



STEWARDWOMEN
Munuku Block A, Plot 108, Bilpham Road, Juba
info@stewardwomen.org or stewardwomen@gmail.com
+211-920-008-537

MASTER WORK PLAN 2017

SECTION 1: ORGANIZATIONAL INFORMATION

1.1 Introduction

The STEWARDWOMEN master work plan for 2017 highlights the programs and activities intended to be carried out throughout the year 2017. The plan is divided into 3 sections. Section 1 explains the contextual analysis, brief background of the organization, values, vision, mission and strategic objectives; section 2 outlines the programs for 2017 with accompanying activities and lastly section 3 provides for other supporting activities that cuts across the implementation of the programmes for 2017. For implementation purposes, this plan will be further divided into 1st, 2nd, 3rd and 4th quarter plans. The 2017 plan is also the last one being implemented under the 2015-2017 strategic plan of STEWARDWOMEN.

1.2 Context analysis

displacement, pastoral group, insecurity, violations of women human rights

1.3 Background

STEWARDWOMEN is a women organization founded in March 2009 by some South Sudanese women lawyers and their friends, and managed by women. It is registered with South Sudan Relief and Rehabilitation Commission under registration number 037 and the Ministry of Justice. It was established to address the problems of sexual and gender based violence, harmful customs on women and girls, child labor and trafficking, community insecurity and conflicts, poor governance and illiteracy in South Sudan. The organization is managed by a Governing Council and a Board of Directors.

1.3 Values;

Our key values are respect for women, subsidiarity, transparency, accountability and gender equity.

1.4 Vision;

A South Sudanese society free from the violations of the human rights of women and children

1.5 Mission

“To develop, shape and empower South Sudanese women to advocate for policies that foster equal economic opportunity, and secure human rights for women and children”.

1.6 Strategic objectives:

1. Promote advocacy on the human rights of women and children, justice gender and security issues.

<ol style="list-style-type: none"> 2. Provide legal aid to SGBV survivors and vulnerable children. 3. Develop entrepreneurial skills of GBV survivors. 4. Promote good governance, peace and reconciliation.
1.7 Target Groups/Beneficiaries
Primary Beneficiaries <ol style="list-style-type: none"> 1. GBV survivors 2. Orphans and vulnerable children 3. Unaccompanied minors 4. Child headed families 5. Displaced women 6. Vulnerable women in host communities

SECTION 2: PROGRAMS FOR 2017

S/N	THEMATIC PROGRAM AREAS
2.1	Access to Justice
2.2	Psychosocial Support to GBV Survivors
2.3	Protection of adolescent girls in schools
2.4	Conflict Mitigation
2.5	Women Leadership Capacity Development
2.6	Legislation & Law Reform on Women, Peace & Security

2.1 ACCESS TO JUSTICE

Overall objective;

Citizens are aware of their legal and human rights and duties and have access to justice services

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
2.1.1 Review of training manuals	2 Training manuals reviewed to suit the training needs of paralegals and family courts	# of training manuals reviewed	Copies of training manuals reviewed
2.1.2 Project inception meetings	100 representatives of key stakeholders attend project inception meetings	# of participants during project inception meetings	Progress report, Attendance sheet
2.1.3 Refresher training for paralegals & family court	6 Paralegals & 66 members of the family court trained	# of paralegals & family court members trained	Progress report, Attendance sheet
2.1.4 Establishment of legal aid centers	3 legal aid centres established	# of legal aid centers established	Progress report, Field Visit
2.1.5 Provision of legal aid services	About 250 cases handled	# of cases handled	Progress report, Case files

2.1.6 Provision of paralegal aid services	480 ¹ cases handled	# of cases handled	Progress report, Paralegal case intake form
2.1.7 Support to the family court	300 ² GBV cases handled	# of cases handled	Progress report, Monthly reports by family court
2.1.8 Support to police GBV desks with solar panels & accessories, furniture & assorted stationary	3 Police GBV desks supported	# & types of items distributed to police GBV desks	Distribution list, Photos
2.1.9 Litigation	10 Cases successfully litigated	# of cases litigated	Progress report, Court judgments
2.1.10 Conduct mobile courts	15 cases successful resolved	# of cases resolved	Progress report Court judgments
2.1.11 Seminar for police & prison staff on appropriate use of force policies, pre-trial detention centre, unlawful detentions & ethical handling of accused persons	3 Seminars held	# of seminars held # of action points agree and enforced	Progress report
2.1.12 Mentor statutory and traditional judges on procedural, administrative and substantive aspects of the law and clarify respective roles	3 mentoring sessions done	# of mentoring sessions conducted	Progress report
2.1.13 Facilitate community meetings between citizens and role of law actors to build trust and unify their vision for justice, safety & security in the community	6 meetings held	# of meetings held # of action points jointly endorsed by citizens and rule of law actors	Minutes of meetings
2.1.14 Neighbourhood assemblies on human rights, justice and gender issues and citizens' constituional obligations.	.50 neighborhood assemblies 2500 ppts attend the neighborhood assemblies	-# of neighborhood assemblies conducted. -# of neighbourhood assembly committees formed [NAC] -# of ppts. -# of resolutions	Progress report

¹ Assuming there are 5 paralegals and each one handles 2 cases in a week. The 5 will in total handle 480 cases in a year.

² Assuming there are 5 family courts each handling 1 case in a week. They in total will handle 300 cases in a year

		enforced	
2.1.15 Monitoring local courts and detention centers by legal aid officers	288 ³ cases of human rights abuses and violations successfully resolved	# of cases resolved	Progress report, Court/detention center monitoring forms

2.2 PROTECTION OF ADOLESCENT GIRLS

Overall objective;

There is increased enrollment and retention of girls in schools

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
2.2.1 Conduct protection needs assessment of adolescent girls in primary schools	Protection needs of adolescent girls identified & documented	# of needs assessments conducted	Protection needs assessment report
2.2.2 Training of 5 protection act groups (PAGs) in 5 primary schools	175 members of protection act groups (PAGs) trained	# of protection act groups trained	Training report, Attendance sheet
2.2.3 School based events ⁴ by PAGs on the protection needs of adolescent girls	22,500 people reached through 45 advocacy events	# of people reached through the advocacy events	Activity report, Photos
2.2.4 Provide school fees for orphaned girls in primary schools	School fees provided to 50 orphaned girls in primary schools	# of girls supported with school fees	Progress report
2.2.5 Procure & distribute scholastic and sanitary kits to girls in 5 primary schools	Scholastic & sanitary kits distributed to 900 girls	# of girls supported with scholastic and sanitary kits	Progress report, Distribution list
2.2.6 Community dialogues on the protection needs of school girls	225 people attend community dialogues on the protection needs of girls	# of participants present	Progress report Dialogue report

2.3 PSYCHOSOCIAL SUPPORT TO GBV SURVIVORS

Overall Objective;

GBV survivors have access to improved psychosocial support services

Strategy/Activities	Outputs	Objectively	Means of
---------------------	---------	-------------	----------

³ Assuming there are 3 legal aid officers and each of the visits and resolves 2 cases in a week. 288 cases will be resolved in year.

⁴ The examples of school based events include dramas, poems, songs, debates, games etc.

		Verifiable Indicators	verification
2.3.1. Development of training manual	A training manual on business management and skills developed	The availability of training manual	A copy of training manual, Progress report
2.3.2 Training GBV survivors on business management skills	105 GBV survivors trained on business management skills	# of GBV survivors trained	Training report, Attendance sheet
2.3.3 Provision of IGA start-up kits	105 GBV survivors provided with IGA start-up kits	# of survivors supported with start-up kits	Progress report Distribution list Photos
2.3.4 Set up GBV survivors friendly space	3 GBV survivors friendly spaces set up	# of GBV survivors friendly spaces set	Progress report Field visit
2.3.5 Provision of Counseling services to GBV survivors through home visits	1,200 ⁵ GBV Survivors counselled	# of GBV survivors counseled	Progress report, Interview with GBV survivors
2.3.6 GBV survivor progress follow-up	1200 GBV survivor progress follow-ups done	# of cases followed up	Progress report
2.3.7 Provision of emergency kit to GBV survivors	200 GBV survivors supported with emergency kits	# of GBV survivors supported with emergency kits	Progress report, Distribution list, Photos
2.3.8 Train women headed household farmers on modern agronomic practices & enterprise selection & management	105 women farmers trained	# of women farmers trained	Progress report, Attendance sheet
2.3.9 Distribute the farm inputs to women farmers	105 women farmers supported with farm inputs	# of women famers supported with farm inputs	Progress report, Distribution list
2.3.10 Establish demonstration centers	1 Demonstration center established	# of demonstration centers established	Progress report, Site visit

2.4 CONFLICT MITIGATION & RESOLUTION

Overall Objective;

Community capacity to mitigate conflicts is strengthened

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
2.4.1 Train peace committees on alternative dispute resolution mechanisms	60 peace animators trained	# of peace animators trained	Training report, Attendance sheet, Photos
2.4.2 Community mediation meetings by	48 community conflicts resolved	# of community conflicts resolved	Progress report, Photos

⁵ Assuming there are 5 GBV caregivers each handling a case in a day for 1 year

peace animators			
2.4.3 Community peace dialogues	16 community peace dialogues held	# of community dialogues held	Progress report, Photos
2.4.4 Public awareness campaigns on nonviolence	4 Awareness campaigns held	# of public awareness held	Progress report, Photos

2.5 WOMEN LEADERSHIP CAPACITY DEVELOPMENT

Overall Objective;

The capabilities of women leaders in leadership & decision making is strengthened

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
2.5.1 Produce a handbook on policy advocacy for women leaders	250 copies of handbook on policy advocacy for women leaders distributed	Copies of handbooks distributed	Distribution list
2.5.2 Train women leaders on policy advocacy and leadership skills	250 women leaders trained	# of women leaders trained	Training report
2.5.3 Mentoring sessions for women leaders on the implementation of advocacy strategies	250 Women leaders mentored	# of women leaders mentored	Progress report
2.5.4 Sensitize women leaders on the relevant provisions in the 2015 peace agreement on the resolution of the conflict in South Sudan	250 women leaders sensitized	# of women leaders sensitized	Sensitization report
2.5.5 Train gender focal persons to monitor the implementation of the peace agreement	10 gender focal person trained	# of gender focal persons trained	Training report
2.5.6 Review of advocacy strategy on the 2015 peace agreement by women leaders	3 Review meetings conducted	No. of review meetings conducted	Minutes of meetings, Attendance sheet
2.5.7 Joint stakeholders dialogue on the implementation of the 2015 peace agreement on the needs of women	180 Representatives of key stakeholders including parties to the 2015 peace agreement attend dialogues	# of dialogues conducted	Dialogue report, Photos
2.5.8 Awareness campaign on the role of women in leadership and	10 Awareness campaigns conducted	# of awareness campaigns conducted	Awareness campaign report, Photos

decision making in the implementation of 2015 peace agreement			
---	--	--	--

2.6 LEGISLATION & LAW REFORM ON WOMEN, PEACE & SECURITY

Overall Objective;

1. Maputo protocol is Ratified and/or domesticated by the Government of South Sudan
2. The Family Court Initiative (FCI) GBV strategy is legalized

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
2.6.1 Mobilization of CCORPS ⁶ for coalition building	25 CSOs working on human rights are effectively engaged in the campaign for the ratification of Maputo Protocol	# of active CCORPS members	Progress report, Interview with CCORPS members
2.6.2 Hosting of the CCORPS secretariat	CCORPS activities are effectively coordinated	Operational status of CCORPS	Interview with coalition members
2.6.3 Conduct seminar for the CCORPS on the Protocol and other relevant laws	25 CCORPS members attend seminar	# of CCORPS members who have attended the seminar	Seminar report, Attendance sheet
2.6.4 Conduct lobby meetings with key stakeholders	45 Key decision makers in the government are engaged on the need for appropriate legislation & law reform on women, peace & security	# of key decision makers in the government are engaged	Progress report
2.6.5 Sensitization for key stakeholders on selected national, regional & international laws	200 people sensitized	# of people sensitized	Sensitization workshop report, Attendance sheet
2.6.6 In country experience sharing workshop	25 CCORPS attend the workshop	# of CCORPS who attended the workshop	Workshop report, Attendance sheet
2.6.7 Review of advocacy strategy	6 Review meetings conducted	# of review meetings conducted	Minutes, Attendance sheet
2.6.8 Conduct & disseminate research report on the role of the FCI GBV reduction strategy	The effectiveness of FCI as an alternative GBV reduction strategy is documented	No. of research conducted	Research report

⁶ CCORPS-Coalition of Civil Society Organizations for the Ratification of Maputo Protocol

2.6.9 Joint stakeholders dialogue on the FCI strategy	125 stakeholders attended dialogue	# of dialogue participants	Dialogue report
2.6.10 Progress follow-up meeting with local government authorities on the legalization of FCI	3 Progress follow-up meetings conducted on the legalization of the FCI	# of meetings conducted	Minutes, Attendance sheet
2.6.11 Develop a L & A strategy to campaign for the legalization of the FCI strategy, ratification of Maputo protocol, transitional justice & family court	4 L & A strategy developed with a clear road map for the campaign on the FCI strategy	Availability of a Lobby and advocacy strategy	Copy of L & A strategy

SECTION: 3.0 OTHER PROGRAMMES

3.1 LOBBY, NETWORKING, COALITION BUILDING & ALLIANCES

Overall Objective;

Collaboration with stakeholders is increased

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
3.1.1 Project launch	75 key stakeholders participate in 5 Project luncheons	# of key stakeholders who attended the project launch	Reports of the project launch, Attendance sheets
3.1.2 IWD ⁷ hosted in payams	3,500 people attend IWD	# of people that have attended IWD	Progress report, Photos
3.1.3 Host the annual 16 Days of activism against GBV	15,000 people reached with messages of women human rights	# of people reached	Progress report, Photos
3.1.4 Organize side events during African Union pre-summits	50 key stakeholders reached through 2 side events to increase the support for the ratification of the Maputo Protocol	# of people reached	Event report, Photos
3.1.5 Thematic cluster meetings	24 Cluster meetings attended	# of cluster meetings attended	Progress report
3.1.6 Monthly round table meetings on the	10 round table meetings held	-# of round table meetings held.	Minutes of meetings

⁷ IWD-International Women's Day

enforcement of justice, law and order.		-# of ppts at the round table meetings. -# of citizen' representatives at the round table meetings. -# of resolutions passed and/or enforced.	
--	--	---	--

3.2 MEDIA ENGAGEMENT

Overall Objective;

Many people reached within a short period of time

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
3.2.1 Production & distribution of ICE ⁸ materials	10 Banners, 500 t-shirts, 500 stickers, 250 fliers, 500 posters	# of ICE materials distributed	Distribution list, Photos
3.2.2 Host live radio & TV broadcasts	500,000 people reached	No. of people reached	Progress report, Opinion poll on radio listenership
3.2.3 Host radio jingles	500,000 people reached	No. of radio jingles produced, No. of people reached	Jingle Script, Opinion poll on radio listenership
3.2.4 Produce newspaper supplements on women's rights issues	1,000 people reached through 5 newspaper supplements published	No. of newspaper supplements published	Copies of newspaper supplements published
3.2.5 Campaign on women human rights through the social media	10,000 people reached through 100 items posted on the organization face book and twitter accounts	No. of items posted, No. of people reached, no. of likes, No. of followers	Progress report
3.2.6 Produce 3 sets of newsletters on women human rights	600 e-copies of newsletters distributed	No. of e-copies distributed	Copies of newsletters, Progress report

3.3 MONITORING, EVALUATION & RESEARCH

Overall Objective;

1. Programme implementation challenges addressed timely

⁸ ICE-Information, Communication & Education

2. Document the impact of the programme

Strategy/Activities	Outputs	Objectively Verifiable Indicators	Means of verification
3.3.1 Conduct training needs assessment	5 Training needs assessments conducted	# of training needs assessments conducted	Training needs assessment report
3.3.2 Project Reviews	5 Project reviews conducted	# of reviews conducted	Review report, End of project evaluation report
3.3.3 Field monitoring visits	10 Field monitoring visits	# of field visits	Field visit report Photos
3.3.4 Baseline surveys conducted	3 Baseline surveys conducted	# of baseline surveys conducted	Baseline Report
3.3.5 Opinion poll on the effectiveness of the media program	2 Opinion poll surveys conducted with 150 radio listeners	#of opinion poll surveys conducted	Opinion poll survey report,
3.3.6 Training on and development of documentation, monitoring & evaluation systems	1 training conducted Appropriate system for monitoring & evaluation is developed	# of trainings conducted # of ppts Availability of a monitoring system	Progress report
3.3.7 Project Audit	Gaps in financial management identified & addressed	# of audits conducted	Audit reports

Prepared by: Josephine Chandiru Drama

Sign:-----

Dated: 4th January 2017