

## The Civil Society Fund

# Status Report

### SMALL-SCALE INTERVENTIONS AND MAJOR DEVELOPMENT PROJECTS

Status reports must be made for interventions running for more than 12 months. If the intervention runs for less than 12 months, submission of a completion report will suffice.

The total report may not exceed 5 pages (excluding Annex 1 – Budget Revision).

**Aim:**

The status report is the Danish organisation’s report. Your reflections are important in terms of documentation and learning. It is therefore not the aim that the partner organisation completes the report on its own.

The status report can be used as a tool in your partnership to strengthen transparency and joint responsibility as described in “Position Paper No. 4: Partnership and Strengthening of Civil Society”.

At the same time, the status report is an element in the Danish organisation’s “track record” and can be taken into account in future assessments of applications from the Danish organisation with the same or other partners, as described in the Guidelines for the fund.

Danish applicant organisation	Danish Vietnamese Association, Lærdalsgade 7, 2300 Copenhagen S				
Contact person, name and e-mail	Dr. Freddy Karup Pedersen e-mail: fped0001@regionh.dk				
Project title	The rights of underprivileged migrant children in Ho Chi Minh City				
Journal nr.	13-1410-sp-dec				
Country(-ies)	Vietnam				
Report period	1.4.2014 - 28.2.2015				
Status for performance for expected objectives up to the end of this report period	Delayed	Partially delayed	As expected	Partially Ahead	Ahead
	x				

\_\_\_\_\_  
Date

fped0001@regionh.dk  
\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Person responsible (Signature)

Freddy Karup Pedersen  
\_\_\_\_\_  
Person responsible (Block letters)

## 1. Monitoring and learning

- What monitoring activities has the Danish organisation carried out?
  - What are the most significant observations? What initiatives, if any, have been taken?
- Describe actions taken as a result of any “good advice” concerning adjustments which were given in the original letter of approbation from the Assessment Committee.
- Describe actions taken as a result of any issues raised in the response to last year’s status report.
- If your partner organisation has had a monitoring visit from CISU, describe actions taken as a result of a issues raised in the monitoring visit report.
- Has the Danish organisation participated in a Civil Society Fund workshop? Yes  No

In April 2014 Freddy Karup Pedersen and Ole Riis were on the first monitoring trip to start up the project. Strategy for employment of staff, activity plan, and surveys were discussed.

At this time we were still awaiting the renewal of the PACCOM (Peoples Aid Coordinating Committee) license for the Danish Vietnamese Association (DVA). The application for renewal was submitted in the beginning of 2014, and the procedure was estimated to take approximately 2 months, but was delayed for unknown reasons. Due to the missing Paccom license, which is a precondition for the formal approval of the work by Ho Chi Minh City’s Peoples Committee, the partner was not allowed to start project activities in the project field sites and hire field staff until November 1<sup>st</sup> 2014. It is, however, the judgement by both the partner and DVA, that the delay can be caught up with over the next 2,5 project years, as a number of in house project preparations were made by the partner while awaiting the approval by the authorities.

The PACCOM license is the permit to operate as a foreign NGO in Vietnam. The Peoples Committee in HCMC has approved the start of the project by November 1<sup>st</sup> 2014 after being informed by PACCOM, that there were no objections to issuing the license, although at that time still some formalities within the ministries were missing. The DVA has been informed by January 2015, that the PACCOM license has now been issued.

As of November 1<sup>st</sup> 2014, however, all project staff has been appointed and started working, and all project activities are now ongoing according to the project plan of activity, although with the delay described. A project initiation seminar was held in Ho Chi Minh City in the beginning of November 2014 with participation of Ho Chi Minh City Peoples committee, authorities and relevant professionals from the project districts in Ho Chi Minh City and a number of NGOs working in related fields, the partner Ho Chi Minh City Welfare Association (HCWA) and a representative of DVA (Freddy Karup Pedersen).

Good advice suggestions have not yet been taken full advantage of, due to the delayed project initiation procedure, but the suggestions during the planning phase/CISU approval phase to reduce the Initial scope and size of the project have been followed and appear to have been wise, considering the implementation delay.

DVA (Freddy Karup Pedersen) has participated in a CISU knowledge sharing workshop in December 2014.

**2. Financial supervision**

- Has the Danish organisation in the period completed financial supervision of partner(s)? Yes\_\_ No \_x\_
- If not, when do you expect to implement such? April 2015
- If yes, describe below how you have conducted the supervision, and what it showed?

The statement below is for CISU's monitoring and should not be perceived as a requirement.		
During the period, we have used:	Yes	No
MANGO Health Check		x
Accountability Dialogue Tool		x

During the monitoring trip of Ole Riis in Februar 2015 the new CISU financial guidelines has been presented to the partner HCWA. Further discussion in securing the implementation of these guidelines will take place in the first half of 2015. HCWA fund raising strategy and plans (part of the project activities) have also been discussed during the monitoring trip.

**3. Objectives and indicators**

- Give an account in point form of the status of each objective and indicators and/or expected changes which have been described in the original application.
- Make a short appraisal of the usefulness of the indicators and describe any changes or adjustments of the indicators.
- Make a short appraisal of the realism of reaching the proposed objectives.

There is at this moment no indication that the goals of the project can not be reached, and the delay of activities due to the delayed approval and consequent delayed implementation probably can be caught up with.

The staff is now hired and activities have started.

**Immediate objective 1:**

Survey A has been conducted mid February. The report is under preparation. Survey B has been initialized, conduction is under way. Advocacy and fundraising strategy is under development. Initial discussions between the advocacy responsible person and Ole Riis has been made in February and will be finished over the next few months by e-mail.

**Immediate objective 2:**

The activities in this immediate objective are awaiting the results of the survey's A + B or/and the approval of the district authorities. But the activities are expected to start out in the beginning of March 2015.

**Immediate objective 3:**

A project launching conference has been conducted by the end of 2014 with the participation of Freddy Karup Pedersen.

**4. Status of Implementation**

- Has implementation progressed as planned?
  - If there are activities which were planned but not implemented, describe in point form and give a short explanation (only for the period since the last status report). (Do NOT list activities which have been implemented.)

- Describe any problems encountered during the implementation of the intervention.
- Have there been any significant changes in relation to the assumptions and risks described in the application?
  - Describe any changes or adjustments of the intervention's activities or strategy taken as a result of the above-mentioned changes.
- Have there been any significant contextual changes which have influenced the intervention in a positive or negative direction?
  - Describe any changes or adjustments of the intervention's activities or strategy taken as a result of the above-mentioned changes.

As described elsewhere, the project is about 6 months delayed due to the slow approval of the PACCOM license of DVA. So the present work correspond to the activities described in the first 6 months of the project plan of activity. We assumed that the approval of our PACCOM license would be finalized within one to two months. However, due to new regulations DVA and other international NGOs have had to wait for approval for almost a year.

No other assumptions has changed, neither have other circumstances.

#### **5. Budget adjustments made during the report period**

- State any budget adjustments made or any funds transferred from the budget margin during the period. (as described in the Guide to the Administration of Grants from the Civil Society Fund, sections 5.1. and 5.2.)
- All adjustments must be justified and "Annex 1: Budget revision" filled out.

None

#### **6. Future budget adjustments**

- Is there a need for additional budget adjustments?
- If "yes", state the budget lines in question and justify the adjustments in relation to the problems described in section 4.
- Fill out "Annex 1: Budget revision" if budget adjustments are proposed.

None are foreseen

#### **7. Additional comments**

At the monitoring trip by Ole Riis in February 2015 we were in close contact with PACCOM, who informed us that the license was approved by the Vietnamese Foreign Ministry in January 2015 and had arrived at PACCOM. Because of the Vietnamese Lunar Festival the license could not be delivered in HCMC before the departure of Ole Riis, but we expect the license to be delivered to HCWA during week 10 or 11, 2015.

## ANNEX 1: BUDGET REVISION

The current and the proposed budget both remain unchanged from that approved.

Current budget: (the latest approved budget)	Total budget	Financing plan	
		Of this, from Civil Society Fund	Of this, from other financial sources
1. Activities			
2. Investments			
3. Expatriate staff			
4. Local staff			
5. Local administration			
6. Project monitoring			
7. Evaluation			
8. Information in Denmark (max 2 % of 1-7)			
9. Budget margin (max 10%, min 6 % of 1-8)			
10. Project expenses in total (sum of 1-9)			
11. Auditing in Denmark			
12. Subtotal (10 + 11)			
13. Administration in Denmark (max 7 % of 12)			
14. Total			

Proposed revised budget:	Total budget	Financing plan	
		Of this, from Civil Society Fund	Of this, from other financial sources
1. Activities			
2. Investments			
3. Expatriate staff			
4. Local staff			
5. Local administration			
6. Project monitoring			
7. Evaluation			
8. Information in Denmark (max 2 % of 1-7)			
9. Budget margin (max 10%, min 6 % of 1-8)			
10. Project expenses in total (sum of 1-9)			
11. Auditing in Denmark			
12. Subtotal (10 + 11)			
13. Administration in Denmark (max 7 % of 12)			
14. Total			

