

From: ukimwiorphans@yahoo.com
To: ruthengo@aol.com
Sent: 11/17/2006 10:52:20 P.M. Pacific Daylight Time
Subj: The Report

Dear Ruth,

How nice it was talking to you the other night (please forgive me for making you work till midnight!). Thank you for your sympathy.

Attached please find the report on how the donation of \$3,000 has been spent/expcted to be spent in full. We have have added 2 - 3 photes of ororphans. Ukimwi Orphans Assistance is very grateful for the support. At the same time, UOA is certainly unsatiabile with regard to the ever increasing number of orphans.

As we talked earlier, our efforts today is to work toward n AIDS free Africa. Theis objective has been part of UOA's mission. We have been looking toward a drastic decrease in the number of orphans. Therefore, UOA is still looking up to AAA for further assistance; or AAA would have a joint project with UOA to salvage our young people from the claws of HIV/AIDS.

Wishing you great success in everything you lay your hands on.

Dr. John B.K. Rutayuga
President, Exc. Director
UOA

UKIMWI ORPHANS ASSISTANCE, Inc.

P.O. Box 29074

Washington, DC 20017

Mission Statement:

Ukimwi Orphans Assistance (UOA) is committed to assisting orphans and vulnerable children in Africa to grow up free of AIDS and develop, in their cultural environment, into mature, self-sufficient, and productive members of their communities.

Report:

Ukimwi Orphans Assistance (UOA) and African Action on AIDS (AAA) have been working and cooperating in the education of the orphans in Tanzania (East Africa) for more than 10 years. AAA helped UOA establish The Center for Excellence (CfE) at a kindergarten in Katoma village just outside the city of Bukoba. The center would specialize in emphasize the utilizing local materials in all its activities.

The appreciated assistance of \$3,000 donated by AAA arrived at the heels of the proposal designed by UOA aiming at creating a Resource Center to enhance the community potentials in preparing their very young children in the UOA-T kindergarten system for formal education starting with primary education.

UOA Vice-President was planning to go to Tanzania, and so would visit UOA-T in Bukoba, Tanzania to assess and have a clear idea of how best to utilize the donation for education. She came back with ideas of how to put the dollars to work for the children and the communities. Among the suggestions, which have been discussed back and forth between UOA headquarters in Washington and UOA-T in Bukoba, the following have been recommended:

1. The CfE would be given further assistance. It was decided, furthermore, that another kindergarten in Bushuba ward would be assisted and developed along the model set forth by the Center for Excellence.
2. The two kindergartens would have 3 teachers each receiving a **honorarium** of \$10, a month, a total of \$720 for an entire year.
3. The two facilities would require various **supplies** that estimated at \$700
4. There will be a **workshop** intended to enlighten the teachers and also the communities about the project. Estimated cost is \$650
5. Work must be done on the children's **playgrounds** erecting, e.g. money bars, slides, etc. The cost is estimated at \$400
6. Teachers will need **teaching materials** that will cost \$180.
7. There will be a **Resource Center** that will include a collection of reading materials for teachers and children, photos and pictures, collection of raw materials for hand made artifacts, toys and so forth. The cost is estimated at \$350; and finally,
8. There will efforts made for the children to be dressed well (not necessarily in uniforms). The cost will be parents' contribution to the project.

Note: 1) So far, funds for the honoraria, supplies, teaching materials have been sent already.
2) The exchange rate is USD \$1. to ±1,000/= (Tanzania Shilling).

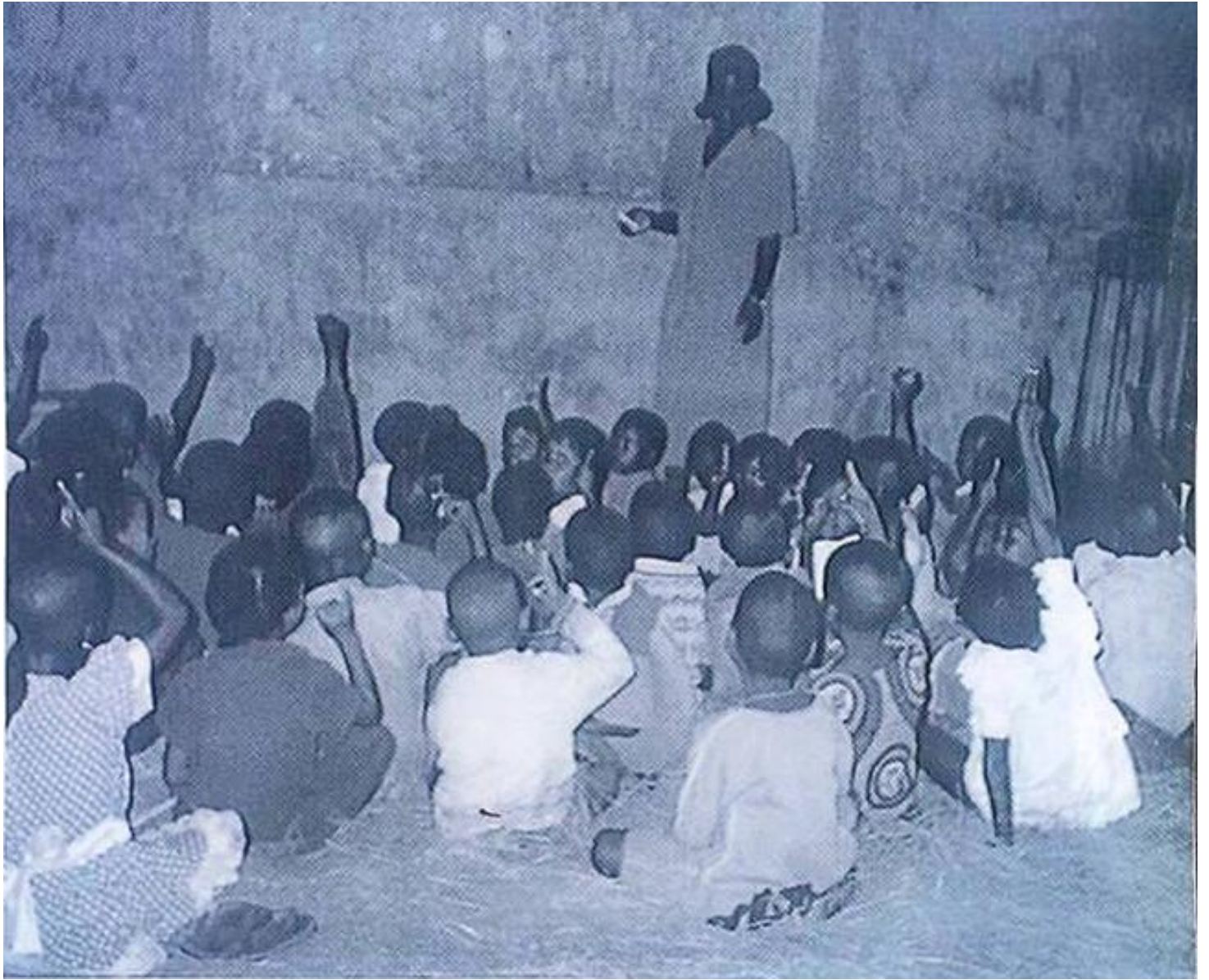
Dr. John .K. Rutayuga
Pres., Exec. Director
Ukimwi Orphans Assistnace

African Action on AIDS Centres of Excellence 2002, 2003, 2004 Academic Years

No.	Name/Organization	Kind of support	Contact Person	Postal Address	Tel/Fa:
1	The AIDS Support/Organization (TASO) ACTIVE	\$ 7,500 Books & reports on AIDS	Ms. Sophia Musuka Monico	P.O. Box 10443 Kampala, Uganda	Tel: (256-41) : Fax: (256-41)
2	Ukimwi Orphans Assistance (VOA) ACTIVE	\$ 5,000 Books & reports on AIDS	Mr. C.F. Mutakyahwa	P.O. Box 1074 Bukoba, Tanzania	Tel: (255-066) Fax: (255-066)
3	African Village Academy (AVA) ACTIVE	\$ 1,200 Books & reports	Ms. Kibre Dawit	P.O. Box 70099 Addis Ababa, Ethiopia	Tel: (251-1) 7 Fax: (251-01)
4	Integrated Holistic Approach Urban Development Project (IHA/UDP) ACTIVE	\$ 2,500 \$2,000 \$1,000 Books and reports	Sister Jember Teferra	P.O. Box 6889 Addis Ababa, Ethiopia	Tel: (251-1) 7 Fax: (251-1) 5
7	Elwuo Orphanage Monrovia DORMANT BECAUSE OF WAR	\$ 5,600 children's clothes Books and reports 3 used computers	Ms. Mary Jackson	C/o 4001 Forestdale Avenue, Dale City, VA, USA 22193	Tel: (703) 878 e-mail: mjackson@wc
8	Coalition des Familles dans la Lutte Contre Le SIDA et la Pauvreté –COFAL/SP ACTIVE	\$ 1,500 \$1,000 Children's clothes Books & reports	Ms. Christelle Kadidia Sall	B.P. 5417 Ouagadougou 01 Burkina Faso	Tel/Fax: (226) Email:Kadia@
10	Nenneh Children Relief Fund of Sierra Leone ACTIVE	\$2,000 in kind \$2,000 in kind \$2, 000 in kind Books &reports 2 used computers	Ms. Remi Saunders	49 Crown Street Suite 8M Brooklyn, NY 11225	Tel: (718) 774
11	Organization of Rural Association for Progress(ORAP) ACTIVE	\$5,000 Books and reports	Ms. Thandiwe Cornelia Nkomo	P.O. Box 877 Bulawayo, Zimbabwe	Tel: (263) 68588/68538/ Fax: (263) 742 e-mail: oraphg@aciciu
12	Centres d'Excellence du Benin ACTIVE	\$1,000 \$1,000 in kind \$1,000 in kind	Maitre Alao Sadikou	S/c Gerddes01 P.O. Box 1258 Cotonou	Tel: (229) 334 Fax: (229) 334 gerddes@bow
13	Youth Association for Human Development YAHD ACTIVE		Mr. Kweku Djan Asante	P.O. Box 319 Akim Oda Ghana	C. 233208160 T.233 22 2067 F. 2332220678
14					
15					
16	SOS MWA ACTIVE	\$2,000 \$ 500 Children's clothes Books used Computers	Yvette Re kangalt	B.P. 6632 Libreville, Gabon	Tel/Fax: 9241
17	Centre de Formation Pour le	\$2,100 in kind	Mme. Donioke F.	B.P. 284 Rue	Tel: (223) 771

*Pharyng
se n'active
pas pour le moment*





UKIYAWI ORPHANS ASSISTANCE CENTER INC

UKIMWI ORPHANS ASSISTANCE, INC.

P. O. BOX 29074
Washington, DC 20017
301-699-7585

OPPORTUNITIES TO HELP

Name _____ Phone Numbers _____

----funds

----office space

----mailing list names

----general office help

----funding sources

----proposal writing

----people for UOA Advisory Board

----equipment to donate:

computer

printer

fax

furniture

xerox machine

----other people to help

OTHER IDEAS; COMMENTS:

UKIMWI¹ ORPHANS ASSISTANCE, INC.

P. O. Box 29074
Washington, DC 20017
USA
301-699-7585

UKIMWI ORPHANS ASSISTANCE, INC., (UOA) is a non-profit, international agency headquartered in Washington, DC, USA. UOA was founded to respond to ever growing needs created by increasing numbers of AIDS related orphans. UOA seeks help from anywhere in the world and develops locally available resources to rehabilitate children who have been deprived of one (especially the mother) or both of their parents by acquired immune deficiency syndrome (AIDS). Wherever possible, and in order to ensure the future welfare of the children, UOA is committed to assist the orphans within the extended family/clan system, or within a local system which is culturally acceptable and viable.

UOA's strategies include operations in areas in developing countries and particularly in Africa, which are suffering from the harshest incursion of the disease; and long and short term activities, such as, but not limited to, the orphans' future, and other issues and problems related to AIDS including education, HIV prevention, management and care and research.

AIDS a family and national tragedy: The World Health Organization (WHO) estimates that half of the world's HIV infected population totalling 3,500,000 are in Africa. Of these, a million and half are women. In less than a decade, most of these people will have developed full-blown AIDS, and probably will be dead. AIDS is killing young people of childbearing age leaving behind thousands and thousands of stranded orphans. The bereaved children have been robbed of their main providers of every necessity of life in terms of daily sustenance, clothing, roof over their heads, protection, schooling, nay, their entire future. The United Nations Children's Fund estimates that "during the 1990s, up to three million women

¹UKIMWI: a Kiswahili acronym for acquired immune deficiency syndrome (AIDS).

are expected to die of AIDS in ten countries of Central and East Africa alone." In these countries, "up to 5.5 million children under the age of 15 will be orphaned by the year 2000" (UNICEF, 1990).

How is the AIDS related orphans' problem to be solved? by building orphanages?

"The extended family, although it may be crippled by AIDS, continues to say 'NO' to orphanages." (Children Fund). In East Africa, for example, AIDS has turned the once populous, and productive lands along the western shores of Lake Victoria into ghost villages with abandoned homes, overgrown banana and coffee plantations, these are the staple food and cash crops respectively. Owners of these properties, the young productive parents have died of the disease. In Rakai alone in Uganda, there are 24,500 orphans (Save the Children Fund); and 22,000 in Kagera, Tanzania (Rumuli, Nov., 1990). The orphans are taken in by their extended family/kinship members. This is according to tradition and customary law. The extended family firmly believes that this is the best way of bringing up its young. This system increases unity among the siblings, cements family and clan ties and ensures an integral upbringing in a family atmosphere.

The Program

UKIMWI Orphans Assistance (UOA) is responsible for developing foreign resources and channelling them to its local branches in individual countries.

From its headquarters in Washington, UOA will create national offices in host countries. UOA offices will be registered locally as non-governmental organizations (NGOs). These NGOs will be responsible for developing local resources and for day-to-day operations of providing assistance to the orphans through the extended family/kinship system and local institutions. To avoid duplication and conserve resources, UOA can collaborate or link up with already established organizations that are doing similar efforts.

Key people in national offices will include:

- ◆ A program coordinator will be employed or will volunteer his/her services. The coordinator will be a

go-between UOA in Washington and local UOA branch office.

◆ A national fund-raiser responsible for developing strategies for raising funds in the host country. He/she will report to/ and collaborate with the national coordinator and national branch director. ◆ The national director, in turn, will be responsible for the whole program and for developing and rehabilitating local resources particularly inherited properties (as explained in 'Assistance to AIDS Related Orphans,...' Rutayuga, 1990). The national director will develop a system of communication with kinship members and with resourceful persons, especially in the affected areas. The director oversees and coordinates the work of all the sub-branches.

◆ The sub-branch administrator works in the field, namely villages, or a combination thereof. This will be in direct contact with the orphans, parents (guardians), the area community, various leaders of institutions and volunteers in the program.

Tanzania Branch Office

of

UKIMWI ORPHANS ASSISTANCE, INC.

I. Target population: orphans whose parents have died of AIDS. The orphans are residents of Kagera the northwestern region of Tanzania. The program is meant, first and foremost, for abandoned orphans, secondly for those absorbed in the kinship system but still in dire need.

II. Objective: the primary purpose of the program is to assist UKIMWI related orphans to grow up and reach the age of majority as self-reliant and responsible individuals. The program intends to seek foreign aid to rehabilitate and integrate the orphaned children within their extended family/kinship system. In order to ensure survivability, sustainability and cost effectiveness, the program purports to develop and utilize locally available resources to supplement foreign aid. Long-term objectives of the organization include but not limited to education, HIV prevention, AIDS management and care, and other HIV/AIDS

related problems.

There are more than 22,000 AIDS orphans in Kagera (Rumuli, Nov. 1990). More than 30% of these orphans need immediate help (WorldAIDS - January 1990). The kinship/extended family system has been overwhelmed by the unprecedented number of AIDS related orphans coupled with severe health and socio-economic problems. A few of these orphans have been abandoned for fear that they might be infected with HIV/AIDS. For others, it is only the old and poor grandparents who are looking after them, since it is the very young and very old. One solution would be to found orphanages. However, there are problems with orphanages. In war torn Uganda, for example, a few orphanages have been ^{established} to serve these kids. The major objection to orphanages is that they alienate the children from their family/clan roots, and society at large. It is likely that graduates of orphanages will not fit in communities of their people. For fear of infection with HIV/AIDS, unfounded myths, and reprisal from community or families, already established orphanages will be unwilling to accept AIDS related orphans. Orphanages are costly to run, and in most cases, they depend on constant infusion of foreign aid. The donor agencies may not be willing to fund such a project. Whereas family/kinship oriented project that has been proposed is a long term sustainable and stable program. At the same time, it ensures integration of the children in their own family system and culture. That is why "the extended family, although it may be crippled by AIDS, continues to say 'NO' to orphanages (Children's Fund, 1990).

III. Sponsor: UKIMWI Orphans Assistance, Inc., (UOA), headquartered in Washington, DC., USA.

IV. Operations: The chart gives the flow of the program operations. UKIMWI Orphans Assistance (UOA) is a private voluntary organization (PVO) dedicated to orphans' welfare and development to self-sufficiency at the age of maturity. To meet its goal, UOA has to raise funds for its programs. UOA will also depend on human resources and materials available in communities or organizations of program locations.

UOA in collaboration with its local office, a Non-Governmental Organization (NGO) in Tanzania,

would reach the orphans within and through their extended family/kinship system and through local institutions. Wherever possible, UOA will develop and utilize orphans' inherited properties and also various resources provided by local communities and institutions or sectors.

The established local UOA will have a national office in Bukoba responsible for its sub-branch offices located in areas of need. The national UOA office will employ a program director, an assisted by one (or two) staff member(s).

The administrator will deliver the services/assistance to the orphans through the designated person(s) or institution(s), as it will be indicated.

The offices of the national director and the administrator employ office workers according to their particular needs and abilities.

V. Responsibilities:

a/ National director will be in-charge of all program operations, including but not limited to

- Overseeing the budget
- Overseeing and enforcing compliance to records keeping
- Purchasing and delivering supplies to the sub-branches.
- Developing and overseeing volunteer work, community participation
- The director is a contact person between other NGOs and the institutions/sectors
- The director hires workers on the program: teachers, health providers, counselors, etc.
- Will collaborate directly with:
 1. National coordinator
 2. National fund-raiser
 3. Sub-branch administrator for all intervention strategies and operations.
- The national director is responsible for quarterly and annual reports on the effectiveness of the program.
- Reports directly to the national UOA coordinator; in the absence of the coordinator, the program

director will report directly to the UOA office in Washington.

Qualifications:

- The minimum requirements for the program director is graduation from Form VI and at least two years of administrative experience; or an equivalent combination of at least three years of full time relevant office work experience and graduation from Form IV (High School).

b/ Assistant(s) would be assigned by and report to the director. His/her responsibilities will include, but not limited to:

- Records keeping of all statistics including individual, vital, etc. (See samples of records).
- all inventory on property, assets
- In-charge of all accounting books
- In-charge of all account receivable and payable.
- Reports to the director

Qualifications:

- Book-keeping skills and experience
- Typing skills

Minimum requirements: graduation from Form IV (High School) with at least one year of full time relevant employment experience.

c/ Sub-branch administrator is ~~the~~ the services/assistance delivery person, responsible for:

- Orphaned children because of UKIMWI and their kinship members.
- Developing of a registry of the orphans and their genealogy
- Keeping records of all services rendered.
- Compiling quarterly and annual reports of the sub-branch.

d/ Legal Counsel, hired by the director, will volunteer or will be hired on hourly basis to offer services pertaining to law, this will include:

- Property/assets belonging to orphans by inheritance
- Creation of orphans' trust funds (for those who own inherited properties).

- Appointment of family/legal guardian
- Dates of transfer of properties from guardians to orphans, etc.

UOA program facilitator (from the Washington Office) will work with the local program key staff members of UOA to contact officials of local and central government officials, and with other organizations working for the orphans. The national director's other responsibility (together with the national coordinator and fund-raiser) is to interface with all resourceful local institutions and sectors.

In order to operate effectively, UOA will cooperate with a reliable NGO. Although UOA has all necessary qualifications and skills, may still learn from other NGOs that worked and reached the grassroots. In many instances, NGOs with long time experience have:

- a. Personnel: who usually have hand-on, long term experience in many grass-root working relationships. Learn from church workers who are professionally trained or have long standing, on the job-training and experience that qualify them to be professionals. Many of them are dedicated individuals to the cause of the program in question, and are, in most cases, reliable.
- b. Network: UOA could utilize/collaborate with the church and school system to reach the community. These institutions have been a vehicle of communication reaching all members of the community for a long time.
- c. Such bureaucratic-like operation in communications ensures efficacy of the program, and
- d. Cost effectiveness: in operations thus carried out, there is little room for wastage of materials, energy, and finances. Moreover, volunteer services will be developed; those who need compensation will be encouraged to accept comparatively lower wages.
- e. Sustainability: development of the orphans' inherited properties ensures a long-term survival of the program. Moreover, the program is family/community based. It is designed and dictated by local customary law and tradition. Finally, it suits what the wishes of those it is designed for: 'the extended family ... continues to say NO to orphanages.'

The aim of UOA is to wean from the program individual orphans as they attain 17, and not later than 18 years of age. Some could leave the program at an earlier date, when the future welfare of the orphan(s)

can be guaranteed. In this instance, the family/kinship members are capable to take over the responsibilities of supplying the necessities of life of the orphan(s); or where there is a reliable source of support.

VI. The family. The extended family/kinship system network is an essential institution and a 'conditio sine qua non' for any AIDS related program, and particularly for UKIMWI orphans projects. The family/kinship system has vowed to stick to the customary law and tradition of caring for the orphans regardless. On the other hand, this family network has been weakened for some time by deteriorating socio-economic conditions, and it is now eroding very fast. The family needs support in terms of financial assistance as explained above with regard to UKIMWI orphans. The kinship system requires cultural renewal for AIDS prevention, education, care, counseling and information. All these issues are to be included in the orphans' programs.

VII. Assistance to extended family/kinship members caring for orphans intends to cover expenses for livelihood including board and room, education, medical care, clothing, blankets and bed sheets. Families will undoubtedly cooperate in facilitating provision of services supplemented by other institutions. and health.

The program director would conduct a socio-economic profile cursory study of families intended for the program. Data on the families will facilitate the procurement of aid which will be based on determined level of exigencies. (See Guidelines on need determination).

Systems Development and Support: to increase the traditional social services, the family, kinship and community support systems*

A/ Potential resources include:

1. Identification of members of kin (of orphans/deceased)
2. Identification of assets/inheritance belonging to orphans - inheritance: land/estate, house, animals,

bank account, and other assets.

B/ Resources of (institutional) support may include:

- Community
- Government
- Foreign Aid

C/ Targeted direct services to the orphans include

- Board & Room/Food Supply
- Economic
- Clothing
- Education
- Medical
- Counseling
- Legal Services

D/ Self Reliance programs

- * 1. Community involvement and participation are essential (and crucial) to System Development and Support and for sustainability of the program.
- * 2. Aid infusion comes from different sources such as local government, local community and foreign aid donors. Aid should be channeled through NGOs, preferably church-related organizations, to a selected (by the community, etc) member of kin to the orphan(s).
- * 3. Income generating activities: a component of the program which includes:
 - members of kin
 - orphans' self-reliance activities
 - youth development programs
 - community participation

VIII. Delivery Systems: UOA national office will be responsible for coordinating all operations. The director will be accountable for financial matters concerning the project. In order to reach the orphans and rehabilitate them in their own extended family or kinship system, UOA national director in cooperation

with the sub-branch administrator(s) will develop a network of orphans' genealogy starting from as far as (if possible, great) grandparents on both sides, and traced down to the youngest member of the family. ~~ff~~ genealogy will be a part of the records to be kept at the national headquarters.

Assistance will be given in accordance to established criteria of need.

Categories of services/needs:

1. Direct services to families will include expenses for board and room, blankets, foods and nutritional supplements.
2. Indirect services to families paid by UOA office to:
 - a/ To schools: 'pro rata' various fees for orphans (unless it is free education, or the government promised to subsidies, as in Uganda - but not forthcoming). Funds for school uniforms
 - b/ To hospitals/clinics: funds for health care, such as immunization, tests and treatment.
 - c/ Funds to individual hired labor for projects for self-reliance.
 - d/ Funds to counselors of orphans and their participating family/kinship members.

IX. Expected Results: graduates of UOA's program are expected to be self-reliant, responsible and mature individuals able to participate fully in the ordinary life of their society. With the death of their parents, the UKIMWI orphans have been deprived of the source of livelihood together with other material and spiritual goods. Although UOA cannot replace their parents, it can be able to provide what the extended family has been crying for in terms of livelihood, education, assurance of health care and counseling. Given the socio-economic hardships endemic in the developing world, additional burden on the extended family created by the orphans' situation, not only exhausts the meager resources of the over-stretched kinship system, but spells death to the orphans. UOA expects to increase chances for life expectancy of the orphans.

X. Program Evaluation: UOA's Washington Head Office is responsible for evaluating the effectiveness of the entire program. In spite of the constraints (lack of trained manpower, office equipments, supplies

and other resources, etc.) that plague developing countries, UOA will do its best to produce the state-of-the-art evaluation of the program. Evaluation methodology includes:

- Given the built-in structure for coordination, records keeping, quarterly/annual reports of the entire program, it is easy to measure the effectiveness of the program.
- Participant observation will be used by researchers to observe and document the actual state and living condition of the orphans.
- Individual questionnaires will be developed to measure:
 1. UKIMWI orphans' quality of life
 2. Satisfaction/dissatisfaction with the program by participating/non-participating kinship members.
 3. Satisfaction/dissatisfaction with the program by the local communities.
 4. Workers/volunteers' assessment of the program
 5. Participating institutions' assessment of the program.

