



**SOCIAL ACTION TRUST FUND**  
**“Securing the Future for Vulnerable Children”**



**Group Photo: Stakeholders' Meeting- October 24<sup>th</sup> - 25<sup>th</sup>, 2011.**

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**1. LIST OF ABBREVIATIONS**

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CABA	Children Affected by HIV/AIDS
CEO	Chief Executive Officer
CHH	Child Headed Households
CSO	Civil Society Organization
FO	Finance Officer
IPs	Implementing Partners
MOCO	Monitoring Committee
MVC	Most Vulnerable Children
MDG's	Millenium Development Goals
OVC	Orphans and Vulnerable Children
PC	Program Coordinator
PM	Program Manager
PoA	Plans Of Action
PSS	Psycho - Social Support
Q&A	Questions and Answer Session
REPSSI	Regional Psychosocial Support Initiative
SATF	Social Action Trust Fund
VSI	Vijana Simama Imara

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**EXECUTIVE SUMMARY**

<p><b>Meeting Objectives:</b></p>	<p>The SATF stakeholders meeting had the following objectives, that is to:-</p> <ul style="list-style-type: none"> <li>i) Assess the scope and effectiveness of the programs and activities that are offered by SATF and the extent to which such programs contribute to the wellbeing of MVC.</li> <li>ii) Highlight performance weaknesses, if any, resulting from SATF's policies, programs and approaches towards achieving its long term vision</li> <li>iii) Evaluate the impact of SATF's programs and support to the improvement of the lives of Most Vulnerable Children (MVC) and families through partner organizations and</li> <li>iv) Propose curative measures that will be critical to the successful implementation and improvement of the present performance levels.</li> </ul>
<p><b>Main output/results:</b></p>	<p>The meeting fully met its initial objectives: -</p> <ul style="list-style-type: none"> <li>• Stakeholder's meeting comprising of 36 representatives from 18 NGO's that are SATF partners was organized and convened for two days from 24<sup>th</sup> to 25<sup>th</sup> October, 2011.</li> <li>• Various stakeholders had an opportunity to share their views and ideas regarding the need to improve some of the programs and services provided by SATF to its partners.</li> <li>• The stakeholders agreed on the need to improve Monitoring and Evaluation (M&amp;E) system for its program/service so as to ensure coordinated and effective measurements of the extent of the program/services success.</li> <li>• Contributions from participants have been received by SATF management and Board members for further consideration and action.</li> </ul>
<p><b>Foreseen follow-up:</b></p>	<ul style="list-style-type: none"> <li>• SATF will incorporate the meeting inputs in revising the program operations and preparation of the upcoming strategic plan.</li> <li>• The approved meeting report proceeding to be disseminated to stakeholders for their perusal and reference.</li> <li>• SATF to review its performance based on the inputs and make/recommend ways/approaches as deemed necessary in order to improve its programming,</li> </ul> <p>SATF to consider increasing the level of financial support given to various programs and IGA's due to increasing cost of operations and devaluation of our currency[subject to availability of funds]</p>
<p><b>Participants:</b></p>	<p>The meeting gathered 36 representatives of SATF's partner organizations from 12 regions of Mainland Tanzania at Wanyama Hotel venue, Sinza Mori, Dare s salaam.</p> <p>Two SATF's Board of Trustee members and the Board chairman attended the two days meeting. Also present were the SATF's Management and other staff.</p> <p>The meeting therefore gathered representatives from: MEDI, UHAI CENTRE, MKUKI, USHIVIMWA, AIDS OUTREACH PROGRAMME, HUMULIZA, MUVUMA, KARADEA, St. MARIA GORETH, HURUMA WOMEN GROUP, LISAWA, FPCT, GROWOYODA, PADI, NAWODA, TIKVAH HOMES, HURUMA WOMEN FOUNDATION and NEREFO.</p>

SOCIAL ACTION TRUST FUND (SATF)

Stakeholders' Meeting Report: October 24<sup>th</sup> - 25<sup>th</sup>, 2011

<b>Guest of Honor:</b>	The Guest of Honor was the Mayor of Ilala Municipal Honorable Jerry Silaa. In his speech, he urged the participants to contribute ideas that will catapult SATF's performance even further by providing more effective support to MVC. He also requested a copy of the stakeholder's meeting summary so that he could learn from what has been recommended to enable him to take the necessary actions needed to improve the lives of MVC in his Municipality.

### 3.0 MEETING REPORT

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#### 3.1 INTRODUCTION

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Social Action Trust Fund (SATF) is a non governmental organization that was established by the Government of the United Republic of Tanzania and capitalized by The United States Agency for International Development (USAID). Its vision is to become a leading non governmental organization in Tanzania efficiently supporting Most Vulnerable Children (MVC) whilst supporting the growth of the private sector in the country. Because of the frequency and intensity of problems and challenges that MVC faces in attaining their desired hopes and dreams in life, these children need basic needs i.e. Education, Nutrition, shelter, health and focused Psychosocial Support (PSS) support in order to become productive members of the society. This vision will be reached by mobilizing adequate resources that will be used to transform Most Vulnerable Children (MVC) to become healthy, secured, motivated and productive members of the society. On the Income Generating Activities arena, SATF aims to make grants to legitimate NGOs in Tanzania to promote sustainable growth by providing the necessary support, invest in some profitable ventures and use some of the profits from the investments to provide basic needs to Most Vulnerable Children (MVC). SATF has been implementing a number of projects and programs aimed at addressing the challenges faced by MVC in various regions in Tanzania including Scholastic materials support, Advocacy, Psychosocial Support to children and Income Generating Activities.

In order to assess the performance and effectiveness of its programs and services, SATF management organized a two days stakeholder's meeting that was held at Wanyama Hotel, Sinza Mori, Dar es Salaam from 24<sup>th</sup> to 25<sup>th</sup> October, 2011.

The following report provides an overview of the meeting, a summary of significant issues discussed, and a description of key outcomes and recommendations for way forward from the meeting participants.

**Section One:**

**4.0 PARTICIPANTS, REMARKS, PROGRAMS AND SUPPORT SERVICES AND PERFORMANCE OVERVIEW.**

**4.1 PARTICIPANTS**

The meeting was attended by participants from 18 organizations which are implementing partners of SATF. A total of 36 representatives participated, SATF staff, two members of the Board of Trustees, the Chief Executive Officer and the Chair of the Board of trustees.

The list of organizations that were represented are: MEDI, UHAI CENTRE, MKUKI, USHIVIMWA, AIDS OUTREACH, HUMULIZA, MUVUMA, KARADEA, St. MARIA GORETH, HURUMA WOMEN GROUP, LISAWA, FPCT, GROWOYODA, PADI, NAWODA, TIKVAH HOMES, HURUMA WOMEN FOUNDATION and NEREFO.

A full list of participants is attached as Annex 1.

Participants who were representatives of various Non -Governmental organizations that are also SATF partners introduced themselves. SATF staff that attended the meeting and provided logistical and other technical support also introduced themselves. Finally SATF management staff and members of the Board of trustees that were present and who participated in the two days meeting were introduced by SATF's Program Manager. The following Board of Trustees members and SATF's CEO attended the two days meeting and contributed much towards the success of the meeting by providing clarifications and constructive ideas on issues that were not clearly understood during the discussions.

- i) Mr Basil Mbanga , Chairman of the Board Of Trustees
- ii) Ms Beatrice Mgaya, SATF's Chief Executive Officer
- iii) Mr Donald Charwe and
- iv) Ms Mariam Mwaffisi, SATF's Board of Trustees members

The Guest of Honor was the Mayor of Ilala Municipal Honorable Jerry Silaa.

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## **4.2 OPENING REMARKS**

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Ms Beatrice Mgaya (CEO) and Mr Basil Mbanga (Chairman Board of Trustees) made welcoming remarks. Key points included:

### **The CEO:**

Informed the participants that the objective of the two day stakeholders meeting was to:

- i) Assess the scope and effectiveness of the programs and activities that are offered by SATF and the extent to which such programs contribute to the wellbeing of MVC.
  - ii) Highlight performance weaknesses, if any, resulting from SATF's policies, programs and approaches towards achieving its long term vision
  - iii) Evaluate the impact of SATF's programs and support to the improvement of the lives of Most Vulnerable Children (MVC) and families through partner organizations and
  - iv) Propose curative measures that will be critical to the successful implementation and improvement of the present performance levels.
- Underscored the commitment of SATF to the effective implementation of its programs and improve services in education support, Advocacy, Income Generating Activities and Psychosocial Support to MVC.
  - Recited some of the developments that the organization she leads has achieved since its establishment and highlighted some of the challenges facing it.
  - Challenged the participants to contribute positive ideas and recommendations that will enable SATF to improve its service delivery systems and hence the lives of the MVC.
  - Appreciated the contribution being made by SATF partners towards achieving its short, medium and long term objectives.

### **CHAIRMAN OF THE BOARD OF TRUSTEES**

- Explained how SATF family made up of 4 closely linked partners should work together to achieve a common goal of improving the lives of MVC. The family is made up of Donors, who contribute financial and other resources to SATF, SATF management staff who receive contributed resources from donors, SATF partner organizations who work on the ground by locating and reaching the MVC in need and the MVC who are the final recipients of the resources being contributed. This chain, he said, must be linked together and work hand in hand if any success in SATFs programs and service delivery is to be realized.
- Explained that the best way to ensure continued funding from donors is to be good stewards of funding, to produce results, and to collect and report data to validate results.
- Asked the participants to make a deeper assessment of all the programs and services that SATF provides in order to pinpoint opportunities, weaknesses and challenges facing it, recommend curative measures and propose way forward.

### **THE GUEST OF HONOR**

- Praised SATFs Management and Board members for the good leadership that lead to the excellent performance that was achieved in recent years.
- Cited year 2010 when SATF increased its income by 25% compared to year 2009; cut its expenses by 12%, an achievement that has never before been reached.

- Requested that participants to contribute ideas that will catapult SATF's performance even further and provide more effective support to MVC.
- Talking about some challenges in the education sector, he advised the participants to come up with ideas that will improve the situation by sending their recommendations through proper channels.
- Declared the meeting officially opened.

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### 4.3 PROGRAMS AND SUPPORT SERVICES

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SATF MVC Programs includes Education Program, Community Empowerment Programs and Child Protection Programs. These programs are funded from profits obtained from SATF's investments. Currently SATF supports the following programs and activities:

- **MVC Education Support Program:**

The grants provided by SATF under this program support primary and secondary education for children whose parents have died of AIDS and are therefore unable to pay school fees and uniform and book costs. Pupils who excel at the O-level are also assisted to go to university. SATF monitors the management of these grants and amends guidelines and procedures as necessary to ensure that funds are used appropriately.

Comments and Contributions from participants:

Participants provided their views on the scope and effectiveness of the program and the challenges that they confront in executing the program. Issues such as inadequate funding and the sustainability of funding were raised and discussed. It was generally acknowledged that several issues must still be addressed before major changes are made.

There was also a suggestion that strict regulations be installed for those receiving SATF support to improve in educational performance. One body of thought said that those failing to improve should be dropped from a list of eligible recipients of support. This view could not get much support. It was proposed that a more coherent approach be developed including close monitoring mechanisms.

- **Community Empowerment Program**

The program empowers the community/ local NGOs/FBOs and CBO to be able to take care of growing numbers of MVC. Currently, SATF is implementing a number of community empowerment programs:

- i) SATF is working in collaboration with a local NGO in Songea (PADI) to support MVC caregivers to start Income Generating Activities. This is achieved through provision of soft loans (cash) to MVC caregivers. Under this project, 150 MVC caregivers have been supported to start their income generating activities with prospects of supporting 641 MVC they are caring.
- ii) In collaboration with Karagwe Development Association (KARADEA), SATF has provided loans in form of goats to 30 MVC caregivers who are caring 160 MVC in Karagwe district. Each MVC caregiver is expected to return one goat to KARADEA after one year. The loan is expected to help caregivers to earn some income and take care of their children by selling the goats after multiplications and also to benefit from nutritious goat milk. The returned goats will benefit other caregivers as well.

- iii) In collaboration with TIKVAH Homes, SATF has provided pig loan to 25 MVC caregivers in Ihumwe village, Dodoma Municipality. Each MVC caregiver is expected to return two pigs after one year. The returned pigs will benefit other caregivers as well.
- iv) SATF is in partnership with MUVUMA, an NGO which is working in mining areas. For example in Kahama it has supported 42 youths to start their income generating activities by providing them with 5 local chicken each to help them earn income from selling of local chicken after multiplications and by selling eggs. In addition this project improves nutrition status of MVC by providing protein from eggs. This project is also a kind of a revolving system in the sense that each beneficiary will return two local chicken obtained from first production.

Comments and Contributions from participants:

On this program, it was argued that the present level of funding is inadequate based on the current rising costs of running a sustainable community IGA projects. The fund being provided should be increased to match the rate of depreciation of our currency. It was recommended that beneficiaries with implementing partners learn to prepare insightful success stories to establish the impact of the project to community empowerments. This information shall be used to motivate other MVC in alleviating poverty and enabling them to cope with their situation.

It was also established that there is a need for capacity building for partner organizations on M&E of the IGA program. Emphasis was made on the need for skill transfer among IPs with the focus on replicating fruitful IP's implementations.

- **Child Protection, Psychosocial Support (PSS) and Advocacy Programs**

With the support from Foundation for Civil Society, SATF has rolled out Psychosocial Support Capacity Building Program in 13 regions of Tanzania. The program is being implemented for three years from 2009 to 2011. The project has four main components:

- Building capacity of implementing partners so that they can train MVC caregivers at grassroots level. 26 NGOs are being provided with Psychosocial Support Training of Trainers course by end of this year.
- Building Capacity of MVC caregivers at grassroots level so that they can provide PSS to MVC. These caregivers are trained by NGO staff who received Training of Trainers course. The project will benefit 520 MVC caregivers by end of this year. All MVC caregivers have already been capacitated with Psychosocial support skills under this program
- Advocate for mainstreaming of PSS in the District Councils plans and policies through advocacy meetings at district levels. In 2009, advocacy meetings were conducted in 8 district councils. Results of the M&E exercise conducted showed that most district councils had mainstreamed PSS in their plans especially Community Development department, Social Welfare department and Education department.
- Implementation of Vijana Simama Imara (Youth Stands Firm) PSS Model whereby vulnerable youth are supported to build their resilience by teaching them life skills, self defense, reproductive health issues, HIV/AIDS preventions and they will be facilitated to start their own small income

generating projects to be able to increase their household income. HUMULIZA is the champion of implementation of this tool

These programs provide services for children who may have been victims of sexual, physical or emotional abuse, neglect or factitious disorders. The three programs are linked together due to the nature of stakeholders involved.

Comments and Contributions from participants:

Participants shared their experiences on current pertinent child protection issues and proposed more funding be provided because of increasing number of victims in many communities:

- Issues regarding Family support, including education about the behavioral/emotional impact of abuse on children and appropriate caretaker responses. PSS interventions may be incorporated under this service.
- Issues regarding specialized medical services to diagnose children who may have been sexually abused.
- Issues regarding comprehensive medical examinations to assess physical injuries that may have been the result of abuse.
- Issues regarding training for state child protection agencies, child advocacy centers, law enforcement agencies, and the police force officers.
- Issues regarding provision of community education about child abuse and maltreatment.

More training should be provided under this area of intervention because of its sensitivity and delicacy in the community. As to how to measure the effectiveness of the programs and its impact (value for money), it was proposed that the use of community self-monitoring ought to be considered.

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#### **4.4 PERFORMANCE OVERVIEW**

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Since its establishment, SATF has achieved the following summarized developments:

##### **On the PSS**

- 36 staff from 18 partner organizations attended PSS training and are now supporting MVC in PSS
- 340 MVC care givers have been trained in PSS and are now offering support at grassroots levels
- More than 1000 MVC in 16 districts have so far benefited by being supported in various areas including PSS
- 315 youths have been enabled to establish their own projects through an initiative codenamed Vijana Simama Imara (VSI)

##### **On the IGA**

- 216 caregivers in Songea region have been provided with livestock and seed capital to establish IGA.
- 81 caregivers in Karagwe and Dodoma have also being provided with livestock and construction materials for livestock sheds.

##### **On Education support**

- More than 160,000 MVC enabled to access primary, secondary and vocational education
- More than 30,800 MVC supported to access Health, Food, shelter and PSS
- More than 3000 MVC were provided with starter kits and seed capital after attending Vocational training in Mwanza, Dodoma, Kagera, Mtwara, Kilimanjaro Lindi Arusha and Shinyanga.

##### **On the Child Protection Services**

- Establishment of two children councils in Handeni district (Kibaoni and Chanika wards)
- 90 MVC trained in Children rights, preventive sex education and other life skills

In general, so far about Tanzanian Shillings 3.8 billion have been spent in supporting the above mentioned programs and services.

**Section 2:**

**5.0 MEETING OUTCOMES AND RECOMMENDATIONS FOR FOLLOW- UPS**

**5.1 MEETING OUTCOMES**

**Key Outputs**

- Stakeholder's meeting comprising of 36 representatives from 18 NGO's which are SATF partners has been organized and convened for two days from 24<sup>th</sup> to 25<sup>th</sup> October, 2011.
- Various stakeholders had opportunities to share their views and ideas regarding the need and ways to improve the programs and services of SATF.
- Contributions from participants have been received by SATF management and Board members for further consideration and action.

**5.2 RECOMMENDATIONS FOR FOLLOW UP**

Various recommendations were provided for follow up, namely:

**1. On SATF's education program:**

- The time table for the disbursement of funds for Scholastic Materials and school fees should be changed to match the normal school opening schedule that begins January of each year.
- MVC who are in Private schools should also be supported by SATF because their needs are similar to the ones in government schools.
- SATF should consider the possibility of supporting more beneficiaries particularly in Education, IGA, Child protection and PSS programs to meet the increasing number of potential MVC in need.
- SATF should consider the possibility of supporting its beneficiaries in high learning institutions.

**2. On SATF Community Empowerment Program:**

- SATF is advised to continue scaling up income generating Projects to poor MVC care Givers.
- Duration of project implementation should be reviewed and if possible extended depending on the performance in order to get best results.

**3. On SATF Advocacy Program:**

- By 2009, 8 district councils were found to have mainstreamed PSS in their planning and implementation programs. More advocacy need to be provided to enable more districts to mainstream their planning and policies with PSS.
- More funding for advocacy programs need to be availed. With more advocacy funding, stakeholders should conduct effective meetings with local and district leaders with the aim of changing or improving current policies towards working with and supporting MVC.
- The current M&E systems should be further developed to present a more precise ways of measuring the effectiveness of the advocacy programs in relation to MVC development.

### **Section Three:**

## **6.0 MEETING PROCEEDING**

### **6.1 METHODOLOGY**

Five main themes were provided for discussion during the two days meeting. In day one, two themes were discussed, theme one was having six guiding questions while theme two had only three questions. In the second day, 3 themes were presented for discussions. Two out of the three themes were provided for group discussions, the third was discussed in a plenary session.

The approach to the meeting was through group work discussions, presentations and field activities experiences that helped participants to think critically, to contribute to discussions; to share real stories from their own experiences in working with MVC. The activities included group discussion, plenary discussions, case studies presentation, reflections and Q&A session.

The role of the Program Manager(PM) and other key management staff present was to guide and clarify on issues that were not clearly understood, to share ideas and direct the participants towards achieving the meeting objectives. Active participation in discussions and presentations was observed throughout the two days meeting.

Plenary discussions, Q&A, and group work sessions that included small groups were used to reinforce understanding of the guiding questions. The aim of the guiding questions were to enable participants to make a thorough evaluation of the state of projects and programs that are being provided by SATF and to attract recommendations aimed at improving the effectiveness and coverage of support services. Also the guiding questions aimed at assimilating positive and negative attribute in implementation of SATF programs. The participatory and interactive discussions were used throughout the meeting to provide space for participants to address issues pertaining to the topics in question. Through this participatory approach, all areas that needed more support, more funding, more attention, change of policies, collaboration and possibly new approaches to programs implementation were identified, challenges were highlighted and proposals for moving forward were outlined.

At the end of each day's meeting, the Program Manager provided questions to participants that were aimed at monitoring and evaluating the progress and clarity of the meeting themes and assesses possibility that the meeting themes and questions were compatible with the overall objective of the meeting. In answering these questions two groups of the Monitoring Committee (MOCO) were formed and tasked with the responsibility to discuss and summarize recommendations and answers from their fellow participants and present them to the meeting the following day.

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## **6.2 LEADING MOCO QUESTIONS**

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- 1. What do you think is the overall objective of this meeting?***
  - 2. What are the immediate results that this meeting expects?***
  - 3. Were the questions understood and the discussions comprehended?***
  - 4. Do you think the questions and discussions that were provided contributed in any way towards achieving the objective of the meeting?***
  - 5. What do you think should be improved or changed in order to achieve the objective of this meeting?***
  - 6. Any other issues that you think should have been included in this meeting?***
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A recap summary prepared by the meeting reporter was delivered to participants. The aim of the recap was to remind the participants on key areas that were discussed in the first day and to provide room for the participants to share their knowledge on other areas of relevancy that were not covered in the meeting session.

Immediately after the recap, the MOCO summary was provided. A summary of the MOCO outcomes are as indicated hereunder:

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***For question 1:***

***To review and analyze the scope and effectiveness of the programs and activities of SATF, to evaluate the impact of SATF's programs and support to the improvement of the lives of Most Vulnerable Children (MVC) and families through partner organizations.***

***For question 2:***

***To come up with inputs/recommendations that will assist SATF to improve its services and effectiveness of the support towards improving the lives of the MVC in the country.***

***For question 3: Yes***

***For question 4:***

***Yes.***

***For question 5:***

***Restructure next such meetings to be of three days instead of two***

***For question 6. Nothing***

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Notes were taken by an independent reporter. This report is a summary of selected areas of interest to the objectives of the two day meeting.

## Section Four:

### **7.0 DAYS ACTIVITIES SUMMARY**

#### **7.1 REGISTRATION**

On arrival, on the first day, every participant introduced himself/herself to the audience. The introduction included the name of the participant, title and the organization being represented. SATF staff members present also introduced themselves. Management staffs were introduced by the PM. A registration form was circulated where every participant registered his/her particulars. Every participant was provided with an identification card which he/she was required to display so that other participants could easily identify him/her during the two days meeting. No self introduction was done in the second day of the meeting.

#### **7.2 ELECTION OF MEETING LEADERSHIP**

Immediately thereafter, the PM summoned the participants to elect their leaders who would represent the participants in all matters related to the meeting for the two days. The following leaders were elected:

- i) Chair of the meeting: Emilius Saidi
- ii) Secretary: Mary Mboma,
- iii) Time Keeper: Prisca Unga

The Meeting guiding rules were set as follows:

- Switching off all hand sets /setting them in vibration modes.
- Active participation in discussions and activities.
- Time keeping.
- Voluntary sharing of information and experiences.

#### **7.3 THEMES, GROUP DISCUSSIONS AND PRESENTATIONS**

Two themes were presented for discussion by the PM in the first day of the meeting. Discussion groups were formed voluntarily. Each group had one question to discuss and present its answer over a flip chart in front of the rest of the participants. The presentation was followed by a plenary discussions and a Q&A session that provided participants with a good opportunity to contribute their ideas and experiences on that particular question.

Day two of the meeting had three themes. Discussion groups and presentation schedules were as in day one. Two of the three themes were discussed in groups, while the third one was openly discussed in a plenary session. There were three guiding questions for each of the two themes, forming three discussion groups.

**SOCIAL ACTION TRUST FUND (SATF)**

**Stakeholders' Meeting Report: October 24<sup>th</sup> - 25<sup>th</sup>, 2011**

During the meeting, guiding questions that were provided by the PM formed the basis for discussions during break-out sessions, from which participants offered a number of ideas and suggestions. Key recommendations were presented as reported a summary which is reported under sections two above. A chronological listing of Questions and a summary of Answers is provided in section five of this report.

## Section Five:

### 8.0 Q&A AND PLENARY SESSION

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#### 8.1 Q&A SESSIONS

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##### Theme 1: SATF PROGRAMS AND SERVICES

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**Question No. 1.** Under the MVC Education Support program, does the project address a relevant need and decent MVC support deficit? Is the support provided by SATF currently reflect the various needs of different beneficiaries? Are these needs still relevant? Have new, more relevant needs emerged that the project should address?

**Answer:** The requirements are much higher than what SATF currently provides. There is a need to put a review system in place that will assist SATF and stakeholders to review educational and scholastic materials requirement every year before a budget is finally submitted for approval. SATF will also need to convince as many international and national donors as possible through data, of the changes in the budget that must be met in order to fully support MVC.

SATF may consider providing more support to MVC who are attending private schools instead of supporting those in government schools only. A good example was provided of the follow-up call from the Tanzania Higher Education Students Loans Board that enabled one of the beneficiary of education funding through HUMULIZA to qualify for 100% loan after having being granted with only a meager amount. A good record keeping and reference from HUMULIZA leaders provided assured the Head of the Students Loan Board that the student was indeed MVC who could not get any outside support. Other organizations were challenged to emulate this excellent example.

Participants called for a need to extend and increase SATF support to meet the ever-increasing numbers and needs of MVC

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##### **Question No. 2.**

Under IGA projects: Does the project address a relevant need and decent MVC support deficit? Is the support provided by SATF currently reflect the various needs of different beneficiaries? Are these needs still relevant? Have new, more relevant needs emerged that the project should address?

##### **Answer:**

Most IGA that has been implemented originated from the MVC. There is a shared discussion before, during and after project implementation that enables all stakeholders to fully buy the core concepts and meaning of their projects. As usual, MVC below 18 years have no legal entity to fully participate in the projects aimed at transforming their lives. Involving their parents and caregivers, however, gives the MVC their chance to learn from their caregivers on how to implement their projects. IGA for MVC are meant to bring harmony and reinforce true friendship between MVC and their care givers. In this regard, caregivers and MVC do

attend all preparatory meetings and planning sessions to enable them to have sense of ownership of the projects that they will be supervising. In addition, few local leaders (village, ward etc) also participate from planning to implementation to monitoring and evaluation of these projects.

SATF do provide elementary entrepreneurship courses to MVC before an IGA project is established. This approach has provided most of them with knowledge and capacity to supervise their own projects more effectively. Such training are been done through VSI programs.

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**Question No. 3** How are the stakeholders involved and enabled in formulating, implementing and owning the projects that are aimed at them?

**Answer:** Basically, projects originate from the stakeholders (MVC, IPs, Local and district level officials) because it is them who knows what need to be changed by the project being proposed. However, current monitoring systems need to be more developed to take notice of all project tracking systems from idea mapping, to project designs, implementation, monitoring and evaluation. Record keeping in all formats (pictures, drawings, photos, video and reports) should be emphasized in order to be shared and replicated by other IPs.

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**Question No.4**

How does the project align with and support national development plans?

**Answer:** SATF projects support many national and international development plans such as:

**Millenium Development Goal's(MDG) 1**-reduce by half , by 2015, the number of people living under 1 dollar a day, providing full and productive employment and decent work for all, including MVC and reduce by half the number of people who suffer from hunger as a result of lack of opportunities to work and engage in productive activities.

**Tanzania's Vision 2025 Goals:** The three principal objectives of the Vision 2025 - achieving quality and good life for all; -good governance and the rule of law; and -building a strong and resilient economy that can effectively withstand global competition. These objectives not only deal with economic issues, but also include social issues such as education, health, the environment and increasing involvement of the people in working for their own development. SATF projects are aimed at achieving these objectives especially for MVC.

**MKUKUTA** which is a Kiswahili acronym for the National Strategy for Growth and Reduction of Poverty (NSGRP) phase II is the development framework for the current five year phase (2010-2015). It forms part of Tanzania's efforts to deliver on its national Vision 2025. The focus is outcome orientated and organized around three clusters: **Cluster 1:** Growth and reduction of income poverty, **Cluster 2:** Improved quality of life and social well-being, and **Cluster 3:** Governance and accountability. All these clusters are in compatible with the overall objectives of SATF projects.

Tanzania is also member and signatory of many international charters on Children affairs, the UNICEF, African Charter on the rights of a Child, WHO and its subsidiaries and many more. All international charters and declarations supporting children and quality life are incorporated into the government's plans and policies. All SATF projects are in compatible with these development plans and policies.

In addition, in order to reinforce its activities to as many MVC as possible, for example, under the health sector, SATF may consider working with the Ministry of health in providing School and community Health Programs. The Ministry will provide both technical and managerial support (training and capacity building) to SATF stakeholders. SATF may prepare a list of MVC at District level that will be used to ask for compulsory health contribution exemptions. Under the education sectors, SATF may advocate and request from the Higher Education Students Loans Board to extend 100% of loan to all MVC that qualify for college and university courses.

Also under education, SATF and organizations such as REPSSI may collaborate and provide training to pre and primary school teachers in areas of PSS at all teachers training colleges. Teachers need to be empowered with PSS skills because they are the ones who directly meet the challenges that MVC experience in their lives. It may also advocate for the Ministry of Education and Health to include PSS as a compulsory course in their curriculum.

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**Question No.5** In which ways, and under what circumstances, can SATF stakeholders work collaboratively with other stakeholders to improve services and programs to MVC?

**Answer:** By enhancing networking opportunities among like minded organization at district level where discussion can be conducted regarding problems facing MVC in their areas and employing appropriate interventions. This will minimize chances of many organizations working under one area and leaving other areas unattended.

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**Question No.6** Evaluate the effectiveness and efficiency of MVC identification committees working with SATF stakeholders.

**Answer:** There is no clear job description of the committees. There are many loopholes that leave committee members with powers to include names of their own choices in the approved list of MVC. There are allegations of corruption and bureaucracy in most committees. There is a need for IPs to advocate to relevant government authorities to exclude politicians from becoming members of such committees. The IP's should request that members be selected from organizations (NGO, FBO, CBO) and the government. Recommendations to effect these changes may be taken for discussion in NGO forums where a common declaration will be met and signed for submission to relevant government bodies.

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## **Theme 2: SATF's APPROACHES TO PROGRAMS AND SERVICES**

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**Question No.1** Are the Monitoring and Evaluation forms used by SATF friendly? Are the questions and explanations clear in contents? Are there some information that is not included in the forms that you think is

vital for the task? What are the challenges being faced as a result of filling in the forms? Does the disbursement schedule meet the expectation of the stakeholders? If not, what are your suggestions for improvement?

**Answer:** Yes they are. However, a clause dictating the optimum amount of support to be provided should be added on form No. 1. Where two installments are allowed, the forms should clearly indicate the amount in each installment. There is a need for IPs to have a mechanism of tracking MVC development over time. Monitoring and evaluation of results is extremely important for assessing feasibility and success.. Disbursement schedules should follow school opening timetables and should be sanctioned at least one month before.

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**Question No. 2** How do you apply your advocacy, authority, responsibility, supervision and managerial strategies to ensure that the outcomes of programs and services are achieved? Are the resources (human, financial, time and materials) provided used in the most effective ways? Are the funds for monitoring processes adequate?

**Answer:** Advocacy: By lobbying through relevant government authority and religious organizations that have children programs to ensure that policies and plans aimed at supporting MVC are mainstreamed into all programs.

Authority: By soliciting with partners and collaborators to employ the authority vested to them to supervise all MVC programs and provide follow up support for effective outcomes.

Responsibility: By sharing activities and working collaboratively towards achieving program outcomes. There must be very clear lines of responsibilities regarding the overall management and supervision of MVC related projects and services that will ensure outcomes are tangible and achievable.

Supervision: By using efficiently all available resources that are available to MVC projects and ensuring that all stakeholders fully participate right from planning through implementation and evaluation of projects

At present, all resources are used efficiently but the current monitoring systems need to be improved to ensure that project impacts are tangible. The level of funding for monitoring processes is not adequate at present due to rising costs and increasing number of activities that need to be monitored. Periodic review of funding levels should be done in collaboration with IP's.

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**Question No. 3** Discuss how the MVC identification process affects or supports program and services implementation.

**Answer:** Current identification process by the committees leave a lot of question marks. Favoritism, corruption and politics practiced among some members of the committees seriously affect implementation strategies. Community members do not fully support the whole process and hence do not care about anything going on in the implementation of projects and programs. New committees, if formed should be vested with tasks to identify true MVC and by support from community; implementation will be monitored and effective.

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### **Theme 3: EFFECTIVENESS OF SATF's PROGRAMS AND SERVICES**

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**Question No. 1** Based on gender; discuss which of the following classes of MVC needs more specialized support:

- i) Primary school pupils
- ii) Secondary school students
- iii) Tertiary and college students

**Answer:** Every category needs support depending on the requirements in place. For example, MVC in primary schools have needs that if not fully supported will not motivate them to continue attending schools. Likewise for secondary and tertiary schools realistic assessment of needs should be done to determine the level of assistance needed. However comparing the amount of support needed in all levels, it is obvious that secondary school pupils need more support as their requirements are more expensive and if not fully supported, students will fail to continue with their studies.

**Question No. 2** Are the realized outcomes of the current programs and projects provided by SATF satisfactory? List the outcomes so far realized and discuss the accompanying challenges, if any.

**Answer :** There are many satisfactory outcomes and example that exist from a variety of areas. For example, in HUMULIZA, one MVC who got a chance to pursue university studies was allocated 20% of full loan amount due to him. When HUMULIZA got the news, they wrote a letter with detailed attachments to the Higher Education Loans Board requesting that the student be fully funded. The Head of the Loans Board visited HUMULIZA to check the accuracy of the information sent. On being satisfied, he granted 100% loan to the student. This approach should be adopted by all other organizations supporting MVC, as long as clear records are kept.

Other success stories range from support to girls sewing starter kits, community MVC banks, IGA such as goat and chicken rearing etc.

Challenges accompanying outcomes include proper record keeping skills, M&E strategies and exchange of information to enable organizations to learn from fellow organizations.

**Question No. 3** Please comment on the contribution of other stakeholders in MVC programs and services citing examples schools, religious institutions and other organizations that work in the same area of intervention.

**Answer:** There are many other stakeholders providing similar support to MVC at village and district level. The challenge is networking and collaboration. NGOs should agree to involve families and community in all programs right from the beginning .Parents and caregivers have a major role to play in shaping the lives of their children. Interventions should be holistic, that is must include all MVC needs- spiritual, mental, social and material. NGOs can work together to choose an area that they think they are more competent and leave the other areas to other organizations, as long as every need is addressed.

**Question No.1** Identify performance indicators that can be used by SATF management and its stakeholders to measure project's impacts.

**Answer:** Under education support ,indicators include the number of students receiving support, number of students attending schools, number of student graduating from primary school, number of students attending secondary schools and those passing on to Advanced level of studies.

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**Question No. 2.**How can we monitor project's performance. Have there been any tangible outcomes (changes in behavior, skills, wellbeing etc) that have been noted as a result of our intervention? Has the community been able to assume ownership of the projects by ensuring sustainability of such projects?

**Answer:** The use of well designed and simple self-monitoring system ought to be considered. It allows for organizations implementing the programs to involve MVC to check and validate collected data from the stakeholder. Advantages include increased community ownership and projects implementation systems strengthening.

This approach does, however, have several limitations, including resource constraints due to need for extra funding for additional community activities, and potential reporting bias by organizations to their advantage. Since the information provided through community self-monitoring might not be adequate to provide the empirical data needed for decision making by SATF and to provide advocacy at the international level, community monitoring systems could and should be involved in evaluating each other. A working group on M&E involving members from SATF, organizations, MVC and local leaders (village, ward, division, district and possibly regional) ought to be established to further discuss issues outlined above.

There have been many tangible outcomes as a result of SATF projects. Examples include a good number of MVC attending school, (and increasing), many children have changed their formal behavior as a result of PSS (girls pulling out of sex trade), and many are now enjoying improved life standard as a result of IGA projects.( artisans provided with starter kits , girls and boys doing tailoring etc)

The approach to SATF projects is such that the community owns them. More effective awareness and training need to be provided to parents, guardians and the community at large so that they understanding the benefits of projects and own them .The current level of ownership is satisfactory but need more reinforcement through participatory training and advocacy.

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**Question No. 3** What is your assessment of SATF contribution to the development of your organization?

**Answer:** Recognition by other stakeholders such as district councils, religious organization, community at large and MVC themselves. Access to funding from other organization seems easy because of the reference made by SATF projects being implemented by organizations. Various working tools have been provided by SATF such as PCs, starter kits for MVC projects that have empowered organizations. Regular training support offered by SATF to organization staff has contributed much to organization's capacity building programs.

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**Theme 5: SATF PROJECTS ADMINISTRATIVE APPROACHES**

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**Question:** Provide your assessment of SATF's approach to implementation of its projects at all levels( cite: partner identification procedures, budget assessment and review process, effectiveness of communication between SATF and stakeholders, collaboration, evaluation of project outcomes and monitoring techniques and tools). Is the approach effective and leading to tangible results? Is it misleading and ineffective? Why, and why not.

**Answer:** The approach is good and well planned. The cooperation being received from SATF guarantees good performance and tracking of project implementation. Budget review enables organizations to be more careful in planning, and reduces waste of resources by unfaithful leaders. More involvement by all stakeholders in pre-planning and project implementation is crucial as it gives clear lines of project implementation. SATF should reinforce and mainstream this approach to all IPs for more clear outcomes.

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**PLENARY QUESTION AND ANSWER FROM SATF MANAGEMENT**

**Question:** Can PSS be fully incorporated in SATF programs instead of depending or working in partnership with the Foundation for Civil Society (FCS).

**Answer:** SATF has PSS programs that include Advocacy. Any IP wishing to implement a PSS program may apply directly to SATF as a separate proposal, and if found to be feasible, grants and other technical support will be provided. There is adequate funding available for PSS programs.

**Question:** There has been many concerns among the communities asking the meaning of SATF. Can the name be translated into Kiswahili for the benefit of the community?

**Answer:** SATF is "Mfuko wa Udhamini wa Jamii"

**Question:** There are children who are both MVC and disabled. Can SATF provide special funding for such children?

**Answer:** SATF considers these as special cases/groups that need special considerations. There is one case in which an IP has requested a special funding for disabled MVC. The proposal is under review and funding has been obtained. The project will soon take off. Other IP's are asked to prepare and submit special project's proposals to SATF for funding.

**Question:** SATF has been allowing 15% of project budgets for administrative purposes for a long time now. Can there be any changes in the foreseeable future?

**Answer:** It is true that costs have risen unpredictably. SATF will review and possibly increase this amount to meet the rising costs depending on availability of funds.

**Question:** Can SATF sign a three year contract with IP's in order to allow for an ample time for project Monitoring and outcome evaluation?

**Answer:** There is no need for fear as indicators for project evaluation monitoring and outcome measurement are well in place. As long as IP's perform well, they will continue getting funds for more projects even without binding them in contracts. A good example is Uhai Center who has continued to receive funding from SATF from 2002 to-date, because of its performance. Others include AIDS Outreach and MEDI, just to name a few.

## Section Six:

### 9.0 CONCLUSION, CLOSING AND CLOSING REMARKS

#### 9.1 CONCLUSION:

Although some further reflection is definitely needed, the meeting was evaluated as a milestone in the process of developing a common strategy to improve programs and service delivery by SATF in the future. The biggest success seems to be that positive inputs were received that will enable SATF management to review and prepare (in consultation with the stakeholders) recommendations to the Board of Trustees.

The initial objectives of the meeting were fully met:

- The current programs and services were identified and analyzed for their effectiveness in relation to the objectives of SATF and the present demands.
- Guiding questions presented were of paramount importance because they provided a basis for group discussions, group work, presentations and plenary discussions.
- Shortfalls were identified; the various inputs and discussions helped the stakeholders to share their visions and ideas regarding the existing needs of services and IGA support particularly PSS, Advocacy and Education support programs.
- All participants appreciated the mere fact that such a meeting was organized, which was a clear sign that there was scope to do something together in order to reach a common understand and consensus, without a pre-defined agenda.
- The readiness of all stakeholders to discuss frankly about what is working and what is not working in the field was also very much appreciated.
- Although it would have been difficult for SATF to invite more participants (mainly for financial reasons), some participants recommended that in future meetings few selected children receiving support be brought on board to contribute their ideas and share vivid experiences.

In any case, any future developments should be based on participative approaches and consultation processes. This is needed to increase the sense of ownership of the different stakeholders and herewith to guarantee that suitable resources, both financial and human, will be available to put a new approach to services and programs into practice. Only on this condition will the crucial role of stake holder's meetings be fully recognized.

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## **9.2 VOTE OF THANKS**

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The Chairman of the participants Mr. Emilius Saidi on behalf of participants:

- Thanked SATF management for organizing and sponsoring the meeting.
- Praised the participants for their open and sincere contributions to the meeting
- Challenged SATF to work and improve the suggestions made in this meeting
- Said that collaboration and coordination will improve the lives of MVC
- Asked SATF to circulate the meeting summary to all stakeholders
- Wished fellow participants a safe travel back home.

## **CEO STATEMENT**

In winding up the two day meeting, the CEO, M.s Beatrice Mgya:

- Thanked participants for accepting the invitation to the meeting
- Commended the idea narrated by HUMULIZA with regards to their experiences with Higher Students Loan Board, saying SATF will consider the approach and mainstream it in its programs
- Assured that all suggestions and ideas for improving services and programs shall be taken into account
- Invited the Board chairman to officially close the meeting

## **CHAIRMAN OF THE BOARD OF TRUSTEES STATEMENT**

The Chairman of the Board of Trustees, Mr. Basil Mbanga, summarized that:

- He was happy that the SATF family has met to discuss very important issues and that cooperation and open mind will make it more effective.
- He was delighted that for the first time since his board was initiated, trustees were able to meet the stakeholders face to face and that this was the beginning of a good friendship which must be emulated and sustained.
- All inputs from stakeholders will be given due consideration in order to improve the lives of MVC and caregivers.
- Challenged participants not to think and make decisions based on assumptions that SATF will not assist them with their challenges but to discuss their concerns and challenges with SATF staff that will ultimately come up with a viable solution.
- Stakeholders and SATF should strengthen cooperation and collaboration.
- Declared the meeting officially closed

**10.0 ANNEXES**

**10.1 LIST OF PARTICIPANTS**

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SOCIAL ACTION TRUST FUND (SATF)

Stakeholders' Meeting Report: October 24<sup>th</sup> - 25<sup>th</sup>, 2011

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SOCIAL ACTION TRUST FUND (SATF)

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3	SYLVESTER DAMAS	NIPASHE NEWSPAPER	JOURNALIST			0715 265 655

**10.2 ANNEX 3: MEETING TIMETABLE**

**DAY 1**

**DAY 2**

<b>TIME</b>	<b>ACTIVITY</b>	<b>TIME</b>	<b>ACTIVITY</b>
8 am	Registration	08.00am	Registration
8.30 am	Introduction	08.30 am	Recap and MOCO presentation
8.50 am	Opening Remarks	08.45 am	Theme No. 4 – Group Discussions
9.30 am	Theme No.1 – Group Discussions	09.30 am	Presentation of Summary of Discussed issues
		09.45 am	Plenary Discussions
<b>10.00 am</b>	<b>TEA BREAK</b>		<b>TEA BREAK</b>
10.30 am	Presentation of Summary of Discussed Issues	10.30 am	Theme No. 5- Group Discussions
11.10 am	Plenary Discussions	11.00 am	Presentation of Summary of Discussed issues
11.40 am	Theme NO. 2- Group Discussions	11.40 am	Plenary Discussions
12.10 pm	Presentation of Summary of Discussed issues	12.10 pm	Theme No.6 – Plenary Discussions
<b>12.30</b>	<b>LUNCH</b>		<b>LUNCH</b>
01.40 pm	Plenary Discussions	01.40 pm	Direct Questions to SATF Management
02.00 pm	Theme No. 3- Group Discussions		
02.30 pm	Presentation of Summary of Discussed Issues		
02.50 pm	Plenary Discussions		
<b>03.10 pm</b>	<b>TEA BREAK</b>		<b>TEA BREAK</b>
03.20 pm	MOCO	02.30 pm	Closing Remarks
03.30 pm	LOGISTICAL ISSUES	03.00 pm	<b>CLOSING</b>

**10.3 ANNEX 4: SELECTED PHOTOS TAKEN DURING THE MEETING**



*Board of Trustees' chairman Mr. Mbanga Addressing participants.*



*A cross section of meeting participants in a group discussion.*



*listening attentively the workshop proceedings  
SATF CEO, (1<sup>st</sup> left) and Trustee Mwaffisi*



*Participants following up workshop proceedings.*