



# **Samoa Umbrella for Non-governmental Organization Inc (SUNGO)**

## **Annual Report**

**July 2012- June 2013**



**Table of Contents**

**National President's Report** .....3

**CEO Report** .....4

**Treasurer's Report:**.....5

**Introduction** .....6

    Goal 1: Governance and management ..... 7

        1.2 Membership..... 7

        1.3 Monitoring and Evaluation of SUNGO Services ..... 8

    Goal 2. Communications and Information sharing ..... 10

        2.1 CSO information and liaison ..... 11

    Goal 3 Institutional Strengthening:..... 12

        3.1 Training ..... 12

        3.2 Training Providers and Training delivery..... 13

        3.3 Training Programme and Beneficiaries by Gender ..... 14

        3.4 NGO Assessments Process..... 16

    Goal 4: Advocacy and Policy Advise:..... 17

        4. 1 SUNGO participation in Line Ministry Committees:..... 18

        4.2 International Affiliations:..... 18

    Goal 5: Research and Data collection:..... 19

Auditors Report..... 20

## National President's Report

My term as National President has given me time to see the big pictures of where Civil Society can best make an impact to national development. Every organization with its unique role can collectively make a difference to society. Hence, SUNGO plays a pivotal role to strengthen, coordinate and facilitate our efforts to reach a common goal. "No vessels can move without rowers." *O le tele o sulu e maua ai figota*".



Seumanuula Moana Clarke

In a nutshell your Executive Council and Management have collaborated in working with its key Stakeholders to achieve the following in 2013.

- Review your Constitution as such to accommodate changes in ensuring the best interest of members and CSOs are protected, enhanced and sustained.
- Paid off our land from Samoan Land Corporation and now registered as fixed assets for future and independent development of our membership.
- Continued to uphold the confidence of our government and development partners in our services and contribution to national development and the wellbeing of our people.
- Provided training and mentoring support to Community Based organizations and NGOs to strengthen their respective roles and services to communities.
- Continued to advocate on public policies, where we saw fitting and at the best interest of Civil society and Samoa as a country

Nevertheless we operated under constrains and limitations. These challenges were expected and cannot be overlooked.

- At the end of this year, we lost our CEO along with few senior staffs that kept our vessel afloat.
- Our funding support through CSSP continues to be an annual contractual arrangement, and this heightens NGO insecurity on long term development planning.
- Lack of financial and human resources to meet the demands of members and to be more effective in our service delivery
- More CBOs have applied for membership just as many are de-registering due to poor governance within our own respective organizations and our inability to decentralize our services and communication links.

Overall, it has been a very mixed year, with some individual organizations enjoying success in their development, and others failing in their endeavors. SUNGO, your umbrella body would like to see all our member organizations succeed. Your success is our Reward.

As the SUNGO vessel is moved by many rowers and helping hands, I would like to acknowledge and Say fa'afetai to the Government of Samoa, our Development Partners, and everyone who have contributed in to the development of our beloved Samoa.

SOIFUA.

## CEO Report

It has truly been an honour to present my first Report as the Chief Executive Officer of SUNGO. I am indeed very privileged present the successes of the 2013 financial year, knowing of the small contribution that I have made, since my commencement only two weeks before the end of 2013 financial period.

Our training reached new heights when SUNGO became the first organisation to provide "Non Formal Learning Training" to be recognised by the Samoa Qualification Authority (SQA). This recognition has boosted SUNGO's reputation as a Non Formal Training provider. As evident by the number of consultants for different climate change projects who have sought out the Umbrella to deliver capacity building trainings to the community.



Lemusu Taviuni Fonoti

The engagement of NGO in partnership with the respective line ministries continues to be strengthened. This partnership has given SUNGO opportunities to influence government policies by voicing the concern of CSOs. Two submissions were made to parliament for an act that will guarantee at least 10% of women will be in Parliament and SIDs.

Retaining experienced staff will continue to be a challenge for SUNGO, as evidenced by the recruiting of three staffs in the area of Communication and Information within one year. Each appointment lasted no more than 6 months. The competitive salaries and opportunities that are offered by government ministries and our donor partners, was the main pulling factor that has attracted our experienced staff to these organizations. Therefore, we will have to accept the fact that, we will continue to be the training ground for most of these organizations because of the nature of our operation. Other new recruitments included the CSO Officer and the local counter-part Research Officer. Both of these positions are covered under the CSSP service contract.

The diversification of funds and multi-year funding are some of the areas that the Umbrella will focus on in the coming years. It is important that we pursue both areas, which will not only ensure the sustainability of our organization but conducive for long term planning in achieving long term goals. In addition, it is a contributing factor to retaining staff in terms of job security.

Climate Change resilience, damage control and sustainability is now a hot and priority area that funders globally are targeting their funds into. SUNGO will need to look at our Training Model, to have "Climate Change" as part of our training needs.

As the new CEO of SUNGO, I wish to acknowledge SUNGO's former CEO, the President, and the Executive Council for their dedication and hard work that reflected in a very successful 2013 financial year. Your voluntary contribution to realizing SUNGO's vision and mission is highly commended. Special thanks go to the Government of Samoa, the CSSP, the Development partners, and all of our stakeholders for their support and understanding. Lastly, I would like to acknowledge my devoted staff for their dedication and commitment to ensure that our people are being served.

SOIFUA.

## Treasurer's Report:

As National Treasurer, I am pleased to present the SUNGO's Annual Audit Report for the year ending 30 June 2013.

Following are some of the key Financial Statements for your information:

### 1: Financial Position (page 5)

SUNGO accumulated reserves, as of 30 June 2013 stands at SAT \$866,924 a growth of 8.5% over the year. The majority of this increase in reserves continues to come from income earned by SUNGO through contract management. This reserve growth of \$663,841 over seven years is an average of just under \$94,800 each year. The Executive Council feels this is an excellent result and a sign of consistent and careful financial management.

At 30 June 2012, 37% of SUNGO's reserves were held in cash was converted to fixed assets through purchase of land and building which now serves as SUNGO Headquarter. At 30 June 2013, 24% of SUNGO's reserves were held in cash. This again is still a very healthy position giving sufficient cash-flow to allow a sustainable level of activities for SUNGO members.

The land purchased at Vaitele has been a very good move for SUNGO. It gives SUNGO a stable base for its operations and independence from the uncertainties of rental accommodation. It also provides SUNGO with a significant asset that will appreciate more than cash in these unstable financial times, when interest rates are very low.

### 2: Financial Performance (pages 3 and 4)

This financial report shows all the income and expenditure for the year ended 2013. The main points to note are:

- 2013 was the third year of funding under the Civil Society Support Programme (CSSP) funding which is currently financed under the harmonization of funds by the European Union and AusAID. The majority of SUNGO's funding for the 2013 year came from the CSSP. Under this funding SUNGO was contracted to deliver particular services to support the programme and its members accessing the programme.

### 3: 2013 Audit Report (page 2)

This is the sixth year that Betham and Company has been engaged to audit SUNGO's financial accounts. Their appointment has proven a wise and prudent choice as, under their guidance and recommendations our systems and financial management have improved each year. SUNGO now meets all international auditing requirements especially in the way that it separates accounts for all donor funding through liability accounts.

I would like to express my appreciation to the staff of Betham Co for the time and effort put into this year's audit. The audit report accurately reflects SUNGO's performance for the 2013 year and shows SUNGO's financial systems are sound and good internal controls are in place. There was no significant financial management or procedural issues raised by the auditor this year. As Treasurer, I feel it is imperative that all SUNGO members work to protect and safeguard the hard earned assets we have built up, especially the new property at Vaitele. This will help to ensure a continual strong organisation.

On behalf of SUNGO I would like to thank the former SUNGO CEO Mrs Roina Faatauvaava-Vavatau and staff, past and present, for the prudent and meticulous management of the organization's finances. I would again extend my great appreciation and Faafetai and Faamalo to our technical advisors, John and Mary Cretney, for their continual dedication and commitment to SUNGO and its members. Finally I wish to thank the SUNGO President Seumanu'ula Moana Clarke and the Executive Council for supporting me in my role as Treasurer by making sound financial governance decisions.



## Introduction

This report provides an overview of all activities outlined in SUNGO's Annual Workplan for the Financial period of 2012-2013. Both the Annual Workplan and Budget for 2013 were approved by members at its Annual General meeting (AGM) held at the Millennium Fale - Tiafau on 29 May 2013. The AGM was deferred from October 2012 to May, 2013 as the Executive Council worked to review the organisation Constitution. Amendment to the Constitution was endorsed at a Special General Meeting held on 3 May, 2013 and registered with the Ministry of Commerce and Labour.

The newly elected Board members at the AGM 2013, tasked to govern SUNGO operation until the next AGM are as follows:

National President:	Seumanuula Moana Clarke	- Animal Protection Society
Vice President	Vaasiliifiti Moelagi Jackson	- Faasao Savaii
Treasurer	Raymond Voigt	- Beek Keeper Association
Secretary	Leveti Auvaa	- Samoa Family Health
Ex. Council	Alalatoa Breda Faitua	- Goshen Trust
Ex. Council	Rev Reupena Leau	- Piu Community
Ex. Council	Rev Letaulau Pesaleli	- EFKS Nuu
Ex. Council	Brenda Sio	- Women Aglow
Ex. Council	Manu Asafo	- Independent Water Scheme Association
Ex. Council	Peseta Lua Nafoi	- Tuaeale Youth EFKS
Ex. Council	Lemalu Nele Leilua	- Tamaliaga mo Tagata Soifua

Funding support for this financial year was solely provided through the Civil Society Support Programme (CSSP) in 2 separate contracts. The overall aim of the CSSP is to deliver sustainable social and economic benefits to the people of Samoa through strengthened CSOs, hence SUNGO was contracted to deliver its umbrella services that directly strengthens CSO.

Overall SUNGO has managed to pay off the Vaitele property and now official registered as a SUNGO asset for it's headquarter, increasing the total fixed assets for the organisation. Funds were paid from the reserves that SUNGO accumulates from its training contracts for SUNGO development.



SUNGO Executive & Staff retreat Galusina - with Hon. Minister Tolofuaivaolelei Leiautau on behalf of MWCSA.

## **Objective 2.1. SUNGO Workplan 2012-2013**

A performance based contract was signed with CSSP to deliver SUNGO Annual Work-plan activities. These activities are set to achieve SUNGO's Strategic Plan, with direct impact in increasing and strengthening CSO competency, participation, voice and services which are the aims and objective of CSSP. Contract targets are monitored and reported to CSSP through an agreed M&E framework, that highlights the effectiveness of the role of SUNGO in meeting the aims and objectives of CSSP.

Outlined below are the five Goals of SUNGO Annual work-plan:

### ***Goal 1: Governance and management***

*SUNGO is recognized as a well governed and managed umbrella organisation leading the civil society sector through best practice.*

Changes to the organisation meant a change to the Constitution. The review process for this period took longer than anticipated, hence the delay in the AGM on 29 May 2013. Changes to Executive council was notably high for this year. Fifty percent the Executive Council were new members, voted in by 43 financial member organisations from 63 organisation representatives that attended.

One of the main annual activities of SUNGO, is a combined staff and Council members' retreat which follows immediately after the AGM. This is to orientate all Executive Council members and reserve members to their governing roles and responsibilities. The retreat programme included the review of the SUNGO Strategic Plan and Annual Workplan as the key planning documents for SUNGO to achieve its aims and objectives.

A change over in management was made at the end of this financial year (30 June 2013) as Mrs Roina Faatauvaava-Vavatau leaves SUNGO after 9 years of dedicated service to Civil Society. Her successor, Mr Taviuni Fonoti commenced working in mid June, with a period of 2 weeks of handover time. Mr Fonoti is a graduate of Auckland University in Law (LLB) and Commerce (B.Com). SUNGO members farewell Mrs Vavatau and welcomed Mr Fonoti to his new role.

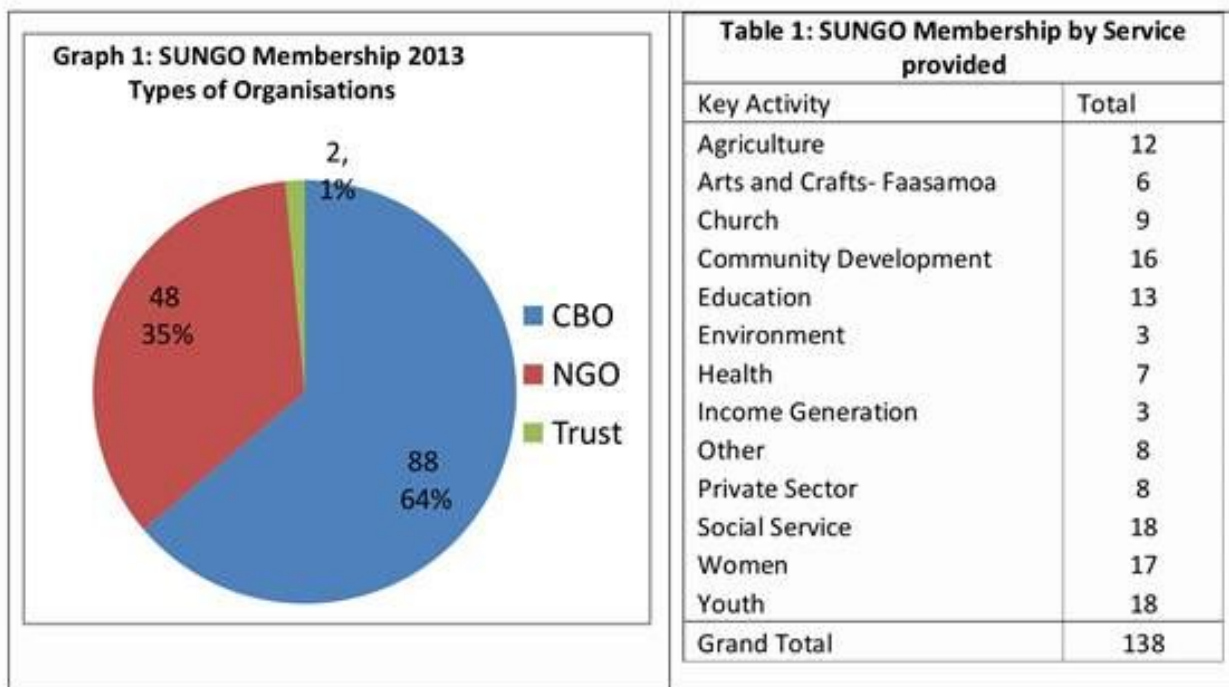
Two newly created positions were requested and were approved for this year. The CSO Officer who is solely responsible for the administration of the NGO Assessment process, and the Research Officer who served as the local counter-part to the VIDA volunteer in the establishment of the research unit. By the end of June, a total of 9 fully paid staff were on board, plus 1 international volunteer.

This year's monitoring and evaluation, was undertaken by two staff and two board members. The team evaluated SUNGO services from 56 responding organisations out 87 members visited.

## **1.2 Membership**

A total of 18 new organizations applied for membership with SUNGO, while at the same time 11 organizations requested to be de-registered. By the end of June 2013, the total registered members on SUNGO's database was 138. Of the total membership, 64% are Community Base Organizations (CBO), 35% are Non - government Organizations (NGO) and 1% is CSO. (Refer Graph 1 and table below).

Though there are a high number of interested CBOs/NGOs in joining SUNGO, the challenge is SUNGO must address retention problems faced by these organizations. Reasons given by these organizations for deregistering is that they have either closed down, or members are inactive or organization is dysfunctional.



The increase in growth has been mainly in CBO membership. The majority of the CBOs have identified the services that they provide as being related to community development (12%), Agriculture (9%), Women and Education. The majority of the NGOs registered are mainly to provide social support services (13%), with some focusing on Women, Youth or Health.

It is anticipated that the development of the NGO assessment tool and implementation of Action Plans developed for each NGO assessed will provide support to enhance NGO capacity and minimize the number of dysfunctional NGOs.

**1.3 Monitoring and Evaluation of SUNGO Services**

The Monitoring and Evaluation framework provides evidence to SUNGO's overall performance, based on the level of satisfaction of members. The site visits covered more members this year as compared to 32 in 2012. Only 56 (64%) responded to the survey from 87 organisations visited. SUNGO did not meet the set targets of 75% of organizations to be



visited. 55 organizations were not visited due to change of contact or contact person was not on site when visited.

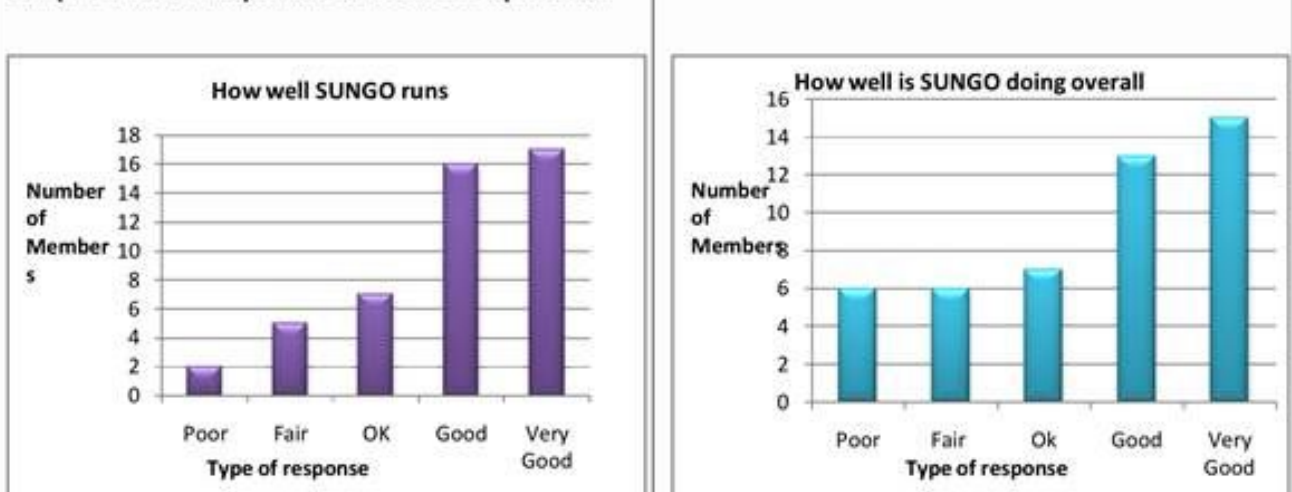
Though the overall rating of SUNGO performance was satisfactory, measures to address gaps and grievances of members needs to be taken into consideration. Communication between secretariat and members had the highest rating of dissatisfaction from members. Most of the respondents rated management as "satisfactory" (16) while more people were "neutral" in rating the way SUNGO communicates with them. Indications of methods for improvement were given by suggesting decentralization of office and training programme. Others requested that staff should give them more timely information on training opportunities and not advised them only a few days ahead.

Below is a summary of the feedback from members that responded.

**Table II: Comments and Recommendations**

Complains about SUNGO services	Poor communication network between SUNGO Secretariat and CBOs 35% of membership complaints were from rural based organizations Complaints were mainly about SUNGO staff not visiting them. Rural members hardly receive any new updates from SUNGO monthly or quarterly newsletter
Suggestions by members.	Implement more trainings/courses in rural areas rather than being centrally based in town area More awareness programs of what SUNGO is about
Recommended improvement	Members prefer to have visits twice a year (beginning and end of year visit) Rural based members requested to have meetings/trainings in rural areas SUNGO must seek ways to disseminate information to rural based organizations. Filtering down of information from the recipient to the organization membership.

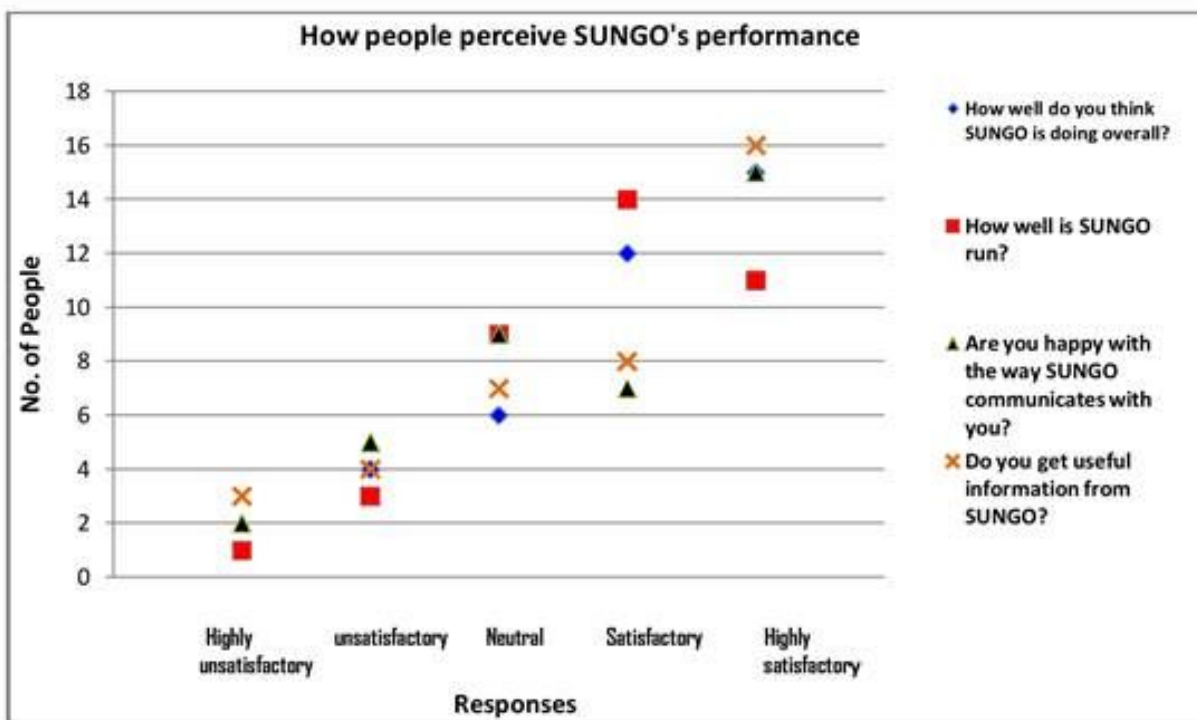
**Graph 2. M&E response on SUNGO operation**



The M&E highlighted the need to raise and clarify SUNGO's role to community organizations more. SUNGO is perceived as either a donor or an organization that will write proposal requesting for funds. The misunderstanding appears to involve organizations that have applied for membership as an outcome of the Project Design and Management Course under CSSP. This can be resolved through the distribution of SUNGO flyers and Council members joining the M&E visits.

Though there has been an overall increase in organizations requesting for membership, more importantly is the number of CBOs 12% that have fallen over or inactive. This indicates a great need to re-instate the Managing organization (MO) course which ceased since the end of the EU NSA project. Funding request to CSSP for MO has been denied.

**Graph 3: Monitoring and Evaluation Results on SUNGO performance**



**Goal 2. Communications and Information sharing**

SUNGO fosters a well informed civil society sector through providing effective communications and services.

## 2.1 CSO information and liaison



*SUNGO information booth and staff at the International Volunteers Day 2012*



*SUNGO information documents printed and distributed for members and stakeholders.*

Major problem arose with the communication and information area due to a high turnover of staff serving this post. Three different staff were recruited to this post over a period of twelve months. There is mismatch in the range of skills required to meet the expected outputs. Hence, the difficulty to attract an appointee that was able to meet all specifications for the job offer, at the salary range provided. Efforts to pool skills from current staff to meet service output only created issues of staff overload and delays in other work areas. The expected skills range included website layout, graphic designer, database entry, and journalism. This resulted in only one newsletter being produced and circulated throughout this year. Six press releases were circulated to media outlets and were either printed in the Samoa Observer or broadcast over the radio stations. Also two promotional banners, to promote services and enhance visibility of donors and supporting partners.



At least 50% of members receive information through e-mail, newsletters, visits and forum. Face to face encounters are highly desired by rural based organizations, but can only be possible when conducting Training Needs assessments and monitoring and evaluation visits.

*Members at the AGM 2012*

Communication breakdown at organizational level remains to be a problem and training on Good Governance practices will raise the awareness of organizations leaders on the importance of information being filtered down to individual members.

Public forums provide the avenue for awareness and advocacy for sound policy advice to government. This is a role of the Executive Council to advise and facilitate dialogue with civil society based on what they perceive is at the best interest of the people. This also provides

the opportunity for SUNGO to foster good relationship, linkages and partnership with all stakeholders at both levels.

**Goal 3 Institutional Strengthening:**

SUNGO member organizations are empowered to effectively manage their organizations and services to their communities

**3.1 Training**

Training continues to be the main SUNGO activity. Overall this has increased by 44 percent in the number of participants trained throughout this year as compared to the previous year, despite fewer training providers involved.

In the past, SUNGO provided training and developmental programme for its members only. A change of focus has made SUNGO services more inclusive and now extended out to the wider community and Civil Society organizations regardless of being a member. This trend started in 2008 when SUNGO’s training services were extended to the independent water scheme associations through the EU Water Programme and has since developed modules that are now tailored and modified to the needs of the Civil Society Support Programme.

Recent changes also brought training levels towards community based organizations (CBOs). This has continued over the past year with 54% (135) of training programmes catering for community based organizations (CBOs) and 46% (90) of training programmes for nongovernmental organizations (NGOs). See Table III.

**Table III: Training Focus by Sector**

Training Focus	Total Number of Organizations	Number of Training Programmes
CBO	135	13
NGO	90	11
Total	225	24

Below (Graph 4) shows the trend of SUNGO training since 2005 until now. The graph illustrates the impact of widening the scope of SUNGO sponsored programmes.

**Graph 4: Training Participants**



The significant increase during 2008-2009 was mainly due to the training programme for Independent Water Schemes, Organization and Project Management Training under the EU NSA project,

A further boost occurred in 2011 due to CSSP funded project management courses. In 2010-2011, was a training contract with CSSP on project management delivered as

mentoring sessions. These sessions were reverted back to trainings in 2011-12 leading to a decrease in course numbers. For this financial year 2012-13, again an increase of participants as CSSP continues to direct funding into training for civil society organization back into course delivery.

### 3.2 Training Providers and Training delivery

Only three training providers were secured for this financial year, fewer than previous years. The Samoa In Country Training Programme (SICTP), CSSP and UNDP. SICTP provided for 54% of the courses, 42% CSSP training and 4% UNDP training.

Thirteen percent of the training courses were technical training such as mental health diagnostic counseling, health and safety of pre-schoolers and transformational gender equality training. Remaining courses included generic skills training such as project management, monitoring and evaluation, advocacy, community funding, community research, report writing, good governance, and computing and data collection.

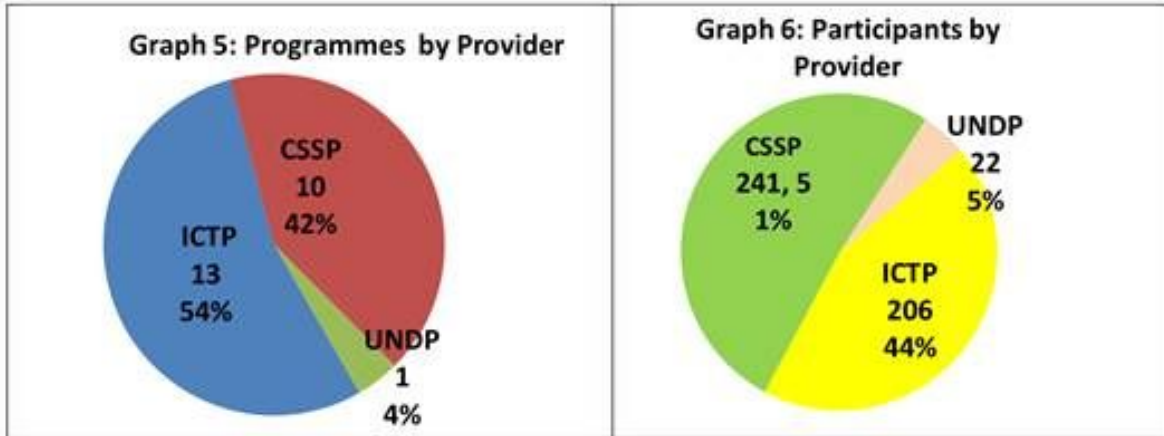
Most of the SICTP trainings are delivered in English with a co-trainer to facilitate translation where possible. CSSP trainings are delivered in Samoan and are tailored for community based organizations. These are more accessible for grassroots organizations.



The UNDP training was mainly to introduce a research tool for organizations to use for community research. This was intended to kick start community research on gender and social equality, in collaboration with UNDP. This provided a promising avenue for SUNGO to further explore options in making transformational changes within society in social and gender issues rather than just training provision.

A range of training providers is key to SUNGO training and development to

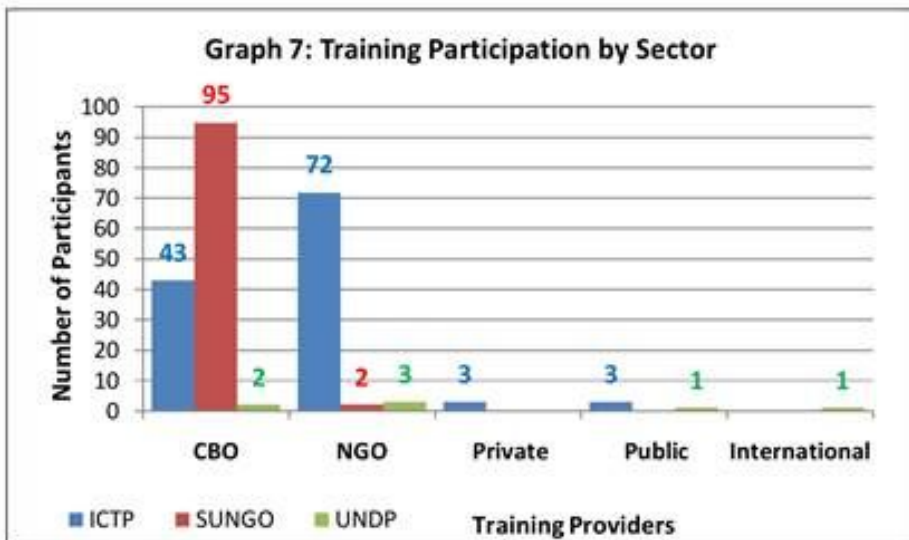
ensure that the coverage is diverse and more accessible to organizations members. At the same time, programmes need to encourage the wider civil society sector to contribute to sustainable development of Samoa. The increase in course participants for this year was due to the increase in number of courses requested under SICTP, and the increase in number of participants enrolled in the Project Management courses delivered by under CSSP. SICTP ran more courses with lesser participants as compared to SUNGO training under CSSP. See (graph 5/6) below on courses by provider by the number of participants.



The increase in registration for SUNGO training under CSSP is mainly due to the following:

- High demand by CBOs for project management skills to increase knowledge and success in managing community and development projects
- More accessible because it is conducted at district level, closer to their villages/homes.
- No fees are charged as it is fully covered by CSSP.
- Courses are delivered by local certified Trainers in Samoan language

Graph 7 below outlines the spread of Training participation by Sector.



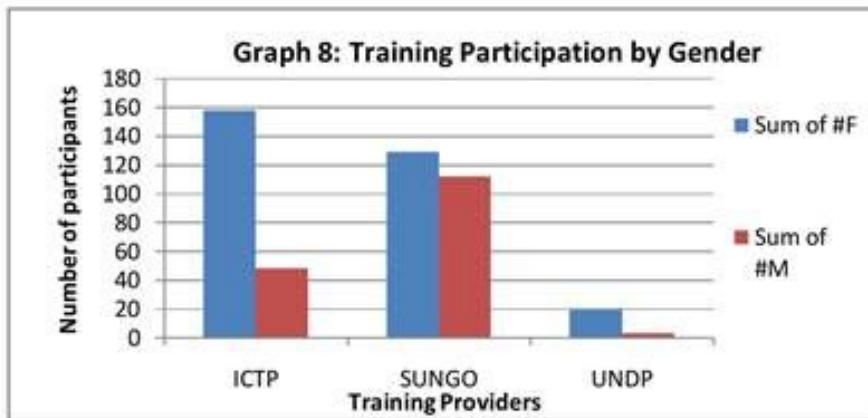
All the training run by SUNGO this year was funded under the CSSP Training Contract. This included 10 Project Management courses (PM), 6 on Upolu and 4 on Savaii. SUNGO has pool of 13 CAT certified trainers fully managed by the SUNGO Training Staff. Recently SUNGO was granted recognition by the Samoa Qualifications Authority under its Non Formal

Learning Recognition and Accreditation for the Project Management courses.

### 3.3 Training Programme and Beneficiaries by Gender

There is a continuous increase in the number of females attending overall training implemented by SUNGO with 65% of participants being female and 35% male. Across all providers female participants dominate training especially SICTP training. However there has

been an increase in the participation by men in the SUNGO training programme compared to previous years. This year 47% of those attending SUNGO training were male.



For this financial year, 97 % of the overall participants met the course objectives as assessed by the trainers through pre- and post-tests. An average of nine organizations attended each course. Over the year, 97 working days were allocated for training days alone. These days do not

include days allocated for needs analysis, training design, training review and assessment and training reporting.

### 3.4 NGO Assessments Process.

The project was developed to assess the health of Non-Governmental Organizations against a set of agreed standards. By assessing an organization's activities against these standards, support or training can be made available to address the problems identified and improve the performance of the organization.

These assessments are carried out by a small team consisting of the SUNGO Technical Advisor, 2 Trainers and the CSO coordinator. The tool was developed, and tested in 2012 and further reviewed in 2013 using feedback from stakeholders. These assessments involve an introductory meeting with the manager, followed by separate meetings with staff and Board representatives. Results are discussed by the assessment team and the respective NGOs to agree on ratings for each area of activity and key documents are requested as verification that processes are in place.

Results are reported, identifying strengths of the organization and also areas where improvements can be made through support or training. Since the start of this project, fourteen (14) organizations have been involved.

Of the seven NGOs assessed in 2012, five have finalized their Action Plans with two (IWSA, OSSLI) near completion. These Action Plans have 6 and 12 month reviews and where the NGOs have received CSSP funding. The 12 month review will be completed prior to Steering Committee decisions regarding next funding installments.

For the year 2013, 7 NGOs were advised by CSSP to be assessed. Three are close to completion with draft or final reports submitted to CSSP and Action Plans being developed. Three could not be completed due to insufficient information provided as well as lack of coordination by the NGOs.

**Table IV: Summary of NGO Assessments completed to June 2013**

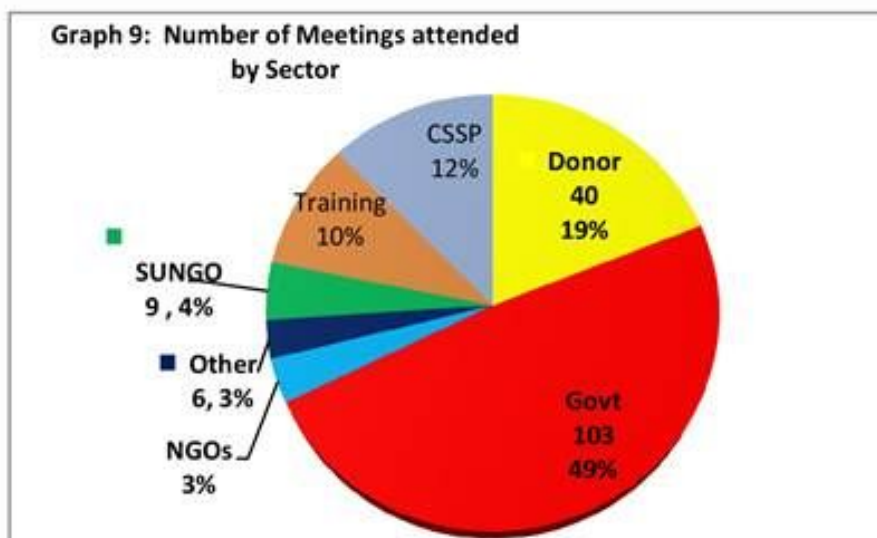
Name of NGO	Status
<b>2013</b>	
<b>Animal Protection Society</b>	NGO Assessment completed and Action Plans for these organizations finalized and sent to CSSP/NGO/SUNGO
<b>Goshen</b>	
<b>Cancer Society</b>	
<b>Nuanua o le Alofa</b>	
<b>Independent Water Scheme Association</b>	NGO Assessment completed and Action Plan sent to Manager. Awaiting feedback.
<b>O le Siosiomaga Society Inc.</b>	NGO Assessment completed and Action Plan being finalized with Manager
<b>Samoa Umbrella for Non-governmental Org.</b>	NGO Assessment completed and Action Plan tabled at SUNGO Retreat as input to 2013-2014 Annual Plan



**Goal 4: Advocacy and Policy Advise:**

*SUNGO member organizations needs and concerns are addressed at national level*

Recognition of the role of Civil society and its participation in national, regional and international decision making has changed dramatically as compared to past years. SUNGO now represents NGOs and Civil society on most Government planning, advisory and steering committees. A total of 211 meetings were attended by SUNGO representatives throughout



this year. A total of (49%) 103 meetings were with Government line Ministries or Government committees. Donor review meetings total 40 (19%). These meeting are crucial as donors' gauges feedback on whether the needs of civil society are taken into account in Government planning process. Similarly, CSSP meetings and assessments accounts for 26(12%) of total meeting attended. This provides direct input and decisions into funding arrangement for CSO. SUNGO is a mandatory member of the steering committee with 2 other CSO representatives elected by Civil Society member at a CSO forum for the duration of two years. Trainings, SUNGO meetings and meeting with other NGOs make up the remaining 20%.



*SUNGO members meeting with UN officials on Climate Change 2013*

Though it's difficult to assess the impact of CSO in national decision making and planning, but the fact that they are inclusive of decision making process, is a milestone to be celebrated. This has improved the partnership between Civil Society and the government of Samoa with the voice of civil society being heard. Refer to graph 9.

#### 4. 1 SUNGO participation in Line Ministry Committees:

Representations on National committees were spread to executive council members plus the CEO to adequately cover and make appropriate contribution to national development. SUNGO is now part of almost all National Sector Committees and Advisory bodies of Government with the exception of the Health and Agriculture Sectors. SUNGO is represented in at least three of the donor funding programmes and in one case designated as Chairperson (GEF). However, direct inputs by civil society representatives are made through roundtable meeting with Development Partners or funding institutions on behalf of Government. Challenges are mainly on the inconsistency of representation or the same people attending all meetings.

Only 2 CSO forums were held for this financial period. One was to gauge the view of CSO actors on the Constitutional Amendment Bill 2012 on 10% of Women in Parliament. The other was to collect CSO issues for the upcoming SIDS conference in 2014. A submission to Parliament and the later provided options to the Prime Minister for maximizing Samoa's benefits in the SIDS conference. Both submissions were highly commended. However the current political system gives public integration of ideas and provides a minimal timeframe for consideration.



*SUNGO Executive members with Members of Parliament at the Bills Committee meeting*

An Executive Council priority was to review the SUNGO Constitution in the light of several changes that the organization has undergone and the emerging challenges within the setup of civil society. SUNGO continues to seek opportunities to better improve communication links with Civil Society members and to enlighten CSO organization on issues impacting on their wellbeing. A major constraint has been the short notice often given to civil society to participate in meetings and consultations. This is further compounded by the ineffectiveness of the Thematic Group leaders to filter down information to its other members.

#### 4.2 International Affiliations:

SUNGO was selected by IWRAW to provide a Shadow Report to the 52nd UN CEDAW Hearing in New York. The report was constructed around the State report on CEDAW. SUNGO coordinated the report with groups of interested NGO representatives highlighting national issues affecting women in Samoa. Public Officials alluded to the Shadow report as having



*Lemalu and CEO with Government delegation to the 52<sup>nd</sup> CEDAW Hearing in NY, 2013*

influenced the 52 Concluding Comments given by UN to Government for implementation within the next 5 years. A positive outcome has been the inclusion of SUNGO in the CEDAW partnership Committee coordinated by the MWCSO.

**Goal 5: Research and Data collection:**

SUNGO provides effective research and data collection to better inform civil society initiatives

Research has been a long overdue objective in the SUNGO Strategic Plan due to the lack of adequate funding to conduct a national representative survey on CSO issues. Hence, a VIDA volunteer funded by AusAID was requested to set a research unit. Funding was then secured through UNDP to enable SUNGO to undertake social accountability research on the 4 MDG Goals for which Samoa has not been progressing well. However, in ensuring an effective and sustainable operation, the need for a fulltime local counterpart was noted at the outset of the roll out of the project. This was raised and approved in our mid-term progress report to CSSP. Evidently the set up is progressing well.

The establishment of the research unit is a milestone achievement for SUNGO. This will provide evidenced based information for SUNGO to effectively advocate for issues affecting civil society.

The first phase of Social Accountability Research is now complete. Data was collected on the Community Score Card (CRC) from 300 Households. Of the 300 questionnaires, 262 were completed while 38 were incomplete and treated as missing data. Such missing data occurs for the reasons that:

- (a) Household members were not at home after 3 visits by the data collectors and
- (b) Household members have moved overseas or to other villages permanently.

Few changes were made to the original Workplan of activities for the SA Research. The *Literature Review* was completed. For the *Development of Questionnaire with key stakeholders*, the Research Officer and SUNGO staff facilitated the sessions with no payments made. For the *Pilot Questionnaire*, 8 data collectors took part instead of 2 as of original plan. Expenses were made for the *CRC Village Contact* during the distribution of letters to the 3 regions of Apia Urban Area, North-West Upolu and Rest of Upolu.

Data is currently being entered and will be made available to the contracted Statistician for analyzing. Preparations have started for the next phase of the SA Research - Community Score Card (CSC).

A number of lessons were learnt from this exercise including the need for closer evaluation of data collectors to avoid over expectations regarding ability to conduct survey, and avoiding recruitment of data collectors either too young or too old to manage this role.

SUNGO conducting research in Lufilufi Village



*Auditors Report*