

**MALAWI NETWORK OF PEOPLE LIVING WITH HIV/AIDS
(MANET+)**

**CAPACITY BUILDING AND INSTITUTIONAL
SUPPORT FOR QUALITY HIV/AIDS SERVICES TO
MANET+ AND MEMBER SUPPORT GROUPS**

UMOYO NETWORK SUB-GRANT AGREEMENT #: 10264-05

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ANNUAL PROGRESS REPORT

**FOR THE PERIOD OCTOBER 2003 - SEPTEMBER 2004
INCORPORATING THE QUARTERLY REPORT FOR JULY-SEPTEMBER 2004**

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LIST OF ABBREVIATIONS AND ACRONYMS

1.	AIDS	Acquired Immune Deficiency Syndrome
2.	ARV	Antiretroviral
3.	BoD	Board of Directors
4.	CBO	Community Based Organization
5.	CCAP	Church of Central Africa Presbyterian
6.	CoS	Conditions of Service
7.	DAC	District AIDS Coordinator
8.	DACC	District AIDS Coordinating Committee
9.	DHO	District Health Office/Officer
10.	ED	Executive Director
11.	FAM	Finance and Administration Manager
12.	GIPA	Greater Involvement of PLWHA
13.	GNP+	Global Network of People Living with HIV/AIDS
14.	HIV	Human Immunodeficiency Virus
15.	HIVOS	Humanist Institute for Cooperation with Developing Countries
16.	IEC	Information, Education and Communication
17.	IRs	Intermediate Results
18.	MACRO	Malawi AIDS Counseling and Resource Organization
19.	MANASO	Malawi Network of AIDS Service Organizations
20.	MANET+	Malawi Network of People Living with HIV/AIDS
21.	MEDI	Malawi Entrepreneurial Development Institute
22.	MIS	Management Information System
23.	NAC	National AIDS Commission
24.	NAP+	Network of African People Living with HIV/AIDS
25.	NAPHAM	National Association for People Living with HIV/AIDS in Malawi
26.	NGO	Non-Government Organization
27.	OD	Organizational Development
28.	ODA	Organizational Development Assessment
29.	PLWHA	People Living Infected and/or Affected by HIV/AIDS
30.	PM	Programmes Manager
31.	PMP	Performance Monitoring Plan
32.	PO (A)	Programme Officer (Advocacy)
33.	PO (MIS)	Programme Officer (MIS)
34.	RC	Roman Catholic
35.	RCC	Regional Coordinating Committee
36.	SC (US)	Save the Children (United States)
37.	SDA	Seventh Day Adventists
38.	SGs	Support Groups
39.	ToR	Terms of Reference
40.	UNDP	United Nations Development Programme
41.	UNFPA	United Nations Population Fund
42.	USAID	United States Agency for International Development
43.	VCT	Voluntary Counseling and Testing
44.	WUSC	World University Services of Canada

EXECUTIVE SUMMARY

MANET+ would like to provide an Annual Progress Report covering the period October 2003 to September 2004 on its **Capacity Building and Institutional Support for Quality HIV/AIDS Services to MANET+ and Member Support Groups Project** funded by USAID through Save the Children (US)/Umoyo Network.

The mandate for MANET+ is to advocate for the respect of the rights and freedoms of people living infected with and/or affected by HIV/AIDS, and to coordinate the activities of its member support groups.

Currently, MANET+ has a membership of 39 registered support groups across the country. Twenty one support groups, some of which their formation was facilitated by MANET+ and others that were formed by members in their localities, applied for membership with MANET+ and these are under review for consideration. However, this report covers support groups within the eighteen (18) districts targeted by USAID, i.e. Mzimba, Kasungu, Salima, Ntcheu, Mangochi, Balaka, Mulanje, Chikwawa, Nsanje, Chiradzulu, Thyolo, Blantyre, Machinga, Dedza, Lilongwe, Dowa, Mchinji, and Nkhota-kota.

Support groups in districts not designated by USAID, get covered, where feasible, from other sources of finance and technical support from other projects of MANET+ like the GIPA and the VCT funded by UNDP through NAC and UNFPA, respectively.

The purpose of the Capacity Building and Institutional Support for Quality HIV/AIDS Services to MANET+ and Member Support Groups Project is to continue with the strengthening of the organization and increase the support given to the member support groups of MANET+.

The expected outputs in this project comprise the following:

1. Capacity for MANET+ to undertake national advocacy activities improved and strengthened
2. Capacity for MANET+ to provide information, technical assistance and coordination to its member support groups strengthened
3. Capacity of the member support groups to promote and provide information and assistance to PLWHA strengthened.

The key achievements included expansion of the human and material resource bases through training and provision of increased resources, financially and technically.

The key challenges included staff attrition due to various reasons that resulted in delays in accomplishing some planned activities. Another key challenge was lack of adequate funding to finance all components of the project.

The key recommendations include establishing mechanisms for staff retention, continue soliciting for appropriate finance and technical support and complete the finalization of comprehensive MANET+ systems and structures, policies and procedures.

Major plans for the forthcoming quarter, i.e. the beginning of Year Three, aim at finalizing the uncompleted activities planned for Year Two and speedily commence the activities of Year Three, as referenced in the Annex I; Performance Monitoring Plan (PMP).

MANET+ strongly considers it to be worthwhile to complete the activities of Year Two that provide the necessary foundation to activities of Year Three.

In view of the level of implementation measured against the constraints that arose, MANET+ is of a strong conviction that it could do much better in the project.

1. INTRODUCTION

The Malawi Network of People Living with HIV/AIDS (MANET+) is a registered coordinating umbrella organization for PLWHA Support Groups in Malawi. Presently, MANET+ has a registered membership of 39 Support Groups nationwide. Currently, MANET+ Secretariat is reviewing twenty-one applications for membership from support groups across the country that will bring the total to sixty (60) registered support groups.

MANET+ exists to improve the quality of life of PLWHA through the creation of a supportive environment for people living infected and affected by HIV/AIDS to meet their material, health and emotional needs.

The purpose of the *Capacity Building and Institutional Support for Quality HIV/AIDS MANET+ and PLWHA Support Groups Project* is to continue the institutional strengthening of the organization and increase the support given to member support groups of MANET+.

The expected results under this project comprise the following:

1. Increased availability of PLWHA support services
2. Improved quality of PLWHA support services
3. Reduced stigma and discrimination around VCT and other HIV-related services.

The project employed key strategies categorized by results that included the following:

Result 1: Increased availability of PLWHA support services

- a. Encourage formation and membership of new PLWHA Support Groups
- b. Improve member PLWHA access to treatment
- c. Increase and diversify funding for MANET+ and PLWHA Support Groups
- d. Strengthen links and referrals for PLWHA to and from other NGOs that are HIV/AIDS-related and offer services

Result 2: Improved quality of PLWHA support services

- a. Strengthen MANET+ institutional capacity
- b. Strengthen MANET+ and Support Groups technical capacity
- c. Encourage the development of sustainable quality assurance systems for PLWHA Support Groups
- d. Strengthen Management Information System (MIS)

Result 3: Reduced Stigma & Discrimination around VCT & other HIV-related services

- a. Advocate for PLWHA rights and the provision of quality treatment, including ARVs
- b. Promote Greater Involvement of PLWHA in policy making and programme development
- c. Strengthen the media's involvement in PLWHA treatment and outreach services

With respect to the result areas 1- 3, the project has implemented and accomplished a number of successes.

Under Result 1, MANET+ has encouraged the formation of new support groups and attracted others to register as members. The project has commenced the collection of information on available health and treatment services in Malawi to improve PLWHA access to treatment, care and support. The project has also worked on increasing and diversifying its funding sources besides the USAID support like from NAC, POLICY Project (US), GNP+, One World Action (UK), UNAIDS (Geneva), UNFPA.

Under Result 2, MANET+ conducted a number of training activities aimed at strengthening its institutional capacity. These included, among other activities, training in governance and management that involved members of the board of directors and senior staff in MANET+ Secretariat; organizational development assessment (ODA) that involved all sectors of MANET+ through a consultancy; the development and implementation of regional HIV/AIDS advocacy plans by RCCs in the Centre, North and South; and their subsequent implementation. The other aspect of institutional capacity was the provision of increased resources to MANET+ from USAID through SC(US)/Umoyo Network. MANET+ developed and implemented the MIS of the network.

Under Result 3, MANET+ has engaged in advocacy for PLWHA rights through the regional HIV/AIDS advocacy plans and the participation of PLWHA; first, in the National HIV/AIDS Policy formulation process and secondly, in its implementation.

The network also participated in the review of the Country Coordinating Mechanism (CCM) that aimed at reviewing the GNP+ Positive Development manual for PLWHA to assist them in carrying out their activities that include formation of support groups, advocacy for PLWHA, resource mobilization, partnerships, group dynamics, and recognition and engagement by national governments.

MANET+ also facilitated the national observance of the International AIDS Candlelight Memorial 2004 under the theme of *“Turning Remembrance into Action”* which aims at encouraging individuals and communities to actively engage in establishing advocacy and social mobilization activities that would promote HIV prevention, reduce further infections, encourage VCT, support the orphans, and provide care and treatment for those affected and infected by the epidemic. The Guest of Honor was the Deputy Minister of Health.

MANET+ coordinated a National Empowerment workshop that was funded by Umoyo Network, facilitated by POLICY Project with the aim of building the various capacities of the RCCs and partners in HIV/AIDS in order to efficiently and effectively implement their regional advocacy work plans.

The thematic areas for the three RCCs included advocacy on the ridicule PLWHA face in response to their openness on their HIV sero positive status, the quality of counseling provided and the denial of proper medication from both medical institutions and traditional healers.

2. PROJECT PERFORMANCE

Major Activities and Accomplishments during Past Year

Objective 1: Increased Availability of PLWHA Services

National HIV/AIDS Advocacy

Through the employment of the National HIV/AIDS Advocacy Project, MANET+, alongside other stakeholders had continued to participate in the development process of the National HIV/AIDS Policy and lobby for its subsequent enactment. The Malawi Parliament approved the Policy which was consequently launched by the Head of State on the 10th February 2004. The policy now guides the implementation of all HIV/AIDS interventions in the country.

Sensitization Meetings on the Benefits of VCT

MANET+ had conducted sensitization meetings on the benefits of VCT and support group work at regional level with members of the RCCs as participants. Content included the benefits of VCT and how support group work is contributing to the fight against HIV/AIDS in this country. MANET+ believes that with accurate knowledge, more people will go for HIV/AIDS testing; join support groups, thereby increasing the availability of PLWHA support services and making a meaningful contribution towards HIV/AIDS prevention.

Support Group Formation Workshops

Building on the notion that unity is strength, MANET+ facilitated the formation of PLWHA Support Groups in all the three regions. This was achieved following a series of training workshops relating to the same. The aim of the workshops was to facilitate the process of forming PLWHA Support Groups and sustaining their work. Support Groups act as spring boards on which individual members can lean for support when hope is at its lowest and allows individual members to tap from the enthusiasm of others which helps to rekindle life.

National Empowerment Workshop

Coordination of support groups' work and advocacy on a range of issues relating to living with HIV/AIDS at grassroots level are achieved by the engagement of the Regional Coordinating Committees (RCCs). Capacity building for the RCCs was conducted through the provision of a generic skills training dubbed national empowerment workshop. The purpose of the workshop was to empower the participants with the skills to speak up on issues of stigma and discrimination and the importance of getting communities on board. The absence of stigma and discrimination increases the likelihood of early seeking of care, support and treatment and also improves the participation of PLWHA in HIV/AIDS prevention.

Objective 2: Increased Quality of PLWHA Support Services

Visits to Support Groups

MANET+, as part of its continued support to its member support groups, visited support groups to monitor progress and provide technical assistance. The level of institutional development varies from one support group to another. This therefore means that MANET+ technical assistance to each of its member support group differs. Most notable however, was the development of systems and procedures for

groups such as SASO, and Tovwirane on the one hand and the facilitation of proposal writing for KASO, Katete, Chisomo and Chifundo PLWHA Groups.

During the visits, MANET+ met with supervisors to discuss among other things constitutional issues, provide IEC materials and discuss the need and relevance of information/record keeping. These serve to establish a culture of learning and reflection in an organization.

Staff Recruitment and Establishment of MIS

MANET+ has recruited two members of staff to establish and man a comprehensive data base for its network. Data obtained during the scheduled quarterly visits is used to update the system. The MIS Department explored the MANET+ current information systems and drafted a more comprehensive work plan for the network that includes orientation on the importance of record keeping, the need for well managed information systems that are easy to access, and the necessary reporting lines. The team also looked at the resources required by MANET+ to enable implementation of the MIS, which aims at providing quality information for decision-making by management, the various arms of the network, partners and donors.

Organizational Assessment

Conscious of the quality of work being done by MANET+, Save the Children Umoyo Network one of the major donors that has provided capacity building services to MANET+, commissioned an organizational assessment (OA). The main purpose of the assessment was to identify the organizational development (OD) in order to provide MANET+ with the information required to direct their capacity building strategies. In addition, the assessment provided MANET+, Umoyo Network and other stakeholders with a method to measure change in the organization over time which is a requirement of the current United States Agency for International Development (USAID) funding.

Management and Governance Training

Directly following after the OA was the development of the MANET+ Capacity Building Plan. Also the OA fed into a packaged training for MANET+ Management and MANET+ Board whose aim was to build capacity of the organization and sensitize it towards the separation of duties.

Critical issues identified for MANET+ were the dependence on limited donors, identity crisis, capacity building gaps, inadequate communication between board and management and the management succession plan. The inadequacies above downplayed on the deliveries towards ensuring the increased quality of PLWHA support services.

Quarterly Meetings of Umoyo Network Sub-grantees

MANET+ participated in meetings of the Umoyo Network sub-grantees' that were scheduled at quarterly intervals. These meetings brought together all sub-grantees of the Umoyo Network to report on the progress in their projects and share experiences and best practices in the grouping. These meetings helped MANET+ to review its approaches in effective coordination and networking to ensure increased quality of PLWHA support services.

Training in Human Resource Management for Managers

MANET+ through the Programmes Manager and the Finance and Admin Manager participated in the Save the Children Umoyo Network organized training in Human Resource Management for Managers.

The purpose of the training was to build capacity of the Umoyo Network sub-grantees' management personnel on issues of human resource management. The training highlighted the need to adhere to labor laws and code of good practice. Top on the agenda were such issues as Employment Act 2000, Workers' Compensation Act 2000, Occupational Safety, Health and Welfare Act 1997 and Labour Relations Act.

The training was organized as an intervention towards building capacity of officers who deal with human resource issues in the local partners of USAID funded projects or prospective partners. The training came as a direct result of the pre-award and organizational assessments' results which identified gaps in the way human resources' issues were dealt with.

Process of Volunteer Placement in MANET+ from WUSC

MANET+, in view of the needs in its Management Information Systems (MIS), commenced the process to solicit a volunteer to help build its MIS capacity. The secretariat consulted the World University Services of Canada (WUSC) for support. The process yielded results in view of the agreement between WUSC and MANET+ where the former has placed a volunteer with MIS knowledge and skills. This will help MANET+ to increase the quality of PLWHA support services.

Objective 3: Reduced Stigma and Discrimination around VCT and other HIV-related Services

Observance of the AIDS Candlelight Memorial 2004

MANET+ organized and coordinated the national observance of the AIDS Candlelight Memorial 2004 in Mangochi District on August 27, 2004.

The AIDS Candlelight Memorial 2004 was a Malawi chapter of the International AIDS Candlelight Memorial yearly observed worldwide on May 16. The observance started in the United States of America (USA) in 1983 with the aim of commemorating the passing away of people to AIDS and to mobilize support for those living infected and affected by HIV/AIDS.

The AIDS Candlelight Memorial 2004 brought together people from Mangochi District and, indeed, others from across the country. The donor community was also represented, including the Resident Coordinator of the United Nations systems, who is also the Resident Representative of United Nations Development Programme (UNDP). The event was also very privileged to have the Deputy Minister of Health as Guest of Honor.

The Malawi AIDS Candlelight Memorial 2004 was largely funded by the National AIDS Commission (NAC). Other sources of funding came from Umoyo Network, the Candlex Limited, and MANET+ partners like Malawi AIDS Counseling and Resource Organization (MACRO), Interfaith, MANASO, NAPHAM, SWAA, UNDP, NAC, etc. The Mangochi District Assembly also played a great role in mobilizing the function with the logistics and performances of the day. Ministry of Agriculture provided a coaster to transport people from Lilongwe to Mangochi. This event represented a collective effort of partners in HIV/AIDS and the host district of Mangochi where one of the issues on the epidemic is stigma and discrimination which obstructs prevention and mitigation efforts in Malawi.

The national observance of the International AIDS Candlelight Memorial 2004 under the theme of *"Turning Remembrance into Action"* aimed at encouraging individuals and communities to actively engage in establishing advocacy and social mobilization activities that would promote HIV prevention, reduce further infections, encourage VCT, support the orphans, and provide care and treatment for those affected and infected by the epidemic.

Editing of the Parliamentary Tumbuka Advocacy Guide

MANET+ assisted in editing the Parliamentary Tumbuka Advocacy Guide coordinated by the National AIDS Commission.

The guide aims at assisting Members of Parliament understand the issues with HIV/AIDS and acquire a series of messages that need to be communicated to communities about the HIV/AIDS epidemic. This effort will also contribute towards the reduction of stigma and discrimination of PLWHA through the mobilization by Members of Parliament of individuals and communities in their constituencies to participate in the various activities on HIV/AIDS.

Editing and distribution of the Booklet of Rights and Freedoms of PLWHA

MANET+ also assisted in editing the booklet "Human Rights and HIV/AIDS" on rights and freedoms of people living with and/or affected by HIV/AIDS. MANET+ was also used as a channel for distribution of the booklet. The booklet was compiled by the Democracy Consolidation Programme. The booklet will help people infected with and/or affected by HIV/AIDS understand their rights and freedoms and, indeed, call for redress where these are being abused. This provision will undoubtedly help to fight stigma and discrimination in the country and improve people's access to treatment, care and support services.

Since currently there is no known cure for the AIDS epidemic, the main weapon is knowledge. Unfortunately, while there are numerous efforts aimed at disseminating public health knowledge on HIV and AIDS, there has not been much effort in addressing the human rights aspects of the epidemic. This booklet is therefore aimed at filling that gap. Malawi's success in the fight against the epidemic starts with the adoption of the human rights culture. Undoubtedly, it is through the observance of the human rights that Malawi can begin to affirm human dignity, equality and freedom. It is, therefore, incumbent upon each one of us to ensure the enjoyment of human rights by all people regardless of their HIV status.

Dissemination of MANET+ Research Results on Stigma and Discrimination as they Affect People Living Infected with and/or Affected by HIV/AIDS in Malawi

Malawi has one of the highest national HIV prevalence in the world with a prevalence rate of 14.4 percent in the adult age bracket of 15 - 49. There were about one million people living infected with HIV and 265,000 reported cumulative cases of AIDS from 1999 statistical reports from NAC. The reports indicate that 250 Malawians get infected with HIV on a daily basis. Stigma and discrimination surrounding HIV/AIDS serve as barriers to proper care, treatment and support of people living with HIV and AIDS; discourage people from seeking VCT – an important aspect of prevention efforts and an entry point into care and facilitation of positive living among PLWHA; and hinder the development of an enabling environment that promotes disclosure and living openly with HIV and AIDS. These results have consequences at the individual, family, community and national levels as all efforts to prevent HIV transmission and mitigate the impact of the HIV and AIDS epidemic are undermined by stigma and discrimination.

The results of the research study were disseminated to health personnel working in health care settings, traditional and religious leaders, support groups, the media, partner organizations, the National Assembly, government, donor community and civil society.

Reducing stigma and discrimination will, therefore, empower people (particularly PLWHA) to recognize the benefit of the various services and, therefore, be more willing to seek voluntary HIV counseling and testing; access care, treatment and support services; and disclose their sero status.

World AIDS Campaign/World AIDS Day 2003

The theme of the World AIDS Campaign for the year 2003 was *Stigma and Discrimination*. MANET+ and other partner organizations, with the lead of MANASO in coordinating and mobilizing individuals, families, communities and the nation to work towards reduction of stigma and discrimination. The observance of the World AIDS Day in 2003 was observed in Karonga District.

Deviations from the established work plan

MANET+ had experienced a slight deviation from the established work plan especially with regard to **Objective 3: Reduced Stigma and Discrimination around VCT and other HIV-related services**. This was especially so with the RCCs Regional Advocacy Plans. Plans initially made by the RCCs changed because of the time lag that had existed between the time they were made basing on issues to be addressed which had changed over time. As a result of this some activities were either modified or a few of them were merged to respond to the needs which had hitherto emerged.

Gender Concerns in the Network

Statistics from MANET+ support groups show that there are more female members registered within the individual support groups than males. We intensified awareness on community home based care giving which traditionally seems accepted as a domain of women. It is against this background that we hope to enroll more men into the support groups.

Major Project Achievement

Developed and submitted a **Capacity Building and Institutional Support for Quality HIV/AIDS Services to MANET+ and Member Support Groups** project to USAID through SC (US)/Umoyo Network.

Support Group formation is a direct result of a series of activities that build upon each other. First of all, there is personal conviction that is attached to being open about and living positively with HIV/AIDS. Then there is the attendant benefit of belonging to a group which forms a formidable springboard upon which members can go for support.

National HIV/AIDS Policy including a chapter catering for PLWHAs. The policy directs the implementation efforts of the various stakeholders and also has given prominence to the role that PLWHAs can play in prevention of further spread of HIV/AIDS and in impact mitigation.

Staff recruitment: FAM, PO (MIS), MIS Specialist (WUSC Volunteer). All established posts in MANET+ have been filled. This has led to improving MANET+ presence and actualization of its principle role of coordination, advocacy and networking.

Office accommodation relocation: In view of its staff increase (from 7 to 15) MANET+ relocated from first floor of Nurses Council Building where it was occupying a conference room that was partitioned into a few small rooms to occupy a whole annex on the ground floor. This has increased office space and has made possible the sharing of offices between members of staff.

Acquisition of office furniture and equipment: MANET+ had a facelift with the procurement of additional furniture and equipment which also helped to ease the tension on use of the scarce resources. Sharing of resources is made much more possible now.

Diversification of MANET+ resource base and new membership drive: MANET+ has encouraged and facilitated the formation of new support groups and attracted

others to register as, members. New membership is now standing at 60 (39 old and 21 new). The project has commenced the collection of information on available health and treatment services in Malawi to improve PLWHA access to treatment, care and support. The project has also worked on increasing and diversifying its funding sources besides the USAID support like from NAC, POLICY Project (US), GNP+, One World Action (UK), UNAIDS (Geneva), UNFPA.

Management and Board's knowledge of each party's jurisdiction: There is now improved appreciation of each others' roles and also support rendered to each other. It has put in place mechanisms for ongoing monitoring and provision of necessary supervision.

RCCs work plans: All the three RCCs now are guided by their plans which were arrived at through a consultative process involving some selected support groups' representatives, local partners and other interested parties such as POLICY Project and MANET+ Secretariat. This also provides a road map for the advocacy effort.

Human Rights and HIV/AIDS resource material: The booklet was compiled by Democracy Consolidation Programme with the MANET+ involvement on issues of HIV/AIDS. The booklet will help people infected with and/or affected by HIV/AIDS understand their rights and freedoms and, indeed, call for redress where these are being abused. This provision will undoubtedly help to fight stigma and discrimination in the country and improve people's access to treatment, care and support services.

MANET+ newsletter: Finally, the first issue of the newsletter is about to be released with updates among others, on ARV Roll Out, MANET+ Membership, Breaking the Silence and carrying other interesting features.

Production and airing of radio programmes on HIV/AIDS (radio diarist Programme): Initially with the support of Malawi Bridge Project, beginning end of November 2004, MANET+ is going to carry out a Radio Diarist Programme where PLWHA will have a chance to share their life experiences of living the virus, what they went through upon realization that they were living with the virus. This will include the benefits of going for VCT and the nature of support made available to a person that has just learnt their status including experiences of possible turning points.

Breaking the silence around HIV/AIDS (people accessing VCT at a public function such as International Candlelight Memorial): On the actual day of the observance of International Candlelight in Malawi, more than 45 people accessed VCT right there on their own free will, an indication that the function had among others managed to fulfill one of its core functions which is that of mobilizing individuals and communities to do what ever they can either in prevention efforts or in impact mitigation. This is recorded as a milestone considering the fact that it has not been easy to get people to go for VCT, let alone at a public meeting like was the case on the material day.

3. Problems Or Issues

- The key challenges included staff attrition due to various reasons that resulted in delays in accomplishing some planned activities.
- Another key challenge was lack of adequate funding to finance all components of the Capacity Building and Institutional Support for Quality HIV/AIDS Services to MANET+ and Member Support Groups project.
- The dilemma of working with the RCCs which have inadequate capacities and yet key to realization of MANET+ results.
- Apparent deficiencies in MANET+ Staffing Levels at the Secretariat which most often has made project implementation quite difficult.

The key recommendations include establishing mechanisms for staff retention, continue soliciting for appropriate finance and technical support and complete the finalization of comprehensive MANET+ systems (Finance and MIS), and exposing the RCCs with appropriate skills and competencies so they are better to deliver quality services.

4. Lessons Learned During the Year

- Available capacity must always be taken into serious consideration during planning stage before a work plan gets overloaded as this has been the case with MANET+
- It is no good to keep activities hanging in a plan for which funding has not been allocated yet. It disrupts the flow implementation as has been envisaged in MANET+ plan. It becomes increasingly difficult when you get measured on account of all the activities in your work plan.
- It is some times good to have well ahead of time a contingent plan to be used in event of sudden staff departures.
- Proper coordination makes project implementation easier and allows for staff mutual support whenever it is needed and called for.
- Cash requests to be remitted on time.

5. Plans for the Quarter

Refer to attached plan

Major plans for the forthcoming quarter, i.e. the beginning of Year Three, aim at finalizing the uncompleted activities planned for Year Two and speedily commence the activities of Year Three, as referenced in the Annex I; Performance Monitoring Plan (PMP).

MANET+ strongly considers it to be worthwhile to complete the activities of Year Two that provide the necessary foundation to activities of Year Three.

In view of the level of implementation measured against the constraints that arose, MANET+ is of a strong conviction that it could do much better in the project.

MANET+ Performance Monitoring Plan

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
RESULT 1: INCREASED AVAILABILITY OF PLWHA SUPPORT SERVICES			
STRATEGY 1.1 Encourage formation and membership of new support groups			
# Of regional meetings held	Definition: number of regional meetings held to sensitize RCCs on benefits of VCT Numerator: number of regional meetings held Denominator: N/A	3	3
# Of new PLWHA support groups formed	Definition: # of new support groups formed to facilitate reduction of stigma Numerator: # of new support groups formed that are helping in reducing stigma and discrimination Denominator: N/A	3	21
# Of workshops on group dynamics held	Definition: # of all support groups to train on group dynamics Numerator: # of support groups that went through group dynamics Denominator: N/A	3	3
STRATEGY 1.2: Improved member PLWHA access to treatment			
# of support groups to receive catalogue of available treatment in government, mission, private clinics	Definition: # of support groups earmarked for receiving catalogue of available treatment in government, mission, and private clinics. Numerator: # of support groups actually receiving catalogues of available treatment Denominator: N/A	1	3

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# of meetings with member PLWHA on care, support and treatment services	Definition: # of meetings with member PLWHA support groups on care, support and treatment services. Numerator: # of support groups that have participated in meetings on care, support and treatment services. Denominator: N/A	1	3
# of support groups visited on utilization of PLWHA support services	Definition: # of support groups visited on utilization of PLWHA support services. Numerator: # of support groups actually visited on utilization of PLWHA support services.	1	4
Strategy 1.3: Increased and diversify funding for MANET+ and PLWHA Support Groups			
MANET+ fundraising /resource mobilization strategy developed	Definition: MANET+ fundraising strategy developed and implemented Numerator: # of proposals developed and submitted to donors based on strategy Denominator: N/A	1	1
# of proposals developed and submitted to other donors for HIV-related services	Definition: # of proposals developed on fundraising to diversify MANET+ resource base for effective provision of support to member groups. Numerator: # of proposals actually developed and submitted to donors for funding Denominator: N/A	3	5
# Of support groups engaged in IGAs	Definition: # of support groups engaged in IGAs. Numerator: # of support groups with viable IGAs for their sustenance Denominator: N/A	1	3
% Of other non-USAID funding to MANET+ total budget	Definition: Increased resource availability to MANET+ as a result of additional non-USAID funding Numerator: % of non-USAID funding to MANET+ total budget Denominator: N/A	2	5
Strategy 1.4 strengthen links and referrals for PLWHA to and from other NGOs and I			
# Of HIV/AIDS support services within the PLWHA support groups catchment's area	Definition: # of HIV/AIDS services within the PLWHA support groups catchment's area. Numerator: # of HIV/AIDS support services identified within catchment's area. Denominator: N/A	4	7

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# Of support groups assisted to develop referral tools	Definition: # of support groups assisted to develop referral tools Numerator: # of support groups with referral tools Denominator: N/A	1	0
# Of support groups oriented on use of referral tools	Definition: # of support groups oriented on use of referral tools Numerator: # of support groups actually using referral tools Denominator: N/A	1	0
# Of follow up visits to support groups on implementation of referral system	Definition: # of follow up visits to support groups on implementation of referral system Numerator: # of support groups actually implementing the referral system Denominator: N/A	1	0

Result 2: Improved quality of PLWHA support services

Strategy 2.1 Strengthen MANET+ and support groups institutional capacity

# Of management and Board members trained in governance	Definition: # of management and board members trained in governance Numerator: # of Management staff Board trained and able to work within their boundaries without interference Denominator: N/A	16	10
# Of quarterly board meetings held	Definition: # of quarterly board meetings planned Numerator: # of quarterly board meetings held Denominator: N/A	2	4
MANET+ HIV/AIDS workplace policy developed and implemented	Definition: # of members of staff aware of MANET+ HIV/AIDS workplace policy Numerator: # of members of staff actually benefiting from MANET+ HIV/AIDS workplace policy. Denominator: N/A	1	1 (at draft stage)
# Of strategic plans developed for the RCCs	Definition: # of strategic plans developed for the RCCs Numerator: # of strategic plans developed and implemented Denominator: N/A	0	3

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# Of MANET+ members of staff whose training needs are known	Definition: # of MANET+ members of staff whose training needs are known Numerator: # of MANET+ whose training needs have been addressed Denominator: N/A	3	14
# Of support groups with skills in proposal writing	Definition: # of support groups with skills in proposal writing Numerator: # of support groups able to use skills to produce proposals to be submitted to donors for support Denominator: N/A	3	5 (initial selected)
# Of people invited to attend an annual general meeting	Definition: # of people invited to attend an annual general assembly Numerator: # of people who actually participated at the annual general assembly Denominator: N/A	0	(not funded by Umoyo Network)

Strategy 2.2: Strengthen MANET+ and support groups technical capacity

# Of volunteers refreshed in counselling skills	Definition: # of volunteers refreshed in counselling skills Numerator: # of volunteers performing according to standard guidelines as a result of the training Denominator: N/A	0	0 (not funded by Umoyo Network)
# Of new volunteers trained in counselling # Of clients with counselling	Definition: # of new volunteers equipped with counselling skills Numerator: # of newly trained volunteers using their skills to counsel clients Denominator: N/A	1	0 (not funded by Umoyo Network)
# Of volunteers trained to provide services in key support service areas	Definition: # of volunteers trained to provide services in key support service areas Numerator: # of volunteers providing key support services Denominator: N/A	1	40
# Of clients targeted to benefit from key support services	Definition: # of clients targeted to benefit from key support service Numerator: # of clients actually benefiting from key support services Denominator: N/A	1	40

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# Of people targeted to be trained in communication skills from the support groups and the media	Definition: # of people targeted to be trained in communication skills from the support groups and the media Numerator: # of people from media that use language that shows respect for the rights and freedoms of PLWHA Denominator: N/A	1	40
# Of people oriented on national policies, guidelines, protocols, and standards	Definition: # of people oriented on national policies, guidelines, protocols, and standards Numerator: # of people adhering to national policies, guidelines, protocols and standards Denominator: N/A	1	0 (not yet done, because have just been mobilized and also not funded by Umoyo)

Strategy 2.3 Encourage the development of sustainable quality assurance systems for I

# Of all relevant national standards, guidelines, policies, and protocols distributed	Definition: # of all relevant national standards, guidelines, policies, and protocols distributed Numerator: # of all relevant national standards, guidelines, policies and protocols being used Denominator: N/A	0	1 (about to be distributed SGs)
# Of services providers oriented on use of national policies, guidelines, protocols, and standards	Definition: # of services providers oriented on use of national policies, guidelines, protocols, and standards Numerator: # of services providers adhering to national policies, guidelines, protocols and standards Denominator: N/A	1	0 (not budgeted for under Umoyo)

Strategy 2.4: Strengthen management information system (MIS)

# Of support groups involved in developing organisational and financial reporting systems	Definition: # of support groups involved in developing organisational and financial systems Numerator: # of support groups using the organisational and financial reporting systems Denominator: N/A	1	2
# Of monitoring and evaluation tools developed	Definition: # Of monitoring and evaluation tools developed Numerator: # of support groups using monitoring and evaluation tools Denominator: N/A	1	1 (being developed by MIS Department)

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# Of support groups oriented on use of monitoring and evaluation tools	Definition: # of support groups oriented on use monitoring and evaluation tools Numerator: # of support groups using monitoring and evaluation tools Denominator: N/A	2	4 (not funded by Umoyo)

Result 3: Reduced stigma and discrimination around VCT and other HIV-related serv

Strategy 3.1: Advocate for PLWHA rights and provision of quality of treatment and A

# Of advocacy plans implemented	Definition: # of advocacy plans implemented Numerator: # of advocacy plans implemented on schedule Denominator: N/A	1	3 (plans already in place and are being implemented)
# Of quarterly newsletters produced on protection of PLWHA rights and reduction new HIV infections	Definition: # of quarterly newsletters produced on protection of PLWHA rights and reduction of new infections Numerator: # of newsletter produced by read by people Denominator: N/A	1	1 (first issue about to be released)
# Of IEC materials on PLWHA rights procured, and distributed to the general public	Definition: # of IEC materials on PLWHA rights procured, and distributed to the general public Numerator: # of IEC materials on PLWHA rights procured and distributed and used by the general public Denominator: N/A	3200	3000 copies are being distributed to SGs on PLWHA Rights
# Of PLWHA accessing care, support and treatment increasing	Definition: # of PLWHA accessing care, support and treatment increasing Numerator: # of PLWHA on ARVs increasing Denominator: N/A	5	100 (more PLWHA than was planned are on ARVs).
# Of PLWHA accessing care, support and treatment from health personnel that are PLWHA- friendly increasing	Definition: # of PLWHA accessing care, support and treatment from health personnel that are PLWHA –friendly increasing Numerator: # of PLWHA that are accessing care, treatment and support as a result of reduced stigma and discrimination Denominator: N/A	100	500
# Of radio and television programmes produced and aired on rights of PLWHA	Definition: # of radio and television programmes produced on rights of PLWHA Numerator: # of radio and television programmes produced and aired on rights of PLWHA Denominator: N/A	0	6

Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# Of radio and television promotional jingles for MANET+ activities	Definition: # radio and television promotional jingles for MANET+ activities Numerator: # of radio and television programmes produced and aired Denominator: N/A	0	6 (Diarist Radio Programme will use all local radios to increase listenership)
# Of traditional and religious leaders oriented on stigma and discrimination	Definition: # of traditional and religious leaders oriented on stigma and discrimination and able to influence their constituents to act against stigma and discrimination Numerator # Of traditional and religious leaders oriented on stigma and discrimination and able to influence their constituents to act against stigma and discrimination Denominator: N/A	1	50 (covering both religious and traditional leaders)
# Of people participated in World AIDS Day and World AIDS Campaign preparations	Definition: # of people participated in World AIDS Day and World AIDS Campaign preparations Numerator: # of people participated in World AIDS Day and World AIDS Campaign preparations Denominator: N/A	3	2000 (starting with 1 st December and subsequent campaigns that were organized)
# Of people from various backgrounds able to come together for the HIV/AIDS memorial observance	Definition: # Of people from various backgrounds able to come together for the HIV/AIDS memorial observance Numerator: # of people from various background able to come together for the HIV/AIDS memorial observance and able to take part one activity or the other Denominator: N/A	0	4000
# Of people participating in national and international events relating to HIV/AIDS # Of new innovations being passed on to PLWHA support groups on positive living	Definition: # of people participating in national and international events relating to HIV/AIDS Numerator: # of new innovations being passed on to PLWHA support groups on positive living Denominator: N/A	10	30

Strategy 3.2: Greater Involvement of PLWHA in policy making and programme devel

# Of TWG meetings attended	Definition: # Of TWG meetings attended Numerator: # of TWG meetings attended and have an influence on rights of PLWHA Denominator: N/A	2	10
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Performance Indicator	Indicator Definition and Unit of Measure	Target by end of 18 months	Final Target by end of year 3
# Of NAC, MoHP and donor meetings attended	Definition: Of NAC, MoHP and donor meetings attended Numerator: # of meetings that have led to the development of innovations to improve quality of life for PLWHA Denominator: N/A	10	30

Strategy 3.3: Strengthen the media's involvement in PLWHA treatment and outreach

# Of quarterly advocacy meetings with the media on positive coverage of HIV/AIDS activities and support services	Definition: # of quarterly advocacy meetings with the media on positive coverage of HIV/AIDS activities and support services Numerator: # of quarterly advocacy meetings actually held with the media on positive coverage of HIV/AIDS activities and support services Denominator: N/A	1	0 (non has been conducted yet)
# Of media practitioners oriented on HIV/AIDS advocacy.	Definition: # of media practitioners oriented on HIV/AIDS advocacy. Numerator: # of media practitioners oriented and using their skills gained on HIV/AIDS advocacy Denominator: N/A	1	0 (not yet done)