

# **UGANDA CHANGE AGENT ASSOCIATION (UCAA)**

## **PROJECT ANNUAL REPORT 2014.**

Date : 31<sup>st</sup> December 2014

Contact Person : Lucy Akello Ayena;

Project/  
Programmatic Cooperation : Economic Empowerment for Self-reliant women Project

Funder : FCA Women's Bank

Organization : Uganda Change Agent Association

Country of implementation : Uganda

Period covered : 1<sup>st</sup> Jan – 31<sup>st</sup> December 2014

## ACCROYNMS

- 1 .B.o.D : Board of Directors
- 2.CDO : Community Development Officer
3. DCDO : District Community Development Officer
- 4.ECAT : Environmental Change Agent Training
5. FCA : Finn- Church Aid
6. ICCO : Inter-church Cooperation
7. IGA :Income Generating Activity
8. M&E :Monitoring and Evaluation
9. NDA :National Delegates Assembly
10. RDC : Resident District Commissioner
11. VSLA :Village Savings and Loan Association.
12. UCAA : Uganda Change Agent Association

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## 2

## CONTEXT OF THE PROJECT

Northern Uganda experienced over two decades of armed conflict between the State of the Republic of Uganda and several dissident armed groups. This conflict resulted in diverse grave livelihood gaps and challenges. Despite several initiatives by Government of Uganda to mitigate the effects of armed conflict, there were still livelihood gaps manifested in form of low food and nutrition security, low household incomes, increased vulnerability, dwindling well-being, limited rights of access and stagnated or dwindling human dignity in post-conflict settings.

Uganda Change Agent (UCAA) proposed this project aimed at improving livelihood of women in Unyama Sub-county Gulu District and Otwal Sub-County of Oyam District. The specific objectives of the project were: -

1. To Improve the women's capacity to save and invest in viable income generating activities by Dec 2016
2. To Improve the Women's capacity to take an active role in their communities by Dec 2016
3. To improve women's skills and knowledge to manage their businesses, professionally and profitably by Dec 2016.

The primary focus group for the project was a total of 450 Women selected in parishes in Unyama Sub-County (Gulu District) and Otwal Sub-County (Oyam District). These target groups mostly comprised of poor grassroots women engaged in subsistence agricultural production. The target group comprised of small scale artisans petty traders as their main forms of occupation. Among the target group was a significant number of out-of-school youths that had attained Adult age but lacked gainful employment.

This Report therefore, covers key result areas in the first year of the project. Therefore, not all project activities have been implemented since the project is supposed to run up to 2016.

## 3

## PROGRESS MONITORING PROTOCOL

The progress monitoring protocol for the entire three years of the project is as follows:

Objectives / Activities	Indicators	Verifiable indicator

<p><b>Overall Objective:</b> Improved livelihoods among the Vulnerable Women in Gulu and Oyam districts</p>	<ul style="list-style-type: none"> <li>• Grass root women having practical access to human factors (labour capacity, limited skills) that affect their livelihoods and devising viable solutions that are practical in their settings.</li> <li>• Grass root women having practical access to natural capital factors (such as limited land and limited access to community property) that affect their livelihoods and devising viable solutions that are practical in their setting.</li> <li>• Grass root women having practical access to financial capital factors (such as low wages and lack of access to credit) that affect their livelihoods and devising viable solutions that are practical in their setting.</li> <li>• Grass root women having practical access to Physical capital factors (such poor water supply, poor housing, poor communication ) that affect their livelihoods and devising viable solutions that are practical in their setting.</li> <li>• Grass root women having practical access to Social capital factors (such Low social status, gender discrimination, traditions, human rights) ) that affect their livelihoods and devising viable solutions that are practical in their setting.</li> </ul>	<ul style="list-style-type: none"> <li>• 450 Women gaining skills from the trainings</li> <li>• Income of some beneficiaries increasing from 80,000 to 150,000= as per month</li> </ul>
<p>4. <b>Objective 1:</b> To Improve the women's capacity to save and invest in viable income generating activities by Dec 2016</p>	<p>No of women participating in the savings and credit groups and have invested in Viable IGAs</p>	
<p><b>Activity 1.1.1:</b> Conduct a project Launch(Sensitization meeting for district Officials) of Gulu and Oyam districts</p>	<p>2 Meetings for all the two districts of Gulu and Oyam during year one</p>	<p>-Activity reports -Attendance lists</p>
<p><b>Activity 1.1.2:</b> Conduct Mobilization meetings with Sub county Local Leadership of Unyama and Otwal in Gulu and Oyam districts</p>	<p>2 Meetings conducted during year one</p>	<p>quarterly/Activity report</p>
<p><b>Activity 1.1.3:</b> Conduct a baseline survey on the selected Women groups in Unyama and Otwal sub counties</p>	<p>2 Surveys made for Gulu and Oyam during year one</p>	<p>-quarterly/Survey report</p>
<p><b>Activity 1.1.4:</b> Conduct sensitization Community meetings for VSLA Groups</p>	<p>4 Community sensitization meetings conducted two in Unyama and other two in Otwal</p>	<p>quarterly/Activity report</p>
<p><b>Activity 1.1.5 :</b> Conduct 6 trainings for women in VSLA development and management</p>	<p>450 Women in Gulu and Oyam trained in VSLA development and Management Skills.</p>	<p>450 Women in Gulu and Oyam trained in VSLA development and Management Skills.</p>
<p><b>Activity 1.1.6 :</b> Conduct a follow up and supervision meeting</p>	<p>6 meetings conducted for the group members trained.</p>	<p>Meeting reports</p>

<b>Activity 1.1.7</b> : Conduct 4 group harmonization meetings of all members for the purpose of forming the women VSLA groups into a Sub county savings and loans association	2 Sub county savings and loan associations will be formed one in Unyama sub county and another in Otwal Sub county	quarterly/monthly report
<b>Activity 1.1.8</b> : Conduct exchange Visit of VSLA members to Learn from other groups	60 Women Members (30 from Unyama SC and 30 from Otwal SC) of VSLA groups taken on two separate exposure visits to learn ideas from other	60 Women Members (30 from Unyama SC and 30 from Otwal SC) of VSLA groups taken on two separate exposure visits to learn ideas from other
<b>Objective 2:</b> To improve the women's capacity to take an active role in their communities by Dec 2016		
<b>Activity 2.1.1</b> <ul style="list-style-type: none"> <li>Select members of women groups to be trained as community agents of change .</li> <li>Select women to be trained in Group Management</li> </ul>	<ul style="list-style-type: none"> <li>450 women selected to participated in the Village Change Agent skills</li> <li>Training 450 women trained in group management</li> </ul>	Selection report
<b>Activity 2.1.2:</b> Conduct comprehensive VCAT courses for 450 selected members of the women groups	4 VCA trainings conducted of 24 women participant in each	VCAT Training reports& photographs
<b>Activity 2.1.3:</b> Conduct comprehensive group management training for 120 members of self-help development groups	450 women trained in group management skills	Training reports
<b>Activity 2.1.4</b> Conduct follow-up and supervision of women agents of change that graduate from VCAT and Group Management.	100% of the VCAT and Group Management women who participated in training followed	Meeting reports
<b>Objective 3.</b> To improve women's skills & knowledge to manage their businesses, professionally, and profitably by Dec 2016		

<b>Activity 3.1.1</b> Select members of the Women groups to be trained in entrepreneurship & enterprise selection skills .	450 women in Gulu and Oyam districts selected to benefit from the entrepreneurship & enterprise selection skills .	Selection report
<b>Activity 3.1.2</b> Conduct comprehensive training in entrepreneurship & enterprise selection skills.	450 women in Gulu and Oyam trained in entrepreneurship & enterprise selection skills .	Training report
<b>Activity 3.1.3</b> Conduct follow-up and supervision of the members of the women groups who will have attended an entrepreneurship and enterprise selection	100% Supervision and follow up made to beneficiary of the entrepreneurship and enterprise selection	Meeting report

## 4 KEY RESULT AREAS

### 4.1 MOBILIZATION

#### Meetings

The first activities were staff planning meetings at office level. These meetings were used to enable understand and internalize what was required for the project including the project objectives and activities.

Two Meetings were conducted for the Gulu district Change Agents and the Oyam district Change Agents. The project was introduced to them because they would play key role to the success of the project. Eight change agents were met in Gulu as seven were also met in Oyam. These meetings had to come up with community entry plans.

#### Mobilization of local government leaders.



Second from right is Hon. Betty Aol Ocan, the Area Women Member of parliament-Gulu district, visited by UCAA Staff and Change Agents during the sensitization of Local leaders in Gulu district.





The Parish chief Amukungungo Parish in Otwal Sub county,

Miss Suzan Acen Speaking at the launch of the Project in Oyam district

The project staff who included the programme officer, finance officer, Driver, programme Director and Executive Director became very helpful in drawing up plans that enabled the success of mobilization meetings with the local government leaders.

Gulu district key offices visited was that of the Resident District Commissioner (RDC) and District Community Development Office (DCDO) Whereas in Oyam, RDC office was visited and DCDO as well

Two (2) Mobilization Meetings were conducted for the sub county officials of Unyama and another for those of Otwal at Otwal sub county Headquarters. In these meetings , Previous performance on the previous project was highlighted to the participants and the women's project introduced. In Unyama sub county 16 (8 males and 8 females ) Local leaders were met into an organized meeting at the sub county headquarters of Unyama. The meeting at Otwal Sub county attracted both local leaders and the community members as well. A total of 59 (40 females and 19 males) attended. A salient issue raised in these meetings but was clearly handled was that Men would not be comfortable to see their wives go for exposure visits for they may eventually be owned by other Men. UCAA was 1) UCAA was to seek consent of husbands of the women who would travel on an exposure Visit. 2) Sub county Officials mainly the Women leaders would accompany the women.

## 4.2 COMMUNITY SENSITIZATION

Four (4) Community Sensitization meetings were conducted by the UCAA staff and the Change agents. In Unyama sub county Gulu, Sensitization was in the parish of Unyama – Awich village and Pangea- Oguro Village. The project Purpose, target , funder and implementer were all made clear to the community members who had gathered to hear what UCAA was bringing to their Community. Included in the gathering were 22 women beneficiaries on the project. Similar meetings were conducted in Otwal Sub county in Alege and Okii Parishes. Included in the gatherings were women beneficiaries who totaled to 29



Sensitization in Gulu

Children of women in Otwal talking porridge for their lunch during the sensitization meeting.

### 4.3 BASELINE SURVEY

Two (2) Baseline surveys were conducted one for Gulu and another for Oyam. baseline data has been collected on the following:

Group membership, Marital status, Children members ie those in school and those who are not, Members occupation, Income generating activities i.e. types of Income Generating Activities (IGAs)s in which members are involved ,Members access to credit, Sources of finance of the members, Use of loan ,Members assets i.e. types, improvement in the standard of living, Members participation in leadership positions and their economic benefit. UCAA will assess impact basing on these and of course other parameters as it shall deem necessary when time is due.



The UCAA-Executive Director- Lucy Akello ( kneeling down explaining the purpose of the baseline survey to women in Unyama-Gulu district.

Baseline survey in Otwal Sub county-Oyam district



#### 4.4 TRAINING IN VSLA METHODOLOGIES

Out of the 6 planned VSLA trainings to be conducted in the project life, three have so far been conducted in Oyam and Gulu districts, two for Otwal and one for Unyama Sub county. A total of sixty women attended the trainings. The trainings concentrated on How the VSLA is Organized, Its Leadership and size, Its evolution , Meetings and membership selection and the Ledgers that are maintained in a VSLA including the types of income..



Christine Amenya a trained change agent of Oyam owns a maize Mill. She said she acquired it as a result of the previous VSLA interventions Of UCAA. The IGA is assisting her family in terms provision of income to meet home basic needs. She gives confidence to women in Oyam to learn that through savings and entrepreneurship trainings they will also reach her level.

#### 4.5 TRAININGS IN ENTREPRENUERSHIP AND ENTERPRISE SELECTION



Aparticipant answering a question during an enterprenuership and enterprise selection training in Oyam.

Trainings in entrepreneurship and enterprise selection were also conducted to project beneficiaries in Gulu and Oyam districts. So far 41 women have been trained. The training helped the participants to realize who an enterpriser is, characteristics of good entrepreneurship, choosing an Income generating activity and record keeping. Included in these training were windows, Women Living with HIV-AIDs, and the young Mothers who had become so, as a result of dropping out of school due to lack of School fees.



These Young Mothers who attended the training on entrepreneurship in Gulu from left to right had this to say.

- 1- Jennith Apio aged 26 from Unyama Parish, dropped in Primary Seven, married with four (4) children. Jennith has Mukene fish business. She appreciated the training that will help her organize her business in terms of record keeping and managing its business expenses.
- 2- Nancy Apio, aged 21, dropped in Primary Seven with one child but single. She said had acquired knowledge on how to increase the volume of sales in business. She has identified a business of dealing in Vegetables as viable for her community.
- 3- Fautuma Grace aged 24, senior one drop out, has one child and stays in Unyama parish. She says has acquired knowledge on how to identify a viable business, and manage business. She will improve her food stuffs business but also wants to be trained in tailoring skills because she sees it viable for her community.
- 4- Mercy Lawino aged 23, Primary six drop out, married with three (3) children stays in Unyama Parish. She says has learnt how to manage small scale business. The chapatti business has excited her and feels she is going to start a chapatti business.



The Community Development Officer for Unyama Sub

county officiating at the closure of one of the trainings in entrepreneurship in Gulu

## 5 VISIBILITY AND PUBLICITY:

Visibility activities through which the project was made known by Various stake holders included its Launch, Sensitization of the local communities, writing project briefs to district key offices such as the office of the CDOs, DJ mentions on FM radio stations in Gulu and Oyam, Involving Local leaders in the Opening and closure of the workshops, Change Agent meetings and the National delegates Assembly.

### 5.1 Project Launch



The Vice Chairperson Local council III of Otwal Sub county, gives an address at the Launch of the

project at Otwal Sub county Headquarters in Oyam district.

Two Project launches were conducted in both Otwal Sub county of Oyam district and Unyama sub county of Gulu district. In attendance were a total of 66 community members including the sub county and district leadership as well. At the launches the project funder, purpose, target area and the reason why the direct beneficiaries must be women were highlighted by the UCAA staff. The Local leadership in both districts welcomed the Project, thanked UCAA and Finn-Church women's bank for bringing the project. They promised support to UCAA in providing a conducive environment for project implementation. Speeches from the



beneficiaries indicated that they were happy with the project and pledged to be active in its implementation.

On the other hand local leaders and community members who were not members of the project target area noted that that project was necessary for the empowerment of women. They requested UCAA to extend the project to their areas should there be an opportunity.

## **5.2 UCAA National delegates assembly (NDA)**



A delegate at the UCAA NDA thanking FCA and ICCO for the Support to UCAA.



The UCAA Patron Dr. Maggie Kigozi at the UCAA NDA 26/4/2014.

UCAA conducted a National delegate's assembly of delegates representing its membership in all districts of Uganda. The NDA did bless all budgets and Plans presented to it for the year 2014. The Project activities and funder were highlighted to the UCAA Membership in the assembly.

## **6 VEHICLE SUPPORT**

The Vehicle support budget was very useful. The vehicle support Budget helped UCAA to be able meet vehicle insurance costs and used full time for project activities. The Vehicle also contributed to Visibility among the communities that staff visited. The Presence of UCAA was felt by the target local communities.

## **7 BOARD MEETINGS AND BOARD VISITS**

Board of Directors (BOD) had three meetings in which Programme budgets and work plan were approved. The BoD also advised the secretariat on policy issues.

## **8 INVOLVEMENT OF LOCAL LEADERS AND CHANGE AGENTS.**

The Local Leaders were visited in their Offices to sensitize them on the project. Some meetings were arranged between them and UCAA Project staff. Others were asked to officiate at the opening and closure of workshops. Some change agents were asked to attend the workshops in order to share their successes with participants



UCAA Meeting with Local leaders in Oyam



Project.

UCAA Meeting with Unyama Sub county leaders after launch of the



A UCAA trained change Agent from Gulu Ms. Gloria Akech Olak innovation by starting a gardens hotel inspired the participants of the entrepreneurship training in Gulu. Gloria's story built confidence of the participants to believe that the knowledge acquired can also lead them to do such as what as what she had done. Gloria attributes this to

earlier UCAA interventions.

## 9 STAFFING

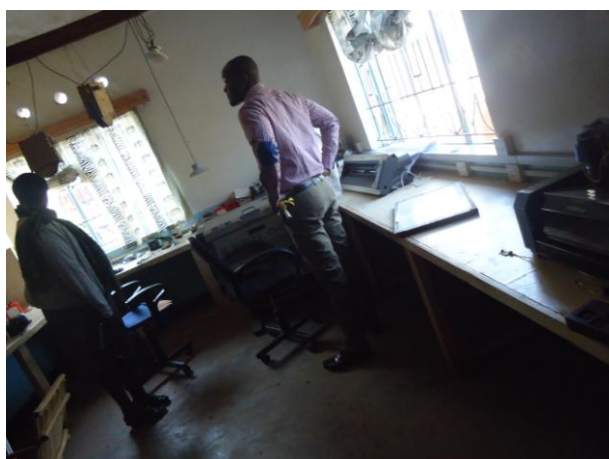
UCAA staff exhibited high level of cooperation during the period. Project staff was able to conduct project activities, report on time and offered their overtime service without demanding for extra allowances.

## 10 OFFICE RUNNING COSTS.

Office running costs enabled the administration to execute its coordination role. Lira Northern Regional office where the project is based, continued to be maintained hence acting as focal point for the project. The Administration cost had a salary component which was passed to the project staff and kept their work morale high. Internet costs were very helpful especially in fundraising. UCAA was able to use office costs to generate more funding from the Media focus on Africa for conducting dialogues on peace in the Lango sub region. UCAA was linked to media focus on Africa by ICCO. Most of the communication was made easy by office running costs. Communication further made it easy for UCAA to get access to its counterpart in Kenya. Through Kjellan. Two(2) UCAA staff was linked to attend an Environmental Change Agent training (ECAT) Seminar in Kenya and later visiting the Ubbink Solar factory in Naivasha-Kenya. This relationship is attracting some partnership that may result into income to UCAA in the near future.



UCAA Ms.. Lucy Akello makes a supplement to UCAA Chris Bwambale in white shirt as Otieno Odhiambo in long sleeved shirt makes translation during the ECAT Seminar in Kisumu-Kenya.



Amos of Ubbink with Lucy of UCAA in the Arrow Center (ARC)Kenya Fabrication Laboratory.





Ms. Bamuhanye BoD Chairperson Opens the BoD training in M&E workshop at

Keba INN- Entebbe



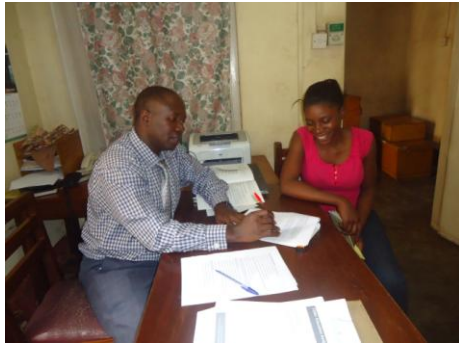
Some UCAA staff after training in M&E at Keba INN Entebbe

UCAA is again grateful to FCA for the Capacity building grant which was offered in the course of the first half- year 2014. This grant has helped UCAA staff to acquire skills in Monitoring & Evaluation (M&E). These skills have not only been applied on the FCA funded but also on other funded projects like that of ICCO and Media focus on Africa. As a result of this an M&E framework has been produced. This framework will be very useful to UCAA because it is a supportive tool for the implementation of its 2014-2016 Strategic Plan. Thanks to FCA.

The Board was trained in its role and the use of Policies. The Board of directors has now realized that there are types boards and is now able to tell that they fall into the category of a professional Board. This has strengthened working relationship between the UCAA staff and Board through understanding of roles of each.

## **11 COOPERATION WITH TERTIARY INSTITUTIONS.**

During the period , UCAA offered internship services to 5 students ( 4 from Makerere University and 1 from Kisubi brothers University. This was facilitated by the administration costs offered by the project. Three of them participated in field activities sponsored by FCA funded project in Northern Uganda while 2 participated on field activities funded by ICCO in Teso and Karamoja region. Thanks to FCA and ICCO for supporting UCAA to contribute to the academic excellence in Uganda.



Ms. Kimera Prossy an intern from Kisubi brothers University presenting her daily Activity reports to UCAA Programme Director. UCAA mentoring enabled her to pass her final examination papers.



Otwal Primary School hoisted a sensitization session

## 12 PROJECT IMPACT

.Follow up activities made by staff at the end of the year, reveal that all women beneficiary Groups had started practicing VSLA methodologies but were still in their first cycles and had not yet shared their savings and profits. However, Groups had taken loans and said loans had helped them to sort their domestic issues.



Members of Note ber Women's group of Alege Village, Okii Parish, Otwal Su county in Oyam district were visited by the Northern Uganda Programme Officer standing at the extreme right. During this Visit ,it was discovered the group had 25 members, and had started saving well. Women acknowledged the support received from UCAA in terms of capacity building, provision of saving box and pass books which have enabled the group members to begin addressing their economic and social problems.

The UCAA experienced no major Challenge during the implementation of the project.

The following were the Lessons Learnt

- The Use of Change Agents and parish chiefs in the community mobilization yielded high.
- Sharing of project content with Change agents enabled them to handle most of the questions which rose from the community about the women's project.