

# REPORT 2007

## *Orphan and AIDS-program of the ELCTND*



Prerelease version to be presented to the executive committee of OAPND  
March 2008

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# NARRATIVE REPORT

*Business year 2007*

## o. Introduction

The first business year started with the first meeting of the OAPND board on the 13.12.2006 and ended on the 31.12.2007. The main activities in this year concentrated on the finalization of the OAPND strategic plan. A first version was forwarded to TACAIDS in February 2007. A second improved edition was released in March 2007.<sup>1</sup>

As OAPND was positively looking forward to receive almost 72 Mio Tsh from TACAIDS the main focus was to get ready to receive and use this money. Unfortunately, the response from TACAIDS delayed, but in November 2007 we received an oral confirmation, that our proposal was approved by TACAIDS. In January 2008 TACAIDS advertised to close down all Regional Facilitating Agencies causing again a delay of payment of unknown length.

Due to this development OAPND was not able to accomplish most of its goals in 2007, as we did not receive the money from TACAIDS. However, the following narrative report will show progress in many areas.

## i. Situation analysis and research

On the 9.3.07 the OAPND board approved the following material and guidelines as official OAPND materials: the counterbook method to register orphans, the guidelines for small income generating projects (SIP), the book „Advice for guardians of orphans“ (Ushauri kwa walezi wa yatima), the book „Effectiveness of groups and committees in the society“ (Ufanisi wa kamati na vikundi katika jamii).

Until September 2007 OAPND was able to collect the data of 7968 orphans out of 62 parishes. Most of them were already using the approved counterbook method (see picture) of HuYaMwi. Therefore, OAPND was able to provide a sophisticated statistic clustering the orphans in different groups of neediness.<sup>2</sup> OAPND conducted also an research about the possible expansion to the Massai area.<sup>3</sup>



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<sup>1</sup> See OAPND plan 2006-2010.

<sup>2</sup> For details see chapter 2 of this report.

<sup>3</sup> See Joint HuYaMwi-OAPND handbook, paper 20 and also picture to cover page.

Together with other relevant issues these reports were discussed on the 1st HuYaMwi academic day on the 28.11.2007. On this day HuYaMwi presented also the structure of the HuYaMwi research work, which will include further academic days in 2008 and the sponsoring of academic papers by HuYaMwi in 2008.<sup>4</sup>

## 2. Education and Sensitization

Due to the lack of funds only HuYaMwi was able to conduct one seminar in July 2007.

## 3. Medical Program

Although it was planned to start home based care training with funds from TACAIDS, this work could not be accomplished in 2007 due to the delay of fund by TACAIDS.

HuYaMwi and the East Kilimajaro district continued with the medical fund program.

## 4. Social Support

Community based social ministries were continued or started in 62 congregations of the ELCT ND. The main methods were personal mentoring by the district coordinators of OAPND and seminars conducted at the parishes or in local subzones. The main focus of these seminars was to introduce the counterbook method and to secure data collection until September 2007.

Due to the lack of funds OAPND was not able to back up the mutual help with different support funds, but it released funds to finance the above mentioned measures, like money for communication, seminars, and transport.

## 5. Organizational development

### MEETINGS

OAPND conducted three board meetings (13.12.2006, 9.3.2007, 28.9.2007) and two meetings of its executive committee (30.5.2007 picture, 19.9.2007). In March 2007 the board needed to finalize the OAPND-strategic plan and to make some final adjustments to the OAPND-guidelines. In September 2007 the



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<sup>4</sup> See Joint HuYaMwi-OAPND handbook, paper 13.

results of the first OAPND statistics were discussed and a proposal for the distribution of the expected TACAIDS-funds was released.

**S E M I N A R S**



To enhance the capacities of the OAPND-zonal -coordinators the following seminars were conducted by HuYaMwi. At each seminar all coordinators delivered written reports, which were discussed together.

DATE	PLACE	THEMES
12.6-15.6.2007	Mwika	Planning-cycle, how to be a change agent
4.12-7.12.2007	Faraja	OAPND statistics, different measures to help the orphans, working plan, how to fill out TACAIDS-forms (See picture)
5.2-8.2.2008	Mwika	Methods of creative thinking, decision making, situation analysis and strategic planning.

**O A P N D - C O O R D I N A T O R**

Rev. Dr. Burkhardt remained to be the OAPND coordinator. He is going to be replaced by Rev. Julius Lema in June/July 2008. A handing over procedure is implemented in the program of 2008, as well as to buy IT-equipment for the diaconical office.

**Z O N A L I M P L E M E N T A T I O N**

In January 2008 all five districts of the ELCT ND are implemented as OAPND zones having their own zonal co-ordinator. HuYaMwi and the Moshi Urban Diaconical Ministry are implemented as extraordinary zones.

# THE FIRST OAPND STATISTICS

*Almost 8000 Orphans identified*

## The clusters of the counterbook

The so called „counterbook“ for orphans was introduced in 2005 by HuYamwi being a basic tool for data collection and evaluation.<sup>5</sup> It was first used for the data collection of HuYaMwi in 2005/2006 giving the accurate data of eleven congregations.

CLUSTER	DEFINITION
0	Not yet assessed
1	Above 18 years or has moved away
2	Good life condition
3	Needs only counseling
4	Needs only small material help like food, clothes, school equipment or medical help.
5	Needs long term financial help like scholarship, house building or renovation, small income generating projects
6	Emergency cases

At this time the effects of this filing system were already visible, as it was giving a better focus on the target group by kicking orphans out, who already have moved away or which already have exceeded the age of eighteen (cluster 1), which was almost 20% of the original target group. Additionally the method helped us to focus on these orphans needing financial help (cluster 4 to 6) being only 75% of the original target group.<sup>6</sup>

## Results of the OAPND statistics 2007

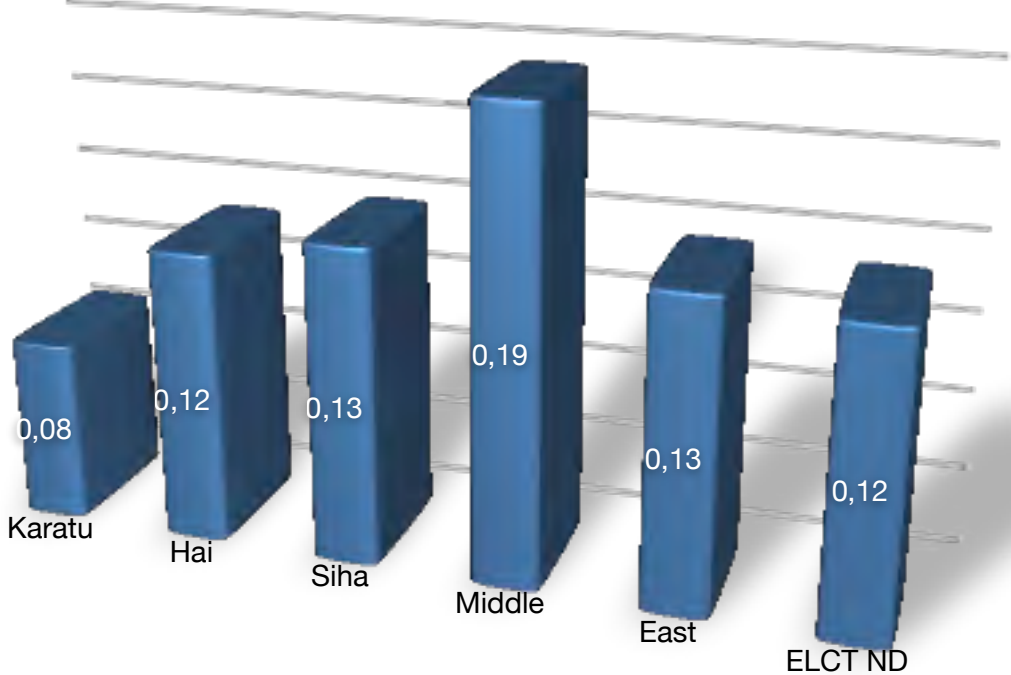
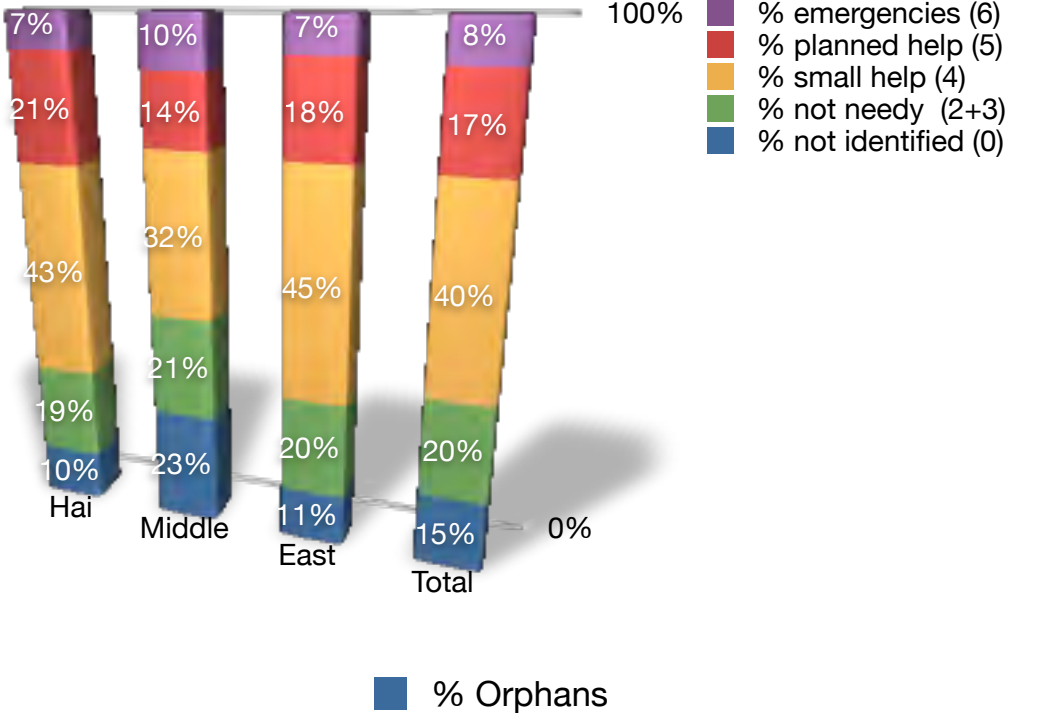
In 2007 the method was accepted as an OAPND-method and until September 2007 OAPND collected the data of 62 congregations, from which 44 were already

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<sup>5</sup> See Joint HuYaMwi-OAPND Handbook, paper 8.

<sup>6</sup> See Joint HuYaMwi-OAPND handbook, paper 10.

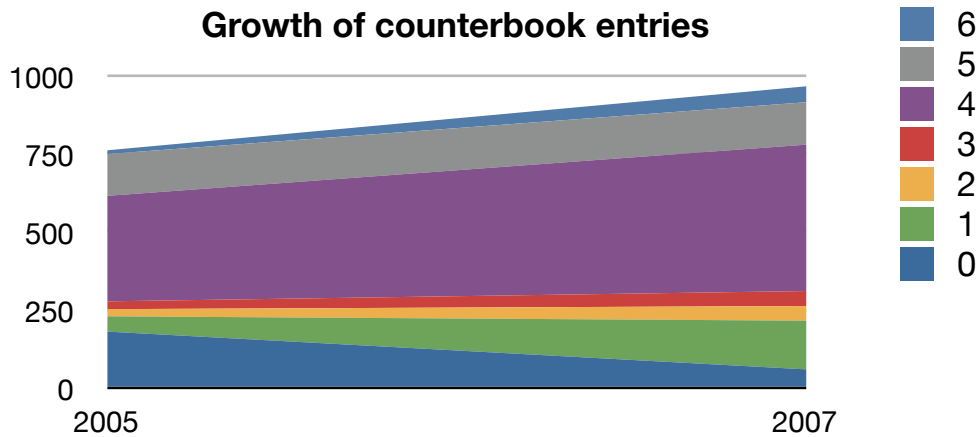
using the accurate counterbook method. 7968 orphans have been identified, 4099 as needy ones.<sup>7</sup>



In general the statistics delivered by this method is giving a very clear, reliable picture: a percentage of 12,46% of all children between 0-18 years are orphans, a figure very close to the data indicated by UNICEF for Tanzania: 14%. The Tanzanian AIDS-atlas is giving an average between 12,1-13,9% for the Kilimanjaro region.

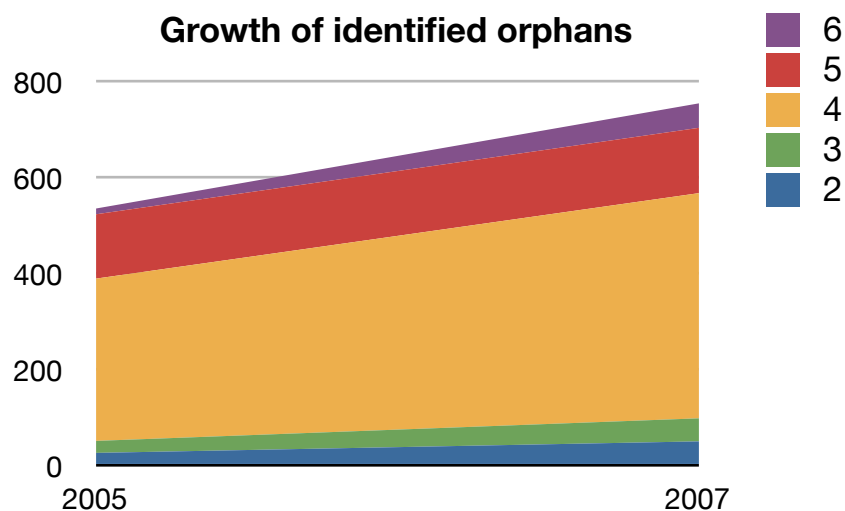
<sup>7</sup> See Joint HuYaMwi-OAPND handbook, paper 14.

Additionally HuYaMwi/OAPND performed a comparison of five congregations using the counterbook in 2005/6 and 2007. The increase or decrease in different clusters shows the efforts of the congregation done since the last evaluation.



- Decrease of Cluster 0 is showing, that the committee was continuously visiting the orphans to measure their neediness.
- Increase of Cluster 1 is showing that the committee kept its file well, kicking out orphans who have moved away or who have exceeded the age of 18.
- Increase of Cluster 2-3 is showing the committee really started to filter out the non needy orphans or that orphans received help and moved from needy to not-needy
- Decrease of cluster 4-6 is showing that orphans received help and moved to a lower level of neediness.

Generally, this data must be compared with the general growth of orphans. So in all compared congregations the number of orphans increased from 708 orphans 2005/6 to 806 orphans in 2007 ( a growth of 13,8%). This means even if a congregation invested a lot of efforts to help the orphans, some clusters from 4 to 6 may have grown just by newly added orphans.





## Present shortcomings

Nevertheless, the returned data show some difficulties in the use of this method. An evaluation team of HuYamwi discussed different issues:

1. Unclear definition of terms
  - 1.1. The definition of the term „children“ is not yet fully standardized. Should only „Lutheran“ children be counted or all children regardless of their denomination. This leads to wrong data based on these figures.
  - 1.2. Therefore, we need to introduce a new column „religion“ in our report format.
2. Unclear cluster-definition
  - 2.1. So far the statistic depends on the common sense of the committee members in the congregations how to measure the neediness which places an orphan in a certain cluster. This may lead to different handling of the method in different congregations.
  - 2.2. Cluster 5 (long term help) needs to be split up. It would be helpful to make more detailed studies about the kind of help needed in cluster 5 and to split it up in the following sub-clusters:
    - 2.2.1. Scholarship
    - 2.2.2. SIP
    - 2.2.3. Building Fund.
  - 2.3. Detailed information about cluster 6 (emergency) is needed. In order to provide help more quickly we need to find a mechanism to report these cases quickly to OAPND/HuYaMwi.

## Advantages

1. The method is easy to teach and can be quickly implemented.
2. The method generates valid and reliable data (see above).
3. The method can be transferred to other needy groups (see suggestions below).
4. The method focuses the target group (see above).
5. The method can be used to evaluate the work of a congregation by evaluating the increase or decrease in the different clusters.

## Suggested expansion of the method to other target groups

1. Possible target groups
  - 1.1. Disabled people (this is already done by the diaconical department ELCT ND)
  - 1.2. Most vulnerable children (MVC)
  - 1.3. Widows
  - 1.4. Seniors
2. Between the different lists of counted needy people links are possible by abbreviations, for example:
  - 2.1. O-#### for orphans
  - 2.2. S-#### for seniors
  - 2.3. W-#### for widows
  - 2.4. D-##### for disabled people

For example a widow is registered as W-23, her orphans can be shown in her entry as O-24, O-25, O-26.

## Use of the counter-book for the definition of strategic goals.

1. **To reduce the orphans in Cluster 0** - By assessing the orphans in cluster 0 this cluster must be reduced and these orphans are attached to the other clusters 1-6. This means that the available data becomes more specific.
2. **To reduce the number of orphans in Cluster 6** -These are emergency cases, which must be handled very quickly. Right now we don't have sufficient information about these cases. In order to respond to these cases quickly we must have something like an emergency fund. After receiving first aid to stabilize the situation of the orphans, they should be moved to cluster 4 or 5.
3. To plan the needed help and to look for available funds
  - 3.1. **Long term help in cluster 5**
  - 3.2. **Small material help in cluster 4**
4. Advice and counseling for all clusters, **especially for cluster 3**.
5. To evaluate the work done by examining the increase/decrease in different clusters.

# REPORT ON LOCAL FUNDRAISING

## *Looking for Self-reliance*

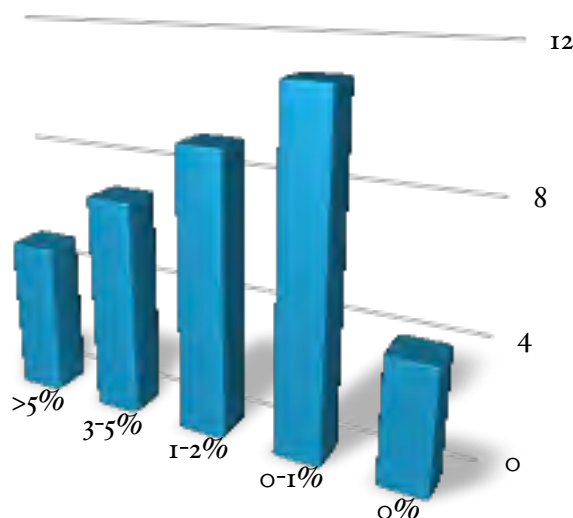
One of the main goals of OAPND is to build up diaconical capacity. This includes also the public awareness for diaconical issues including the social support for people afflicted with HIV/AIDS. One indicator of public awareness is the local budget making and fund raising. Therefore, OAPND asked the participating congregations to reveal important financial data from 2006, which was done on a voluntary base.

### Annual budget planing

BASE	36 congregations
AVERAGE DIACONICAL BUDGET	2,10%
MAX. / MIN	16,9% - 0%
TOTAL DIACONICAL BUDGET IN 36 CONGREGATIONS	18.958.317 Tsh.

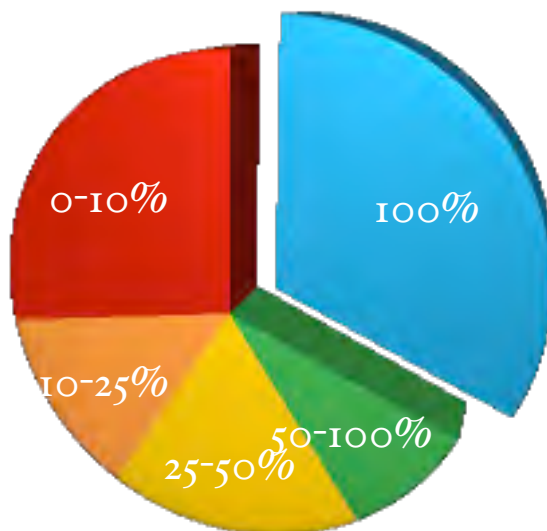
This shows that the diaconical budget is still low. Some congregations are not even having a diaconical budget at all. The number of congregations with low budget planning is still high. However, if we sum up the planned diaconical budget in all 36 congregations we receive almost 19 Mio Tsh, equivalent to 11.515 €, which is more than nothing.

■ Number of congregations with a certain range of budget planing



## Local contribution

BASE	22 congregations
AVERAGE LOCAL CONTRIBUTION	31,90%
MAX. / MIN	100%- 0,7%
TOTAL LOCAL CONTRIBUTION IN 22 CONGREGATIONS	13.826.077 Tsh.



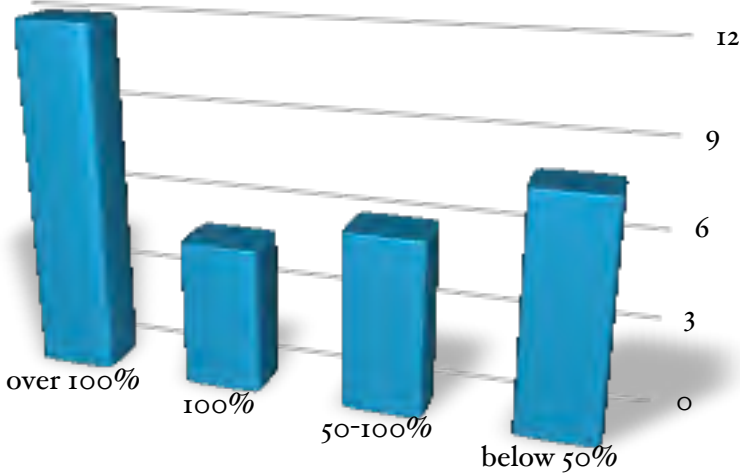
There is still a number of congregations with no external donors contributing 100%. However, many of the congregations with external donors have a local contribution less than 50%. They don't start to expand local fund raising in the same way as they are receiving foreign funds. Actually, 13.326.077 Million were contributed, equivalent to 8076 €

We must find strategies, that the availability of external funds is not leading to a decrease of local contribution but to an increase.

# Budget keeping

BASE	31 congregations
AVERAGE BUDGET KEEPING	171,50%
MAX. / MIN	1585- 2,9%

■ Number of congregations with a certain range of budget keeping



Most of the congregations which were able to spend more money than the planned budget received more money from their external donors. Below the 100% line we find a growing number of congregations, which have not been able to keep their budget according to their plans.

# FINANCIAL REPORT 2007

## Income

	Revised Budget	Actual	Balance
%5 contribution of HuYaMwi	4.000.000	4.000.000	0
%5 contribution of Kili. East district.	500.000	465.000	(35.000)
Special donation from Kiel for Small material help.	2.550.000	1.600.000	(950.000)
Other donations in Euro	1.760.000	1.760.000	0
Contribution of „Mission EineWelt“	600.000	900.000	300.000
Contribution of TACAIDS for orphans	49.500.000	0	(49.500.000)
Contribution of TACAIDS for Home-based Care / Building Fund	22.000.000	0	(22.000.000)
Contribution of congregations	1.500.000	0	(1.500.000)
<b>Total</b>	<b>82.410.000</b>	<b>8.725.000</b>	<b>(73.685.000)</b>
<b>Expenses</b>	<b>(82.405.000)</b>	<b>(3.524.400)</b>	
Carried forward for 2008	5.000	5.200.600	

## Expenditure

	Revised Budget	Actual	Balance
Office expenses, Stationaries	700.000	396.750	303.250
Bank charges	34.000	30.000	4.000
Meetings of the board and its executive committee	1.071.000	734.650	336.350
Implementation seminars	600.000	813.000	(213.000)
Payment to Hai district	1.150.000	400.000	750.000
Payment to KII. Middle district	1.150.000	1.150.000	0
Payment to Karatu district	1.150.000	0	1.150.000
Reserved for overhead cost of TACAIDS contribution	2.500.000	0	2.500.000
Small material help	44.550.000	0	44.550.000
Small Income generating projects	4.500.000	0	4.500.000
Meetings of orphans and PLAHs	3.000.000	0	3.000.000
Building Fund	5.000.000	0	5.000.000
HBC training	6.000.000	0	6.000.000
HBC kits	10.000.000	0	10.000.000

	Revised Budget	Actual	Balance
HBC supervision	1.000.000	0	1.000.000
<b>Total</b>	<b>82.405.000</b>	<b>3.524.400</b>	<b>78.880.600</b>

## Balance of bank accounts 31.12.2007

Account		exchange- rate	
UCB OAPND			5.301.000
Share of CRDB Udiakonia (not included in financial report)	1.225,35 €	1.650	2.021.828
			7.322.828

# PLANS FOR 2008

*Pushing forwards our goals*

## o. Introduction

We are still looking forward to receive a 72 Mio Tsh grant from TACAIDS. Another grant of about 30 Mio Tsh is expected from the Rotary club. OAPND is also expecting to get at least 3 Tsh. Mio from the ELCT ND diaconical offering (sadaka ya huruma). If we will receive all this money, OAPND can do a much more work in 2008. But even with all this money, OAPND will be behind its strategic plan for 2007- 2011 and a lot of necessary work will not be done, for example to start a scholarship program or to do more in the area of HIV/AIDS sensitization and education.

As the above mentioned grants are not yet finally confirmed, OAPND will mainly depend on the contribution of 5% of the budget of its zonal partners. 2007 only two members contributed: HuYaMwi and the East Kilimanjaro district. OAPND must continue to convince the other districts to contribute and not to disclose their possible budgets from OAPND.

## 1. Situation- analysis and research

OAPND is going to prepare a second statistics adding more congregations and considering the necessary changes mentioned in this report<sup>8</sup> until September 2008.

OAPND will rely on its research organ HuYaMwi to continue with its research plan and to discuss relevant topics on academic days and sponsor academic papers. Also HuYaMwi is going to choose two parishes with Masai population as research area.

## 2. HIV/AIDS sensitization and education

Due to our limited funds we can only do little in this sector. HuYaMwi will continue with its seminar program. In September/October 2008 a group discussion with evangelists is scheduled in all districts about HIV/AIDS issues conducted by the new OAPND-coordinator Rev. Julius Lema.

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<sup>8</sup> See Suggestions in the chapter „First OAPND Statistics“



### 3. Medical program

If we receive the funds from TACAIDS and the Rotary Club we can launch the following activities:

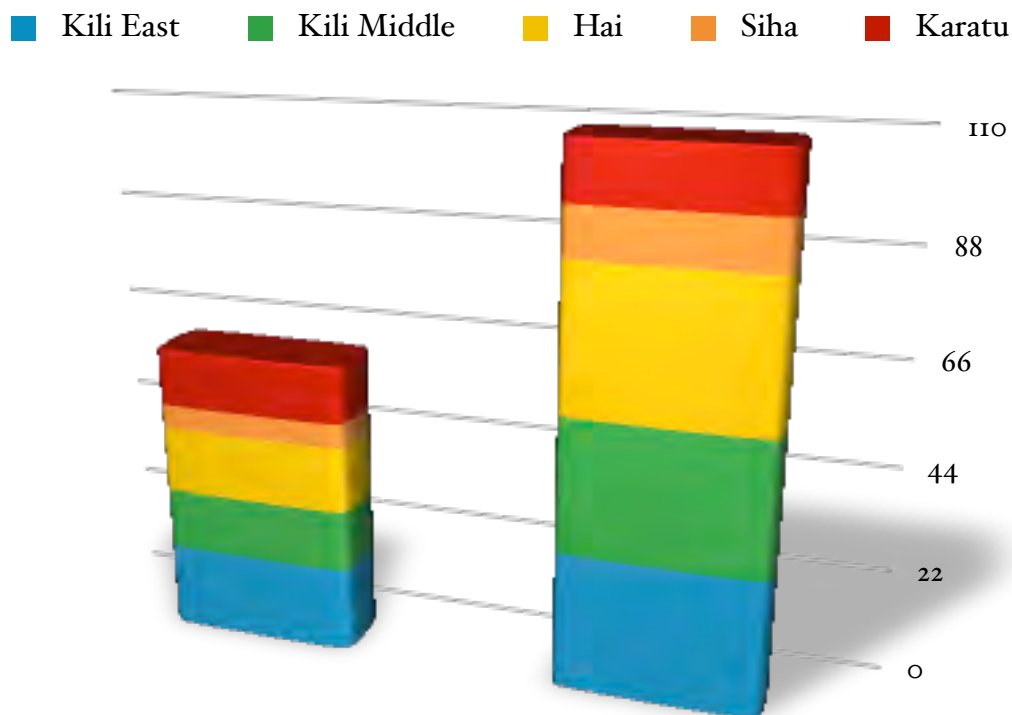
1. Home Based Care Training
2. Training of medical staff concerning sexual transmitted diseases
3. Establishment of two test -centers in our dispensaries ( 8 have been planned)

As we have not enough funds we can only continue the social medical support in the East Kilimanjaro district. Anyhow, OAPND must look to improve its co-operation with the hospitals of the ELCT ND, maybe by inviting them to be associated members.

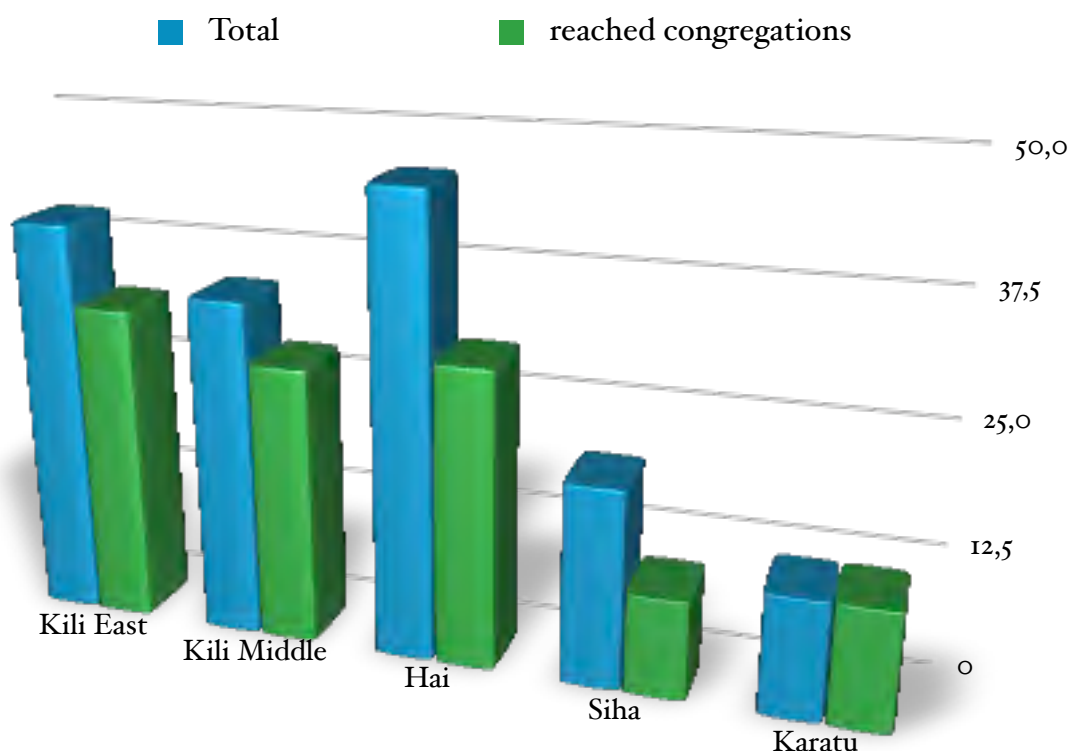
### Social Support

#### DIACONICAL CAPACITY BUILDING

The number of congregations will increase 2008. There is the plan to add almost 48 congregations to the present 62 congregation, which delivered a statistical report in



2007. So the total number of participating congregations will be 109. With this development OAPND may reach a high coverage in its second business year:



The total coverage of OAPND is planned to be 71 % for the whole ELCT ND coming up from 40% in 2007. This means we may be able to reach out to estimated 13.490 orphans in 2008 coming up from 7.968 orphans in 2007.

	2007	2008 TOTAL	NEW IN 2008
CONGREGATIONS	62	109	47
ORPHANS	7968	13490	5520
COVERAGE	40%	71%	31%

#### BACK UP OF MUTUAL SOCIAL SUPPORT

If we receive the funds of TACAIDS and the Rotary Club we will be able to release the following help to orphans in 2008. As we still have no security about the TACAIDS funds OAPND will release 14,1 Mio to start with the small material help.

HELP	ORPHANS	VOLUME	DONOR
Small material help	1575	14,1 Mio	Different donors
Small material help	1500	42 Mio	TACAIDS

HELP	ORPHANS	VOLUME	DONOR
SIP	approx. 66	4,5 Mio	TACAIDS
Building funds	approx. 20	5 Mio	TACAIDS
Meetings of orphans	approx. 750	3 Mio	TACAIDS
SIP	approx. 200	15 Mio	Rotary

Although we may reach almost our strategic volume for some of these measures, we will not satisfy all needs with these activities. For example we are still missing funds for a scholarship program.

## Organizational development

As the main work of organizational development was done in 2007, OAPND can be run with a smaller number of meetings and implementation seminars in 2008.

The foundation of 7 zones is completed with the call of the Siha -zone- coordinator Deacon Mmari in January 2008.

The main challenge is the handing over of the office of the OAPND coordinator to Rev. Julius Lema (see picture).

IT-investment can be done by the diaconical department for the benefit of OAPND. The question of a vehicle for Rev. Julius Lema is still unsolved.



# APPENDIX: SOURCES

**Click on the sources below to download them from the internet (if supported by your pdf-reader)!**

[Building Fund](#)

[Medical Fund](#)

## **Websites**

[www.oapnd.org](http://www.oapnd.org)

[www.huyamw.org](http://www.huyamw.org)

## **OAPND papers**

[Development paper](#)

[Plan 2006-2010](#)

## **Already published papers of the Joint HuYamwi-OAPND Handbook**

1. [Different measures to help the orphans](#)
2. [The four year plan to counsel a congregation](#)
3. [A balanced scholarship program](#)
4. [Sponsorship from overseas](#)
5. [Statistic report and evaluation 2004](#)
6. [Counselling in the situation of HIV/AIDS](#)
7. [Fundraising](#)
8. [Filing System](#)
9. [Review of Scholarshipprogram 2006](#)
10. [Statistics 2005/2006](#)
11. [Evaluation 2005/2006](#)
12. [Use of ID cards](#)
13. [Research work of HuYamwi](#)
14. [Evaluation and expansion of the use of counter-book.](#)
15. [How to measure neediness](#)
16. [Building fund](#)
17. [Orphans meeting&grief relief](#)
18. [SIP](#)
20. [Expansion to Masai area](#)
21. [Filedworker](#)

## **OAPND- HuYamwi-Guidelines**

[Small-Income-Generating Projects \(SIP\)](#)

## **Yearbooks of HuYamwi**

[HuYaMwi 2003-2006](#)

[Yearbook HuYaMwi 2006-2007](#)