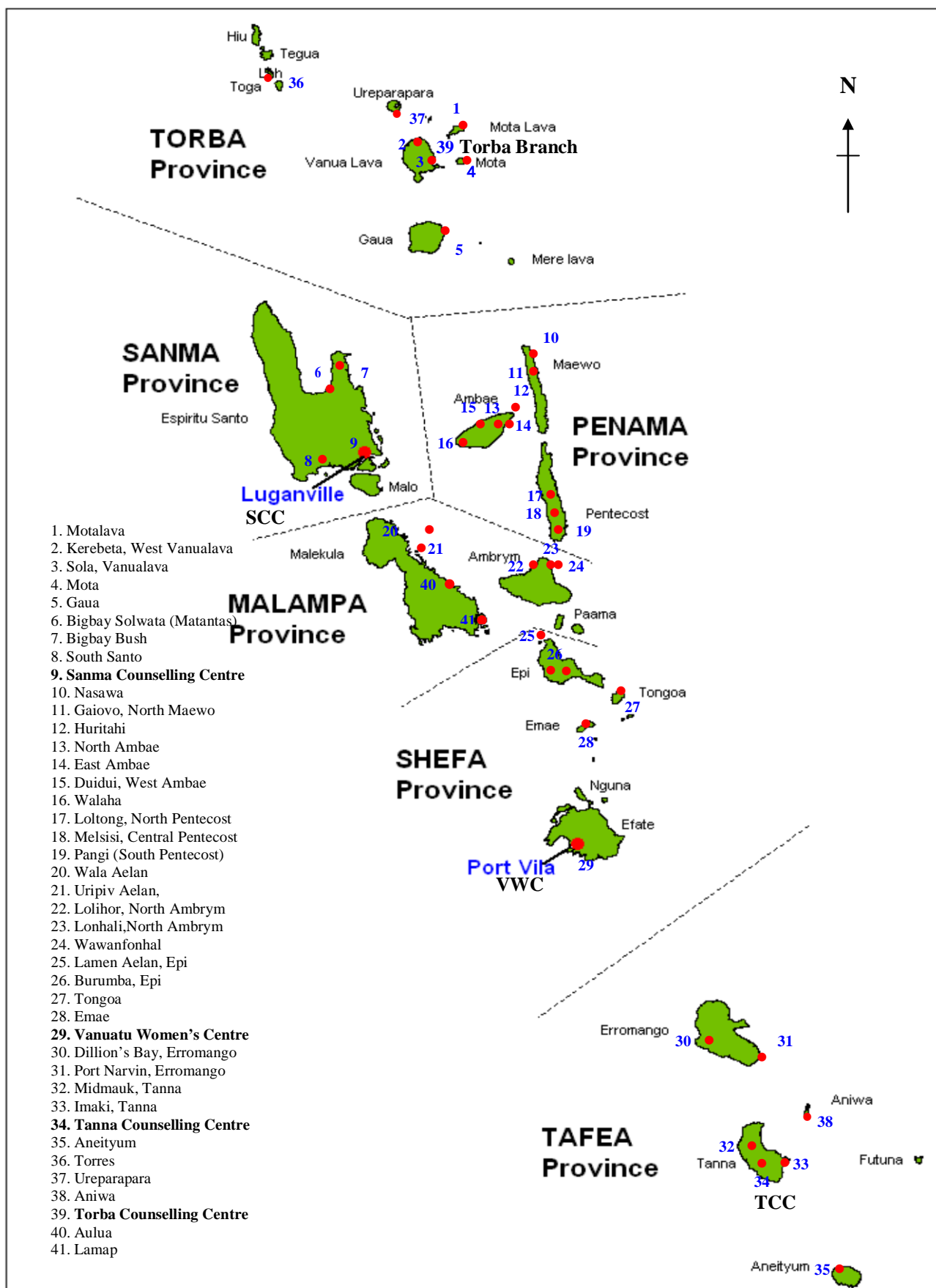
**July 2011 – June 2012**



2011 Counsellor training in Vila

**May 2011**

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**PDD Exchange rate used – Vatu 80 = AUD 1.00**

## ABBREVIATIONS AND GLOSSARY

AusAID	Australian Agency for International Development
AP	Annual Plan
<i>Bislama</i>	One of three national languages of Vanuatu
<b>CAVAWs/</b>	<b>Committees Against Violence Against Women, based in remote island</b>
<b>KAWAs</b>	<b>communities in Vanuatu</b>
CSO	Civil society organisation
CE	Community educator of VWC
CEDAW	Convention on the Elimination of All Forms of Discrimination Against Women
CRC	Convention on the Rights of the Child
CRP	Comprehensive Reform Program of the Vanuatu Government
DEVAW	United Nations Declaration on the Elimination of Violence Against Women
DOWA	Department of Women's Affairs
FPO	Family Protection Order (legislation, or court orders)
FPU	Family Protection Unit of the Vanuatu Police Force, in Vila
<b>FWCC</b>	<b>Fiji Women's Crisis Centre, Managing Agent for VWC's program</b>
<i>Kastom /</i>	Custom, or the traditional knowledge, beliefs, technologies, organizational
Custom	and family systems that guide daily behaviour, key life ceremonies and conflict resolution practices
ICR	Independent Completion Report for the program
IEC	Information, education and communication materials
<i>Kastom Court/</i>	A custom meeting chaired by the chiefs to resolve disputes within the
Custom Court	community
Regional	Pacific Women's Network Against Violence Against Women (FWCC is
Network	the Secretariat for this network)
M&E	Monitoring and evaluation
<i>Nasara</i>	A customary payment to the chief for permission to conduct work in the village
Ni-Vanuatu	A national of Vanuatu
NSO	National Statistics Office of Vanuatu
NZAID	New Zealand Agency for International Development
PCR	Program Completion Report
PDD	Program Design Document
PM	Program Manager of FWCC
PO	Project Officer of VWC Branch
PR	Progress Report
RPPA	Revised Pacific Platform for Action on the Advancement of Women and Gender Equality, 2005-2015
RTP	Regional Training Program of FWCC held annually in Suva
SCC	<b>Sanma Counselling Centre, a Branch of VWC on Santo island</b>
TCC	<b>Tafea Counselling Centre, a Branch of VWC on Tanna island</b>
ToCC	<b>Torba Counselling Centre, a Branch of VWC on Torba island</b>
UNIFEM	United Nations Development Fund for Women
Vatu, Vt	Unit of currency in Vanuatu
VAW	Violence against women
VAWC	Violence against women and children
VMF	Vanuatu Mobile Force
VPF	Vanuatu Police Force
<b>VWC</b>	<b>Vanuatu Women's Centre</b>

## VWC STAFF POSITIONS

Coordinator	Merilyn Tahi	Mobile Counsellor	Kristine Keasi
Fin/Admin Officer	Lisa Ishmael	Counsellor	Lily Natu Tawari
Office Assistant	Juliet Buleko	Counsellor	Ruth Yawoi
Community Educator	Bertha Misseve	Counsellor	Lynne Tule
Cleaner	Tounga Ben	Lawyer	Tatavola Matas
Deputy Coordinator/ Research Officer	Sonia Wasi	Volunteer	Beatrice Yapus

## TCC STAFF POSITIONS

TCC Project Officer	Kaloka Wilfred	Counsellor	Lisa Thomas
Office Assistant	Pricilla Kausiama	Counsellor	Isabel Iavisi
		Volunteer	Annie Nok

## SCC STAFF POSITIONS

SCC Project Officer	Kathy Bani	Counsellor	Fridah Butu
Office Assistant	Nadia Eric	Counsellor	Shana Ligo
Community Educator	Annie Philemon	Volunteer	Rocinta Vora
Volunteer	Lilonto Enid		

## TOCC STAFF POSITIONS

TOCC Project Officer	Vacant	Counsellor	Grace Ralph
Office Assistant	Ann Joy Sikir	Volunteer	Folin Joy

## VWC MANAGEMENT COMMITTEE

VWC Coordinator	Merilyn Tahi	Trustee	John Liu
VWC Deputy Coordinator	Sonia Wasi	Trustee	Moses Stephens
TCC Project Officer	Kaloka Wilfred	Trustee	Jocelyn Mete
SCC Project Officer	Kathy Bani	Trustee	Vacant
ToCC Project Officer	Vacant		

## FWCC MANAGING AGENT AND CONSULTANTS

Program Manager	Edwina Kotoisuva	Consultant in planning, monitoring, risk assessment Research Consultant	Dr Juliet Hunt
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## 1. Executive summary

This is the 5th and final Annual Plan for this funding phase for Vanuatu Women's Centre Program Against Violence Against Women which commenced in July 2007. The 5-year harmonised program began in July 2007 and encompasses all areas of VWC's work including those funded by both AusAID and NZAID. The **program goal** is to eliminate violence against women and children throughout Vanuatu. The **expected outcome** is increased community acceptance that violence against women and children is a violation of human rights. The design describes an ongoing program rather than a time-bound project with discreet activities.

### Highlights for the future program for year 5 include:

- Ongoing service delivery including crisis counselling and legal assistance to clients by VWC, Branches and CAVAWs.
- 14 **mobile counselling** visits to be undertaken by VWC around Efate and 3 additional mobile counselling visits to the islands during CAVAW training visits.
- **Direct assistance to clients** throughout Vanuatu through the court fees fund and client support fund.
- **Strengthened counsellor training:** two 1-week trainings by experienced FWCC counsellor trainers (October 2011 and January 2012) followed by supervision and performance assessments; further intensive formal training for 3 weeks in October 2011 on counselling skills on attachment with FWCC in Suva.; and 3 in-house counsellor training sessions to be conducted by VWC. One counsellor training to be held during staff retreat in September
- Ongoing VWC, Branch and CAVAW **community awareness** activities, including 6 workshops each to be undertaken by TCC, SCC & ToCC will conduct 6 talks/mini workshops in Torba.
- **The new ToCC Project Officer** will be recruited in the first quarter. Discussion will continue for a provincial government land for ToCC office building.
- **1 visit by VWC** to SCC and 2 visits each to TCC and ToCC during this year.
- **Training visits to 6 CAVAWs** to be followed up by 4 days workshops with local male leaders in Tafea and Penama provinces.
- **4 visits to SCC, TCC and ToCC by the Lawyer** for hands-on legal training and support for client cases, and 3 legal training visits to CAVAWs.
- **The annual training of CAVAWs in Vila in August followed by VWC's annual public meeting;** attachments by 4 CAVAW members to VWC in August and November; 3 CAVAW members to the FWCC Regional Training Program in Suva in October 2011 from the VWC budget, and 3 from the SCC budget.
- **Five national special events campaigns to be undertaken throughout the country and 6 by SCC.**
- **The VWC's "National Survey on Women's Lives and Family Relationships"** report will be finalised in July, printed and launching by November 2011; media, flyers and booklet on key research finding will be produced in August and dissemination to provinces and communities.
- **VWC will start planning its research project** on custom & VAW in 3<sup>rd</sup> quarter; and planning for the research on economic cost of VAW will be undertaken in 3<sup>rd</sup>/4<sup>th</sup> quarter.
- **The national Conference** will be held in November, 2011 to assess the progress to date, the work of the CAVAWs, male advocates and review the implementation of the FP Act and discuss VWC's future planning. 37 CAVAWs & 5 male advocates will attend.

- **2 male advocacy training** will be held: one for Shefa in September and the other for Vila participants in February.
- **A Gender relations, Violence and human rights training** for other agencies in October, 2011 targeted at youth.
- **Ongoing lobbying for the national implementation of the family protection act** through the national & provincial FP taskforce and other advocacy to strengthen the legislative framework to promote and protect women's rights.
- **VWC will widely distribute its Bislama** version of the FP Act during its awareness activities.
- **The Concept Paper for the next phase of funding** will be done in September and the preparation for the Program Design Document will be in November 2011. VWC plans to request funds for a 10-year program from AusAID and NZAID
- **The Project Completion Report and the Annual Plan for year 1 in the new phase** will be done in April/May 2012.
- **A proposal for VWC's permanent premises** will be developed in 1<sup>st</sup> quarter of year 5. If this is unsuccessful at gaining support from other donors, VWC will incorporate the proposal for a building into the PDD for the new phase.

The budget for year 5 for VWC, TCC and ToCC activities is described in section 5.1 with a cost schedule in Annex 2B, cost assumptions in Annex 2C and a change frame in Annex 2D.

- The total estimated cost of the program for VWC, TCC and ToCC for year 5 is Vt72,708,769.
- This includes operational costs for the Torba Branch for the whole of year 5 of Vt3,610,200. VWC has made every effort to save funds to enable Torba Branch to be funded within the existing PDD budget for year 5, including by putting aside foreign exchange gains from year 5.

SCC's budget is covered in section 5.2, the cost schedule in Annex 3A and the cost assumptions in Annex 3B. The SCC budget for year 5 is Vt 11,137,996 and there is no change to either the total budget or to the cost of any individual budget items. Some minor changes have been made to the cost assumptions in Annex 2B.

## 2. INTRODUCTION

### 2.1 Implementing agencies and reference documents

The Vanuatu Women's Centre (VWC) is an independent CSO based in Vila which was established in 1992. VWC's Program Against Violence Against Women includes the provision of counselling services, community awareness, legal and male advocacy and research activities throughout Vanuatu. VWC manages 3 Branches – the Sanma Counselling Centre (SCC) on Santo funded by NZAID through AusAID; the Tafea Counselling Centre (TCC) on Tanna which was established in 2001 and is funded by AusAID as part of VWC's core funding; and the Torba Counselling Centre on Vanualava which was established in January 2011 and is also funded by AusAID as part of VWC's core funding. VWC has a network of 37 island-based Committees Against Violence Against Women (CAVAWs) which undertake local community awareness activities and assist women and children living with violence in remote communities.

The Managing Agent for the program is the Fiji Women's Crisis Centre (FWCC), which is the secretariat for the Pacific Women's Network Against Violence Against Women. The 5-year program began in July 2007 and encompasses all areas of VWC's work including those funded by NZAID through AusAID in this harmonised program. NZAID provided bridging funding to SCC for July to October 2010 (year 4). A contract amendment was done in November 2010 to add funding for SCC to the AusAID contract. From November 2010 to June 2012, NZAID funds for SCC are channelled through AusAID.<sup>1</sup> The Annual Plan for year 4 included a proposal for funding the new Torba Branch and this was approved by AusAID.

Reference documents include:

- Vanuatu Women's Centre "Program Against Violence Against Women: Final Program Design Document" July 2007 (harmonised PDD, with November 2007 addendum on NZAID funding for SCC).
- AusAID Funding Agreement No. 42235 and Amendments 2 (November 2010).
- Vanuatu Women's Centre "Program Against Violence Against Women: Progress Report 7.
- Vanuatu Women's Centre "Financial Acquittals Year 4: 1<sup>st</sup> July 2010 – 30 April 2011.
- Vanuatu Women's Centre "Sanma Counselling Centre Proposal for Funding: November 2010 – June 2012

### 2.2 Preparation of the annual plan for year 5

This Annual Plan was prepared with contributions from the VWC Coordinator, Deputy Coordinator/Research Officer, Community Educator, Finance/Administration Officer, VWC Counsellors, the SCC and TCC Branch Project Officers, the Torba Counsellor, and FWCC and the Australian Consultant in strategic planning, monitoring and reporting.

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<sup>1</sup> AusAID Agreement Number 42235, Amendment 2.



### 3. PROGRAM DESCRIPTION

#### 3.1 Objectives, outputs and strategy for implementation

The goal is to eliminate violence against women and children throughout Vanuatu. The expected outcome is increased community acceptance that violence against women and children is a violation of human rights. This will be achieved through activities in 5 components. The design framework describes an ongoing program rather than a time-bound project with discreet activities (see logframe in Annex 4).

Expected long-term impacts include changed attitudes on violence against women and children, increased access to services for women and children who are subject to violence, and a strengthened legislative and policy framework for addressing violence. All components and outputs will contribute to achieving these impacts.

##### ***Component 1: VWC Counselling, Legal Assistance and Support Services***

Outputs needed to provide effective and confidential counselling and a range of support services include:

- (1.1) counselling and support from VWC counsellors;
- (1.2) legal assistance; and
- (1.3) counsellor training.

The provision of counselling, legal and support services to women and children who are survivors of domestic violence, psychological and sexual abuse is a core strategy in VWC's efforts to eliminate gender-based violence. This will be carried out through centre-based counselling; mobile counselling in Vila settlements, rural areas on Efate and during visits to CAVAWs in the islands; referrals to other agencies; the provision of legal information by counsellors; legal assistance by the lawyer; and phone counselling.

Clients from outer islands (referred by CAVAWs) will be assisted through the Client Support Fund. Safe House services will be provided for women from Efate and the islands when needed. (Safe House services are funded separately by NZAID.) The Court Fees Fund will be used to assist women with the payment of court fees for child maintenance claims, medical fees, and other legal fees. No fees are required for issuing Family Protection Orders (FPOs).

The design includes a number of counsellor training activities annually including annual counsellor training in Vila and attachments overseas. These will increase counsellors' capacity to provide effective crisis counselling services.

##### ***Component 2: Branches and CAVAWs***

This component provides effective counselling and community awareness services on violence against women and children throughout Vanuatu. Outputs include:

- (2.1) Branch activities – SANMA, TAFEA and TORBA;
- (2.2) VWC support to Branches;
- (2.3) CAVAW activities; and
- (2.4) VWC support to CAVAWs.

This covers activities undertaken by VWC's 3 Branches in SANMA, TAFEA and TORBA provinces, the work of CAVAWs, and the extensive range of support and capacity building provided to Branches and CAVAWs by VWC to increase their effectiveness and the

sustainability of outcomes. Networking with local community leaders, provincial government and other agencies to support CAVAWs is a key strategy. Branches also network with and provide support to CAVAWs. From January 2011 in year 4, this component also includes a 3<sup>rd</sup> Branch in TORBA province.

Branch and CAVAW activities mirror those undertaken by VWC and include counselling, legal and other support to clients, community awareness activities, data collection, and networking with other agencies and community leaders.

### ***Component 3: VWC Community Education and Awareness***

This component extends community awareness on gender-based violence to new places throughout Vanuatu and deepens awareness in areas where VWC has already been working for some time. Outputs include:

- (3.1) community awareness undertaken by VWC; and
- (3.2) data collection and research.

VWC undertakes community awareness workshops in the islands and regular campaign and media activities. A range of community education and legal literacy materials are produced and widely distributed to Branches, CAVAWs and other agencies, including VWC newsletters. VWC will hold 2 national conferences on violence against women in this phase - one was held in December 2008 and the second will be held in November 2011 of year 5. The national conferences review strategies to increase the effectiveness of the work of VWC, Branches, CAVAWs and other stakeholders in changing attitudes, law and behaviour on gender-based violence. The year 5 national conference will be used as a forum for nationwide input into the design of the next phase of VWC's program which begins in July 2012.

VWC has undertaken several research activities over 5 years:

- A baseline study of prevalence, incidence and attitudes on violence against women, in partnership with the National Statistics Office with VWC as the lead agency, which will be completed in year 4 and published early in year 5.
- A qualitative study on custom, violence against women and community understanding of human rights, including customs surrounding marriage and bride price. This was originally to be undertaken in years 3 and 4. This is postponed to the next phase but planning will begin in the third quarter of year 5. A study on the economic cost of violence against women will also begin in year 5.
- Periodic surveys of client satisfaction with VWC counselling services, using a client feedback questionnaire that is administered immediately following counselling sessions at the centre. This was planned to take place in years 1, 3 and 5 only but was also done intermittently in year 4 as one of a range of responses to the joint review recommendations.

### ***Component 4: Legal Advocacy, Lobbying and Human Rights Training***

This component will increase awareness on legal and human rights. Outputs include:

- (4.1) legal and human rights advocacy; and
- (4.2) male advocacy on women's rights.

VWC lobbies for human rights to be reflected in laws, policies and procedures. The major focus in years 1 and 2 was on the passage of the Family Protection Bill until this became law. Following the passing of the legislation, VWC's main focus is to advocate for the law to be implemented nationally in rural and remote areas. Once this occurs, VWC, Branches and

CAVAWs will monitor implementation throughout the country and enforcement of the legislation. Since the FPA became law, VWC's focus has also been widened to strengthen the broader legislative framework to protect and promote women's rights.

Men from rural and urban areas are trained to become male advocates for women's rights and their activities are followed up by VWC, Branches and CAVAWs. Most trainees are men who already have a relationship with VWC, Branches and CAVAWs, or who are in a position to influence community attitudes and service provision to women and children.

### ***Component 5: Management and Institutional Strengthening***

This component strengthens the management and coordination of all VWC services and organisational, financial and program management. Outputs include:

- (5.1) organisational management;
- (5.2) program management; and
- (5.3) VWC building.

A range of training opportunities are provided to VWC staff to improve their skills. Hands-on training and technical assistance are provided in strategic planning, monitoring, reporting, risk assessment and financial management. The achievement of capacity building outcomes has been strengthened, and monitoring and reporting on these outcomes. Annual planning includes a review of the design through participatory workshops. Annual public meetings and quarterly management meetings are held by VWC.

No budget was included in the PDD for permanent premises for VWC, although it was highlighted as a priority for this phase. AusAID funded a feasibility study on options for new premises during year 3; AusAID favoured the option of co-funding the building of new premises on government land with other donors. (Section 4.3 discusses this constraint and action to be taken.) A joint AusAID/NZAID/VWC review was undertaken in the 3<sup>rd</sup> quarter of year 3. VWC's responses to the draft review recommendations were included at Annex 7 of the Annual Plan for year 4 and further follow-up is discussed in section 4.4 of this report.

## **3.2 Risk management and sustainability of outcomes**

Risks to the achievement and sustainability of the program goal and outcome arise from the social, cultural and economic context which accepts violence against women and children as a legitimate form of discipline or punishment, and which perpetuates gender inequalities in access to education, employment, freedom of movement and decision making in Vanuatu. VWC and FWCC included risk assessment in the logframe analysis as an integral part of the design (see Annex 4). This enabled VWC staff to assess risks in relation to the achievement of the program goal, outcome and outputs. As a result, strategies to address major risks and to sustain and institutionalise program outcomes are embedded in the program design. The risk management matrix is attached at Annex 5.

Key strategies integrated into the design to increase the sustainability of outcomes are:

- Using a variety of activities to create and promote awareness of women's and children's rights and of the causes and consequences of gender-based violence, including working with grass-roots women and men, Chiefs and other male and female community leaders.
- Training male advocates many of whom are Chiefs and other male leaders who can facilitate opportunities for VWC to undertake a dialogue with other community leaders on

the impact of gender-based violence, on human rights, and on how human rights and gender equality is reflected in Vanuatu's laws, Constitution and elements of *kastom*.

- Using male advocates as role models in VWC's community awareness activities and in advocacy for legal and human rights.
- Ongoing networking and awareness-raising with women's groups, other community groups and agencies.
- Ongoing lobbying and advocacy for legislative change and for adequate responses by the law and justice sector to violence.
- The provision of information on VWC and its services to confront myths about VWC and its approach.
- The involvement of up to one local male community leader in each CAVAW.
- Targeting key agencies and institutions for training on gender equality, violence against women and human rights.
- Lobbying of government agencies and leaders to adhere to and implement existing laws, human rights standards and policies.

### 3.3 Monitoring

A monitoring and evaluation (M&E) framework and baseline data was included in the PDD. The M&E matrix is attached at Annex 6. This outlines indicators, data collection and analysis methods and the frequency of collection and reporting identified when the PDD was designed. Demonstrating changes in attitudes and behaviour on gender-based violence requires a longer-term perspective than a 5-year program. Goal and outcome indicators have been selected to triangulate quantitative and qualitative information to verify project achievements and impacts. Output indicators focus primarily on demonstrating quality and effectiveness.

Following the joint AusAID/NZAID/VWC review, AusAID revised VWC reporting requirements. Previously, 2 progress reports were required annually (in October and April), in addition to 2 acquittals (in December and June or when 75% of previous tranches were acquitted), and an annual plan in April. Amendment 2 of the AusAID Agreement (Number 42235) now requires the Annual Plan to be submitted in May and one Progress Report to be submitted in December. M&E data and an assessment of the impact of the program over this phase will be included in Progress Report 8 (the final progress report for this phase) in December.

## **4. YEAR 5 IMPLEMENTATION STRATEGY AND WORKPLAN**

### **4.1 Summary of Strategy**

VWC has an integrated approach to eliminating violence, in accordance with international best practice. VWC, the Branches and CAVAWs have first-hand experience of the problems faced by grass-roots women through crisis counselling, legal assistance and support services. Research activities will strengthen this by providing data on prevalence, incidence and attitudes to violence. This first-hand knowledge of women's and children's experiences of violence informs VWC's analysis of the impact of violence on families and feeds in to community awareness work, training and lobbying for changes in legislation, policy and procedures to protect women's and children's human rights.

Community awareness outreach and service provision in rural areas is a core strategy for eliminating violence. This is undertaken by VWC (through mobile counselling, visits to CAVAWs, island-based community awareness workshops, male leaders workshops and male advocacy training) and by the work of the Branches and 37 island-based CAVAWs. Ongoing capacity building, resourcing and support from VWC is essential to improve Branch and CAVAW effectiveness and sustainability. CAVAWs have been acknowledged as one of the strongest rural volunteer networks in the country. VWC has been successful at nurturing CAVAWs because of the intensive input which has been devoted to cultivating relationships with local leaders such as chiefs, provincial governments, health staff, police and others; keeping in touch with CAVAWs as they are establishing themselves; and resourcing the CAVAWs sufficiently with a range of capacity-building inputs.

### **4.2 Situational Update**

#### **Implementation of the Family Protection Act (FPA)**

The National Family Protection Taskforce was established in November 2009 and meets intermittently. Family Protection Taskforces were also established at provincial level of Sanma, Tafea, Malampa and Shefa provinces. Although VWC and its network is participating in the National Taskforce and those in Sanma and Tafea, VWC was not invited to participate in the workshops to establish the Malampa and Shefa provincial taskforces. This is a serious oversight since VWC's knowledge and expertise is essential to ensure that a women's rights perspective is integrated into the work of the taskforces. However, the National Taskforce has agreed that VWC's and FWCC's expertise will be used to train authorised persons and registered counsellors.

Political upheaval in Vanuatu in recent months is having some impact on progress towards implementation of the FPA. The most recent meeting of the FP National Taskforce was attended by the Director-General of the Ministry and also by the Minister for Justice for part of the meeting, due to VWC's high-level lobbying with the then Minister. This high level interest is very welcome; however, the occupant of the position of Minister has changed twice since this meeting. With strong support from the Minister at that time, the Taskforce decided to pilot implementation of the FP Act in settlements in Port Vila, including recruitment and training of authorised persons. The Taskforce approved the application form and selection criteria for authorised persons and decided to appoint 60 authorised persons in settlements in Port Vila.

While VWC welcomes this interest and commitment to implement the FP Act, it would much prefer the Act to be urgently implemented in rural and remote areas, rather than undertaking a pilot in Vila. The FP Act included provision for the recruitment of authorised persons with the power to issue FP orders because magistrates are only occasionally present in provincial centres, and not available in rural and remote areas. These provisions were specifically designed for implementation in rural areas, rather than urban areas where magistrates are available, and where the services of both VWC and the Police Family Protection Unit (FPU) are on hand to ensure that women have access to justice and that family protection orders (FPOs) are issued and followed up. Piloting the implementation of the FP Act in Port Vila rather than in a rural area indicates a lack of understanding of the purposes and provision of the Act at the highest levels and is a missed opportunity to provide women in rural and remote areas with access to justice. Authorised persons with the legal authority to issue family protection orders (FPOs) in rural areas have not yet been identified, so women from rural areas are not yet benefiting as intended from the new legislation.

The process of identifying, registering and training registered counsellors has also not yet begun. It is very important that DOWA ensures that this is done in rural areas, rather than towns where VWC and its network is already providing this service, to ensure that there is no duplication and that resources are spent as effectively as possible. VWC's network of trained CAVAWs is an important resource in this area that should be utilised.

There has as yet been no wide-scale national training of Police on the FP Act (other than that provided by VWC through male advocacy training). However, training of police from Penama, Malampa, Sanma and Torba provinces has been done in Luganville and VWC participated in part of that training.

VWC's Lawyer did a draft translation of the FPA into Bislama, and this is already being used by DOWA. VWC's Coordinator has since edited this full Bislama translation of the Act and will be using this final Bislama version in upcoming trainings and community awareness activities.

### **Law and justice sector agencies**

There are several very positive initiatives taken by Police over the last 12 months and all are impacts of VWC's male advocacy activities during this phase of the program. VWC has recently signed a Memorandum of Understanding with the Family Protection Unit (FPU) of the Police regarding referral and follow up of cases of violence against women and children. Following the signing of the MOU, procedures for the service of summons under the FP Act are now clearer and this is a positive step towards increasing women's access to justice. The MOU provides for VWC and the FPU to have weekly meetings where issues related to individual cases can be raised and resolved. (These meetings have not been held weekly due to other commitments on both sides and VWC will follow up to ensure that a more achievable scheduled can be set.) The FPU is now referring clients to VWC to assist them with completing the application form for family protection orders (FPOs).

The FPU has an allocation of 6 staff and 5 of these positions are filled. One of these officers is an active VWC male advocate who has attended the FWCC regional training program (RTP) in addition to several VWC male advocacy trainings; this has helped enormously in securing assistance from Police in Vila for women living with violence. Following lobbying

of the NZAID-funded PPDVP by VWC, 2 officers from the FPU will be attending the next RTP in May in Suva. No FPUs have been established outside Vila, although the SCC Project Officer has lobbied both the police and the NZAID-funded PPDVP to do so. One female police officer has been allocated to look after sexual violence cases at the Tanna police station, but she is not trained and does not have a formal connection to the FPU. However, one positive step is that VWC has been invited to provide 1-2 days training at the Police Academy on gender equality, violence against women and human rights. This is a very important milestone for VWC and is another outcome from VWC's male advocacy activities over many years. A trained male advocate, previously based at Luganville, was recently transferred to the Police Academy. He initiated a meeting between the Officer in Charge of the Academy and the VWC Coordinator which resulted in this invitation.

In rural areas, most CAVAWs have reported to VWC that new police officers posted to their islands are willing to work with them. The good relationship that VWC has established with Police is also helping to support the work of CAVAWs. When police or the Vanuatu Mobile Force (VMF) make goodwill visits to the islands, they generally come first to VWC to collect VWC's community education materials including copies of the FP Act. VWC is then able to alert CAVAWs that the police are coming, and the Police generally get in contact with the CAVAWs during their visits. This is an important support for the work of CAVAWs which reinforces their community awareness messages that violence against women and children is a crime. This positive approach is evident in North Efate. He always accompanies VWC during mobile counsellor on North Efate. Some Police in Luganville and the magistrates court are referring women to SCC, and this is also the case with some police on Tanna, where there is 1 trained male advocate.

Despite these positive initiatives, there are still many cases where untrained police are still unclear about their obligations under the law relating to the FP Act, which they sometimes confuse with the penal code. Unfortunately VWC still has many examples where Police sympathise with offenders, including when their own relatives are perpetrators of violence against women (see box).

**An example of police inaction, and positive responses by the police and the VWC network**

In one recent case, police on a goodwill visit to an island refused to take a statement from a rape victim who came with a CAVAW member at night to the provincial centre during the visit by the police to the island. (There were no police at the police post during this period.) Fortunately a former CAVAW member at night who is now a Branch Volunteer was able to take the statement due to her training by VWC. She asked the police on the goodwill visit to bring the statement to Vila, and a VWC counsellor submitted to the Family Protection Unit. VWC has followed up on the case to ensure that the rape allegation is investigated.

In another case, a woman was suffering from serious domestic violence on an island where there is no magistrate, and she wanted to apply for a family protection order. The local police officer referred the case to VWC. A VWC counsellor acted on behalf of the client in the magistrate's court where the family protection order was granted. The police on the island then took over the case and served the order.

Even where police are taking steps to issue family protection orders (FPOs), the offences committed by perpetrators are not being criminalised as required by the FP Act. Although VWC, the Branches and CAVAWs always take statements that can be used for conviction of

perpetrators of violence against women, no arrests have been made since the FPA was gazetted. This is partly because many police are unaware that violence against women is a criminal offence. In one recent case where police have tried to prosecute the offender, the case has not been progressed by the office of the State Prosecutor. Some police also continue to set up roundtable meetings between perpetrators and victims and family members to seek reconciliation, instead of serving family protection orders which have been requested by women victims. This is against the law under the provisions of the FPA. In other recent cases known to VWC and the Branches, where Chiefs initiate or rule for reconciliation during custom court hearings, police have not acted to arrest offenders, even in extremely serious cases of sexual and physical assault (both using a knife), even though the assault is widely known to have occurred by community members.

There are also examples of magistrates in Vila who are unfamiliar with the FP Act. In one recent case, the client had to apply twice for an FPO because the magistrate, due to lack of knowledge of the law, repeatedly questioned the client about why she wanted to take out the order. In two high profile cases of sexual assault/incest by members of parliament, the Court took a very long time to make its decision with repeated delays; 1 was finally acquitted and the second case is pending. All these examples send a strong and bad message to women who try to access justice; they highlight the need for all law and justice sector personnel, including court officials, to receive training from VWC on the FPA; VWC intends to negotiate for training with these agencies during year 5.

One positive example is that a male nurse who sexually assaulted a 10-year old girl, and who was acquitted by the Supreme Court on the basis of “good character”, has now been sentenced for 3 years by the Court of Appeal. While the sentence is inappropriately low in relation to the crime committed, it is nevertheless a very important milestone and a good example of the impact of VWC’s lobbying. Another good example is that the PPDVP encouraged the Police to celebrate white ribbon day during the 16 days of activism in November/December 2010. This is another milestone, as it is the first time that the police force have officially and publicly marched in Vila to express their opposition to violence against women.

### **Other aspects of the legal and institutional framework and context**

Positive steps have been taken by DOWA and the National CEDAW Committee, with support from the UN Women Pacific Regional Office, on the review of legislative compliance with CEDAW. A report is expected to be published on this in 2011. Review of family law including the development of comprehensive family law is the first reference of the new Law Reform Commission. A consultant has been recruited to assist with the review and consultations have already been undertaken. Initial steps have also been taken by VWC to put in place a 3-way MOU on referrals for sexual assault cases between VWC, the Police Force and the Vila Central Hospital.

The Malvatumauri (National Council of Chiefs) has a program which is currently undertaking dialogues through the country on custom governance, with a view to elevating the role of customary law alongside the formal legal system. VWC and TCC have attended two of these consultations, and have made the point that gender equality issues need to be addressed in any customary governance processes. Although these consultations have been undertaken in several islands and communities, gender equality is not visible on the agenda for this program. There are still many cases around the country where Chiefs are actively stopping



women from accessing the formal justice system, even in cases of extremely serious sexual and physical assault where women have clearly expressed a desire to take the matter to the police. For example, in one recent case, the seriously injured woman was taken against her will back to her husband at the direction of the local Chief. Donors and consultants working with the Malvatumauri need to ensure that the program takes women's rights very seriously. This is an initiative that VWC and Branches will continue to monitor. SCC knows of many cases where women have chosen to use the formal justice system, and the court refers their case to Chiefs who rule for reconciliation, or for a restorative justice approach that denies women their basic human and legal rights. These responses are in contravention of the provisions of the FPA, which recognises that domestic violence is a crime.

### **Civil Society Organisations (CSOs)**

One very important change to the institutional context is the fact that the Torba Branch was established in January 2011. Another milestone resulting from many years of VWC's and SCC's work was the announcement by the Seventh Day Adventist (SDA) Church of their nation-wide "End it Now" campaign during the 16 Days of Activism Campaign in November/December 2010. This campaign was launched through the SDA church's ministry of women.

### **4.3 Constraints on the Program: urgent need for a building for VWC**

VWC plans to develop a proposal for new premises in the 1<sup>st</sup> quarter of year 5 and will request assistance from a range of donors for a building, since AusAID has indicated that it would prefer to co-fund such a proposal. AusAID has also indicated that it would look more favourably on such a proposal if a building could be constructed on government land. However, after almost 2 years of lobbying, the Vanuatu Government has not been able to identify any land for the VWC building. Considering these circumstances, the VWC building proposal will request several donors to either: (a) fund the purchase and renovation of an existing building on a suitable site that preserves the confidentiality and safety of staff and clients; or (b) purchase a private block of land and construct a new building.

VWC has met with several donors to ask about their interest to co-fund a building with AusAID. On the basis of these meetings, VWC is not optimistic that this approach will be positively received or result in a timely commitment to purchase or renovate a building. Nevertheless, the approach will be made formally and depending on responses to the building proposal from other donors, **VWC will consider including the building in the costs for the next phase of funding to AusAID.**

The lack of permanent premises has a huge impact on VWC's work. Having to move premises disrupts VWC's program enormously and is very costly. There is no way of knowing how many women have not been able to find their way to new premises after each move. The current premises are very cramped for staff and there is no appropriate place to hold meetings. While staff make do with the veranda for day-to-day meetings and for workshops needed to plan and review current programs and budgets, this is not possible for management committee and PCC meetings and venues need to be hired for meetings. This introduces another unnecessary cost. Conditions are very cramped and highly unsatisfactory during any attachments to VWC, by CAVAWs, Branch staff, or during preparation of reports such as acquittals, progress reports or annual plans. The VWC research reinforces international lessons learned that long-term strategies and funding are needed to address the

problem of violence against women. For the next funding phase, VWC believes that the lack of permanent premises will become an increasingly greater risk to the achievement of its long-term goal of eliminating violence against women in children in Vanuatu.

### **Other organisation with a similar name to VWC**

A new organisation was established in Vanuatu in February 2011 that is called “Best for Women Centre”. Although VWC is not suffering any ill-effects at the moment from having another organisation with such a similar name, it is likely that this may occur in future. “Best for Women Centre” is a micro-finance organisation that is closely linked to the Vanuatu National Council of Women. Some of its practices are very unorthodox and some former women members have already begun to complain about it. It is quite possible that concerns and complaints about this organisation will be aired in the media in future, as has happened with VNCW over many years now. With “Best for Women Centre” choosing a name that is so similar to VWC, it is likely that some women, particularly in rural areas, may confuse the two organisations. Although VWC is not experiencing any problems of this kind at the moment, it poses a potential risk to VWC’s reputation; difficulties of this kind have also arisen in the past with VNCW; some men still tend to confuse the two.

VWC will investigate whether any legal or other action can be taken to preserve its good name, keeping in mind costs and any other potential risks.

## **4.4 Changes to Strategy and Update on Implementation of Review Recommendations**

### **4.4.1 Changes to Strategy**

Some important changes in strategy were made in previous years and are now integrated into the program. These include:

- VWC now combines training with one or more CAVAWs wherever possible during CAVAW training visits by VWC to the islands (this began in year 2 and was outlined in the Annual Plan for year 2). This is a more efficient use of resources that enables VWC to provide more support to a wider range of CAVAWs than planned in the PDD. It also facilitates the CAVAWs to get support from one another.
- A new strategy introduced in year 3 is to conduct community awareness workshops for 2-3 days with male leaders during each CAVAW training visit, following the CAVAW training. This proved to be a very useful strategy and was much appreciated by the male leaders and the CAVAWs. It helps to increase the effectiveness of the work of CAVAWs by ensuring that local leaders have a better understanding of the problem of VAW and the work of the CAVAWs. It is an important investment also in the sustainability of local CAVAWs.
- For year 5, an important addition to VWC’s strategy is that dissemination of the research findings will be integrated into all community education activities and national and regional forums, in addition to meetings with provincial government leaders focused specifically on the research. Research findings will also be disseminated to provincial government leaders during VWC’s visits to Branches, to save on travel costs, in addition to being integrated into community education activities by the Branches. Several community education materials will be designed during year 5 to focus on research findings, including one on action that needs to be

taken by families, clans and communities to provide support to women living with violence.

#### 4.4.2 Update on Implementation of the Joint Review Recommendations

Section 4.2 of the Annual Plan for year 4 summarised VWC's responses to the joint review recommendations and plans for follow-up. Follow-up taken by VWC was updated in Progress Report 7. This section provides an update on the implementation of the review recommendations. Several of the recommendations were for VWC to continue with ongoing activities – these activities were already included in the PDD and Annual Plans are not discussed further here. The current status of the implementation of key recommendations and notes on further follow-up needed by VWC are summarised in the table below.

Review Recommendation	Follow-up planned by VWC (noted in Annual Plan for Year 4)	Current status & year 5 follow-up needed by VWC
<b>Counselling, legal &amp; support</b> 1.1 Continue counselling training	<ul style="list-style-type: none"> <li>- 1 Counsellor Training for all counsellors scheduled in June 2010 and 2 for Year 4 in January and June</li> <li>- 1 Counsellor identified for further training and attachment with the FWCC</li> </ul>	<ul style="list-style-type: none"> <li>- Two formal trainings by FWCC facilitators are scheduled for year 5.</li> <li>- Regular in-house non-formal trainings are being done by SCC &amp; will be done by VWC and other Branches.</li> <li>- One counsellor will be trained &amp; attached in Melbourne with the Centre Against Sexual Assault (CASA) in June 2011 (year 4); &amp; another counsellor training attachment overseas is scheduled for year 5.</li> </ul>
1.2 Strengthen counselling competency assessment & performance review	<ul style="list-style-type: none"> <li>- Translate and utilise the FWCC counsellor competency tool</li> <li>- Assessments and performance review to take place at the end of the June Counsellor training</li> <li>- VWC will work towards institutionalise the processes of assessments and performance reviews</li> </ul>	<ul style="list-style-type: none"> <li>- Draft translation of the tool was done &amp; shared with counsellors. Will be used in the next performance assessment in June 2011 year 4, &amp; revised if necessary so it can be institutionalised into counsellors' performance assessments.</li> <li>- Assessment of counsellor performance will also be done at the end of one of the year 5 trainings.</li> </ul>
1.3 Restructure VWC & Branch counselling: maximise opportunities for more competent counsellors to progress; address performance issues; identify leadership & supervision roles for more competent counsellors; & welfare/support roles	<ul style="list-style-type: none"> <li>- Trialling process for supervisor involves training, exposure and attachment in Year 3 before further assessment in Year 4.</li> <li>- VWC is also looking at involving counsellors more in community education as a means of strengthening the linkages between CE activities and counselling</li> </ul>	<ul style="list-style-type: none"> <li>- A counsellor was identified &amp; trialled to take on more leadership &amp; supervision roles; this was not successful &amp; an alternative strategy is being trialled in late year 4 &amp; year 5: the Coordinator, Deputy, &amp; Branch Project Officers will take on continuous supervision &amp; capacity-building of Counsellors using regular roleplays, structured group supervision using client case reviews, &amp; peer supervision (through observation of counselling sessions).</li> <li>- Achieved part of restructuring: Counsellors have progressed towards organising, planning and conducting community awareness.</li> </ul>
1.5 Formalise referral protocols-police/courts	<ul style="list-style-type: none"> <li>- Protocol has been drafted and is yet to be signed. Signing will be in Year 4.</li> </ul>	<ul style="list-style-type: none"> <li>- Achieved: MOU signed between Police FPU and VWC.</li> <li>- Save the Children drafting referral protocol.</li> <li>- 3-way MOU between VWC, Police and Vila Central Hospital on referrals of sexual assault cases to be signed in year 5.</li> </ul>

Review Recommendation	Follow-up planned by VWC (noted in Annual Plan for Year 4)	Current status & year 5 follow-up needed by VWC
<b>SCC</b> 2.1 NZAID to fund SCC for further 2 years & ongoing to next phase	- Draft budget in Progress Report 5 and Annual Plan 4 for harmonised program	VWC will request further funding from NZAID for a fully 10-year harmonised program phase 6 which begins in July 2012.
2.2 Vanuatu Govt to develop purpose-built office on government land for SCC	SCC/VWC to approach Luganville Municipality	SCC will continue further discussions with the Director of Provincial Affairs in Vila, the Luganville Municipality and the Department of Lands in Luganville.
<b>TCC</b> 2.3 Secure office & plan for better accommodation	- Current office door secured - TCC to approach Provincial Government for new premises	VWC is exploring other options for TCC premises in Lenakel, closer to the marketplace where more women will be able to access services.
<b>Torba Branch</b> 2.5 Plan & budget for Torba Branch for year 4, contingent upon adequate capacity	- Discussions undertaken with the Provincial Government. - VWC needs to look for and secure suitable premises. - Staff will be recruited from the pool of trained CAVAW/ PO to have tertiary level qualification. - Internal delegation & job-sharing will enable VWC to take on management of a 3 <sup>rd</sup> Branch.	- Achieved: New centre established in January; premises will be rented in year 5 while a building is constructed on government land. - Counsellor, Office Assistant and Volunteer recruited. Project Officer's position has been re-advertised; only 1 application was received. VWC will re-advertise on radio. VWC plans to make an appointment early in year 5.
<b>Community Awareness &amp; Education</b> 3.1 Review of community awareness/educ'n program & IECs by a VAWC education specialist to enhance targeting & impact	- A half-day participatory workshop will be organised to review IEC materials. VWC will draw on the expertise of various Trustees and other appropriate people. - Focus group discussions will be facilitated before any new material is developed.	- Several attempts were made to get comments on new materials with some results. Through this process VWC has learned that commenters need to have knowledge of the issues as well as communication skills. - New materials will be circulated before finalisation to members of the Pacific Women's Network Against Violence Against Women.
<b>Management &amp; Institutional Strengthening</b> 5.1 VWC & FWCC to mentor Deputy Coord; ensure clearly defined & documented role, responsibility & delegations; & training plan	- Revisit the PDD to refine the job description for the Deputy Coordinator - Clear delegation of responsibilities for Deputy Coordinator - Provide mentoring and support and skill development through identified trainings	- Delegation of CAVAW training & community education to be highlighted for year 5. - Provision of mentoring & training is ongoing; year 5 will include participation in a CAVAW training visit. - Academic & short courses on management will be assessed & taken up if appropriate.
5.2 Mentor/support Coordinator to continue to strengthen org management, staff leadership, succession planning & delegations	- VWC will focus on building a core group of staff members to take on leadership roles to provide support to the Coordinator - Recruitment will focus on more qualified people to enable an effective succession plan	- Ongoing development & involvement of the core group of senior staff in decision-making. - Recruitment of qualified staff is challenging with few qualified applicants applying for most VWC positions.
5.3 Review, clarify & document role of trustees &	- The Terms of reference for the Trustees will be discussed at the next Management Committee	- TOR for the management committee will be discussed at the next meeting. - VWC has offered various roles for trustees to

Review Recommendation	Follow-up planned by VWC (noted in Annual Plan for Year 4)	Current status & year 5 follow-up needed by VWC
management committee	meeting	take up, including comment on community education materials, and assistance with review of policy manual and CAVAW manual. - Trustees with appropriate expertise will continue to be asked to become involved in various activities.
<b>Building</b> 5.5 AusAID to fund option (a), build on government land	- Making contact with other donors. - Proposal for new building to other donors - Liaise with Vanuatu Govt to secure title to land	- Made contact with JICA, EU & French Embassy; little interest from other donors. - Ongoing liaison with government to secure title to land, but no positive result because no land is available. - Proposal for the purchase &/or renovation of a building to be drafted in August 2011.

## 4.5 Work program and implementation schedule

A detailed implementation schedule is attached at Annex 1. Many activities are ongoing and have already been described in section 3.1 above. This section describes periodic activities to be undertaken over year 5.

### *Component 1: VWC Counselling, Legal Assistance and Support Services*

Fourteen mobile counselling visits will be undertaken on and around Efate, including 7 to rural areas around Efate, 5 in Vila settlements, and 2 to off-shore islands of Efate. Three additional mobile counselling visits will also be undertaken on other islands during CAVAW training visits. Visits to Vila settlements focus on specific island communities in each settlement.

During year 5, 2 structured 1-week counsellor trainings will be held in Vila in October and January. This will include all VWC and Branch Counsellors and 4 CAVAW members. Both trainings will be facilitated by 2 FWCC counsellor trainers. One counsellor (either from VWC or one of the Branches, depending on the training needs assessed) will receive further intensive formal training for 3 weeks in October 2011 on counselling skills on attachment with FWCC in Suva.

On-going short in-house counsellor trainings will be provided by the VWC Coordinator to VWC counsellors; the Branch Project Officers will also do the same with the Branch counsellors. Another counsellor training will be provided in September 2011 during the annual training retreat with all VWC and Branch staff. Regular in-house group supervision, roleplays and peer supervision through observation of counselling sessions will be organised by the Deputy Coordinator; further in-house trainings will be done in November and January. Data collection processes have been significantly strengthened by the Deputy Coordinator over year 4. However, the Deputy Coordinator will continue to provide weekly monitoring and regular guidance and refreshers to the Counsellors as needed.

Supervision of the new graduate lawyers is required for 2 years by qualified lawyers in order for them to receive admission to the Bar. Supervision of VWC's lawyer will continue through year 5, including when she represents clients in court.

### ***Component 2: Branches and CAVAWs***

SCC, TCC and TOCC will each undertake 6 community awareness workshops during the year in the provinces of Sanma, Penama, Torba and Tafea, in addition to responding to local requests for talks and workshops. They will also continue their counselling work which is an ongoing activity.

#### **SCC Activities**

SCC will do 4 workshops on Santo and 2 in Penama over year 5. The first two workshops in July will be on Ambae Island and Malo Island. In August there will be one workshop on Pentecost; and in September there will be a workshop on the northwest of Santo. A workshop on Malo Island will be held in October; and one in West Santo in March 2012.

SCC will produce weekly radio programs on the local FM station and over the year will have 6 special event campaigns. These include Children's Day in July, SCC Day and Pacific Day Against Violence Against Women in August, International Peace Day in September, the 16 Days of Activism Against Violence against Women in November/December, International Women's Day in March, and Vanuatu National Women's Day in May.

Networking and support to CAVAWs and male advocates in the 2 northern provinces of Sanma and Penama is an ongoing activity. SCC also plans to accompany the Torba Counselling Centre on two of its awareness workshops in the first quarter to provide hands-on training and support. These workshops are scheduled for August in Ureparapara Island; and another trip is planned for October to Hiu Island in Torres.

SCC will do acquittals with VWC when the 75% target for acquittals required by AusAID is reached. SCC will visit VWC in November/December 2011 to receive hands-on training in progress report-writing. During this visit SCC's Project Officer will also participate in developing the program design for the next phase. SCC will prepare monthly reports on all activities for VWC. The audit of SCC's finances will be included with the VWC audit in the first quarter. SCC will also participate in the preparation of the draft Project Completion Report for the current phase in April 2012.

#### **TCC activities**

TCC will do 3 workshops on Tanna: in Lamnatu at Middle Bush in September, Loukoulua also at Middle Bush in December, and Lataupam in January. TCC will also do 3 workshops on other islands of TAFEA: on Futuna in July, Aneityum in August, and Erromango in October.

TCC will undertake 5 special events campaigns - for Children's Day in July, Peace Day in September, the 16 Days of Activism Against Violence Against Women in November/December, International Women's Day in March and Vanuatu National Women's Day in May. TCC will commence radio programs on the local FM radio station fortnightly. Networking and support to CVAWs and male advocates in Tafea Province is an ongoing activity.

#### **Torba Branch activities**

The Torba Branch (ToCC) will do 5 talks/mini-workshops: on Motalava island in August, Ureparapara island in September, Gaua island in October, Hiu island in February, Toga island in May, and on Vanualava in June.

ToCC will continue to publicise the new branch, its services and activities to the communities in the Banks and Torres islands – including faith-based groups, youth, women, chiefs, police, schools and health centres. ToCC staff will be discussing the ToCC building with the Torba Provincial Government. Over the next 12 months, there will be a strong emphasis on training the new Branch staff by VWC.

### **CAVAW**

CAVAWs will continue to undertake community awareness events throughout the year, including during the 5 special events campaigns (mentioned above) that are also undertaken by VWC and the Branches. Most CAVAWs are now undertaking counselling and refer cases to VWC and the Branches when needed, including for processing of family protection orders. CAVAWs will continue to liaise and work closely with male advocates in their areas, chiefs, police and health agencies. Many other activities with CAVAWs are described below.

### **VWC support activities to Branches and CAVAWs**

In addition to providing ongoing support by phone and email to Branches and CAVAWs, VWC will undertake a number of capacity building activities. There will be 2 monitoring visits to each Branch – one to SCC in March; 2 to TCC in November and January; and 2 to ToCC in September and May. These visits may be made by either the Coordinator or the Deputy Coordinator, depending on the highest priority needs for capacity building and assistance in the months leading up to each visit. Over year 5 VWC will give highest priority to disseminating the findings of the research during these visits. In addition, the VWC lawyer will also provide legal training and assistance visits to SCC in September, ToCC in November, TCC in December and ToCC again in April.

The TCC, SCC and ToCC Branch Project Officers will be attached to VWC for 1 week for hands-on training in report-writing during the preparation of Progress Report 8 in December, and during preparation of the annual plan and Project Completion Report in April/May. All Branch Project Officers will also visit VWC during November to participate in workshops to design the next phase of the program. There will also be an attachment at VWC in January by SCC new counsellor; and in September by the new ToCC Project Officer.

Support and capacity-building to CAVAWs is extensive and is provided by VWC and increasingly by the Branches. VWC will conduct a CAVAW training in Erromango with 2 CAVAWs (Dillons Bay and Port Narvin) in August; Penama (Nduindui and Walaha on Ambae) in September; and with 2 CAVAWs on Penama (Melsisi/Melbrim and Pangi) in October. Community awareness workshops will be held for local male leaders for 4 days following each CAVAW training. The VWC lawyer will also accompany other VWC staff on these visits to provide refresher training to CAVAWs on the FP Act and FP orders and to provide legal assistance as needed during the visit. The Lawyer will also provide training to the male leaders on the FP Act.

Existing CAVAWs have requested many new CAVAWs to be established, particularly in very remote areas. Two new CAVAWs were established on Malekula in year 4 by the Uripiv CAVAW. They are Aulua CAVAW and Lamap CAVAW. However, as always, VWC is cautious about establishing new CAVAWs and will assess both community commitment as well as need before doing so. Efforts in year 5 are more focused on reviving a handful of CAVAWs that are weaker or whose membership is low.

The annual CAVAW training in Vila will be held in August 2011 and 37 CAVAW members and 3 Branch Project Officers from SCC, TCC and ToCC will attend. This will include the 35 current CAVAWs and two new ones established during year 4. For the last CAVAW training in Vila, VWC invited members from each CAVAW who had not participated in this training in Vila before. In year 5, more senior CAVAW members will attend the CAVAW training. The CAVAW manual will be updated in the 1<sup>st</sup> and 2<sup>nd</sup> quarter of year 5 and this will provide a guide for new CAVAWs. The annual CAVAW training in Vila will focus on counselling skills, community awareness, the Family Protection (FP) Act and FP orders, management and organisation of CAVAWs and data collection and reporting. The national CAVAW training also provides a good opportunity for networking with Police including the Family Protection Unit, Ministry of Health, the Registrar of the Court, the Department of Correctional Services and VBTC. A major focus of the CAVAW training will also be on future planning for VWC's next phase.

VWC and SCC will each send 3 participants to the FWCC Regional Training Program in October 2011 in Suva. To enable exposure and training for more CAVAWs, VWC will try to solicit funds from the Regional Pacific Office of UN Women for other CAVAW members to attend the RTP. Four CAVAW members will also be attached to VWC: 2 during the 16 Days of Activism Campaign, and two in August following the annual CAVAW training.

### ***Component 3: VWC Community Education and Awareness***

VWC plans to disseminate research findings from the first quarter of year 5, before the full report is published and launched. Four island trips to provincial governments are planned in the year for the research dissemination and a workshop will be conducted in each trip. Trips to Branches will also be used to disseminate the findings to provincial governments.

Dissemination of the key research findings will be produced in the media and flyers in July followed by a small booklet to be produced in August. Visits to the 6 provinces to share the key findings will be in the 1<sup>st</sup> and 2<sup>nd</sup> quarters of year 5. The official launch of the report will be in November during the 16 Days of Activism Campaign Against Violence Against Women. VWC will start planning for the 2<sup>nd</sup> research project on custom, violence and women's human rights in the 3<sup>rd</sup> and last quarter of year 5. A research on the economic cost of violence against women will be undertaken in the 3<sup>rd</sup> and 4<sup>th</sup> quarters of year 5 after the official launch of the research report.

Another major activity planned for year 5 is the National Conference which will be held in November 2011. The conference will assess progress to date with male advocacy work and will review the implementation and enforcement of the FPA. The conference is expected to draw significant attention from government, other CSOs and the media in Vanuatu and across the Pacific region. The conference will officially launch the baseline research on violence against women, and will review progress towards implementation of the National Plan of Action for Women in the areas of most concern to VWC. CAVAWs will give an overview of the situation in their islands and other key stakeholders such as DOWA, the Police, Chiefs, Churches, other CSOs and Provincial governments will be invited to review their work to address violence and set priorities for the coming years. The conference will be an important forum for reviewing VWC's achievements and impacts, and will develop recommendations for future strategies and funding. Representatives from across VWC's network of Branches, CAVAWs and male advocates will participate in the conference, as well as government representatives.



VWC will undertake 5 annual campaigns, and media activities will also be undertaken for each of these campaigns. Forty radio programs will be produced. New and existing community education and legal literacy materials will be printed in the 1<sup>st</sup> and 2<sup>nd</sup> quarter of year 5. Some IEC materials will be produced for the dissemination of the key research findings in year 5. This will include a flyer to be produced in-house, the booklet mentioned above, and a leaflet targeted at family, clan and community members aimed at guiding them to provide appropriate support for women living with violence, particularly during times of crisis.

The PDD scheduled client feedback surveys to be undertaken periodically in years 1, 3 and 5. VWC has found these surveys to be useful for ongoing monitoring purposes and will administer the client feedback questionnaire during year 5.

#### ***Component 4: Legal Advocacy, Lobbying and Human Rights Training***

Most activities in this component are ongoing. Now that the Family Protection Law has been gazetted and the FP taskforce established, the focus of VWC's attention for this legislation has shifted to lobbying for it to be implemented nationally, monitoring its implementation, and assisting with implementation by advocating for CAVAWs to be authorised persons with the power to issue temporary family protection orders and counsellors recognised by the Act.

VWC has been approached in the last quarter of year 4 to provide gender and domestic violence training at the Police Academy in year 5. Progress Report 7 documented a number of problems with the implementation of the FP orders issued to date. These issues and other issues with specific cases will be raised at regular meetings between VWC and Police from the Family Protection Unit. Until authorised persons are identified in the islands, VWC and the Branches will assist CAVAWs to process FP orders when needed.

Advocacy efforts over year 5 will continue to focus on initiatives designed to strengthen and consolidate the legislative framework for the protection and promotion of women's human rights. VWC began lobbying in year 3 for a comprehensive Family Law Act with the Ministry of Justice, the Department of Women's Affairs and through the National CEDAW Committee and this will continue in year 5. The establishment of a Human Rights Commission was agreed for the Law and Justice Sector Strategy Plan in May 2009 and this will also be actively pursued by VWC in year 5. VWC will also continue to advocate for the introduction of a no-drop policy by the Vanuatu Police Force for cases of violence against women. Through the CEDAW national committee, VWC will continue to participate in and support initiatives by DOWA to assess and improve legislative compliance with CEDAW. In year 5 VWC will also provide inputs for compiling Vanuatu's next national CEDAW report.

A gender relations, violence and human rights training for other agencies is scheduled for October 2011. Twenty individuals from the national youth council will be targeted for this training which will be conducted by VWC. By increasing awareness on gender equality, legal and human rights in key agencies, this initiative aims to strengthen collaborative efforts to address gender-based violence with other stakeholders and to ensure that the initiatives of other agencies are informed by sound gender analysis of gender-based violence.

Two male advocacy trainings will be held in year 5, the first with participants from Shefa Provincial Government in September. This training will be facilitated by the VWC Coordinator in Vila. A second male training workshop is planned for February with Vila

government staff and non-government agencies from the law and justice sector. In addition, a follow-up meeting will be held with Vila-based male advocates who have participated in previous trainings, to strengthen and refresh their understanding and inspire them to continue working for women's rights.

### ***Component 5: Management and Institutional Strengthening***

The staff training retreat will be held in September 2011; legal literacy and refreshing counselling skills will be components of the training. VWC's public meeting will be held in May 2012, when Branch Project Officers and CAVAWs are in Vila for the annual CAVAW training. Staff performance appraisals will be undertaken in June. One audit will be completed in the first quarter for the 2010/2011 financial year for VWC and all Branches. Quarterly management meetings will be held through year 5.

In September a visit is planned for both the FWCC and consultant for the preparation of the concept paper for the next phase of funding, and again in November when the PDD will be prepared. Visits will also be made in April/May to prepare the draft Project Completion Report, and the Annual Plan for year 1 of the next phase of funding. FWCC and the consultant will undertake monitoring visits in December 2011 and May 2012 for progress reporting and annual planning. As noted above in section 4.3, a proposal for permanent premises will be developed in the 1<sup>st</sup> quarter of year 5.

## **4.6 Planning for the next phase of funding: July 2012 – June 2022**

Preparation for the next phase of funding will be an ongoing activity over the next 12 months. This will begin in August 2011 during the Annual CAVAW training, and will continue in September at the staff training retreat. These workshops will provide an opportunity for representatives from all the CAVAWs, male advocates and all VWC and Branch staff, to develop their vision for the next phase of donor support. Consultations will also be undertaken with stakeholders on a one-to-one basis over the next 12 months, in addition to discussions at other appropriate forums. For example, VWC's National Conference in November will provide an important opportunity for a range of different stakeholder to make an input into the design of the next phase of funding.

### **VWC's schedule for preparing for the PDD over year 5 is:**

- Submission of a Concept Paper to AusAID and NZAID for a 10-year program in September 2011.
- Submission of a draft PDD to AusAID and NZAID in November/December 2011.
- Following appraisal by AusAID and NZAID, submission of the final PDD by April 2012, along with the draft Project Completion Report for the current phase.
- Finalisation of the contract for the next phase by May 2012 so that the first tranche can be paid by June 2012 with no interruption of activities.

The VWC research shows that attitudes condoning and tolerating violence against women and children are well-entrenched in Vanuatu society. Although much progress has been made since VWC was established, and there is strong evidence of VWC's impact from the research findings, it is also very clear that long-term and well-targeted efforts are needed to bring about sustainable changes in attitudes towards women's rights and violence against women and children. For these reasons, a concept paper for a 10-year program is proposed.

## 4.7 Benefits and outcomes expected

All activities in year 5 will contribute to the program outcome of increased community acceptance that violence against women and children is a violation of human rights. Direct benefits include increased access to services for women and children who are subject to violence, awareness raised of women's human rights and the issue of violence, and capacity-building of VWC and Branch staff, CAVAWs and male advocates. The number of people who benefit from these activities will be reported in Progress Report 8 and the Project Completion Report.

VWC's M&E framework includes 4 capacity-building indicators including: a demonstrated improvement in core crisis counselling competencies; improved Branch counselling, community awareness and financial management skills; demonstrated improvement in staff capacities; and VWC staff take increasing responsibility for the preparation of reports.

Most of the capacity-building outcomes identified in years 1 to 4 have been achieved (this will be detailed in Progress Report 8). In several cases, outcomes have been achieved but refresher training and ongoing supervision and support are needed to strengthen skills. The following outcomes were identified to be achieved over this final year of the program. (However, it should be noted that the Torba Branch Project Officer has not yet been appointed and these aims may not be fully achieved before this phase of the program is completed.)

- Counselling and community education –
  - a) New VWC and Branch Counsellors are able to negotiate and deal with Chiefs.
  - b) Branch Project Officers and the Deputy Coordinator demonstrate capacity to organise and undertake in-house non-formal training and supervision including through roleplays, group supervision and peer supervision through observation of counselling sessions.
  - c) Strengthened community education skills among counsellors particularly during mobile counselling.
- Branches –
  - d) ToCC Project Officer is able to report accurately on client data, achievements and community awareness activities.
  - e) ToCC Project Officer able to draft tables and schedules for the Progress Report and the Annual Plan and the narrative sections of the Progress Report before coming to Vila for the reporting attachments.
  - f) TCC and ToCC Project Officers demonstrate capacity to organise and undertake community awareness workshops and CAVAW training.
  - g) ToCC Counsellor able to complete client data forms, client reports and family protection orders.
- Other staff capacity improvements –
  - h) Newly appointed staff and CAVAWs understand the Family Protection Act and are able to inform clients and the public about the provisions of the Act.
  - i) Deputy Coordinator and Community Educator effectively undertaking CAVAW training, and producing drafts of VWC newsletters. (For the Community Educator, the aim is for her to draft and finalise the newsletter.)
  - j) The Lawyer is able to develop legal literacy materials targeted at communities, including training materials on the Family Protection Act.
- Report preparation –

- k) Lawyer and Community Educator draft narrative sections progress reports (drafting of annexes has already been achieved for the Community Educator).
- l) VWC and Branch staff produce a full draft of the Progress Report including financial and new impact sections.
- m) Finance/Administration Officer demonstrates progress in drafting financial acquittals, budgets and change frames, and the narrative section of financial reports.

## 5. VWC AND SCC REVISED BUDGET FOR YEAR 5

This financial report is in 3 parts:

- Section 5.1 covers the VWC core budget which included estimated expenditure in year 5 for VWC, TCC and the new Torba Branch, with supporting annexes 2A to 2D.
- Section 5.2 covers SCC's year 5 budget with supporting annexes 3A and 3B.
- Section 5.3 explains the expected date of the next 75% acquittal and the amount of funds to be acquitted.

### 5.1 VWC, TCC and ToCC Budget

#### 5.1.1 Total Revised Budget for Year 5

Annex 2A shows that the total funds available for year 5 are Vt 72,708,769. This includes:

- the PDD budget for year 5 of Vt 57,542,414; and
- Vt 15,166,355 expected to be carried forward from year 4 (see Table 3 of Annex 2A, the year 4 budget was revised at the end of April).

Funds carried forward from year 4 include foreign exchange gains earned over the past 12 months. These funds were not allocated to any activities during the year because VWC wanted to have enough funds available to cover substantial cost increases in many areas since the PDD was designed, including funding for the new Torba branch, and the national conference on violence against women planned for year 5. VWC also wanted to guard against future foreign exchange losses. Funds carried forward to year 5 also include several high-cost activities that have been carried forward from year 4 to year 5. These include: the 2<sup>nd</sup> annual counsellor training in Vila scheduled for year 4 (allocated Vt1,495,000 in year 5); a male advocacy training workshop (allocated Vt 1,845,000 in year 5); some remaining expenditure for the VWC research (Vt 654,448); and the printing of the CAVAW training manual (Vt300,000) and some legal literacy materials. In addition, VWC did not hold an annual CAVAW training in Vila in year 4 and these funds were also carried forward. Following the contract amendment with AusAID and the change to reporting requirements, VWC decided that it was better to delay the annual CAVAW training for several months (from March to August 2011) so that M&E data could be gathered for the whole of year 4, to feed into Progress Report 8 and the draft Project Completion Report. This means that 4 annual CAVAW trainings will be held over the 5-year program, rather than 5.

Table 3 of Annex 2A gives a breakdown of how the additional funds are applied within the overall budget. This includes:

- Vt 654,448 is carried forward from year 4 for the baseline research, due to delays in SPSS data analysis by the NSO consultant during years 3 and 4;
- Vt 3,610,200 is for the operation of the Torba Branch for year 5 (not including building materials, which will be allocated after the next tranche is received from AusAID, assuming that there is a foreign exchange gain; and
- Vt 68,444,121 for core budget activities of VWC and TCC, due to the significant increases in costs in almost all areas since the PDD was designed.

#### 5.1.2 Revisions to the Cost Schedule for Year 5

This section summarises resources for year 5 by component, and highlights major budget revisions. These are detailed in Annex 2B (the revised cost schedule), 2C (cost assumptions for all budget items), and 2D (the change frame on all revised budget items).

Some revisions to the budget are due to the cost increases already mentioned. Others are due to changes in strategy – for example, combining CAVAW training visits to the islands which saves costs, and doing workshops with male leaders after each CAVAW training in the islands, which adds to costs). In other cases, selected budget changes have been approved by AusAID in previous years, such as increases in salaries for counsellors.

An inflation factor of 2.5% was included in the PDD for selected budget items, including all staff salaries, community awareness and legal literacy materials, office supplies for VWC and TCC, and communication, insurance, audit and utilities costs for VWC. It was also assumed that airfares would increase by Vt 500 per year and this was included in most budget lines that included travel expenses. Other costs were kept constant over the five years (see page 47 of the PDD). Despite these provisions, most of the items where the 2.5% increase was applied have increased far more than was estimated.

The 2.5% annual salary increment is awarded to staff for good performance after they have served for one full year at the base salary for that position. This has been applied to the salaries for all eligible staff with one exception.

Housing allowance was set at Vt20,000 per month in the PDD for VWC staff renting housing in Vila. This is only payable to staff who are renting accommodation, and is only paid for the exact amount rented per month up to Vt 20,000. (The Coordinator's housing allowance is Vt 50,000.) For Branch staff, there was no housing allowance included in the PDD. This was reviewed in year 3 and housing allowance of up to Vt10,000 per month was approved for Branch staff who are renting housing. As with the VWC provisions, only the actual cost of the rent is paid in housing allowance, up to a maximum of Vt10,000 monthly.

An increased cost that applies for salaries in all components and to SCC are severance allowance liabilities. In the PDD, severance allowance was calculated at half one month's salary at the time of severance (calculated at the budgeted year 5 salary). Severance liabilities changed with the passing of the Employment Amendment Act (October 2009) to one whole month's salary, and VWC's auditors have raised the importance of putting aside funds to cover this increased liability, which is retrospective for all employees. For this reason, severance allowance provisions were increased in the year 4 budget and are also increased in the budget for year 5. The PDD provided for severance allowance to be acquitted when these funds are transferred into a separate term deposit account, which is used solely for severance allowance provisions, with interest re-allocated to the term deposit account 6-monthly to provide for future liabilities. Withdrawals may only be made from the term deposit account following written approval from AusAID and only for the purposes of paying severance allowance liabilities for staff who qualify for this benefit (VWC seeks advice from the Department of Labour on each case before submitting a request to AusAID for the release of these funds.)

### ***Resources for Component 1: Counselling, Legal Assistance and Support Services***

Human resources needed for component 1 include salaries and housing allowance for 4 VWC Counsellors and the Lawyer. The Coordinator and Deputy provide supervision, training and support to Counsellors and the Coordinator also undertakes counselling as needed (the Coordinator's and Deputy's salary are included in component 5). The Deputy Coordinator also provides support through her administration of the client satisfaction survey through the year. A higher salary is included for Counsellor 1 (Vt 44,153 monthly) than in the PDD

because her salary was brought into line with that of Counsellors (2) and (3) during the review of salaries undertaken in November 2008 when Progress Report 3 was prepared. The salary for Counsellor (4) is lower than the PDD (Vt 41,000 monthly) because she is a newer appointment. Following the joint review in year 4, VWC did a review of some salaries and the base salary for Counsellors was set at Vt40,000 per month and Vt35,000 while new appointments are on probation. All counsellors have received the annual 2.5% increment over their year 4 salary, which as noted above was provided for in the PDD.

Mobile counselling on Efate has a budget of Vt360,000 for year 5 which is the same as the PDD budget. This covers transport, per diems, accommodation, nasara and venue costs for 14 mobile counselling visits including 7 around Efate, 2 to off-shore islands, and 5 to Vila settlements (lunch money is paid for these trips but no per diem).

Counsellor training costs are considerably more than was budgeted in the PDD because 2 counsellor trainings will be held in Vila for 1 week each, compared to the PDD budget which provided for one training in year 5. One of these trainings is carried forward from year 4; this additional training was included to implement the review recommendation to strengthen counsellor competency and continue counsellor training. The budget assumes that both trainings will be facilitated by 2 FWCC counsellor trainers. One airfare will be covered from VWC's budget, and the other airfare from FWCC's budget. If VWC receives a further foreign exchange gain from the 1<sup>st</sup> tranche for year 5, VWC will provide the full costs for FWCC trainers. All VWC and Branch Counsellors and 4 CAVAW members who are graduates of FWCC's Regional Training Program (RTP) will participate in the 2 trainings. Both trainings include costs for 2 staff from the new Torba Branch. Fees, travel, accommodation and per diem costs are also included for one Counsellor to be trained for 3 weeks in Fiji. This may take place during FWCC's more advanced training by an Australian consultant psychologist; alternatively, the FWCC may design a tailor-made non-formal training attachment, depending on the training needs identified by VWC and the scheduling of FWCC's training the consultant psychologist.

Some savings have been made on the costs of the Lawyer because a new appointment was made in January 2010. The lawyer was confirmed in her position in May 2011 and the base salary of Vt100,000 per month is budgeted for the whole of year 5. These savings are offset by supervision costs (Vt15,000 monthly) for the Lawyer because two years supervision is a requirement of the Law Council of Vanuatu before any new graduate can be admitted to the Bar to represent clients in court.

Client support costs include the Court Fees Fund which is used to cover fees for child maintenance claims, medical certificates, and other court fees as required. The allocation for the Court Fees Fund (Vt200,000) has been halved from the amount in the PDD because there are no fees for family protection orders according to the provisions of the Family Protection Act. Use of the Client Support Fund has increased since the fieldwork for the research and remains at Vt360,000 for the year as allocated in the PDD. It provides for airfares and island transport costs for clients from the islands (referred either by the CAVAWs or the Branches) to come to Vila when their cases need to be heard in court. Client accommodation and food costs may also be covered by this fund, along with transport costs for police male advocates to investigate cases and make arrests in remote areas. The safehouse budget funded by NZAID will be used only for the payment of allowances for Counsellors who stay overnight with clients in the safehouse.

Overall, the total budget for component 1 has increased by Vt 1,090,084 to Vt 8,633,578 compared with the PDD (Vt 7,543,494), due to the increased budget allocated to counsellor training. This is a good use of funds saved in other areas of the budget, because it will increase the quality of VWC's counselling work; and it is a good use of foreign exchange funds earned in year 4.

### ***Resources for Component 2: Branches and CAVAWs (See section 5.2 for SCC)***

#### **Tanna Counselling Centre**

Output 2.1A covers the costs of TCC activities. The estimated costs for TCC in year 5 are Vt 4,363,392 which is an increase of Vt 933,720 compared with the PDD budget. This includes salaries and associated costs for the Project Officer (Vt 52,532 per month), 2 Counsellors (Vt 41,000 and Vt 40,000 per month), an Office Assistant (Vt 35,000 per month), and an allowance for a Volunteer (Vt 15,000 per month). Core funding is provided for all centre management costs. Client support costs include a court and medical fees fund (Vt 35,000 annually). TCC uses VWC's client support fund if necessary for transport or other costs to help women access justice. The budget provides for TCC staff to undertake 3 outer island workshops and 3 workshops in rural areas of Tanna, in addition to 5 special events campaigns per year (see below in component 3 for a description of these campaigns, or section 4.5 above).

All but one of the salaries has increased compared with the PDD due to salary reviews undertaken either in year 2 or 3. The Project Officer received a salary increase in year 2 which brought her year 4 monthly salary to Vt52,532 due to annual 2.5% increments. Her year 5 salary remains at this level. The allowance for the Volunteer rose to Vt15,000 per month, also in year 2, to bring her honorarium into line with that paid to the Volunteers at SCC and VWC. The probationary and starting salaries for the Office Assistant were reviewed in April 2010 and the base salary is now Vt35,000 with a probationary salary of Vt30,000. The probationary and starting salary for counsellors was also raised to Vt 35,000 and Vt40,000 respectively. This is somewhat offset by a saving of Vt 37,830 on the counsellor (b) salary which had a higher allocation in the PDD because of annual increments budgeted for the previous counsellor in this position when the PDD was designed. These salary changes have also increased the VNPF allocation by Vt 18,244 to Vt 176,196. A new allocation for housing allowance was introduced in year 3 for staff who need to rent accommodation. There was no allocation for housing allowance for TCC staff in the PDD budget because no staff were renting accommodation when the PDD was prepared. The revised budget also includes higher allocations for office supplies, communications and transport which reflect current costs through year 4. One major increase from the PDD is the increased allocation to severance allowance – this has been increased by Vt101,265 to Vt183,532 because VWC needs to provide for the increase in severance allowance liabilities from 2 weeks of an employee's annual salary to one month salary at the time of severance.

There is a small allocation for training in Tanna which may be used for computer training, or to accompany VWC staff to CAVAW trainings in TAFEA province as a form of hands-on training. All other training costs for TCC staff are covered in other components and outputs, such as output 1.3 (counsellor training), output 2.2 (VWC support to Branches) and the staff training fund (item 58 in output 5.1).

#### **Torba Branch**

Output 2.1B covers the costs of Torba Branch activities which has a total budget of Vt 3,610,200 in year 5. This includes probationary salaries for 3 staff from June to December



2011, and starting/base salaries from January to June 2012 (each is Vt 5,000 more than the probationary salary). The probationary salary for the Project Officer is Vt 45,000 per month; Vt 35,000 monthly for the Counsellor; and Vt 30,000 monthly for the Office Assistant. Other human resource costs include the allowance for the volunteer, VNPF at 8% of salaries, housing allowance at the provincial rate of up to Vt10,000 per month if needed, and severance allowance calculated at one month's starting salary (Vt 140,000).

Core funding is provided for branch management costs including modest allocations for office supplies, communications, transport, utilities (electricity) and rent of premises (Vt 40,000 monthly). Estimates have been based on TCC costs and actual expenditure in the its first few months of operation. Client support costs include a court and medical fees fund of Vt 20,000 to cover child maintenance, medical or other fees. As with TCC, VWC's budget for the client support fund will be used to help Torba Branch clients to access justice.

The budget provides for Torba staff to undertake 5 talks/mini workshops for 2-3 days (rather than full-week workshops) in 1 rural area of Vanua Lava and 5 other islands, in addition to the 5 special events campaigns that are celebrated by the whole of the VWC network. As with the other 2 Branches, there are extensive support and capacity-building costs that are covered in other components, including: support from VWC counsellors and the counsellor training costs in component 1; visits to Branches, Branch attachments to VWC and legal assistance costs in output 2.2; the production and distribution costs of community education materials in component 3; and the staff training fund and retreat covered in component 5, in addition to the ongoing support and mentoring that will be provided by staff such as the Coordinator and Deputy.

Vt 300,000 was allocated for building materials in year 4 for premises to be built on land provided by the Torba provincial government. A piece of land has been offered but is not appropriate for the Branch needs so this is still being negotiated. These funds will be re-allocated for Torba's building after the first tranche for year 5 is received if there is a foreign exchange gain, and if a suitable site for a building can be identified.

#### Support to Branches and CAVAWs

Output 2.2 includes the cost of 5 monitoring and support visits (2 each to TCC and Torba and 1 to SCC). There will be 4 visits to Branches by VWC's Lawyer: 1 each to SCC and TCC and 2 to Torba Branch. Each of these visits is budgeted for 5 days. Attachments by all three Project Officers to VWC will be in November, December and April for preparation of the PDD, PR8 and the Project Completion Report – VWC's budget provides for the TCC and ToCC visits, and SCC's budget provides for SCC's visits. In addition the new Torba Project Officer will be attached to VWC for a week in September and the new SCC Counsellor in January.

No resources are allocated to output 2.3 (CAVAW activities) since all costs for this output are included in output 2.4 for VWC support to CAVAWs. This budget covers training visits to 6 CAVAWs. The budget for this item has increased by Vt 994,500 to Vt 1,798,500. This is partly because it provides for 3 staff to go on these visits rather than two – the third is to enable the VWC Coordinator to train the Community Educator or the Deputy to take on more responsibility for CAVAW training; and the second is for mobile counselling as provided for in the PDD. VWC will stay on to conduct a male leader's workshop after each CAVAW training visit for 2-3 days and this is the other reason for the increased costs in the CAVAW training visits.

Other training costs include 3 legal training and assistance visits to CAVAWs, the annual CAVAW training in Vila in August 2011, costs for 3 CAVAW members to attend FWCC's RTP in Suva in October, and the attachment of 4 CAVAW members to VWC for 2 weeks each. Three additional CAVAWs will attend the RTP using NZAID/SCC funds and some of these 6 CAVAW members will also be male advocates. There is also an allocation for reprinting the CAVAW manual which has been carried forward from year 1. The budget for the annual CAVAW training (Vt 7,218,000) is significantly more than in the PDD (Vt4,834,800), due to higher costs in most areas, including airfares, venue, refreshments and per diems. Thirty-seven female CAVAW members will attend this training, and 5 male advocates – the inclusion of the male advocates has also contributed to increased costs.

Honoraria will be paid to the CAVAWs in August 2011 at the annual CAVAW training, based on their reports of community awareness activities undertaken over the previous 14 months. The budget for honoraria has been reduced from the PDD allocation by Vt 1,806,000 to Vt1,554,000 and this offsets the increased budget for CAVAW training. This is because VWC has retained the year 1 payment of Vt1,000 per community awareness activity done per CAVAW member, compared with an increase to Vt2,000 per activity provided for in the PDD. If VWC receives a foreign exchange gain in the next 2 tranches from AusAID, it is possible that the amount of honoraria may be reviewed.

The CAVAW activities fund has an allocation of Vt1,210,000. This provides for the 5 most active CAVAWs to receive Vt 40,000, 10 CAVAWs to receive Vt 35,000 and the remaining 22 CAVAWs to receive Vt 30,000. These funds will be distributed to most CAVAWs in the first quarter to provide them with money to undertake their work in the islands – funds may be used for transport to take clients to a health centre, Police station or courthouse, for phone calls to VWC or other agencies, for *kastom* court payments, court fees and for transport and other costs for community awareness activities.

Human resources funded in other components are essential to support the work of the Branches and CAVAWs. The VWC Coordinator, Deputy Coordinator, Counsellors, the Community Educator, Finance/Administration Officer and the Lawyer will provide training and support to strengthen CAVAWs and Branches. The Coordinator plays a key role in mentoring the CAVAWs, and in assessing the need for the establishment of new CAVAWs. SCC is increasingly taking on a networking and supportive role with CAVAWs as well, and will provide support to Torba Branch during 2 of their community awareness workshops.

### ***Resources for Component 3: Community Education and Awareness***

Human resource costs include the salary of the Community Educator (Vt 63,038 per month). (The Community Educator does not receive housing allowance because she is not renting housing in Vila.) However, all staff support community awareness and education activities. The Community Educator's salary is more than the PDD. The Community Educator's base salary of Vt60,000 when she started in year 3 was slightly higher than the base salary provided for in the PDD and she has received her 2.5% increments in year 4 and 5.

The salary of the Deputy Coordinator/Research Officer has been moved to component 5, but her role was critical in implementing the research, along with the Coordinator and Project Officers who played a key role in the analysis of the research findings and will do the same in the design of the next research project.

Total costs for community awareness activities in output 3.1 are Vt 14,790,259 which is Vt - 5,427,879 more than in the PDD. This is mainly due to additional costs included in 2 budget lines: the national conference on violence against women; and the cost of community education materials. The budget for the national conference is Vt 7,218,000 compared with Vt 3,472,000 in the PDD. Costs have increased substantially in all areas since the PDD was designed (particularly airfares, venue and accommodation) and VWC needs to provide for 45 participants from the islands rather than 42. (VWC was aware through year 4 that additional funds would be needed for this item and did not allocate foreign exchange earnings to other budget items for this reason.)

The budget for year 5 for community education materials is Vt 3,619,421 compared with a PDD budget of Vt 2,288,581. This item is significantly under-budgeted for year 5 compared with the needs for community education materials that VWC has identified. Although several of VWC's materials are currently out of print, only some of these are included in the budget at the moment. VWC's highest priority for year 5 is to produce new materials that will assist with dissemination of the research findings, and these items have been adequately provided for in the budget. VWC intends to allocate more funds to this item if foreign exchange gains are available after the final tranche for year 4 is transferred, and if foreign exchange gains are received for the 2 tranches transferred in year 5. (Budget revisions will be done if necessary during the next 75% acquittal of funds, and during preparation of Progress Report 8.) This budget provides for production of the following materials during year 5:

- 10,000 VWC calendars for 2012 (Vt 653,648) to be produced in October 2011. The PDD provided for 15,000 to be produced and this is what is needed to provide adequate numbers to all Branches and CAVAWs. Foreign exchange earnings will be allocated to this item if possible.
- 5,000 copies each of VWC's 4 issues booklets in Bislama on rape, domestic violence, sexual harassment and sexual violence (Vt 753,762). These are a useful community education material used in community awareness workshops and are also provided to members of the public included community leaders who come to VWC and the Branches seeking information. VWC has currently run out of these booklets, which will be re-printed in July.
- A flyer summarising the main findings from the research will be produced in-house as needed by July, with costs for paper and photocopying absorbed in the office supplies budget. (No funds are allocated in the community education materials budget.)
- 20,000 copies of a small colour booklet in Bislama summarising the research findings (Vt1,998,776) to be printed in August. This is a very important material since the main research report, which includes all the findings, is in English and is a very long report. This summary will be targeted for community leaders, provincial governments and CSOs interested in the findings in somewhat more detail than the flyer mentioned above.
- 20,000 copies of a leaflet on community support for women living with violence (Vt213,225) will be printed in August. This is also a very important material related to the research findings, and follows up several of the findings in the draft report. It will be targeted at family members, clans and communities and will provide them with practical guidance on what they can do to help women living with violence in their relationships. Copies will be distributed to all CAVAWS, male advocates and the Branches, as well as Chiefs, faith-based organisations, health staff and other relevant stakeholders.

VWC has identified a need for several other community education materials, and these materials will be allocated funds during budget revisions as noted above, provided foreign exchange gains are received:

- 10,000 copies of a brochure on the family protection act in Bislama that will be produced in December if adequate funds are available. VWC had planned to produce this during year 4, but was waiting on the Government translation of the Act before developing this material. VWC has now done its own Bislama translation of the Act and this will be used to develop this new material, which will be used by all Branches, CAVAWs, government agencies and other CSOs. The budget for this brochure included in the Annual Plan for year 4 was Vt 189,473. A new quote will be received if funds become available.
- 10,000 copies each of 4 brochures on child rights (Vt 498,830). VWC has been using these brochures for some years and has run out of copies. These will be re-printed in July or after the 75% acquittal if additional funds are available.
- From time to time over the last few years VWC has printed a very small number of T-shirts. There have been inadequate funds to print 500 t-shirts, but this will be considered in December during budget revisions. They are a useful tool for CAVAWs and Branch staff during special event campaigns, and for chiefs and other male advocates who are part of VWC's national network, and can help to raise awareness of the issue.

The budget for legal literacy materials is also currently under-funded due to the need to prioritise new materials related to the research. Now that VWC has translated the Family Protection Act into Bislama, there is a need for print run of 10,000 copies of the full text of the Act in Bislama for use in CAVAW and male advocacy trainings. VWC will photocopy these in-house with paper and photocopying costs absorbed into the budget for office supplies unless additional funds become available. The budget for legal literacy materials does include an allocation of Vt 557,779 for 4,000 copies of 7 legal literacy brochures in Bislama which are currently out of print. This print run will be increased to 5,000 copies if possible after the final tranche for year 4 is received, if additional funds are available due to foreign exchange gains.

Costs for output 3.1 include 4 community awareness workshops in the islands (Vt125,000 each or Vt 500,000 for the year). This compares with a PDD allocation of Vt 352,000 for 3 workshops. This provides for 2 staff to make 4 trips; 3 of these will be used for disseminating the research findings to provincial government and other community leaders. The 4<sup>th</sup> one allows VWC to respond to requests for community awareness talks and workshops in the islands as needed during the year. (For the 3 provinces where there are VWC branches, costs for visiting provinces to disseminate the research findings will be covered under the budget for branch visits by VWC; Branch staff will also be involved in the dissemination of the research findings to provincial government and other community leaders and members).

Other costs included in output 3.1 include funds to maintain the library (Vt100,000), fees to VBTC for the VWC radio program (Vt 850,838 for the year, based on the current contract with VBTC), allocations for 5 special events campaigns (which increases the budget by Vt50,000 to Vt350,000 because the PDD provided for 4 rather than 5 campaigns), 5 media campaigns (Vt 255,000), and the printing of 8,500 copies each of 3 newsletters with the insertion of 3,500 copies into the *Daily Post* (Vt 582,765 which has decreased compared with the PDD allocation because costs have not increased as much as expected since year 1). VWC would prefer to print 4 newsletters in year 4 and will consider this option during budget

revisions in December, depending on whether the 1<sup>st</sup> tranche for year 4 yields sufficient foreign exchange gains. The number of special events campaigns has increased from 4 to 5 because during year 4 VWC initiated joint celebrations for Peace Day in September with government and the Malvatumauri. The number of media campaigns has also increased from 3 to 5 because this increases the effectiveness of special event activities. An additional allocation is also included in the budget for media campaigns to produce a new 30-second TV advertisement (Vt100,000) which is specifically focused on the findings from the research. This advertisement will be able to be used for several years and is a good investment in disseminating the findings of the research. The VWC research is a significant milestone for VWC and for the country and VWC wants to make the most of the community education and awareness opportunities that it will bring. Vt 100,000 is also allocated for TV airtime for screening the new advertisement, with expenditure spread out over 3 campaigns in December, March and May.

### ***Resources for output 3.2: Data collection and research***

As noted above the salary and housing allowance for the Research Officer has been moved from this output to output 5.1 (organisational management). This output now only includes remaining costs carried forward from year 4 to complete VWC's baseline research on prevalence, attitudes and impacts of VAW (Vt 654,448). This includes publication costs for the full report including a seminar to disseminate findings with key stakeholders in November (Vt416,000); and Vt 238,448 carried forward from year 3 and 4 to cover VNPF liabilities for some of the fieldwork team. Most of the VNPF for the fieldworkers was paid in year 4, but VWC has found it challenging to encourage the remaining rural women to get birth certificates so they can register for VNPF. VWC will make further attempts to encourage them to provide the information need to register, because VNPF is a legal entitlement. However, these funds will not be carried forward to the next phase.

There is no allocation in year 5 for VWC's 2<sup>nd</sup> research project on custom, violence against women and human rights. This project will be designed in the 3<sup>rd</sup> and 4<sup>th</sup> quarters of year 5 but costs will be carried forward into the next phase of funding. VWC will administer the client feedback survey throughout year 4 and all costs for this activity are covered in other components. VWC has not budgeted for the research on the economic costs of violence against women, although planning for this research will be done.

### ***Resources for Component 4: Legal Advocacy, Lobbying and Human Rights Training***

Human resources costs for component 4 are covered in the Coordinator's and the Deputy's salary in output 5. Other human resources needed to monitor the activities of male advocates are covered in component 2 and include Branch staff and CAVAW members.

This component includes the cost of 3 training workshops. A 5-day training on gender, violence against women and human rights that was included in the PDD for years 3 and 5 will be held in October with the National Youth Council. The budget for this training uses the same cost assumptions as in the Annual Plan for year 3 and 4 (Vt215,00). Only one of these trainings will be funded in this phase, rather than 2 as originally planned in the PDD.

Two male advocacy trainings are budgeted in year 5. The allocation in September (Vt1,845,000) is for the male advocacy training workshop in Vila with Shefa Provincial Government participants and this will also be used as a forum for disseminating the research findings. There is also an allocation in February for the final male advocacy training for this phase (Vt 307,500), which was carried forward from year 3. The PDD provided for FWCC

trainer costs for travel, per diem and accommodation costs for the September workshop, but these are no longer needed since the VWC Coordinator now has the capacity to undertake these workshops without FWCC assistance. This reduces the allocation for this item to Vt 2,152,500 compared with Vt 2,615,000 budgeted in the PDD.

There is an allocation of Vt 25,000 that was also included in the PDD, for follow-up of male advocates. VWC will use this for a meeting to bring together male advocates in Vila, rather than those from Sanma as noted in the PDD. This is because costs for a similar meeting with male advocates from Sanma province are included in SCC's budget.

### ***Resources for Component 5: Management and Institutional Strengthening***

Output 5.1 (organisational management) includes all VWC's core administrative costs which are needed to deliver services and achieve outputs in all other components. Human resources include the costs of salaries for the Coordinator (Vt 220,762 monthly), Deputy Coordinator/Research Officer (Vt 189,113); Finance/Administration Officer (Vt 41,000), Office Assistant (Vt35,000 starting/base salary), part-time Cleaner (Vt12,000) and Volunteer (Vt15,000). The salary for the Deputy Coordinator/Research Officer has been moved from output 3.2 to reflect the fact that she is has been taking on additional duties in her role as Deputy for some time, as well as the duties of the Research Officer. A loading for fulfilling both roles was applied to her salary and approved by AusAID in year 4 and as a result her salary for the year is Vt 2,269,356 which is Vt 282,493 more than the allocation of Vt 1,986,863 in the PDD.

VNPF payments and severance allowance allocations are legal requirements and are included for all VWC staff and the Volunteer. VNPF is calculated at 8% of annual salaries for year 5 (Vt 815,400 for the year). As explained above, severance allowance provisions have increased due to changes in legislation that increase the entitlements of all staff to one month per year of service at the highest salary rate. The allocation for VWC staff for year 5 is Vt 849,372 compared with Vt 508,836 budgeted in the PDD. As in previous years, severance allowance will be acquitted when these funds are transferred into a separate term deposit account, which is used solely for severance allowance provisions, with interest re-allocated to the term deposit account 6-monthly to provide for future liabilities.

The revised budget for output 5.1 for organisational management is Vt 17,323,872 which is Vt 1,418,967 more than the PDD. This is due to increases across several budget items due to overall cost increases since the PDD was drafted, including the severance allowance provisions explained above.

Items with increased allocations compared with the PDD in output 5.1 are as follows: housing allowance for the Coordinator which was approved for the year 2 budget (increased from Vt30,000 to Vt50,000 per month); the salary for the Office Assistant (due to a salary review which increased the base or starting salary); insurance (which reflects actual costs in year 4 and also takes into account the need to add the Torba Branch to VWC's insurance policy, Vt 200,000); rent for VWC's office (Vt150,000 monthly, which increased in year 2 and in year 4); an increased allocation of Vt 100,000 monthly for communications to reflect actual current costs; an allocation of Vt40,000 in the budget for office supplies to cover the cost of venue and refreshments for VWC's annual public meeting in year 5 (also approved in year 2) and a monthly allocation of Vt45,000; internal auditing (Vt152,000 for assistance with the MYOB roll-over between financial years which was approved in year 3, in addition to the Vt18,000 monthly included in the PDD for monthly independent checks on

expenditure); and travel on Efate (Vt600,000) to cover the cost of road and roadworthy taxes and the servicing of VWC's vehicle 4 times per year, in addition to the PDD monthly allocation for other transport in Vila. An allocation of Vt 400,000 is included for the annual audit the 2010/2011 compared with the PDD budget of Vt 275,953. This is based on actual costs for the last audit, and the fact that the audit will also cover SCC's account which is no longer audited separately.

A staff training fund covers staff training that is not included in other budget lines (Vt504,000 as allocated in PDD). This provides for one staff member for VWC or any of the Branches to attend FWCC's RTP in addition to an allocation for locally-provided training as needed. The staff training retreat has an increased allocation of Vt 1,376,960 due to the need to include the 3 Torba staff and due to increased airfares and accommodation costs since the PDD budget was drafted. All other cost assumptions remain the same for this item.

Other management costs include SCC, TCC and Torba Branch attendance at quarterly management committee meetings (Vt 608,240 compared with Vt 317,720 allocated in the PDD). This has an increased allocation to cover increased transport and accommodation costs, including those for the Torba Branch Project Officer's costs which were not included in the PDD. There is also an allocation for international and regional networking to cover per diems, transit, visa, local travel, and communication costs where needed. This has been reduced by Vt189,000 to Vt61,000 in year 5 because VWC has found that these costs are often covered by requesting agencies; also, there are inadequate funds available to be allocated to this budget line taking into account the other budget priorities in other components discussed above.

Output 5.2 includes FWCC's program management and support costs to VWC. This includes a modest allocation of Vt 300,000 for FWCC's communication and administration costs. This has increased from Vt 219,000 allocated in the PDD due to increased costs since the PDD was designed. Vt 1,083,200 is allocated for the costs of travel, per diem and accommodation for 2 FWCC monitoring visits, 2 short visits to attend the Project Coordination Committee meetings in Vila, and 2 additional visits to participate in workshops to design the new program and to prepare the Project Completion Report for this phase. As a result of these 2 additional visits, the allocation for this budget line (5.2/62) has been increased by Vt 288,200.

The costs of technical assistance from an Australian consultant (5.2/64) have also been increased (by Vt 1,897,800 to Vt 4,396,400) for the same reasons. This provides for fees, travel, accommodation, and per diem for 5 visits – to assist with workshopping and hands-on training in report-writing in December, April/May, and to train the new Finance/Administration Officer to prepare acquittals in August/September and January. An additional visit will be made in November to assist with preparation of the new PDD for the next phase of funding.

No report preparation costs are including in the year 5 budget because photocopying and binding of reports to AusAID, NZAID and the PCC are now covered in the budget for office supplies. There is also no allocation for bank fees for the FWCC managing agent account because this account was closed (as suggested in the end-of-term review from a previous phase) in April 2009.

## 5.2 Sanma Counselling Centre (SCC) Budget for Year 5

### 5.2.1 Background

VWC's July 2007 Program Design Document (PDD) harmonised support from AusAID and NZAID for the whole of VWC's national program including its network of Branches and CAVAWs, and described a 5-year program from July 2007 to June 2012. AusAID funding provided core support for VWC, the Tafea Counselling Centre (TCC), CAVAWs and the national program of VWC; and NZAID funding provided support for the activities of SCC in the three northern provinces. Whereas AusAID's contract was for the whole of the 5-year phase described in the PDD, NZAID's support was from January 2008 to June 2010.<sup>2</sup> A draft budget for consideration by NZAID was included in Progress Report 5 and again in the Annual Plan for year 4 for SCC for the remaining 2 years of the program. At NZAID's request, the Annual Plan for year 4 (AP4) included a proposal for bridging funds for SCC from NZAID for 4 months from 1 July to 31<sup>st</sup> October 2010 (Annex 3C of AP4). Following queries by NZAID, this was revised on 19<sup>th</sup> May and a contract variation was prepared by NZAID to provide funding for this 4-month period with Vt 4,450,921.<sup>3</sup>

Following the reversal of a decision by NZAID to cease funding to SCC at 31<sup>st</sup> October 2010, a proposal for funding SCC was requested by NZAID and AusAID for the period from November 2010 to June 2012.<sup>4</sup> This included 8 months of year 4 (November 2010 to June 2011) and the whole of year 5 (July 2011 to June 2012). This budget was approved and NZAID funds were incorporated into an AusAID contract.<sup>5</sup> Funds for SCC for November 2010 to June 2012 were sent by AusAID in December 2010; and additional funds needed for SCC for year 5 were added to the tranche 1 and 2 that VWC received in year 5.

### Harmonised approach to funding

All the key design elements of VWC's July 2007 PDD continue to apply to SCC over year 5, including the logframe and risk management matrices, the 5-year implementation schedule, and the monitoring and evaluation framework that describes the way impact, outcomes and outputs are monitored and assessed. VWC and SCC believe that a harmonised approach to programming has been very useful over the last 4 years. Donors and the whole VWC network have benefited from taking a national approach to planning the program and reflecting on its achievements and impact. It has allowed resources in the VWC core budget funded by AusAID to be applied effectively to support SCC, over and above the funding included in the NZAID-funded budget; this flexibility has increased the reach and effectiveness of the whole program, and the capacity building opportunities for SCC, male advocates including chiefs, and CAVAWs from the three northern provinces. Through the joint Project Coordination Committee, a harmonised approach has enabled funding gaps to be addressed, when each donor allowed bridging funds to be provided when tranches from either donor have been delayed.

<sup>2</sup> NZAID undertook to provide Vt23,990,156 over this period (NZ\$332,536). See "Addendum to Final VWC Program Design Document (PDD), November 2007".

<sup>3</sup> NZ Ministry of Foreign Affairs and Trade, Letter of Variation Number ONE, CT file: GRA/477/2; Koru Record ID: 5567; Activity Code: 4387-01. 4 June 2010.

<sup>4</sup> VWC "SCC Proposal for Funding November 2010 – June 2010", September 2010.

<sup>5</sup> AusAID Agreement 42235, Amendment 2, 26/11/2010.



### 5.2.2 Resources and costs for SCC, year 5

The total budget for year 5 is the same as the budget included in the September 2010 SCC Proposal for July 2010 June 2012.<sup>6</sup> Resources needed for SCC include salaries and associated costs (VNPF and severance allowance allocations) for 6 staff (the Project Officer, Community Educator, 3 Counsellors, and Office Assistant) and 1 Volunteer, in addition to local training, community awareness workshops, other operational costs and Branch administration expenses.

Housing allowance is included in the SCC budget for the 3 Counsellors and the Office Assistant for year 5. According to VWC's guidelines, staff are eligible for housing allowance only if they are renting accommodation, hence there is no allocation included for the Project Officer or Community Educator in year 5. Housing allowance for the Branches is Vt 10,000 per month, which reflects both the lower cost of housing in the provinces compared with Vila (where housing allowance is Vt 20,000 monthly), and VWC's desire to ensure that all staff can live in reasonable accommodation.

All SCC's activities are supported by the AusAID-funded VWC core budget – particularly the salary of the VWC Coordinator and Deputy Coordinator; national training events including all costs for the annual retreat, counsellor training by FWCC facilitators and the annual CAVAW training which is also attended by Branch Project officers; the services of the Lawyer; and 3 to 4 visits to SCC annually by the Lawyer, Coordinator, and other staff as needed by SCC. VWC's Lawyer provides ongoing support to SCC counsellors by phone, particularly for difficult cases.

Although SCC's budget includes an allocation annually for community education materials (generally cost-shared with VWC), VWC's budget provides for the bulk of community education materials used by SCC, including the annual calendar, posters, booklets and brochures on a variety of issues related to violence against women and children. SCC staff and the SCC volunteer were very closely involved in planning and implementing VWC's research on the prevalence of violence against women (VAW) over the last 3 years; the SCC Project Officer and a Counsellor were involved in the analysis of findings, and SCC will also be involved in planning the next research project. SCC shares the knowledge gained and improved service delivery which results from all VWC's research activities. Several budget items are cost-shared with VWC and these are outlined below in the discussion of resources needed for each component.

As outlined in the SCC Proposal, an inflation factor of 2.5% was included in selected budget items for year 5, including staff salaries, office supplies, communications, insurance and utilities. Other costs have been kept constant since the PDD was designed and over year 5, such as housing allowance allocations; the court and medical fees and client support funds; community education costs such as for the library, radio program fees, special events and community education materials; and some administrative costs such as local transport, equipment maintenance and the staff training fund.

There is no allocation for internal auditing and financial management training for the SCC Project Officer in year 5. Internal auditing of the SCC accounts will continue to be done by VWC's Finance Officer at no cost to the SCC budget; the completion of MYOB advanced

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<sup>6</sup> VWC "SCC Proposal for Funding November 2010 – June 2010", September 2010.

training by the SCC Project Officer is included in the staff training fund budget item. There is also no allocation for an annual audit for SCC because the VWC and SCC accounts have been combined and audit costs are now fully covered in VWC's budget.

Three visits will be made to VWC by SCC's Project Officer in year 5: to work on the 75% financial acquittal in October; preparation of Progress Report 8 in December; and annual planning in May. An additional visit is needed in year 5 to prepare for new Project Proposal; funds for this will be allocated during the budget revision that will occur during the 75% acquittal in September/October.

The following sections provide more detail on each of the items included in SCC's budget for year 5 from July 2011 to June 2012.

***Resources for output 2.1 (a): SCC Counselling and Support Services***

This includes salary costs for 3 Counsellors, the court and medical fees fund (Vt 12,500 monthly) and the Client Support Fund (Vt 20,000 monthly). The court and medical fees fund will cover fees for child maintenance claims and enforcement procedures, and medical certificates. The court fees fund is no longer needed for family protection orders, in accordance with the provisions of the Family Protection Act where no charge is allowed for family protection orders. The Client Support Fund will cover transport, accommodation and food costs for clients from the 3 Northern provinces who need to stay in Luganville while their cases are being heard, who need temporary safehouse facilities or who need assistance with transport to access the justice system. In some cases, transport costs to Luganville may be paid from the VWC core budget fund if needed. The client support fund may also be used to cover travel costs for police to investigate cases and make arrests, but this is only used for police who are part of VWC's male advocate network.

Salaries for Counsellors are calculated using a base salary of Vt 40,000 monthly for new counsellors. An increment of 2.5% is applied annually as noted above for good performance. Counsellor (1) will receive Vt 44,153 monthly in year 5 due to 2.5% annual increments over several years. Counsellor (2) completed her probation in June 2010 and will receive Vt 41,000 per month. A monthly budget of Vt 40,000 is allocated for Counsellor (3) who was appointed in mid-March 2011.

In addition to the ongoing support and annual counsellor training provided by VWC as noted above, human resources needed for SCC counselling and support services also include the SCC Project Officer, who undertakes counselling as needed. Transport costs, office supplies, communications, utilities, rent and office equipment are also needed to provide these services – all these costs are covered in the budget in output 2.1(c).

***Resources for output 2.1 (b): Community Education, Awareness and CAVAWs***

Human resources to undertake community awareness activities include the Community Educator, in addition to all other staff and ongoing operational costs included in outputs 2.1 (a) and (c). All SCC staff participate in special events and the Project Officer plays a key role in the 6 community awareness workshops undertaken annually in SANMA and PENAMA provinces. The budget for these 5-day workshops is based on average expected costs for airfares (Vt 22,000), per diems (at Vt 3,000 per day), accommodation, venue, nasara, workshop materials, food and ground and sea transport. In total, 4 workshops will be held in SANMA. Two of these will be on Malo island (at Vt 174,000 each), and 2 on Santo island: 1 on the west coast (Vt 109,000); and one in the north west (Vt 101,000). Two workshops will

be held in Penama at an average cost of Vt 117,000. Two SCC staff will be involved in facilitating each of these 6 workshops.

SCC undertakes 6 special events per year to raise community awareness on violence against women (VAW) and children (Vt 270,000 annually). These include National Children's Day in July, SCC Day/Pacific Day Against VAW in August, International Peace Day in September, the 16 Days of Activism Against VAW in November/December, International Women's Day in March and National Women's Day in May. The budget allocation for these events is: Vt 40,000 is allocated for events in July, September, November/December, March and May; and Vt 50,000 for SCC day in August. There is also a monthly allocation for SCC's library (Vt 8,333); and fees for SCC's radio programs (Vt 20,000 monthly).

SCC will continue to provide support in Torba province for year 5. The new Torba Branch began operations in January 2010. The budget line for year 5 for networking and support to CAVAWs is cost-shared with the VWC core budget. The SCC budget provides funds for the SCC Project Officer to accompany Torba branch staff for 2 of their initial workshops in Hiu and Ureparapara islands (Vt 55,500 per trip); this will be a form of hands-on training provided by the SCC Project Officer to the Torba staff. This covers average airfare, accommodation and per diem costs only – all other costs (such as for venue, ground and boat transport, materials, food and nasara) are covered in the AusAID budget.

Another item of cost-sharing with the AusAID budget is funds for 3 CAVAW members or male advocates per year from northern provinces to attend the month-long regional training program (RTP) held in Suva by FWCC. The AusAID budget also covers costs for 3 CAVAWs or male advocates per year to attend the RTP. The SCC cost for this training is Vt 1,292,190. The RTP is a core training input for CAVAWs who have adequate command of English. The course covers the causes and consequences of gender-based violence, basic counselling skills, community awareness approaches, communication skills, legal awareness and advocacy, networking, data collection and basic management skills suitable for CAVAWs. Costs include: Fiji costs for course fees and materials, per diem and accommodation; and domestic airfares and transit costs through Vila.

The budget provides for one meeting a year to be held in Luganville to follow up on male advocates. This is allocated Vt 55,000 and covers venue, transport and refreshment costs. These men have participated in NZAID-funded and AusAID-funded male advocacy training workshops over the last few years. Follow up is important to monitor their activities and to encourage them to be accountable advocates for women's and children's rights. While many male advocates are CAVAW members, many are also from other agencies, such as schools, police, health centres, youth leaders and provincial government.

There is an annual allocation of Vt 100,000 per year for community education materials and this is included in the budget for November for year 5. These funds may be used to print new materials, or to cost-share in the production of annual publications such as the VWC calendar. VWC's usual practice is for all materials to acknowledge both NZAID and Australian Government support.

### ***Resources for output 2.1 (c): Branch Management***

This output includes core costs that are needed to deliver all services and achieve all outputs. Human resources include the salaries for the Project Officer and Office Assistant, an allowance for the Volunteer, and VNPF and severance allowance for all staff (see the

Proposal for SCC funding and section 5.1 above for an explanation of the severance allowance provisions which are an accrued liability). VNPF is calculated at 8% of all salaries and monthly allocations are Vt 26,875 for year 5 (Vt 322,500 total). Severance allowance is the same as in the Proposal for SCC funding (Vt 335,866 for the year).<sup>7</sup>

Core recurrent costs include; office supplies (Vt 33,115 monthly); communications (Vt 44,153 monthly); utilities (Vt 22,077 monthly); transport for staff and clients in Luganville (Vt 12,000 per month); rent (Vt 70,000 monthly); insurance (Vt 65,233 for year 5 with payments to be made in November 2011 and May 2012 for workers compensation insurance and a commercial package); and an allocation for equipment maintenance (Vt 7,500 per month). No new assets such as furniture or equipment need to be purchased during year 5.

As discussed above, no allocation is made for year 5 for financial audits and there is no provision for year 5 for internal auditing costs and financial management training. As recommended by Accountants Hawkes Law, entries on MYOB for SCC will be done both at SCC and then re-entered and checked at VWC.

There is an allocation for the SCC Project Officer to visit VWC three times a year for one week to participate in the preparation of progress reports, acquittals and annual plans. Each of these trips is budgeted at Vt 87,230 in year 5 which covers airfare, per diem and accommodation costs (see Annex 3B for breakdowns of these costs). Three trips are scheduled for year 5 to work on the acquittal in September/October, Progress Report 8 in December, and the Annual Plan for the new phase of funding in May 2012. These visits are also a hands-on training exercise focused on reviewing progress and risks, analysing monitoring data, forward planning and report-writing. This occurs through workshops, mentoring and training by accompaniment. Hands-on training with budget preparation and acquittals is a key part of each visit.

Currently there is no budget allocation for SCC to participate in planning for the next phase of funding. This will occur initially at the staff training retreat in September (costs are fully funded in VWC's budget for all SCC staff and the volunteer to participate), and a concept paper will be prepared in October. The draft PDD will be designed in November and this visit to Vila will be funded by VWC if no SCC funds are available in SCC's budget following a budget revision in September/October during the 75% acquittal.

Vt 16,660 monthly is allocated for staff training in Luganville to cover course fees for local computer, English language or other training courses as needed. One airfare, accommodation and per diem for 5 days has also been included in this fund, to allow staff (particularly the Project Officer) either to participate in relevant training courses in Vila, or to provide SCC with the flexibility to contract tailored training in Santo. SCC staff are also included in several annual training events fully funded by VWC's budget, including annual counsellor in Vila, counsellor training attachments overseas, annual CAVAW training, and the staff training retreat. SCC staff are also given opportunities for overseas training through the Fiji Women's Crisis Centre and these costs are covered by either VWC or FWCC.

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<sup>7</sup> VWC "SCC Proposal for Funding November 2010 – June 2010", September 2010.

### **5.3 Next Acquittal: August/September 2011**

AusAID's contract with FWCC for VWC's project states that an acquittal of 75% of funds received from the previous tranche must be provided before the next tranche can be transferred, and that these acquittals must be provided on 31<sup>st</sup> December and 30<sup>th</sup> June (clauses 3.1 and 4.3 of Funding Agreement No. 42235). The total amount that must be acquitted in the next 75% acquittal (from 1<sup>st</sup> May 2011, including all SCC funds) before the 1<sup>st</sup> tranche for year 5 is paid will be:

- Vt 8,746,193 remaining in VWC's account at 30<sup>th</sup> April 2011 (see the May 2011 acquittal); and
- 75% of the funds received for the 3<sup>rd</sup> tranche for year 4. The final tranche will be A\$274,783 which is to be transferred in May 2011. Vt 21,982,643 is expected assuming no foreign exchange gain.

VWC expects to submit the 75% acquittal in September 2011 rather than June as outlined in the AusAID Agreement. The reason for this delay is that VWC has been saving funds for use in year 5 for the Torba Branch and to cover all year 5 expenses, as outlined in section 5.1 above. However, VWC expects all funds transferred in year 5 funds to be spent before 30<sup>th</sup> June 2012.

## ANNEX 7: LIST OF CAVAWS AT APRIL 2011

PROVINCE	Name of CAVAW
<b><u>TORBA</u></b>	
1	West Vanualava
2	Sola
3	Mota
4	Motalava
5	Gaua
6	Torres
7	Ureparapara
<b><u>PENAMA</u></b>	
8	Pangi
9	Walaha
10	Huritahi
11	North Ambae
12	Melsisi
13	East Ambae
14	Nduindui
15	Gaiovo
16	Nasawa
17	Loltong
<b><u>TAFEA</u></b>	
18	Imaki
19	Aneityum
20	Aniwa
21	Midmauk
22	Port Narvin
23	Dillons Bay
<b><u>MALAMPA</u></b>	
24	Lonhali
25	Uripiv
26	Lolihor
27	Wawanfonhal
28	Wala
29	Aulua
30	Lamap
<b><u>SANMA</u></b>	
31	Bigbay Solwota (Matantas)
32	South Santo
33	Bigbay Bush
<b><u>SHEFA</u></b>	
34	Tongoa
35	Emae
36	Lamen Island
37	Burumba

## **Annex 8 : Agenda for the VWC PCC Meeting**

**Date :** 22 June, 2011

**Venue :** Chantillys on the Bay

**Time:** 1000hrs – 1130hrs

### **AGENDA**

- 1. Attendance and Apologies**
- 2. Minutes of the PCC meeting held on January 2011.**
- 3 Discussion of Annual Plan 5- (July 2011 – June 2012)**
- 4. Progress of the VWC Research on Women's Lives & Family Relationships**
- 6. Other Business**
- 7. Date of Next Meeting**