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Children's Action for Development Annual Report



(1 January 2016 to 31 December 2016)

Children's Action For Development (CAD) is a non-government, non-profit, community-based organization that has been operating in the Battambang region of Cambodia since 2006.

CAD formally registered as a Non-Governmental Organization with the Ministry of Interior of Cambodia in February 2011.

The organization works closely with international partners to support vulnerable children and their families by:

- Working with Future Sense Foundation to provide supplementary education classes in three CAD schools.
- Working with Classroom of Hope, to implement a Child Friendly Schools program in seven local government schools.

CAD specializes in providing remedial classes, life skills, human rights awareness and vocational skills training.

Our Donors

- Classroom of Hope (Duncan Ward)
- Future Sense Foundation International
- Asia-Oceania Development Network (AODN)
- Dr. Simon Stock and Mrs. Lynnette Stock, UK
- One Family Project (Wendy Trow) Australia

Our Partners /Networking

- NEP
- Provincial Office of Education – Battambang
- Cambodian Humanitarian Forum

Message from the Executive Director - Achievements in 2016

In 2016, CAD continued its strong partnership with Classroom of Hope (CoH) and Future Sense Foundation (FSF). These two international donors form the backbone of the organization but CAD also enjoys support from a number of smaller donors such as Asia-Oceania Development Network (AODN), One Family, Dr Simon Stock and his family. These supporters have enabled CAD to continue to provide supplementary classes in 3 schools to 409 children, including 20 kindergarten students.

The Child Friendly Schools (CFS) program, which had run in seven local government schools for three years, came to an end in September. All of these schools enjoyed significant improvements and the project provided scholarships to 210 students and life skills classes to another 220 children. Funding for this project came from Navitas, a partner of CoH, who agreed to fund a new project for another group of schools, starting in October 2016.

Future Sense Foundation continues to provide funding to support the Supplementary Class program and CAD hosted 107 international volunteers in 2016.

New partner, Asia-Oceania Development Network (AODN) provided recycling bins and mobile libraries in 64 government schools and wish to continue the partnership. A new project will be developed in 2017.

CAD staff continue to grow in confidence and enjoy low staff turnover. We held one meeting of the Governing Board in 2016 and I once again take this opportunity to warmly thank the Board members for donating their time to CAD.

I am pleased to acknowledge and thank all donors, members of the Governing Board, international volunteers and local staff for contributing to another very successful year in 2016.

Bunrith (Racky) Thy
Executive Director



Vision	Core Values
<p><i>Children Action for Development (CAD) vision is of a happy, loving and understanding family environment which supports the full and harmonious development of children. CAD respects and supports the efforts of parents and other caregivers to care for children in family environment.</i></p>	<p><i>Our core values are honesty, transparency, solidarity, innovation, justice, respect for human rights and gender equality.</i></p>

Governing Board



Chairperson	Mr Hy Sros
Deputy Chairperson	Mr Sun Saveth
Secretary	Mr Chhem Sokhin
Treasurer	Mr Tith Tiarith
Members	Dr Simon Stock
Adviser	Ms Wendy Trow

Photo left: Governing Board members

CAD Supplementary Classes (Future Sense Foundation)

Future Sense Foundation (FSF) is a UK based volunteering organization who arrange for international volunteers to visit Battambang for periods of between one week and a few months. In 2016, 107 FSF volunteers were hosted by CAD.

FSF volunteers have improved the teaching skills of CAD teachers and worked with them to:

- teach English, Khmer, maths, life skills, and sport,
- improve health through first aid, drug education, nutrition (including providing snacks)
- carry out repairs to homes and CAD classrooms.
- support the Womens Handicraft Shop.

A total of 409 students, including 201, girls attended the three CAD schools in 2016



CAD provided supplementary classes in Dauntav Center (1), Prek Chhdao (2) and Ek Phnom (4) and classes are divided into three levels:

- Level 1 (Grade 1 and 2),
- Level 2 (Grade 3 and 4),
- Level 3 (Grade 5 and 6).

Children attend for 5.5 hours per day; this is an increase from 2015 when children attended 3.5 hours per day. Students are educated free of charge and are given pens, books, pencils and other materials necessary for work. Children are also provided with water, food/snacks such as local cakes, bread and fruits. CAD students have the use of a soccer pitch. 62 children (including 7 girls) play in 7 teams and games are played most afternoons. To support our sports program, Qty 60 soccer balls, Qty 4 tennis racquets, Qty 30 T- shirts (soccer), Qty 2 pairs sports shoes (for coaches), Qty 20 sets of training cones, Qty 4 soccer nets, Qty 4 soccer goals were provided.

Child Friendly Schools (Classroom of Hope)

Classrooms of Hope has been introducing Child Friendly Schools in seven government primary schools over a three year period (2013 – 2016). The project involved 1,762 children and 58 teachers in Prek Chdao cluster (6 villages), and Rohal Soung cluster (6 villages). This project was funded by Navitas. The project ended in September 2016 but a new project, using the same successful strategies, began in October 2016.

The weak Australian dollar continued to adversely affect the amount of funds received (in US dollars) in 2016 but CAD was able to carry out most of its work. Some key outcomes include:

- 210 scholarship students were supported during the project. All scholarship students:
 - were provided with materials (books, pens, bottle, bag and uniforms including shoes),
 - passed their grade and those who graduated from primary school were replaced.
- Drop out and repetition rates decreased:
 - Rohal Soung cluster drop outs reduced from 47 (5.83%) at the start 2013 to 21 (2.50%) in 2016.
 - Preak Chhdou cluster the dropout rate in 2013 was 39 (4.03%) and this reduced to 10 (1.02%) in 2016
- Final project evaluations showed that the quality of teaching in schools has improved. The final annual evaluation of schools carried out by DOE showed the average SFE score (all 7 schools) was:
 - 70% in 2013
 - 86% in Sept 16.
- All seven schools received grants for, water & sanitation systems, classroom enhancement, gardens and playgrounds.



Navitas 2 Project



Starting in October 2016, five new government primary schools began a three year project to implement the Child Friendly School program. In addition, Ek Phnom school will receive three new classrooms to provide much needed facilities. This project is being funded by Navitas (Ek Phnom construction and 4 schools) and Jam & Jelly Foundation (1 school).

Photo left: Boeng Tim Primary School

Recycling and Mobile Library – ReBEL



In November 2015, CAD entered a new 12 month partnership with Asia-Oceania Development Network (AODN). AODN provided funding to supply recycling bins to 64 primary schools in Battambang province. In addition, they funded a mobile library to rotate 1600 Khmer fictional books between schools to encourage reading for pleasure.

This project has also helped CAD to strengthen its relationship with DOE, who worked closely with us when visiting the wetland schools.

Some key outcomes of this project include:

- CAD staff disseminated information to School Directors on recycling bins and income & expense control.
- CAD staff visited 54 schools-libraries every month until August 16 to collect reading data and carry out book rotation.
- The monitoring showed that very few books were lost by students and that the teachers and librarians did a good job of managing the books.

One Family

Funds raised by One Family project are used to supplement the salary of the CAD Executive Director and also to support individual families and children who are particularly vulnerable/ at risk of dropping out of school. These are usually CFS scholarship children, so this program compliments the work done by Classroom of Hope. In 2016, One Family provided a wide range of small grants including:

- 10 water filters
- Build pond for vegetable growing
- Purchase equipment for CAD shop and massage.
- Build small house for homeless family.
- Monthly sponsorship of five children (food packages)
- Bought 2 bicycles

Special Projects

Peas Health Clinic. Dr Simon Stock is a member of the CAD Governing Board and his family have been long term supporters of CAD programs. Dr Stock and CAD staff run free health clinics at Peas pagoda and Preak Drob once a month. In addition, his family has provided 101 water filters at Peas and clean water at Peas school.

Women's Handicraft Project. Future Sense Foundation now provide \$100 per month to pay for rent which means that all other activities of the handicraft shop are now self-supporting, based on sales. FSF also encourages volunteers to buy products from this shop. The shop also sells its products at 3 tourist hotels in Battambang. In May 2016, a One Family volunteer provided a one week course to teach four women how to give Swedish massage and bought all the equipment needed to set them up in a massage shop which is co-located with the handicraft shop.

Success Stories

CAD has enjoyed much success in 2016 and this is the result of the synergy produced by all programs. A good example is the story of Moninath, as shown below.

When we first met Moninath's family, they had no home, no land and were relying on the good will of a friend who allowed them to live under her house. Moninath and her family shared a simple wooden bed next to the kitchen downstairs.



The mother of this family had a very difficult life. Her mother died when she was 6 yrs old and when she eventually married, she went to Thailand to work but unfortunately her husband met another woman and they divorced. Luckily, her 13 year old daughter, Moninath was given a Classroom of Hope scholarship and this enabled her to go to school. It also provided her with much needed shoes, uniforms and materials.

Photo left: All they owned. These were the materials they planned to build a new house with – if they could find land.

The CAD Executive Director met the SSC, Village Chief and School Director but had no success so he raised this issue with Governor and the Governor agreed to give a small plot of land to build the house. The land is right next to the school .

In early 2016, One Family project provided money to this family to build a house, buy household goods and food for 12 months. Money was also provided to buy a bicycle, shoes, uniforms and materials so that Moninath can go to Secondary school next year.

Moninath is now in Grade 6 and is ranked Number 4 in her class which is an excellent result.



As a result of CoH/One Family support, Moninath's mother has started a shop which is making a small but regular income. Moninath helps her at the stall when she is not at school but says she would like to be a doctor or nurse in the future. Her mother says it all depends on her - she said she just wants her to give her a good education and "the future is in her hands".

Sustainability

CAD believes the key to sustainability is to developing a strong working relationship with local authorities (POE, DOE and Commune Councils). To strengthen these ties:

- The Chief of POE is asked to provide training at all teacher workshops organized by CAD.
- CAD and DOE staff conduct regular joint visits to CFS schools.
- CAD staff attend all POE meetings that we are invited to.

As a result of this relationship, POE now uses CAD as a good example of collaboration and asks other NGOs to follow our example. POE also wrote an excellent support letter for CAD to apply for funding.

CAD is part of the Battambang Education Support Team led by the POE Chief and Deputy of BEST is selected from one of the 40 NGOs involved. BEST provides good communication between all NGOs and government agencies working in education. The aim is to help NGOs make MOUs and involve NGOs in development of POE's Annual Operation Plan. All Annual Reports from participating NGOs are included in the BEST Annual Seminar (sub national events) and these are then included at National level.

Child Protection Policy

The well-being of children is the highest priority of CAD and all permanent, casual and volunteer staff are required to read and sign the Child Protection Policy when they start work with the organization. A Project Assistant was appointed as the Child Protection Officer and his job is to speak to School Directors (SD) and School Support Committee (SSC) members. He submits a quarterly report to the Director. Two reports of child abuse were resolved and none were ongoing at the end of 2016.

Gender Mainstreaming

Around 1762 children, 870 of whom are girls, directly benefited from the Child Friendly Schools project in 2016 and a further 409 children (including 201 girls) were involved in supplementary classes. CAD has a strong gender equality policy and ensures that females are well represented in all of our projects.

Staffing

As at 31st December 2016, CAD staff comprised:

Position	Name	Position	Name
Executive Director	Bunrith (Racky) Thy	CAD Teacher	Ty Sameth
Administration & Finance Manager	San Vannath	CAD Teacher	Ek Chihong
Project Manager (COH)	Ek Kunthea	CAD Teacher	Lorm Saphor
Project Manager (FS)	Bun Phea	CAD Teacher	Rin Sreleak
Administration/Finance Assistant	Pich Phalkundanich	CAD Teacher	Chan Monyleaksmi
Project Assistant SC	Chey Neroth	CAD Teacher	Soeurn Sophea
Project Assistant SfE	Chhum Thorin	CAD Teacher	Ek Reaksmey
Social Worker SfE	Sor Touch	CAD Teacher	Pin Sohik
Social Worker SC	Roearn Vira	CAD-Teacher	Ly Hannysarifas
		CAD-Kinder. teacher	Chhorm Chenda

Staff Training

The following training was provided in 2016:

- The main section of staff policy, finance policy and child protection policy were trained to staff every staff monthly meeting by ED and AFM
- 7 Cs (7 effective ways of communication) and case study writing were trained to staff by ED in monthly staff meeting
- M&E and photographing were trained to the project staff by AODN in one week from 28th Nov., 2016 to 02 December, 2016
- Techniques of English & mathematic teaching were trained to CAD teacher by FS volunteer, dated from 01/Jul- 12/Aug/2016
- Techniques of Khmer and Mathematic teaching were trained to CAD teacher by trainer from DoE
Session 1: 17-18 May 2016
Session 2: 13-14 Sept. 2016
- Life skill and child right were trained to staff by ED and the project manager, dated 16 Dec. 2016
- Counseling documents sharing was provide to staff
- Training on first aid was provided to CAD teacher on 11-22 Jul. 2016
- New staff induction and admin&finance orientation on 26-27 Dec. 2016

Project Plan 2017

In 2017, CAD will continue to implement:

- Supplementary Class education programs in three CAD schools,
- Schools for Excellence/Child-friendly schools program. This will be run in five government schools.
- Construction of new school at Ek Phnom.
- Volunteering program (Future Sense Foundation)
- One Family program (Wendy Trow)
- AODN project (to be identified)

In 2017, CAD will strengthen and expand collaboration with funding partners and institutions to ensure that CAD remains a strong and viable local NGO.

Prepared by:

Racky Thy/ Thy Bunrith

Executive Director

Financial Summary

See Expenditure Report at Appendix 1.



One- Family Project
Ms. Wendy Trow

Expenditure Report 2016

Supplementary Class Project, funded by Future Sense Foundation

From 01 January to 31 December 2016

Income	
4000 · Grant Income	
4000.02 · SC Income	41,383.06
Total 4000 · Grant Income	41,383.06
4100 · Interest Income	
4100.02 · SC Interest Income	14.92
Total 4100 · Interest Income	14.92
Total Income	41,397.98
Gross Profit	41,397.98
Expense	
5000 · Personnel	
5100 · Salary	
5100.01 · Finance	1,417.50
5100.02 · Admin	1,732.50
5100.03 · Program	17,618.24
Total 5100 · Salary	20,768.24
Total 5000 · Personnel	20,768.24
5200 · Fringe	
5200.01 · Local Staff 5%	81.14
5200.02 · Severance	1,086.43
Total 5200 · Fringe	1,167.57
6000 · Administrative Cost	
6001 · Office Operational Cost	
6001.01 · Communication Cost	218.00
6001.02 · Utilities	153.24
6001.03 · Stationery/Supplies	264.52
6001.04 · Office Rental	1,677.48
6001.05 · Equipment Repair/Maintenance	7.00
Total 6001 · Office Operational Cost	2,320.24

6002 · Travel	
6002.01 · Fuel of Vehicles	311.61
6002.02 · Taxi/Car Rental	137.25
6002.03 · Per Diem	54.00
6002.05 · Vehicles Repairs/Maintenance	<u>69.50</u>
Total 6002 · Travel	572.36
6003 · Inventory Assets	
6003.03 · Maintenance	<u>94.40</u>
Total 6003 · Inventory Assets	94.40
6004 · Essential Organisation Cost	
6004.08 · Bank Charge	<u>100.19</u>
Total 6004 · Essential Organisation Cost	<u>100.19</u>
Total 6000 · Administrative Cost	3,087.19
7000 · Program Cost	
7003 · WorKshop and Meeting	466.75
7004 · Class room Enhancement	99.00
7005 · Infrastructure	3,388.93
7006 · Community Teacher/Assist	478.56
7007 · Health referral	88.00
7008 · Nutrition	6,884.07
7009 · Student Expenses	4,295.97
7010 · Sport Program	306.50
7015 · Lifeskill	<u>367.20</u>
Total 7000 · Program Cost	<u>16,374.98</u>
Total Expense	41,397.98

Expenditure Report 2016

School For Excellence Project, funded by Classroom of Hope

From 01 Oct-15 to 30 Sept 2016

Income

4000 - Grant Income	
4000.03 - SFE Income	<u>53,767.92</u>
Total 4000 - Grant Income	<u>53,767.92</u>

Total Income 53,767.92

53,767.92

Expense

5000 - Personnel	
5100 - Salary	
5100.01 - Finance	6,864.00
5100.02 - Admin	4,128.00
5100.03 - Program	<u>8,954.20</u>
Total 5100 - Salary	<u>19,946.20</u>

Total 5000 - Personnel 19,946.20

5200 - Fringe	
5200.01 - Local Staff 5%	509.51
5200.02 - Severance	<u>746.96</u>
Total 5200 - Fringe	1,256.47

6000 - Administrative Cost

6001 - Office Operational Cost

6001.01 - Communication Cost	612.00
6001.02 - Utilities	482.02
6001.03 - Stationery/Supplies	391.97
6001.04 - Office Rental	<u>3,003.47</u>

Total 6001 - Office Operational Cost 4,489.46

6002 - Travel

6002.01 - Fuel of Vehicles	385.29
6002.02 - Taxi/Car Rental	740.05
6002.03 - Per Diem	450.00
6002.05 - Vehicles Repairs/Maintenance	<u>78.10</u>
Total 6002 - Travel	1,653.44

6003 - Inventory Assets	
6003.03 - Maintenance	<u>510.66</u>
Total 6003 - Inventory Assets	510.66
6004 - Essential Organisation Cost	
6004.06 - Staff Retreat	1,540.00
6004.07 - Exchange Rate Loss	0.17
6004.08 - Bank Charge	29.24
6004.12 - Publishing	<u>106.64</u>
Total 6004 - Essential Organisation Cost	<u>1,676.05</u>
Total 6000 - Administrative Cost	8,329.61
7000 - Program Cost	
7001 - School Grant	13,405.30
7002 - Scholarship	6,265.35
7003 - Workshop and Meeting	3,007.18
7006 - Community Teacher/Assist	1,027.71
7007 - Health referral	145.92
7014 - Monitoring/Evaluation	<u>384.18</u>
Total 7000 - Program Cost	<u>24,235.64</u>
Total Expense	53,767.92