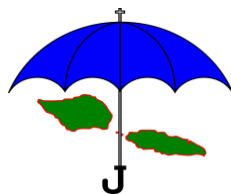




SUNGO



Samoa Umbrella for Non-Governmental Organisations

ANNUAL REPORT
1 July 2020 – 30 June 2021



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Cover Page Photograph is the Strategic Planning Forum held on 5 February 2021

Acronyms

AGM	Annual General Meeting
DFAT	Australian Government - Department of Foreign Affairs and Trade
CBC	Capacity Building Coordinator
CEO	Chief Executive Officer
CSOs	Civil Society Organisations
CSSP	Civil Society Support Programme
CBOs	Community Based Organisations
	Convention on the Elimination of all Forms of Discrimination Against Women
CEDAW	
EbA	Ecosystem-based Adaptation
EU EDF	European Union European Development Fund
EC	Executive Councils
GCCAI	Global Climate Change Alliance Initiative
ICO	Information & Communication Officer
IUCN ORO	International Union for Conservation of Nature's Oceania Regional Office
ME	Monitoring and Evaluation
MSP	Marine Spatial Plan
NUS	National University of Samoa
NEOC	National Emergency Operation Centre
NGOs	Non-Governmental Organisations
NOLA	Nuanua O le Alofa
OP	Ocean Plan
PANG	Pacific Network on Globalisation
PIANGO	Pacific Islands Association Non-Governmental Organisations
PCA	Post Cotonou Agreement
PSET	Post School Education Training
SICTP	Samoa In-Country Training Programme
SQA	Samoa Qualification Authority
SUNGO	Samoa Umbrella for Non-Governmental Organisation
SVSG	Samoa Victim Support Groups
SGP	Small Grant Programme
SOE	State Of Emergency
SDG	Sustainable Development Goals
TA	Technical Advisor
TNA	Training Needs Analysis
UNDP GEF	United Nations Development Programme / Global Environment Facilities

1 Report of the National President - Tauā Fa'amoemoe Tala



The 2020-2021 financial year has been extremely difficult for SUNGO due to significant delays in scheduled activities for most of its projects. This was primarily due to COVID-19 State of Emergency restrictions. Such a period allowed the Umbrella Organization to reflect and assess its position to better serve our members and the country. Amidst all odds, our relationship and partnership grew stronger thanks to the support of our national partners (government ministries and the private sector) and many Civil Society Organizations across the country.

The Executive Council's engagement has also supported the management and staff through their advisory role in the implementation of activities mandated by the Annual Plan. There were no changes to SUNGO policies or procedures, but minor revisions were made to improve the Strategic Plan

for 2020-2040. These careful assessments were designed to help with project requirements and flow, as well as reaching out to the community in need during this difficult time and in the years ahead.

One of SUNGO's main roles is to build capacity, advocate for the importance of CSO voices, and strengthen Civil Society's inclusiveness in every development sector. This financial year, the Umbrella Organization was involved with its registered members and the community. Trainings, site visits, and meetings with civil society members were among the highlights. It is also the year in which the umbrella completed several projects in collaboration with international and national partners. Among these are the EU-DG and EU-EDF MO and PDM Trainings, CFLI Democratic Processes Trainings, the MWTI Building Codes Trainings, and some of the UNDP Spotlight initiatives. Not forgetting the visibility and enthusiasm of SUNGO in implementing of specific policies and national laws and strengthening the inclusiveness of CSOs in Samoa's development.

Overcoming the challenges and completing some of these important projects would not have been possible without the support of the Government through the CSSP and its ministries, as well as our international partners such as the European Union (EU), the Canadian Government (CFLI), UNDP-Samoa, the World Bank, UN-Women, and IUCN for their financial assistance throughout this financial year. I also thank the Executive Council members for their guidance in promoting and carrying out SUNGO's activities. Your participation in policy implementation, including attendance at SUNGO-EC monthly meetings and numerous forums and meetings as representatives of the Umbrella and Civil Society, has been invaluable. We would like to thank our Technical Advisors, The Cretneys (John and Mary) in New Zealand, and Talweez Kaur Senghera and Scot Sheridan in Australia, for their assistance and ongoing contributions.

Finally, I want to thank and applaud the CEO and staff for all their hard work this year, especially their sacrifices to strengthen the role of SUNGO and Civil Society. We appreciate your service to CSOs and country.

Soifua

Tauā Fa'amoemoe Tala
NATIONAL PRESIDENT

2 Report of the National Treasurer - Roina Fa'atauva'a-Vavatau



As National Treasurer, I am pleased to present SUNGO's Annual Financial Statements for the year ending 30 June 2021.

The 2021 financial year has been a challenging year for SUNGO but good outcomes have been achieved. The main challenge SUNGO faced was changing its accounting system. This upgrade was undertaken on our auditor's advice so SUNGO could account for the many and complex projects being undertaken. Several new systems were considered and online XERO accounting system was installed over the period Jan – April 2021. These Annual Financial Statements have been prepared using XERO.

2.1 Statement of Financial Performance

This report found on pages 7 and 8 of the Annual Financial Statements, gives a summary of the Income and Expenditure for the year. It gives the "bottom line", surplus or deficit. As at 30 June 2021, SUNGO generated a cash surplus of \$83,853.

The following table summarises SUNGO's financial performance from the last 3 financial years.

Year	2021	2020	2019
Result	Cash Surplus \$83,853	Cash Surplus \$170,338	Deficit \$18,963

The following donors have provided SUNGO with significant financial support:

- The three-year European Union (EU) Direct Grant funding provides \$200,000 per year to SUNGO. This funding will finish on 28 February 2022. Because of delays caused by the pandemic, the time frame for this programme is being extended.
- A two-year European Union Economic Development Fund Project will finish in March 2022. As above, the time frame for completion of this project has been extended.
- A two-year environmental project with the International Union for the Conservation of Nature (IUCN) started early in 2020.
- The World Bank and Canada Fund training programmes were completed successfully.
- The Spotlight Initiative Project funded by UNDP focused on the Elimination of Violence Against Women and Girls was extended. This project is on-going.

All the above programmes provide funding for staffing and other administrative overheads

Other reasons for the good result were:

- SUNGO earned \$133,000 in contract management
- There was a significant donation from our Technical Advisors, Cretnes in Partnership
- There was an increase in term deposit interest rates during the year

2.2 Statement of Financial Position

This report found on page 9 of the Annual Financial Statements gives the overall financial position of SUNGO as at 30 June 2021. There has been a significant increase in SUNGO's total worth over the two years ending 30 June 2021.

Financial Year	2021	2020	2019	2018	2017
All Assets	\$1,028,442	\$944,588	\$774,250	\$793,213	\$874,241
Lands, buildings, cash					
Percentage increase / decrease Form previous year	9%	27%	-6%	-9%	

As at 30 June 2021, SUNGO's cash position increased by \$94,000 as significant income was earned through project management.

Financial Year	2021	2020	2019
Total Current Assets - Cash and Creditors	\$831,425	\$840,110	\$419,113
Amount owed to projects & creditors	\$506,808	\$609,396	\$245,497
SUNGO CASH Reserves	\$324,617	\$230,714	\$173,616

With both major EU projects finishing in the 2022 year, the challenge for SUNGO over the coming year will be to obtain further funding through appropriate projects that fit with SUNGO's Strategic Plan.

2.3 Audit

The annual audit was again carried out by BDO. BDO is an internationally recognised company which is extremely thorough, and this ensures SUNGO meets all International Accounting Standards. Donors look for this type of accountability. SUNGO obtained an "unqualified" audit which was an excellent result. SUNGO is grateful for their assistance in migrating to the new accounting system XERO.

2.4 Conclusion:

Despite a difficult year, many people worked hard to ensure SUNGO commitments were met. I wish to thank the following people.

- Our donors EU, CSSP, UNDP and World Bank for the funding opportunities which enabled us to serve the needs of CSOs
- The Executive Council for its Governance role which guided and directed SUNGO throughout the year
- Our Technical Advisors, Dr John and Mrs Mary Cretney, and Ms Talweez Kaur Senghera for their continuing support with our programmes, resources, and advice
- To the members and other stakeholders for their faith and continuous support
- Finally, many thanks to the CEO and staff who made things happen regardless of their reward.

Faafetai tele,

Ma le fa'aaloalo lava



Roina Fa'atauva'a-Vavatau
NATIONAL TREASURER

3 Overview of the Year

SUNGO as the umbrella body for Civil Society Organisations strives to deliver activities outlined in its annual work plan. These activities aim to fulfil SUNGO's strategic plan and to improve and strengthen Civil Society competency, services, and engagement. This annual report outlines the overall progress of activities implemented and completed this year under each of the Strategic Plan objectives.

SUNGO achieved these results with the active support of a range of donors or partner agencies through a series of projects. The work undertaken related to SUNGO management, communications, training, advocacy and research with outcomes reported under the related objective in the strategic plan. These projects are detailed in Section Nine.

Despite the delays in projects activities due to Covid 19, SUNGO was able to complete the most important activities successfully and to engage in a number of projects in association with other agencies.

Significant developments during the year included

- Appointing and developing a full team of competent staff following a restructure
- Improved communication with members through increased use of Facebook, regular newsletters and a new website
- An increased profile in the community through greater engagement with other agencies
- Evidence of increased member satisfaction with services provided.
- An expansion of the trainer team and the delivery of training courses despite COVID
- Increased advocacy activity through community forums and meetings
- Conducting sixteen forums in both Upolu and Savai'i in relation to proposed lands and titles legislation
- Development of the Research Unit and expanded research activity
- A range of successful joint ventures with agencies such as EU, UNDP, Oxfam, MNRE, MWTI, Canada Fund and IUCN

4 Strategic Objective One: Governance and Management

4.1 Governance

The AGM for SUNGO was held on 5 February 2021. Normally this would have been held in November 2020. However, the AGM was delayed due to strict restrictions imposed by the SoE for Covid 19.

In the meeting, Tauā Fa'amoemoe Tala was elected as the new President when the position became vacant due to the departure of the former President Lavea Lua Nafo'i. The Secretary and the Vice President position holders remained unchanged until the end of March when Peseta Arasi Tiotio resigned from the Vice President position due to work commitments.

There was a further change when Figota Manuele was elevated as a member of the Executive Council when Iuni Lotu, member of Papaseea Sliding Rocks Development, also resigned. Rev. Misiperetiso remained as the only reserve member of the Executive Council.

Council members

The Council members of SUNGO elected at the AGM on 5 February 2021:

National President	Tauā Faamoemoe Tala
Vice President	Peseta Malouamaua Afoa Arasi Tiotio
National Treasurer	Roina Faatauvaava-Vavatau
National Secretary	Leilua Faleafaga Toni Tipamaa
Executive Members	Saena Penaia Tofilau Raymond Voigt Tavu'i Anne Laumea Rev Esaroma Fatilua Leaula Theresa Asiata Maria Caroline Kovati Iuni Lotu (resigned straight after AGM 2019/20) Lavea Peseta Lua Nafoti (President from Jul 2020 until 18 Sep 2020) Reserve: Figota Manuele Reserve: Rev Misiperetiso

The AGM was attended by 86 members representing 43 member organisations, 3 non members and 8 SUNGO staff.

	Male	Female
# Members NGOs	18	14
# Members CBOs	13	34
# Members Trusts		6
# Non members		3
# Staff	4	4
TOTALS	35	61

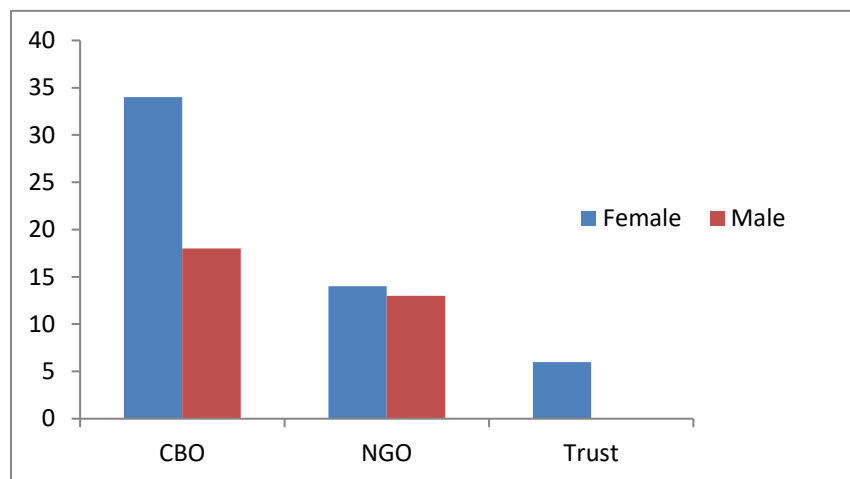


Figure 1: Members Attending SUNGO 2020 AGM by Organisational Type

The formal reports from the Chairperson and Treasurer were received and adopted. The audited Annual Financial Statements were approved. Members felt that the goals of Governance and Management, Communication, and Institutional Strengthening were being achieved. However, some members were concerned about the working environment of SUNGO staff as well as the salaries. The Executive Council needs to consider this issue because staff are key assets of SUNGO. SUNGO would not have been able to perform its core roles according to its mandates if staff are not competent or committed to the organisation.

There was also concern about the long term sustainability of the organisation and that the Executive Council should start fundraising to raise sufficient funds to support the work performed by staff.

4.2 Strategic Plan

In November 2020, a review of the Strategic Plan was carried out by the SUNGO Policy Technical Advisor and the CEO. Their report was referred to a subcommittee of the EC which met four times to review and finalise changes to the plan. This subcommittee presented the proposed changes to the Strategic Plan following the 2021 AGM on 5 February 2021. The meeting was open to members and others interested in what SUNGO does and the direction it is taking. The recommended changes were debated with minor amendments being made. The final plan was endorsed by all present. This forum was attended by 60 people, eight of which were staff.

4.3 Management and staff

Following a series of appointments from mid 2020 under the newly approved structure, SUNGO operated with a full complement of staff over the 2020-2021 year but with two staff changes. Research Officer Masoe Iosefa Tautua left the organisation in early March 2021. The CEO and the appointment panel subsequently appointed Programme Assistant Iairo Tala to replace Masoe as the new Research Officer and later appointed Tiaremoana Saio as the new Programme Assistant. The Administration Officer Orepā Naseri also left in January 2021 for a new position in private industry and was replaced by Agnes Aiono.

In view of some staff turnover, the CEO increased salaries of the staff to recognize their performance and to assist in retaining them in their positions for the longer term. The management's strategy to building trustworthy and competent human resources is through assessing staff performance, recognition where appropriate, and providing developmental opportunities for staff. This process will encourage all staff members to commit to their appointments and perform their duties well.

There have been ongoing zoom trainings conducted by Mary Cretney – Technical Advisor on finance to support both the Finance and Administration Officers especially as SUNGO migrated to the new accounting system to ensure coding was properly entered, and Bank Reconciliations completed in a timely manner. This then enabled regular financial reporting to the Executive Committee and to donors. Mary also supports the Communications Officer with the development of the new membership database while John Cretney continues to support the Information Technology and Human Resources areas. Both Technical Advisors put significant time into assistance in reporting to donors.

5 Strategic Objective Two: Communications

5.1 Overall communications

SUNGO aims to foster a well-informed civil society sector through providing effective communications and services and facilitating improved information to and linkages between CSOs and improve the public profile of SUNGO and CSOs. This is achieved through::

- Providing information through regular forums, newsletters, press releases, email and updating of information on SUNGO's website.
- Conducting capacity building training and support to CSOs for communication, research-based advocacy, data collection, organisational learning, mentoring, and knowledge sharing
- Conducting surveys for reviewing and getting feedback on SUNGO performance.
- Developing and maintaining a comprehensive CSO and member database, including information on member activities and needs.
- Engagement with the media through press releases.

The SUNGO Information and Communications Officer, Temukisa Sione - Leatuao was recruited in early August 2020. Since then, significant improvements have been made to SUNGO's communications to its members, with quarterly newsletters, written press releases after every SUNGO event or activity, and regular updates on SUNGO's Facebook Page.

SUNGO members have been sent information for meetings, calls for proposals, newsletters, and recruitment throughout the year. This has generated more regular communication between the office and members. Information is also displayed and made available at each SUNGO event or meeting. These have included the CFLI, Spotlight, MWTI, MNRE and EU related initiatives by SUNGO.

Press Releases detailing SUNGO events, as well as Job Vacancy Advertisements have also been sent out to media outlets, and this has also increased SUNGOs awareness and visibility. Members are always being encouraged to follow SUNGO's Facebook Page, to ensure they are up to date with news, events, and funding opportunities.

By year end, SUNGO was close to upgrading its website, with the hope to publish regular updates and notices, and to share information with all its member organisations and stakeholders through this platform

5.2 Facebook and Website

According to records from previous years, the SUNGO Facebook Page was first set up in March of 2015, to increase its visibility and profile to its members as well as other civil society organisations in Samoa.

Although this page is six years old, regular updates and posts have only been undertaken recently. SUNGO staff have utilized this platform more regularly sharing several posts and happenings this year. Posts include SUNGO information and services on offer, various workshops, partnerships with stakeholders and PIANGO promoting Pacific 2030, vacancies and SDGs strategies, Training programmes and Expression of Interests or Calls for Proposals are also notified to members.

A number of member organisations have also linked successfully to this page and have shared a number of posts, advertisements and updates with their friends and connections on this social media platform. For this financial year, 2020 to 2021, SUNGOs Facebook Page Likes totaled at 2,046, with total page Followers of 2,067.



Figure 2: SUNGO Total Page Likes 2020-2021



Figure 3: SUNGO Total Page Followers 2020-2021

In early 2021, SUNGO engaged local CSL to develop a new website for SUNGO. On behalf of SUNGO this project was managed by SUNGO Technical Advisor John Cretny. The new site **www.sungo.ws** launched in July 2021 provides a greatly expanded range of information which includes SUNGO documents such as the Strategic Plan, all previous Annual Reports, key recent SUNGO project reports, previous newsletters, and media releases. The site provides links to donors, to possible funding sources for NGOs, and provides information on future SUNGO courses and other resources available to NGOs.

The site also includes useful background material for readers including EC details, the history of SUNGO, an outline of recent projects undertaken, and background on the civil society sector in Samoa. The website aims to provide a professional but friendly image to the outside national and international community and especially outside agencies, donors and other stakeholders seeking information about SUNGO and its purpose and activities.

5.3 Monitoring and Evaluation

5.3.1 M & E Survey 2020

SUNGO's monitoring and evaluation (M&E) exercise is a vital part of its annual workplan. This activity is being carried out using the online survey tool called KoboTool box to collect data from SUNGO members. This had been developed by the Australian volunteer for NGOs and other CSOs who have access to the internet.

The visits to organisations at their respective locations for both Upolu and Savaii were carried out by five SUNGO staff and, for the western side of Upolu, EC member Tofilau Ray Voigt. This was undertaken around the end of September.

This report provides an update of the M&E Survey as well as the profiling activity conducted in Mid-September to the end of October 2020. To keep costs down, the exercise was conducted simultaneously with the CBO & NGO Training Needs Analysis visits to members.

The Annual Work Plan aims to have 75% of members at the end of each financial year visited. During the year 2020, a total of 147 members were visited, out of 215 member organisations, 43 in Savaii and 104 in Upolu, a total of 67% of the membership. Outstanding questionnaires are being followed up.



EFKS Iva Youth (CBO in Savaii)



Komiti o Tina Falefa (CBO in Upolu)

Table 1: Members visited by island

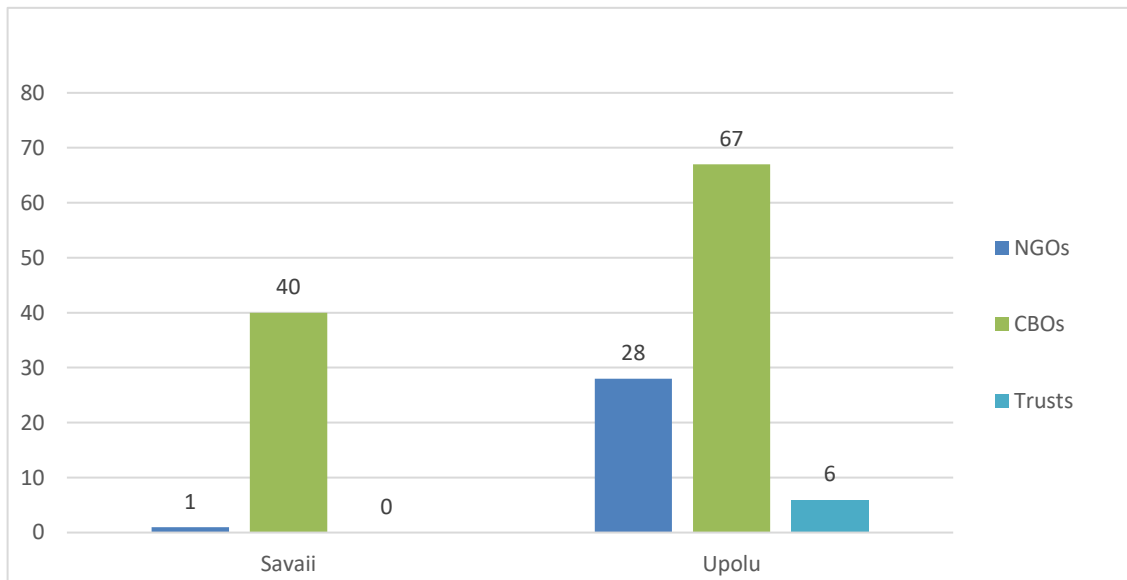
	NGOs	CBOs	Trusts	TOTAL
SUNGO Members	59	146	10	215
Members Visited	28	114	5	147
Savaii	1	42	0	43
Upolu	27	72	5	104
% of members visited	47%	78%	50%	68%

Table 2: Members visited in Upolu for the M&E Survey 2020-2021

No of Organisations visited in the M&E Survey	104	72 CBOs, 27 NGOs & 5 Trusts (Including 4 de-registered organisations)
No of Organisations NOT visited in the M&E Survey	67	Including 48 CBOs, 14 NGOs & 5 Trusts (Including 1 de-registered)
Total No of Organisations in Upolu – including deregistered	171	41 NGOs, 120 CBOs & 10 Trusts

Table 3: Members visited in Savaii 2020-2021

De-Registered	3
No of Organisations visited in the M&E Survey 2020	43
No of Organisations NOT visited in the M&E Survey 2020	5
Total No of Organisations in Savaii	48

**Figure 4: Members visited by island 2020-2021**

5.4 Membership

5.4.1 Total Membership

SUNGO continued to steadily increase its membership in 2020-2021 with the overall 5% increase evenly split between NGOs and CBOs. The table below shows the membership of SUNGO over the period from 2018 to 2021. The full list of current members is provided in **Appendix One**

	30 June 2021	30 June 2020	30 June 2019	30 June 2018
NGOs	59	54	54	55
CBOs	146	141	137	120
Trusts	10	10	10	5
TOTAL	215	205	201	180

. Each organisation is given a copy of SUNGO's Membership Application Form and advised to submit this form together with a copy of their registration with MCIL (if any), copy of the constitution, and a list of its members. This is the process for all organisations that wish to join SUNGO in the future.

5.4.2 SUNGO Membership Survey

Every year, as part of the Monitoring and Evaluation (M&E) exercise, a SUNGO Membership profiling and survey is undertaken to update the details of members and to assess member satisfaction. The survey enables SUNGO to identify areas for improvement, especially in communication and consultation. The activity provided an opportunity for the Research Unit to assist with the annual survey. The survey was created using KoboTool Box to make data collection easier during visits and follow up phone calls.

The visits were carried out between 27 October – 2 December 2020 over a period of 11 days; 4 days on Savaii and 7 days on Upolu. 33 villages on Savaii were visited and 30 on Upolu. In addition, 4 NGOs based in Apia were visited. The Research Officer assisted on Upolu (8 days); the Programme Assistant assisted for all 11 days. The total number of surveys completed was 188, representing 87% of all member organisations. This is the best result SUNGO has attained to date.

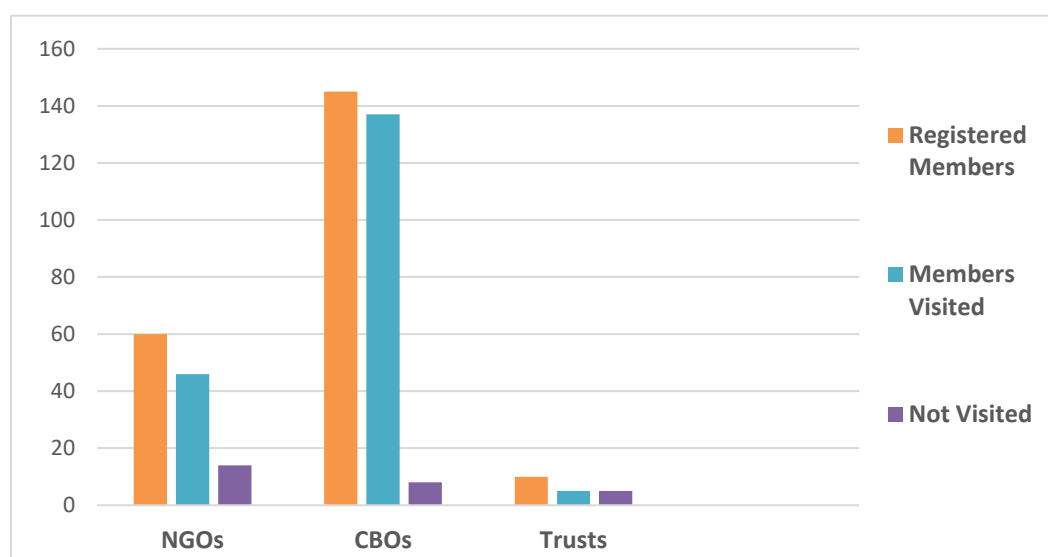


Figure 5: SUNGO Membership 2020-2021 by Organisational Type

5.4.3 Membership Satisfaction

“Do you think SUNGO is an effective and well managed organisation?”

185 of the 188 member organisations answered YES to this question, a 98.4% approval rating. This is the best SUNGO result has obtained to date from its members.

The breakdown of responses against the four strategic objectives aimed at services to members are set out in the table below

Individual Strategic Plan Objectives:

AREA	Very Poor	Poor	Fair	Good	Very Good	% Good / Very Good
Communications		35	47	45	61	56%
Training & Capacity Building		3		57	128	98%
Advocacy		41		75	72	78%
Research	13	21	29	56	69	66%
Overall Percent	2%	13%	10%	41%	44%	

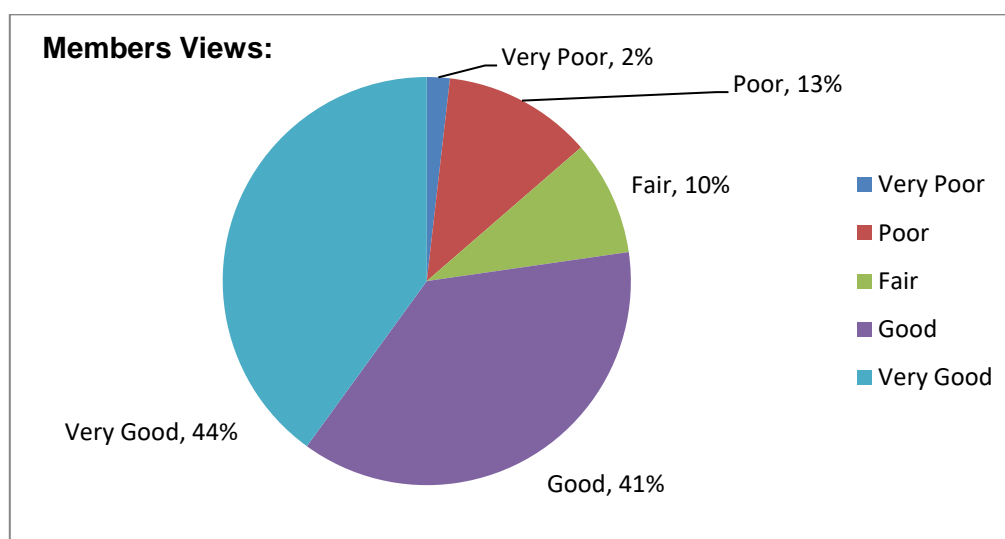


Figure 6: Member satisfaction

This indicates that members rated SUNGO as 85% good or very good overall across these four Objectives.

This data highlighted that training and capacity building rated highly. Most organisation interviewed indicated that they had been able to access training. The training courses identified as being the most valuable were: Proposal Writing, Report Writing, Managing Organisations Training, and Project Design and Management. Specific comment was made by several members that SUNGO has been a huge help providing training on the administration of organisations.

However, members saw the need for improvement in communications, advocacy and research. The survey also highlighted the challenges that individual organisations face, in expressing their concerns about government policy, economic policies, and climate change.

A few members indicated that communication with SUNGO needs to be improved. These comments mostly came from organisations in the rural areas, where more remote members do not have reliable internet access, and do not have ready ability to receive a copy of SUNGO's printed newsletter. This matter is being addressed. Members' preference for communications was by phone, meetings, Facebook and email, in that order.

There were a few comments from members about the services provided. Again, the major area of comment was the lack of communication with members and came mainly from members that joined SUNGO a few years ago. The cause for this is from staff not being properly trained about specific roles of SUNGO which do not include providing financial assistance for its members.

In addition to that, miscommunication of information was also noted. Most of the members that signed up to become a member of SUNGO, were misled by some incorrect information delivered to them during the Introduction to SUNGO and its services -notably that SUNGO was a source of funding for CSOs

SUNGO needs to review its communications strategy to ensure that all members have access to the same information. To avoid this issue from happening again, training was provided for former staff to develop their understanding of the roles of SUNGO. The ICO is currently working on re-connecting with all our members, during this Monitoring and Evaluation survey.

It should be noted that over the past year, with the appointment of a new ICO, communications with members have been significantly improved through Facebook, email and newsletters

These views will be considered in the next planning cycle.

6. Strategic Objective Three: Institutional Strengthening

6.1 Capacity Building

SUNGO is focused on the development of Non Government Organisations (NGOs) and Community based Organisations (CBOs). Capacity building and strengthening civil society is one of the key roles of SUNGO. Learning is Lifelong - This is a common theme that SUNGO promotes to its membership.

SUNGO provides informal learning activities to its members and civil society organisations at the grassroots level where adult learning is encouraged. SUNGO endeavours to make knowledge and skills required by civil society organisations more accessible through providing institutional strengthening and training opportunities for its members as well as the civil society in Samoa.

6.2 Training Needs Analysis

A key role of SUNGO is to identify and provide the training needed to strengthen SUNGO member organisations (NGOs, CBOs and trusts registered with SUNGO) to more effectively manage their organisations and constructively engage in services to communities.

SUNGO undertakes this training through;

1. identifying and analysing training needs of CSOs through a training needs assessment
2. maintaining a pool of trainers to provide training initiatives
3. securing funding to facilitate appropriate training and capacity building outcomes
4. ensuring quality training programmes are developed, delivered, and maintained;
5. securing recognition for training modules through the Samoa Qualifications Authority (SQA)
6. providing mentoring to members and communities in areas of need.

6.2.1 Identifying and analysing training needs of CSOs:

The Training Needs Analysis (TNA) is an exercise to identify the training needs of member organisations, to enable SUNGO to plan a training programme for the following year, and capacity building support, that best meets these needs.

In this reporting year, SUNGO conducted the TNA from September to December 2020 as part of the membership survey. For full details of these visits see Section 4.1.3. As with the membership survey, SUNGO staff used online methods and site visits to collect the TNA data.

The total number of TNA survey completed was 188, which is 87% of all member organisations. This is the best result SUNGO has attained to date. A breakdown of the completed surveys by organisation and island is shown below.

Table 4: Members covered under the TNA Survey 2020-2021

	NGOs	CBOs	Trusts
Savaii	1	42	0
Upolu	45	95	5
Total Surveys Completed	46	137	5
SUNGO Membership	60	144	10
Percentage Completed	77%	94%	50%

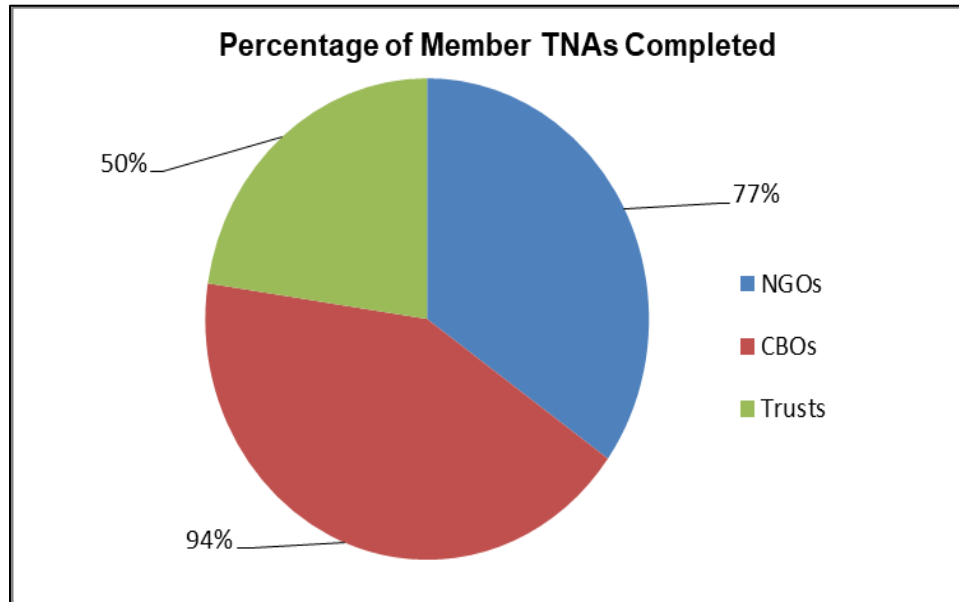


Figure 7: Percentage of Member TNAs Completed

6.2.2 Methods used for TNA Survey:

The graph below shows the methods used to complete the survey. Most surveys (69%) were completed by face-face interview, 10% were delivered to the office and 15% were completed using the online Kobo survey. This is a time saving tool which SUNGO plans to use more in the future.

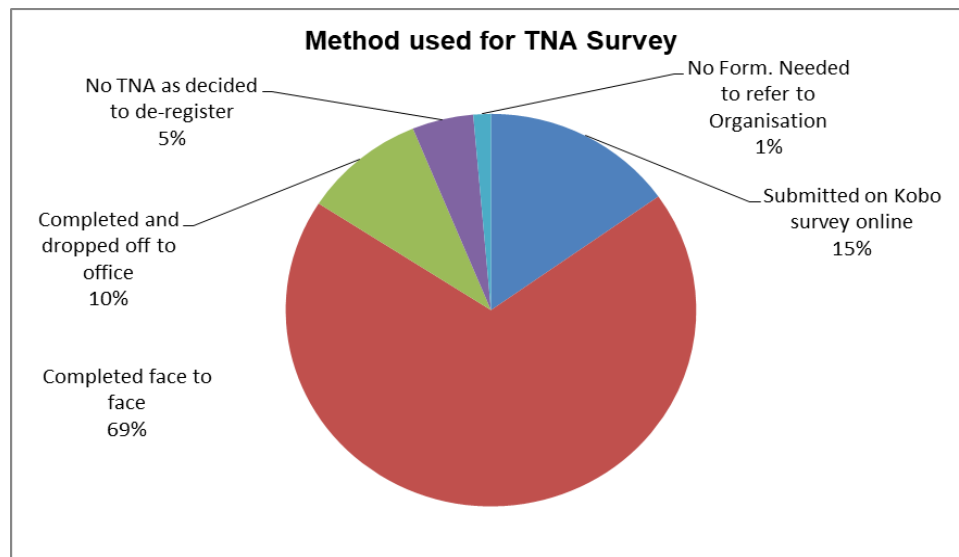


Figure 8: Methods used for TNA Survey

6.2.3 TNA Analysis:

The TNA is a complex document that is still in the process of being analysed. The analysis has been completed for NGOs and Trusts. Some of the key findings are:

Table 5: Analysis of NGOs and Trust Organisations

Preferred Length of Training	NGOs	Trusts
2 - 3 days training	26	1
Weeklong training	11	2
On the Job training / mentoring	6	2
Evening or weekends sessions	2	
Longer term training	1	

There were then four questions relating to the type of training member organisations felt they needed, namely Board governance skills, organisational management skills, organisational finance skills, and project management skills. This analysis gave a set of four tables. One such table is shown below:

Table 6: Project Management Skills of NGOs and Trust Organisations

Project Management Skills	NGOs	Trusts
Data Collection, Data Analysis and Research	46	5
Project and Programme assessment, monitoring and evaluation	46	5
Project and Programme report writing	46	5
Project and programme record keeping	44	5
Project and Programme Design and Proposal Writing	42	5
Project and programme management and coordination	38	5
Managing Project and Programme within Budget	24	2
Marketing Communication and Membership Relationship	14	4

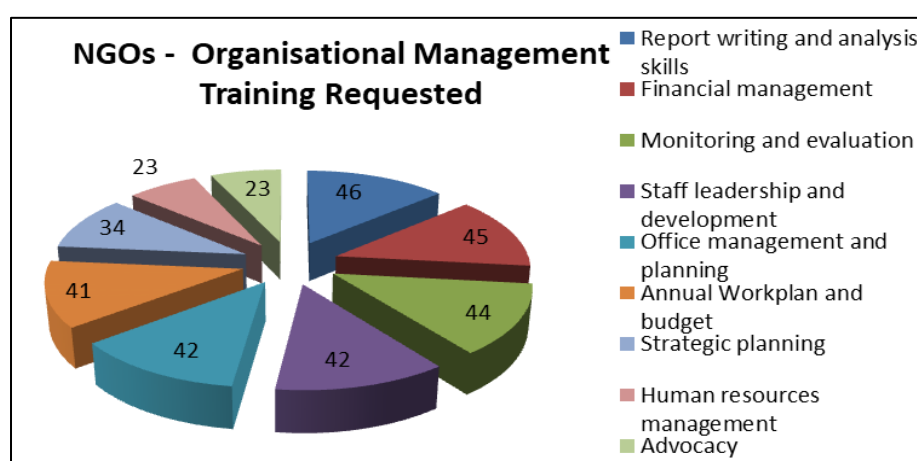


Figure 9: NGOs - Organisational Management Training Requested

These results will also be used to plan the next set of capacity building workshops.

6.3 Programme Delivery

6.3.1 Maintaining a pool of trainers:

Maintaining a pool of qualified and skilled community trainers is crucial to the delivery of a quality training programme. Last year SUNGO reported that the pool of trainers had decreased by four to a total of six trainers. Three trainers had migrated overseas, and one had retired. Early this year, a further trainer retired so it was decided that a recruitment process should be undertaken that looked wider than SUNGO's membership for suitable trainers.

SUNGO publicly advertised an expression of interest of local trainers. There were six applications from public advertising and another six from other communication channels. All those who sent in an EOI attended the Training on Trainers in January 2021. Four EC members (two female and two male) assessed the potential trainers by observing them during this training, and using a set of competencies that included; delivery, visual aids, body language, audience participation and technical competency.

As a result of this thorough process, SUNGO recruited eight new trainers and now has a pool of twelve community trainers. Of these, eleven are from Upolu and one from Savaii. There is a good gender balance, and the newly recruited trainers also have a younger age profile which is important for both training balance and retention. Trainer details are provided in Table 7 below. To encourage community trainer retention, SUNGO reviewed its Operational training policy and revised trainer contracted fees.

Table 7: List of Trainers who attended the Training of Trainers in 2021

Name	Village	M/F	Area
Shirley Auvele	Matautu, Lefaga	F	Rural
Imeleta Iosefo	Vailele, Vaimauga	F	Urban
Tamalemai Apelu	Sataoa, Safata	M	Rural
Mamea Saimasi Suataga	Nuusuatia, Safata	M	Rural
Linda Lifau Siaosi	Auala, Itu Asau	F	Rural
Toga Talapa	Satitua, Aleipata	M	Rural
Faaifo Noa	Vailele, Vaimauga	F	Urban
Elisha Siala Seuola	Lotopa, Faleata	F	Urban
Solialofioa'ana Tauailoto Sauvao	Faleasiu, Aana Alofi I	M	Urban
Tiana Tuipolua	Vaitele Uta, Faleata	F	Urban
Belinda Hansell Lesa	Vailima, Vaimauga I	F	Urban
Solia Paiene	Lotosoa, Saleimoa	M	Urban



SUNGO Trainers 2021

6.3.2 *Securing funding to facilitate appropriate training and capacity building outcomes*

SUNGO has secured funding from the following programmes to provide training and capacity building to members:

Programme	Donor	Training included in contract
Canada Fund Local Initiative	Canada Fund	Engaging in Samoan democratic processes <ul style="list-style-type: none"> • Development of training material • Delivery of Training of Trainers course • Five courses for community organisations
Spotlight Project	UNDP	A global initiative to eliminate all forms of violence against women and girls. SUNGO contracted <ul style="list-style-type: none"> • to assess the capacity of member CSOs on gender issues • undertake 3 days of training with member CSOs □ hold forum
Pilot Programme Climate Resilience Stage 2	World Bank through CSSP	Stage 1 of this project involved the delivery of a pilot programme to CSOs on Climate Resilience relating to water. Stage 2 of this project involves mentoring of the CSOs who have received funding.
EU Education Development Fund	EU EDF	12 community courses are funded under this two-year programme which runs to 31 March 2022 <ul style="list-style-type: none"> • Managing Organisations for CSOs Savaii/ & Upolu • Project Design Management for CSOs in Savaii and Upolu • Project Design Management for CSOs • Proposal Writing for CSOs • Volunteerism Skills Course for CSOs • Good Governance for CSOs • Community Research for CSOs • Research design, planning and methods • Data Collection and Analysis I & 2 • Advocacy and Policy engagement
MWTI Training Programme on Building Codes in the Vaisigano River Catchment Area	MWTI	Conduct awareness workshops for 31 villages of the Vaisigano River Catchment Area (VRCA) on the five (5) simplified national building codes. Training of Trainers held in June 2020 The community engagement programmes will roll out in March 2021.
MNRE Capacity Building Project	MNRE	31 villages of the Vaisigano River Catchment Area (VRCA). <ul style="list-style-type: none"> • Undertake a profiling survey to identify those who may be able to work on the tree planting project • Basic literacy and other skills training for these people • Five CCPDM courses
IUCN Project Managed in partnership with IUCN and MNRE	IUCN Fiji	This project focuses on Community outreach and education environmental issues especially climate resilience. A separate manager has been appointed for this project but SUNGO, through the CBC and ICO, will provide organisational and logistical support. There is minor funding for SUNGO for cost recovery. 41 consultations for 41 districts – start March 2021



MNRE-GCF Cash for Workers Profiling Survey, December 2020



SUNGO-UNDP Spotlight Forum, November 2020



Spotlight Psychosocial and Psychological ToT, February 2021



MWTI Building Code Consultation, March 2021



EU-EDF Project Designed Management Training, February 2021



EU-DG Managing Organisations Training, February 2021

6.3.3 Ensuring quality training programmes are developed, delivered, and maintained;

This year has been a challenging year for the SUNGO training programme due to Covid 19 restrictions. Seven courses have been held covering a total of 23 days – see summary below..

Course Dates	Course Name	Training Focus	Training Programme	Purpose of training
22 - 26 Jun 20	TOT for Community Trainers MWTI	SUNGO Trainers	GCF MWTI	Partnership with MWTI. TOT on delivering training to community on 5 simplified New Building Codes Handbook
11 Dec 20	Good Governance Part 1	Samoa Voyaging Society	EU DG	Review and assess current governance structure of SVS. Assess options
25-29 Jan 2021	TOT Community Trainers PPCR	SUNGO Trainers	PPCR - World Bank	Train all SUNGO's community trainers, including the new recruits, on PPCR course -on Climate Resilience
28 - 29 Jan 2021	TOT Community Trainers CFLI	SUNGO Trainers	CFLI (Canada)	Building the capacity and understanding of civil society organisations to engage with democratic processes in Samoa
22 - 24 Feb 2021	Managing Organisations for CSOs	CSOs	EU EDF	How committees work; communications, planning & budgeting
22 - 25 Feb 2021	Project Design Management for CSOs	CSOs	EU EDF	Capacity Building for CSOs on Project Design and Management
22 Feb 21	Good Governance Follow Up	Samoa Voyaging Society	EU DG	Review and follow up of workshop held 11 Dec



Managing Organisations Training, February 2021

6.3.4 Course results:

Course Dates	Course Name	Pre-test Average	Post-Test Average	Percentage Improvement
22 - 26 Jun 20	TOT for Community Trainers MWTI	23%	79%	56%
25 - 29 Jan 21	TOT Community Trainers PPCR	22%	63%	41%
28 - 29 Jan 21	TOT Community Trainers CFLI	35%	97%	62%
11 Dec 20	Good Governance Workshop - Part 1	34%	90%	56%
20 Feb 21	Good Governance Workshop Follow Up	34%	89%	55%
22 - 24 Feb 21	Managing Organisations for CSOs	74%	80%	6%
22 - 25 Feb 21	Project Design Management for CSOs	65%	71%	6%

All training course results as assessed by pre- and post-tests usually taken at the beginning and end of each course. Some CBO courses have daily pre- and post-tests. The tests are designed to suit the type of course and the type of organisation. In general a percentage improvement of 30% is considered to be a good outcome.

For the above courses:

- The TOT courses gave an average improvement of 54% learning improvement. This is very good but to be expected as the community trainers are experienced and well educated.
- The Good Governance courses also gave a good result, 56% learning improvement. This was a specialist course with a small number of participants from one organisation. Participants were motivated and engaged so a higher result was anticipated.
- The two community courses had a much lower level of learning improvement. These courses had a simple daily test. Looking at the individual pre- and post- test scores, it can be seen that the pre-test scores were high. This can indicate a higher level of knowledge at the beginning of the course, or it could indicate the test was too easy. The CBC will review the course tests as it may be time to use one test at the beginning and end of each course.



Training with CBOs – a variety of action methods stimulates learning

6.3.5 Training Evaluation

At the end of each training course, participants complete a course evaluation containing ten questions related to content, delivery, trainer knowledge and delivery, materials, action methods, course organisation and venue. Scores of 1 – 5 are given for each question where 1 is very poor and 5 is excellent. A summary of these evaluations for six courses is given below.

Course Evaluations Summary	1	2	3	4	5
Rating 1 - 5	😞		😞		😊
Training of Trainers January 2020 - PPCR				11%	89%
Training of Trainers February 2020 - CFLI			1%	3%	96%
SVS Good Governance Part 1				2%	98%
SVS Good Governance Follow up				8%	92%
Managing Organisations		1%	1%	1%	97%
Project Design and Management	1%	1%	5%	1%	92%

Evaluations from the 6 workshops ended on a high note with an average of 96% of answers being the highest score. Participants felt the training met their expectations. There was special comment about using different trainers to present different topics and the partnership between trainers and participants. There was a wish to see other communities have the opportunity to attend this training.

Trainers commented that the participants were well experienced in completing project activities but lacked the management skills.

All venues for training were suitable, with good spaces for exercises. Attendance and punctuality were excellent. Many participants often arrived at venues for groups sharing transport. The mixing between villages worked well and some good relationships developed.

6.3.6 Securing recognition for training modules through the Samoa Qualifications Authority:

SUNGO has maintained its partnership with the Samoa Qualifications Authority (SQA) through its registration as a PSET Training Provider which gives SUNGO recognition of Non-Formal Learning Programmes. SUNGO has developed training programmes which are currently using for capacity building.

The following courses are currently registered and recognised by SQA.

- Managing Organisations for CBOs
- Project Design and Management for CBOs
- Climate Change Project Design for CBOs

Over the past 18 months, SUNGO has developed 6 additional training programmes. These are

- Good Governance for CBOs
- Financial Management for CBOs – a package of 4 courses
- Engaging with Samoan Democratic Processes

These courses require more work to ensure that all training materials meet the very high standard required to meet formal recognition by SQA. SUNGO plans to have these ready for submission to SQA by the end of 2021.

6.3.7 Providing mentoring to members and communities

Best practice is encouraged through mentoring and training. Mentoring is an ongoing process where SUNGO provides a range of support to members organisations; training follow up, assistance with financial systems, assistance to complete forms such as applications for donor funding, Government forms for registration, and SUNGO's own membership registration forms. SUNGO staff are the first line for assistance through mentoring but often community trainers provide this assistance under the leadership of the Capacity Building Coordinator. Over the year a number of member organisations from both Upolu and Savaii visited the Vaitele office to receive help from SUNGO staff in completing their funding applications.

6.3.8 Funding Application Assistance

This is one of the main areas where SUNGO assists members. SUNGO advertises all funding opportunities through its newsletter and Facebook. . Members that have no access to newsletters and Facebook were informed by emails, or phone calls about these opportunities.

This period there were six funding opportunities

- United Nations Environment Programme - International Coral Reef Initiative (ICRI)
- New Zealand High Commission Fund (Round 2)
- Canada Funding Local Initiatives (CFLI) 2 Rounds
- Japan's Grant Assistance for Grass-roots Human Security Projects (GGP)
- UN - Spotlight Initiative Women in Leaderships (WIL)

Members find completing funding applications forms very difficult as the language and terminology is often complex.

Through these funding opportunities, SUNGO managed to assist 14 CSOs who needed assistance with their applications. Members were grateful for the assistance and mentoring provided by SUNGO staff in completing the application forms involved as they often find the forms very difficult to understand. All felt more confident in preparing further applications

7 Strategic Objective Four: Advocacy

SUNGO took steps to strengthen its role advocating and engaging on policy matters on behalf of civil society to ensure civil society needs are addressed at the national level.

Areas in which SUNGO can play a role include

1. providing training in advocacy and creating a database of key experts conducting civil society forums and regular thematic group meetings to develop common policies and positions on key national and thematic issues
2. actively engaging with development partners, government, and other bodies
3. ensure civil society positions are publicly available and advocated for.

Activities undertaken in the past year are set out below

7.1 *Providing training in advocacy and creating a database of key experts:*

Two advocacy trainings were undertaken during this year.

7.1.1 *Canada Fund Local Initiative Project:*

The goal of this project was to provide CSOs with a greater understanding of Government mechanisms, for example government departments/ministries, parliament and parliament committees and agencies such as the office of Ombudsman. The project also aimed to build capacity of CSOs in basic research and advocacy skills.

Key project activities undertaken included

- consulting and engaging subject matter experts to design and write materials. Summarizing and translating materials into Samoan.
- Developing a full training plan and undertake a training of trainers
- Conducting five workshops using the above training plan and materials

The development of the materials was completed by January 2021 and the Training of Trainers was carried out successfully in February 2021.

7.1.2 *UNDP Spotlight Initiative:*

The goal of the UNDP Spotlight Initiative is to eliminate violence against women and girls. In Samoa this project is focused on domestic and partner violence and advocacy for elimination through the actions of community-based organisations. The project also aimed to build the capacity of CSOs to disseminate information and advocate in the community on this issue. SUNGO played an active part in this project and contracted activities which were completed included:

- assessing the capacity of member CSOs on gender issues.
- undertaking three days of training of trainers with member CSOs..

Over September – December 2020, SUNGO coordinated a survey of 23 organisations in Samoa to assess their capacity to respond to this issue. A training of trainer's programme for the full SUNGO training team was conducted by UNDP in February 2020. This training was to provide the team with knowledge of the issue of violence against women and girls and to enhance their skills to disseminate information and to advocate on this issue. Ongoing work includes strengthening the capacity of the advocate network to lobby for improved services to survivors

7.2 *Creating a Database of Key Experts:*

This activity has not yet been undertaken. It is planned for Year 3 of this project.

8 Strategic Objective Five: Research

The Research Unit was established for specific purposes ranging from advocating for CSOs' voices to be heard, to identifying areas that can benefit the community as well as addressing issues that are believed to be causing significant problems for Civil Society as a whole. The collection and analysis of data from SUNGO registered members and the community can aid in addressing areas that require implementation, particularly at the national policy level. Other involvements of the Research Unit have included:

- Delivering research skills training for staff so that they can accomplish research assignments;
- Establishing and implementing important research projects in areas such as human rights, policy analysis, climate change advocacy, gender equality, and so on;
- Building and maintaining a research database to support advocacy views and other SUNGO operations.
- Discussions with external agencies, stakeholders, and the government on key policy concerns, as well as the provision of a platform for information sharing.
- Maintaining accurate record keeping on all SUNGO research and data collecting (adequately documented and archived).
- Searching for technical researchers and policymakers to join the SUNGO team.
- Collecting data and performing community research.
- Policy papers on a variety of issues that concern CSOs and the general public. (Indicative)

8.1. Developing and conducting research projects:

The Research Unit has taken an active role in five different projects involving research.

- **Three Amendment Bills Consultation Forums** - The data for this activity, which was part of the Oxfam Project, was generated, gathered, and analyzed by the Research staff. The outcomes of these consultation forums were then utilized by SUNGO to produce a proposal to the Government of Samoa that reflected the community's collective position.
- **Samoa Civil Society Capacity Assessment on Gender Equality and Violence Against Women and Girls (EVAWG)** - The UNDP Spotlight Initiative and SUNGO partnered on this Civil Society Capacity Assessment. The project's goal was to assist CSOs working on VAWG and domestic abuse with technical, practical, network, and training resources. Women's groups, youth groups, and those working in areas where oppression intersected were among those who participated. SUNGO has been recognized as a major implementing partner for the Capacity Building Initiative.
- **SUNGO Membership Survey** - Every year, SUNGO performs a membership profile and survey to update member information and conduct a satisfaction survey. The Research Unit played an active role in conducting the latest survey. SUNGO can use the survey to identify areas for improvement, particularly in communication and consultation.

The survey also revealed the difficulties faced by individual groups in voicing their concerns about government policy, economic policies, and climate change. The survey was designed with KoboTool Box to make data collecting during visits and follow-up phone calls more convenient.

- **MNRE Capacity Building Project** - The Research Unit aided the Programme Team with community involvement and data collecting for this project so that appropriate training materials could be developed. Before being hired to plant trees, workers must have basic English and communication skills.. The KoboTool Box tool was utilized in the profiling study, which comprised school leavers and unemployed persons. The information obtained will be applied to design the necessary training for the project's continuance with training planned in the next financial year.
- **CSOs Engagement Survey: Barriers that hinder in Policy Making Processes** - A core function of the research unit is to provide information on the barriers that prevent civil society organisations from participating in democratic and political processes, as well as sustainable development and economies, environmental protection, and community commitments. The team is working on a capacity assessment survey to identify these barriers, as well as the specific policy areas where CSOs wish to have an influence.

The goal of the Canada Fund Local initiative (CFLI) referred to earlier, which began in early 2021, was to provide CSOs with a better grasp of government processes. SUNGO Research staff were present for the three Upolu CBO trainings and had one-on-one discussions with participants.

The data gathered from various CSOs and the general public will be combined to make an advocating report, which will be submitted to the government in order for the people's voice to be heard.

Conducting the research among SUNGO-registered civil society organisations, non-registered civil society organisations, and members of the general public was considered. Following discussions with the Chief Executive Officer and the Programme Team Leader, we have agreed to cover 80 percent of SUNGO members as representing 80% of the organisations surveyed along with 10% of non-members, and 10% of the general public to make 100% coverage.

At present, 61 percent of members in Savaii and 57 percent of members in Upolu have been covered representing a total coverage of 55 percent of SUNGO registered members with 25 percent remaining to be surveyed. The research is projected to be completed by December 2021 or January 2022.

The Executive Council's involvement in carrying out these activities was a tremendous help. It also shows organisations that SUNGO appreciates their input and engagement.

The support of the Government of Canada through the CFLI programme is appreciated and can hopefully continue. These trainings will increase the capacity of Civil Society's to take part on policy processes and activities related to national legislation.

8.2. Research Database

The Research database was established as an outcome of trainings conducted by overseas technical advisers. This was saved in both e-copy and hard-copy forms on the SUNGO main server and the Research Cabinet. Many of the training materials have their own folders in which they are maintained and categorized. The same method applies to each project with which the Research Unit was involved. These materials are reviewed and updated on a regular basis to ensure that they remain current and useful in the future.

8.3 Dialogue with external agencies and stakeholders:

During the second year of this initiative, four external stakeholders were consulted regarding projects in which the Research Unit was involved, and their input was fully exploited to create reports that were disseminated. These were the external agencies:

- Oxfam
- UNDP
- Canada Fund
- Ministry of Natural Resources and Environment (MNRE)

8.4 Ensuring proper record keeping on all research and data collection:

All of the research files and data are properly stored. The hard copies are stored in specified folders. E-copies are saved in specified Research folders on the SUNGO server.

8.5 Recruitment of technical research and policy staff in SUNGO:

It was not until 12 August that SUNGO had both research positions filled. Despite a thorough appointment process, the Research Officer resigned mid-March 2021. Following the normal recruitment process, the current Programme Assistant was appointed to the position starting early April 2021 with the position of Programme Assistant filled soon after.

9 SUNGO Projects Undertaken

9.1 EU EDF Research Project

This two-year contract (ST616,000) with the European Union commenced on 1 April 2020. The key objectives of the contract are

1. Strengthening and building the capacity of Civil Society Organisations in organisation and project management to improve CSO strength and sustainability.
2. Strengthening and building the capacity of SUNGO and civil society organisations in research, investigation, and data collection to promote evidence-based advocacy and improve accountability of public functions.

These objectives will be achieved through the delivery of a set of twelve training courses focused on organisational capacity building and research and on the setting up of a Research Unit.

Progress to date in **course delivery** has included providing two courses for CSOs in February 2021

- Managing Organisations
- Project Design and Management for CBOs.

Progress to date in **research** has included the establishment of the Research Unit through the appointment of a Research Officer and Programme Assistant, the provision of training of the research staff by the Technical Advisor (Research) and the completion of research in two small scale projects.

Further detail is provided in Sections Six (Institutional Strengthening) and Eight (Research) of this report

9.2 OXFAM in the Pacific Project

In early 2020 SUNGO developed a relationship with Oxfam Pacific based in Fiji, and Oxfam subsequently funded an organisational review in response to a request from CSSP that SUNGO undergo an independent review as a prerequisite to being awarded further funding or contracts through CSSP. This review highlighted a number of areas where SUNGO could improve its capacity especially in relation to advocacy activity. Oxfam subsequently provided a one off grant of USD30,000 to address the issues raised in the report.

This work was carried out in the period from May to October 2020. The outcomes achieved included:

- the hosting of a series of forums across Samoa on pending legislation
- a review of the SUNGO strategic plan
- a restructure of the organisation and the appointment of new staff
- policy review and the provision of training in research and financial management.

Given the significance of the three amendment bills proposed by the Government in relation to the constitution, lands and titles court, and judicature, this objective was seen as high priority by the Executive Council. In order to consult widely across Samoa, activity was expanded from one forum to a series of sixteen forums held in both Upolu and Savai'i. SUNGO managed to cover sixteen districts involving ten on Upolu, five on Savai'i, one on the island of Manono. Through these sixteen forums, a total of 1116 people attended.

Island	Male	Female	Not known	Total
Upolu	272	266	136	674
Savai'i	215	101	2	318
Manono	73	49	2	124
TOTAL	560	416	140	1116

Those attending were given the opportunity to express their opinions about the three amendment bills without any influence from SUNGO members. As depicted in the analysis most people rejected the bills because they believe this legislation would put their families and heritage in jeopardy. For example, family members would end up fighting for a matai title under the influence of other people who were not direct descendants of a matai title. Serious concern was raised about the real motive and political intent behind these amendment bills.

The views of those attending were obtained via a questionnaire in which the two options provided were to tick the box for either 'Agree with the amendments' or 'Disagree with the amendments'. The same form included a question to participants whether they support the work of SUNGO. The general observation supported by the data and analysis, was that more than 94% of people rejected the amendment bills. Everyone who participated was very supportive of this SUNGO initiative and understood the repercussions of these bills for Samoan families.

A full report on the work conducted was submitted to Oxfam in October 2020. SUNGO was commended for its work.

9.3 Canada Fund Local Initiative – Advocacy Training (CFLI)

The goal of this project is to provide CSOs with a greater understanding of Government mechanisms; with government departments, parliament, parliament committees and agencies such as the office of Ombudsman. The project also aims to build capacity of CSOs in basic research and advocacy skills.

Key activities are:

- Development of course and relevant materials to build capacity and understanding of CSOs to engage with democratic processes and institutions in Samoa
- Training of Trainers course
- courses for community organisations

The outcomes achieved are detailed in Sections Six (Institutional Strengthening (Advocacy) of this report.



9.4 UNDP Spotlight Project

The Spotlight Initiative is the joint United Nations and European Union global initiative to eliminate all forms of violence against women and girls. The project also aims to build capacity of CSOs in knowledge and advocacy of this issue and advocacy. This was an important project for SUNGO to be involved with, working on achieving national goals as well as goals that set up by the United Nations under the Sustainable Development Goals

Contract activities include:

- assessing the capacity of member CSOs on gender issues. This has been completed
- undertaking 3 days of training of trainers with member CSOs. This has been completed.
- Providing workshops for CSOs to strengthen the capacity of the advocate network to lobby for improved services to survivors

The outcomes achieved under this project are outlined in Sections Seven (Advocacy) and Eight (Research)

9.5 Pilot Programme for Climate Resilience (PPCR)

Stage 1 of this project involved the delivery of a pilot programme to CSOs on Climate Resilience relating to water. Stage 2 of this project involves mentoring of the CSOs which have received funding. The activities involved site visits to the beneficiaries to make sure that the water tanks and fittings are properly maintained and looked after. This project was funded by the World Bank through CSSP. Further detail is provided in Section Six (Institutional Strengthening)

9.6 MWTI Building Codes Consultation Project

This small project between the MWTI and SUNGO involved conducting awareness workshops for the 31 villages of the Vaisigano River Catchment Area (VRCA) on the simplified national new building codes. Training of Trainers on the new national code was conducted in June 2020 and community engagement programmes on the simplified building code handbook are planned to roll out in March 2021. As a result of this project, SUNGO was complimented by villages and the ministry for the effort in facilitating the trainings, which provided them significant information about climate resilience. Further detail is provided in Sections Six (Institutional Strengthening) and Eight (Research)



9.7. MNRE Capacity Building Project

This small project funded through the Green Climate Fund administered by UNDP has been earmarked to assist communities to address climate change risks. SUNGO has been assigned to undertake the following activities:

- Profiling survey to identify those who may be able to work on the project – people living in the 31 villages of the Vaisigano River Catchment Area (VRCA).
- deliver basic literacy training to people living in the 31 villages identified in the profiling exercise above.
- deliver 5 CCPDM courses to build the capacity of people living in the 31 villages above. These trainings include basic communication skills, report writing, and oral communication facilitating by the community training team.

Apart from planting trees, the project also encouraged people to develop some kind of businesses to utilize the funds. People with disabilities were also welcomed to participate.

The project was divided into 4 quarters, and it was planned to start in March 2020, but due to strict restrictions of Covid 19 the project has now been delayed.

Further detail is provided in Sections Six (Institutional Strengthening) and Eight (Research)

9.8 International Union Conservation of Nature (IUCN)

This project focuses on Community outreach, education, and capacity building on environmental issues especially climate resilience. A separate manager was appointed for this project with SUNGO, through the CBC and ICO, providing organisational and logistical support. There is minor funding for SUNGO for cost recovery. The 41 consultations for 41 districts were due to start in March 2021. The consultations on the Marine Spatial Planning funded by the IUCN were successfully implemented, and it allowed SUNGO not only to increase its visibility to the communities but to engage with its non-active members as well as the public. The consultations focused on influencing, encourage, and assist communities and villages throughout the country to conserve the integrity and diversity of nature and to ensure that any use of natural resources is equitable and ecological sustainable.



10 Acknowledgements

The SUNGO Management and Staff would like to take this opportunity to thank all of its development partners, donors, civil society organisations, stakeholders, and the Executive Council for their assistance and support. This guidance has been essential to our efforts in carrying out the activities outlined in our strategic plan.

SUNGO also appreciates the Government of Samoa's support through each Ministry, which has recognised civil society's voice through recognition on numerous Steering Committees and Councils. These opportunities are important to civil society whereby CSOs can influence government policies and guidelines and have an impact on issues that matter most to our communities.

SUNGO looks forward to establishing a stronger financial foundation from which it will be able to continue to build more resilient and authentic partnerships, as well as strengthen the support it is able to provide to all civil society organisations and communities and advocate for their needs.

Appendix One: SUNGO Membership List as at 30 June 2021**Non-Governmental Organisations (NGOs)**

#	Organisation	Village / District
1	Adventist Development and Relief Agency (ADRA)	Lalovaea, Apia
2	Animal Protection Society (APS)	Vailima, Apia
3	Australia Pacific Technical College (APTC)	Vaivase, Vaimauga
4	Community Revival Outreach Programme Incorporated (CROP)	Apia City
5	Discovery Aiga Connection (DAC)	Lotopa, Faleata
6	Education and Science Foundation Incorporated	Vaitele-Tai, Faleata
7	Samoa Women Committee Development Organisation Incorporated (SWCDO)	Siumu, Safata
8	Fa'ataua Le Ola (FLO)	Tamaligi (EFKS Building)
9	Football Federation of Samoa (FFS)	Tuana'imato
10	Independent Water & Waste Scheme Association (IWWSA)	Saleufi, Apia
11	Leadership Samoa	Saleufi (Pat Ah-Him Mall)
12	Light of Hope Toefuata'ina Incorporated	Tanumalala
13	Loto-Taumafai Education	Vaitele-Tai
14	Matuaileoo Environment Trust Incorporated (METI)	Vailele
15	Mixed Farming Group Cooperative Society	Faleasi'u
16	Motivational Arts Dance & Drama Gallery (MADD)	Malifa
17	National Council of Early Childhood Education (NCECE)	Sogi
18	National World Women's Christian Temperance Union (NWWCTU)	Lalovaea, SDS Main Office
19	Nuanua o le Alofa (NOLA)	Saleufi (Nia-Mall Building)
20	O le Si'osi'omaga Society Incorporated (OLSSI)	Vaivase
21	Pacific Water & Waste Association	Moto'otua
22	Pan Pacific South East Asia Women's Association (PPSEAWA)	Ululoloa, Faleata
23	Pasefika Mana Samoa Social Work Service Inc (PMSSWS)	Lalovaea Palisi
24	Robert Louis Stevenson Foundation (RLSFI)	Vailima
25	Rotaract Club of Samoa	Vaivase-Tai
26	Saina Methodist Youth Group	Saina
27	Samoa Aids Foundation (SAF)	Moto'otua
28	Samoa Association of Human Rights and Law Inco (SAHRL)	Malifa Travelers Point Hotel

29	Samoa Association of Manufacturers & Exporters (SAME)	Matafele (Wesley Arcade)
30	Samoa Cancer Society	Moto'otua
31	Samoa Conservation Society (SCS)	Mulinu'u, Sogi
32	Samoa Education Network (SEN)	Moto'otua
33	Samoa Family Health Association (SFHA)	Moto'otua
34	Samoa Federated Farmers Incorporated (SFFI)	Nu'u
35	Samoa Hotel Association (SHA)	Apia City
36	Samoa Independent Seventh Day Adventist Church Books & Wellness Service Saleufi (SISDAC)	Saleufi
37	Samoa National Council of Churches (SNCC)	Mulinu'u, Sogi
38	Samoa National Youth Council (SNYC)	Togafuafua
39	Samoa Outreach Community Centre (SOCC)	Savalalo
40	Samoa Recycling Waste Management Association (SRWMA)	Tafa'igata
41	Samoa Registered Nurses Association (SRNA)	Moto'otua
42	Samoa United Nations Association Tu & Aga Fa'amatai	Alafua
43	Samoa Victim Support Group (SVSG)	Tuana'imato / Tauese Apia City
44	Samoa Voyaging Society (SVS)	Mulinu'u, Sogi
45	Samoa Youth for Christ (YFC)	Taufusi Coxom Unit 5 & 6
46	Samoa Institute of Architects (SIARCH)	Saleufi (Ace Hardware Building)
47	SENESE Preparatory School	Vaitele-Tai
48	Shrine of the Three Hearts (Gaulofa Ministry)	Vaoala
49	Samoa Business Enterprise (SBEC)	Taufusi, Sanalele Complex
50	Soifua Manuia Samoa Incorporated (SMS)	Tauese
51	South Pacific Business Development (SPBD)	SNPF (Plaza Building)
52	Survival Foundation Society (SFS)	Vaitele-Tai
53	Tautai Samoa Association Incorporated (TSA)	Apia City
54	Teen Challenge Samoa Incorporated	Saleufi (SISDAC Compound)
55	To'omaga o Aiga Incorporated (TOA)	Vaitele-Tai
56	Tofa-Sinasina Samoa Association of Counsellors	Vaoala
57	Young Women's Christian Association (YWCA)	Vaivase

Trust Organisations (TRUST)

#	Organisation	Village / District
58	Baha'i Charitable Trust	Lelata, Vaimauga
59	Clarence Sebastian Trust Foundation	Vailele
60	Fortress of Faith Ministries Trust	Moto'otua
61	GOSHEN Samoa Trust	Moamoa
62	Lavea'i Samoa Charity Trust	Matautu-Uta
63	MAFUTA Organisation	Vaoala
64	Manumalo Baptist School and Community Centre Trust Incorporated Leone	Leone, Apia
65	Manumalo Baptist School Trust Salelologa	Salelologa, Savaii
66	Samoa Returnees Charitable Trust (SRCT)	Vailima
67	Samoa Social Welfare Fesoasoani Trust (SSWEFT)	Matafele (Wesley Arcade)
68	Sei Oriana Trust	Sinamoga, Faleata

Community Based Organisations (CBOs)

#	Organisation	Village / District
69	Ailao Club Samoa	Matautu-Tai
70	Ali'i & Faipule Foailalo	Foailalo
71	Ali'i & Faipule Faleapuna	Faleapuna
72	Ali'i & Faipule Fogatuli	Fogatuli
73	Ali'i & Faipule Malae Faga	Malae, Faga
74	Ali'i & Faipule Paia	Paia
75	Ali'i & Faipule Tapueleele	Tapueleele
76	Ali'i & Faipule Vaitele-Tai	Vaitele-Tai
77	Ali'i, Faletua, Tausi, Sa'aoa Malosi o le Nu'u Solosolo	Solosolo
78	Aoga Aso-Sa Metotisi Vaimoso	Vaimoso, Apia
79	Asosi Taulasea Samoa	Eleele-Fou, Beach Road
80	Atia'e Aiga ia Manuia Vaitele Fou	Vaitele-Fou
81	Atina'e mo le Lumana'i Manuia Matautu-Lefaga	Matautu-Lefaga
82	Atina'e Tautai'a'e Samatau	Samatau
83	Au Fai Fa'atoaga Lafu-Manu Tauatia'e Sosaiete Solosolo	Solosolo
84	Au-Uso Fealofani & Methodist Youth Saleaula	Saleaula
85	Au-Uso Fealofani & Autalavou Saletagaloa Salelologa	Salelologa
86	Au-Uso Fealofani & Methodist Youth & Sunday School Faleolo Safune	Faleolo, Safune
87	Au-Uso Fealofani & Methodist Youth Sapulu Salelologa	Sapulu, Salelologa
88	Au-Uso Fealofani Salelavalu	Salelavalu
89	Au-Uso Fealofani Sasina	Sasina
90	Aualofa Falealupo Uta (LDS)	Falealupo-Uta
91	Au fai Lafu-Manu Puleono Salafai	Salelologa
92	Aumaga Muagututia Gagaifolevao Taulele'a	Gagaifolevao-Lefaga
93	Autalavou EFKS Manunu	Manunu
94	Autalavou EFKS Matautu & Gagaifo-Tai Lefaga	Matautu & Gagaifo-Tai-Lefaga
95	Autalavou EFKS Moata'a	Moata'a
96	Autalavou EFKS Togo, Saleimoa	Saleimoa
97	Autalavou EFKS Vaoala	Vaoala
98	Autalavou Metotisi Lefagaoali'i Savaii	Lefagaoali'i, Savaii
99	Autalavou Metotisi Salani	Salani
100	Autalavou Metotisi Tanugamanono	Tanugamanono

101	Autalavou Nasareta Vaitele-Fou	Vaitele-Fou
102	Beekeepers Association of Samoa (BAS)	Pesega, Apia
103	Children of the Kingdom Iva	Iva
104	Congregational Christian Church Vaipuna	Vaipuna
105	Diabetes Association	Government Building (Beach Road)
106	EFKS Faleasi'u Women's Fellowship	Faleasi'u
107	EFKS Falevao	Falevao
108	EFKS Iva Youth	Iva
109	EFKS Lea'uva'a	Lea'uva'a
110	EFKS Lelepa	Lelepa, Fagamalo
111	EFKS Nu'u-Fou	Nu'u-Fou
112	EFKS Tanugamanono Youth	Tanugamanono
113	EFKS Tulaele Youth	Tulaele
114	EFKS Vaipu'a	Vaipu'a
115	EFKS Vaitele Uta Mafutaga Tina	Vaitele-Uta
116	EFKS Vavau Community	Vavau
117	Ekalesia Fa'alapotopotoga Kerisiano I Samoa (MISSION)	Tamaligi (EFKS Building)
118	Export Taro Growers Group Fatuvalu	Fatuvalu
119	Fa'asao Savaii Society	Safua, Lalomalava Savaii
120	Fa'alapotopotoga Au fai Fa'atoaga Laiti I Aleisa	Aleisa
121	Fa'alapotopotoga o Atina'e mo le Soifua, Fusi Saoluafata	Fusi, Saoluafata
122	Fasito'o-Uta Aoga Amata	Fasito'o-Uta
123	Fathers Association Faleasi'u Satomai	Faleasi'u, Satomai
124	Gagaifolevao EFKS Junior Youth	Gagaifolevao-Lefaga
125	Gataula Primary Health Care	Asau, Vaisigano Savaii
126	Inter-Island Group / Paueta Kalapu (Satitoa)	Satitoa, Aleipata
127	Kionasina Fishing Club Apia	Apia City
128	Komiti & Poloketi a le Nu'u Vailoa Faleata	Vailoa, Faleata
129	Komiti Aoga Tulaga-Lua Fasito'o-Tai	Fasito'o-Tai
130	Komiti Atina'e Faleu Manono	Faleu, Manono
131	Komiti Faletua, Tausi & Aumaga Saoluafata	Saoluafata
132	Komiti o le Vai Nu'usuatia	Nu'usuatia, Safata
133	Komiti o Tina ma Tama'ita'i Loimata o Apaula Papauta	Papauta
134	Komiti o Tina Si'upapa, Lepa	Si'upapa, Lepa

135	Komiti Tina & Tama'ita'i Siutu Sala'ilua	Siutu, Sala'ilua
136	Komiti Tina & Tama'ita'i Vineula	Vineula, Apia
137	Komiti Tina Aelee-Fou	Aelee-Fou
138	Komiti Tina Faleapuna	Faleapuna
139	Komiti Tina Falefa	Falefa
140	Komiti Tina Pitonu'u Iniini Satupa'itea	Iniini, Satupa'itea
141	Komiti Tina Poutasi	Poutasi
142	Komiti Tina Tumama Musumusu Fagaloa	Musumusu, Fagaloa
143	Komiti Tumama Tina ma Tama'ita'i Salimu	Salimu, Fagaloa
144	Komiti Tumama Tina ma Tama'ita'i Samamea	Samamea, Fagaloa
145	Komiti Tumama Tina ma Tama'ita'i Ta'elefaga	Ta'elefaga, Fagaloa
146	Komiti Vaifoa Lealalii Faleasi'u	Faleasi'u
147	Le Piu Farmers	Vaivase
148	Lotofaga Development	Lotofaga, Safata
149	Mafutaga Tina & Tama'ita'i Matagaluega Faleata	Nu'u & Vaitele-Fou Faleata
150	Mafutaga Tina Asofitu Samalaeulu (SDA)	Samalaeulu
151	Mafutaga Tina EFKS Fa'atoia	Fa'atoia
152	Mafutaga Tina EFKS Faleapuna	Faleapuna
153	Mafutaga Tina EFKS Fogatuli	Fogatuli
154	Mafutaga Tina EFKS Tafitoala	Tafitoala
155	Mafutaga Tina EFKS Vaisala	Vaisala
156	Mafutaga Tina Malotau St. Peter Channel	Manono, Aiga I le Tai
157	Mafutaga Tina Metotisi Lefagaoali'i	Lefagaoali'i
158	Malaemalu Methodist Youth	Malaemalu
159	Malie Assembly of God	Malie
160	Matagaluega Autalavou Katoliko Safotu	Safotu
161	Matagaluega Metotisi Leulumoega-Tuai	Leulumoega-Tuai
162	Mata'itoa CBO (Lepale)	Lepale, Fasito'o-Uta
163	Mauloa Agriculture Development	Siumu
164	Namusigano Development Organisation Saleapaga	Saleapaga
165	New Growth Pre-School Lau'i'i	Lau'i'i
166	Nu'usa Farmers Association Sasina	Sasina
167	O le Pupu Pue National Park	Togitogiga, Falealili
168	Ola Finau	Nu'u, Faleata
169	Olo o le Alofa Samoa (OLA Samoa)	Fa'atoia

170	Paia Catholic Youth	Paia
171	Papase'ea Sliding Rock Development	Lepea, Faleata
172	Piu Community Development	Piu, Falealili
173	Punalei Pool Club Faleapuna	Faleapuna
174	Saleimoa Community Based Organisation	Saleimoa
175	Salimu Village Women Development (Faga Savaii) Aualuma, Sa'aoa & Tama'ita'i Salimu Faga	Salimu, Faga
176	Saloga Methodist Youth Salelologa	Saloga, Salelologa
177	Samalaeulu Worship Centre	Samalaeulu
178	Samoa Adventist Lalovaea PTA	Lalovaea
179	Samoa Independent Seventh Day Adventist Church Autalavou Vaitele-Fou (SISDAC)	Vaitele-Fou
180	Samoa Independent Seventh Day Adventist Church, Salelavalu (SISDAC)	Salelavalu
181	Sasina Pre-School	Sasina
182	Saumalu Community Pre-School	Vaoala
183	Seu le Manu ae Taga'i le Galu (SMTG)	Savaia, Faga
184	Seventh Day Adventist Taga Savaii (SDA)	Taga, Savaii
185	Simple Law	Apia City
186	Si'usega AOG Community Youth	Si'usega
187	Sosaiete Au Fai Fa'atoaga Lalomanu (Lalomanu Farmers Association)	Lalomanu, Aleipata
188	Sosaiete Au Fai Popo I Samoa Vailele	Vailele
189	Sosaiete Fesoasoani Moni Sasina	Sasina
190	Sosaiete o Aumaga ma Taulele'a Sala'ilua Aualuma Metotisi	Sala'ilua
191	Sosaiete Tulimatagau Palisi	Palisi
192	St. Teresa Parent Teacher Association Fusi Savaii	Fusi, Savaii
193	Tafua Tai Metotisi Youth	Tafua-Tai, Savaii
194	Tagiilima Samalaeulu	Samalaeulu
195	Tagi I Lima Club – Matautu-Uta Lefaga	Matautu-Uta Lefaga
196	Tama o le Sami Salelavalu	Salelavalu
197	Tama'ita'i o le Mauga Lalovaea	Lalovaea
198	Tauatina'e Kalapu Lepuia'i Manono	Lepuia'i, Manono
199	Tauilili Club Vailima	Vailima
200	Tausala o Falefatu Moata'a	Moata'a
201	Tavana Nurses on Wheels	Vaivase

202	Tulaele 1 st Relief Society Association	Tulaele
203	Universal Peace Federation	Maagiagi
204	Universal Pentecostal Ministry (UPM)	Ma'agao, Fa'atoia
205	Utulua Asau Methodist Youth	Utulua, Asau
206	Va'a o Manu (Faleapuna)	Faleapuna
207	Vaiala Development Committee	Vaiala
208	Vaiana Komiti Tina Tapueleele	Tapueleele
209	Vailele Learning Centre	Vailele
210	Vaisala EFKS Pre-School (Vaisala Itu-Asau)	Vaisala
211	Vaisilika Organisation Faleasi'u	Faleasi'u
212	VOC Women & Youth Fellowship Vaitele-Uta	Vaitele-Uta
213	VOC Full Gospel Church Si'ufaga Savaii	Si'ufaga, Savaii
214	Wesley College Parents & Teachers Association	Faleula