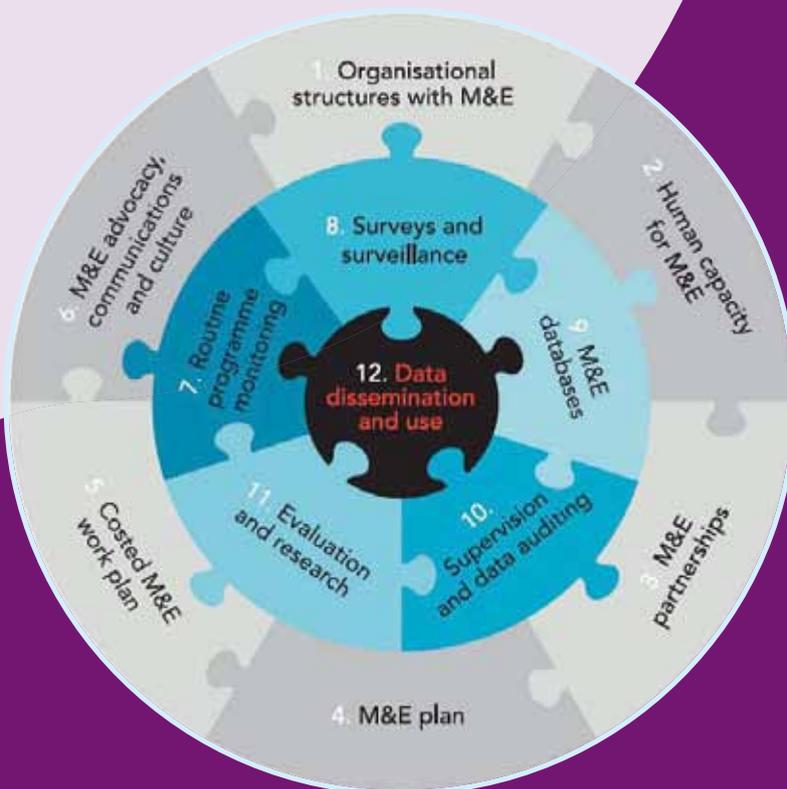




THE REPUBLIC OF UGANDA



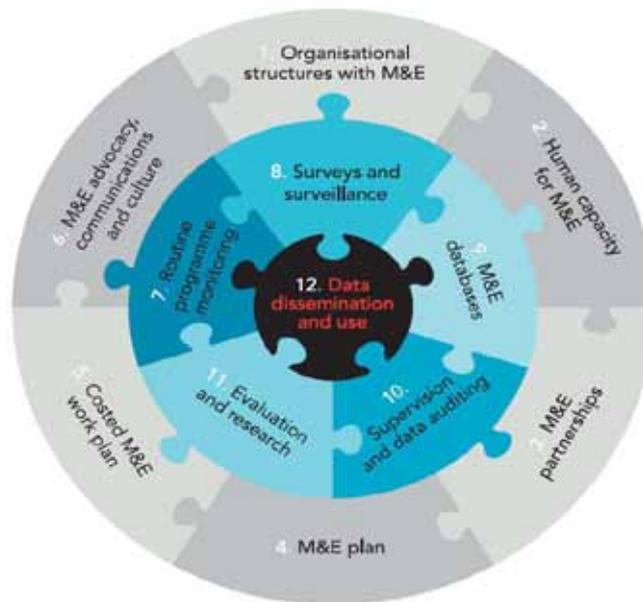
Monitoring and Evaluation Framework and Plan for the National Strategic Programme Plan of Interventions for Orphans and other Vulnerable Children 2011/12- 2015/16

MINISTRY OF GENDER, LABOUR AND SOCIAL DEVELOPMENT

February 2012



THE REPUBLIC OF UGANDA



**Monitoring and Evaluation Framework and Plan for
the National Strategic Programme Plan of Interventions for
Orphans and other Vulnerable Children
2011/12- 2015/16**

MINISTRY OF GENDER, LABOUR AND SOCIAL DEVELOPMENT

February 2012



Copyright: MINISTRY OF GENDER LABOUR AND SOCIAL DEVELOPMENT
Plot 13 Lumumba Avenue (Simbamanyo Building),
P.O. Box 7136, Kampala Uganda
Tel: +256 (0) 41-253 372 or +256 (0) 41 342 942,
Website: www.mglsd.go.ug

Foreword

The formulation of the Second National Strategic Programme Plan of Interventions for Orphans and other Vulnerable Children in Uganda (NSPPI-2) is a remarkable achievement in Uganda's response to the situation of orphans and other vulnerable children. The NSPPI-2 is an OVC response plan of action agreed to by all implementing partners and stakeholders led by the Ministry of Gender Labour and Social Development.

Following the formulation of the NSPPI-2, it became overwhelmingly necessary to have a well-articulated monitoring and evaluation framework and plan to facilitate implementation and measurement of progress in the planned results for children who are vulnerable. This document drew largely from the gaps and challenges recorded in the review of past efforts aimed at provision of service for OVC in the country. The document also benefited largely from the contributions of all the stakeholders in OVC response in Uganda. These include the government Ministries, Departments and Agencies; USAID, UNICEF, and national and international non-government organizations, faith-based and community-based organizations and groups.

National and global indicators from the national surveys have been aligned with the national M&E system allowing easy reporting to international commitments such as UNGASS. This second edition of the National OVC M&E Plan therefore aims to provide and further improve the means for government to monitor the national response and provide effective leadership in the care and protection for OVC. It is further meant to guide the M&E functions for the NSPPI-2 to ensure that M&E activities of the various organisations implementing OVC programmes are focused on the same indicators, reporting schedules and feeding into the national OVC information system.

The inclusiveness and consultations that resulted in the production of this National OVC M&E Framework and Plan is commendable. The contribution of all those that participated in the process is acknowledged. I therefore, urge all partners to use this framework and plan to continually monitor and evaluate programmes and interventions for orphans and vulnerable children; so that ineffective efforts can be amended and effective efforts can be scaled up in a timely fashion.

It is my hope that the participatory and inclusive process that generated the National Monitoring and Evaluation Plan for OVC response will spur all stakeholders to an unflinching commitment to adopt and use them as a tool in all care and support interventions for orphans and vulnerable children to improve efficiency and effectiveness.



Christine Guwatudde Kintu
PERMANENT SECRETARY

Acknowledgements

The Monitoring and Evaluation Framework and Plan for the OVC response in Uganda is a critical guide for effective coordination of monitoring and evaluation of OVC programmes in the country. It is anticipated that it will facilitate the development and strengthening of a national M&E system for the OVC response. The development of the M&E system is expected to in turn, enhance provision of quality services for the estimated eight million OVC in Uganda.

The Ministry of Gender, Labour and Social Development is grateful to USAID and UNICEF for their technical and financial contributions in the development of the plan. The Ministry acknowledges with gratitude staff of the Department of Social Work and Social Administration (SWSA), Makerere University for facilitating the process of developing the initial draft of the M&E Framework and Plan. The National OVC M&E Working Group on OVC is also highly appreciated for their technical contributions which saw the completion of the M&E framework and plan. We further acknowledge the contributions of various civil society organisations and government ministries in the development of this plan. We are also grateful to IDEA International who at UNICEF's request supported the process of reviewing Uganda's M&E System for OVC and administered the OVC M&E System Strengthening Tool to identify gaps and areas for consolidation.

We give a very special acknowledgement to the support and leadership of the Director for Social Protection in the Ministry of Gender, Labour and Social Development for ensuring the process is brought to fruitful completion. The ministry acknowledges the effort of the Officers of OVC NIU, the Department of Youth and Children, who with technical support from Mr. Wilbroad Ngambi of UNICEF worked tirelessly to coordinate and successfully conclude the process of the development the M & E Plan.

Table of Contents

Foreword.....	i
Acknowledgements.....	ii
Table of Contents	iii
List of Abbreviations and Acronyms	v
Definitions of Key Terms.....	vii
SECTION ONE : BACKGROUND TO M&E FRAMEWORK AND PLAN FOR NSPPI-2.....	1
1.1 Introduction.....	1
1.2 Purposes and Objectives of NSPPI-2 M&E Framework / Plan.....	2
1.3 Components of the OVC M&E Framework.....	2
1.4 Expected Benefits of the M&E System for OVC	3
1.5 Process of Developing the M&E Framework / Plan.....	3
1.6 Defining Orphans and Vulnerable Children for NSPPI-2 M&E.....	3
1.7 Situation of Orphans and Vulnerable Children.....	4
1.8 Strategic Outcomes of the NSPPI-2.....	5
SECTION TWO: THE OVC M&E FRAMEWORK.....	7
2.1 Conceptual Framework for OVC M&E System.....	7
2.2 Linkages with other M&E systems.....	8
SECTION THREE: NSPPI-2 M&E INTERVENTIONS AND PROCESSES	9
3.1 Introduction.....	9
3.2 Findings of the assessment of the existing OVC M&E in Uganda.....	9
3.3 Assessment of Routine Programme monitoring and reporting.....	10
3.3.1 Addressing gaps in routine monitoring and reporting	10
3.3.1.1 Identification of OVC and OVC Households	11
3.3.1.2 OVC Registration and data base.....	11
3.3.1.3 Registration of OVC Service Providers.....	12
3.3.1.4 OVC Service Delivery Register.....	12
3.4 Data Sources and methods.....	12
3.4.1 Routine data sources	12
3.4.2 Use of sector databases as a source of OVC data	12
3.4.3 Data collection instruments.....	13
3.4.3.1 Strategies to improve data collection, tools and methods.....	13
3.5 Data Storage - the OVC Management Information System	14
3.5.1 Analysis of gaps within the national and sub-national OVC databases.....	15
3.5.2 Strategies to improve data storage and database management (OVC MIS).....	15
3.6 Data Quality Assurance.....	15
3.6.1 Strategies for improving data quality and assurance	16
3.7 Data collation, analysis, dissemination and use.....	16
3.7.1 Strategies to improve analysis and use of data	16

3.8	Data Flow and Transmission.....	17
3.8.1	Strategies to improve data flow and transmission.....	17
SECTION FOUR: INFORMATION PRODUCTS, FEEDBACK, DISSEMINATION AND UTILIZATION.....		19
4.1	Data Reporting and Data Dissemination.....	19
4.2	OVC M&E clientele and their M&E needs.....	19
4.3	Strategies to improve reporting and dissemination.....	20
4.3.1	Reports and Information Products	21
4.3.2	Strategies to Improve National Performance Measurement	22
4.4	Dissemination Mechanisms	23
SECTION FIVE: EVALUATION, SURVEYS AND RESEARCH		24
5.1	Introduction.....	24
5.2	Gaps in OVC evaluation and Research.....	24
5.3	Plans for addressing gaps in OVC research and evaluation	25
5.3.1	Regular Monitoring using Lot Quality Assurance Sampling (LQAS).....	25
5.3.2	Operational Research.....	25
5.3.3	Mid-term review (MTR).....	25
5.3.4	End of NSPPI-2 Programme Evaluation.....	25
5.3.5	Integration of M&E evaluations in National Surveys.....	26
5.3.6	OVC Research Agenda	26
5.3.7	Strategies on Evaluation and Research.....	26
SECTION SIX: INSTITUTIONAL MECHANISMS, COORDINATION AND IMPLEMENTATION OF THE M&E FRAMEWORK AND PLAN.....		27
6.1	Introduction.....	27
6.2	Analysis of gaps in organizational structures FOR M&E.....	27
6.3	Specific Roles and Responsibilities of Stakeholders	27
6.4	Human capacity for OVC M&E	31
6.4.1	Strategies to improve M&E staffing levels, knowledge and skills in M&E.....	31
6.5	Implementation, and Coordination of OVC M&E	31
6.5.1	Strategies to improve coordination and leadership for OVC M&E.....	32
6.6	Advocacy, Communication and dissemination of the M&E Framework and Plan	32
6.6.1	Strategies to enhance Advocacy, communication and culture for OVC M&E.....	32
6.7	Technical Assistance to facilitate implementation of the plan.....	33
SECTION SEVEN: OVC M&E PLAN BUDGET FOR FY 2011/12 TO FY 2015/16.....		34
Appendices.....		40

List of Abbreviations and Acronyms

AIDS	Acquired Immune Deficiency Syndrome
ART	Antiretroviral Therapy
ARVs	Antiretroviral drugs
CBMIS	Community Based Management Information System
CBO	Community Based Organization
CDO	Community Development officer
CICL	Children in Contact with the Law
CPA	Core Program Areas
CSEC	Commercial Sex Exploitation of Children
CSO	Civil Society Organizations
CWD	Children with Disability
DOVCC	District OVC Coordination Committee
DPSWO	District Probation and Social Welfare Officer
EID	Early Infant Diagnosis of HIV
EMIS	Education Management Information System
HIV	Human Immunodeficiency Virus
HMIS	Health management information systems
IEC	Information, Education and Communication
IGA	Income Generating Activities
JLOS	Justice Law and order sector
LG	Local Government
M&E	Monitoring and Evaluation
MAAIF	Ministry of Agriculture Animal Industry and Fisheries
MEEPP	Monitoring and Evaluating Emergency Plan Progress
MIS	Management Information System
MoFPED	Ministry of Finance Planning and Economic Development
MGLSD	Ministry of Gender, Labour and Social Development
MoH	Ministry of Health
MoLHD	Ministry of Lands, Housing and Development
MoWE	Ministry of Water and Environment
NAADS	National Agriculture Advisory Services

NCC	National Council for Children
NDP	National Development Plan
NGOs	Non-Governmental Organizations
NIMES	National Integrated Monitoring and Evaluation Strategy
NIU	National Implementation Unit for the OVC Programme
NOP	National OVC Policy
NOSC	National Steering Committee
NSPPI	National Strategic Program Plan of Interventions for OVC
OVC	Orphans and Vulnerable children
PSWO	Probation and Social welfare Officer
ROSCAs	Rotational Savings and Credit Associations
SAGE	Social Assistance Grants for Empowerment
SCORE	Sustainable Comprehensive Responses for OVC
SOVCC	Sub County OVC coordination committee
SUNRISE	Strengthening Uganda’s National Response for Implementation of Services for OVC
TSO	Technical Support Organization
TWGs	Thematic Working Groups
UBOS	Uganda Bureau of Statistics
UCRNN	Uganda Child Rights NGO Network
UDHS	Uganda Demographic and Health Survey
UHRC	Uganda Human Rights Commission
UNCRC	United Nations Convention on the Rights of the Child
UNHS	Uganda National Household Survey
UNICEF	United Nations Children Fund
UPE	Universal Primary Education
UPFC	Uganda Parliamentary Forum for Children
USAID	United States Agency for International Development
USE	Universal Secondary Education
VSLA	Village Savings and Loan Associations

Definitions of Key Terms

Activities: The actions undertaken by the project implementers, which are required to deliver the outputs by using inputs such as funds, technical assistance and other types of resources.

Child: Any person below the age of 18 years.

Data source: Data sources are tangible sets of information, usually in the form of reports, survey results, monitoring forms from the field, or official government data sets. Data sources provide the values of the indicators at a specific point in time.

Evaluation: Evaluation is a process which attempts to determine as systematically and objectively as possible the relevance, effectiveness, efficiency and impact of activities in the light of specified objectives. . It aims to understand the progress that has been made towards the achievement of an outcome at a specific point in time. Put in another way, evaluation is a rigorous and independent assessment of either completed or on-going activities to determine the extent to which they are achieving stated objectives and contributing to decision making.

Feedback: is a process within the framework of monitoring and evaluation by which information and knowledge are disseminated and used to assess overall progress towards results or confirm the achievement of results. Feedback may consist of findings, conclusions, recommendations and lessons from experience. It can be used to improve performance and as a basis for programme decisions and improving implementation.

Goal: The long-term desired state or objective, change of state or improved situation to which a development intervention, such as a project or project component, is intended to contribute. For the OVC programme, the goal or overall objective is to scale up the national response to reach the critically and moderately vulnerable children with comprehensive, effective and quality services.

Indicators: These are standardized measures that signal the achievement of results in the form of inputs and activities, outputs, outcomes, and impacts of an intervention or policy. An indicator is a measure which is used to demonstrate the change or result of an activity, project or programme.

Impact: Impact refers to overall long-term effects a project is trying to achieve for example, improved well-being of OVC; the long-term collective results of many projects over time. Impact therefore generally refers to the overall goal or goals of a project. These are commonly measured through household surveys such as demographic and health surveys. Impact assessment shows the degree to which the overall objective or goal of the programme is realized. It is also meant to show the extent to which the observed change is attributable to the program intervention.

Information products: An information product is a standard report/document that the OVC NIU or other stakeholders produce at regular intervals after receiving data and analyzing these data.

Inputs: Inputs are the resources that are needed to implement the project and its activities. Inputs can be expressed in the form of the people, equipment, supplies, infrastructure, means of transport and other resources needed for a specific project or activity.

Lesson learned: An instructive example based on experience that is applicable to a general situation rather than to a specific circumstance. It is learning from experience. The lessons learned from an activity through evaluation are considered evaluative knowledge, which stakeholders are more likely

to internalize if they have been involved in the evaluation process. Lessons learned can reveal “good practices” that suggest how and why different strategies work in different situations—valuable information that needs to be documented. Also important to note that “lessons learned” may reveal challenges and unanticipated/unfavorable results, which are also of value to share and document to inform future efforts in the same context as well as in other contexts.

M&E results chain: There are three levels of results namely, outputs, outcomes and impact and they arise from implementation of planned activities using inputs or resources.

Monitoring: Monitoring is the continuous or periodic, and regular oversight of the implementation of an activity which seeks to establish the extent to which input deliveries, work schedules, other required actions and targeted outputs and outcomes are proceeding according to plan, so that timely action can be taken to correct deficiencies detected. It aims to provide management and main stakeholders of an ongoing intervention with early indication (or lack thereof) towards the achievement of outputs. In this plan, monitoring is not only concerned with asking “Are we taking the actions we said we would take?” but also “Are we making progress on achieving the results that we said we wanted to achieve?”

Orphan: Any child who has lost one or both parents.

Outcomes: the changes some or all of which may be the result of a given program or intervention measured at the population level in the target population of a programme, project or other intervention; for example, higher retention of OVC in school or fewer malnourished children.

Outcome Monitoring: Outcome monitoring is a continual and systematic process of collecting and analyzing data to measure the performance of the interventions towards achievement of outcomes at various levels. While the process of outcome monitoring is continual in the sense that it is not a time-bound activity, outcome monitoring must be periodic, so that change can be detected in a timely manner.

Outputs: the immediate results, products or services achieved by the programme or project as a result of conducting planned activities. They are usually expressed in quantities, either in absolute numbers or as a proportion of a population. For example, the number of service providers trained, and the number of OVC receiving educational assistance. Output measurement shows the realization of activities and is usually tracked at the program-level and not at the population-level.

Performance monitoring measures progress in achieving specific results in relation to an implementation plan, whether for programmes, strategies, or activities. It is core accountability for effective work planning and review.

Process Evaluation: A process evaluation documents and analyzes the early development and actual implementation of the strategy or program, assessing whether strategies were implemented as planned and whether expected output was actually produced. An example of output is: Number of OVC provided with educational support gang-related crimes reported.

Reporting is an integral part of monitoring and evaluation. Reporting is the systematic and timely provision of essential information at periodic intervals.

Situation monitoring measures change in a condition or a set of conditions or lack of change. Monitoring the situation of OVC is necessary when trying to draw conclusions about the impact of programmes or policies.

Vulnerable child: A child who is suffering and/or is likely to suffer any form of abuse or deprivation and is therefore in need of care and protection.

Section One

Background to M&E Framework and Plan for NSPPI-2

1.1 Introduction

In June 2011, the Ministry of Gender, Labour and Social Development launched the second National Strategic Programme Plan of Interventions for Orphans and other Vulnerable Children (NSPPI-2). The NSPPI-2 is a five-year multi-sectoral framework to facilitate an effective and coordinated response to reduce vulnerability of children and improve their wellbeing. The NSPPI-2 has four objectives as follows:

- (i) Strengthen the capacity of families, caregivers and other service providers to protect and care for orphans and other vulnerable children
- (ii) Expand access to essential services for orphans and other vulnerable children, their caregivers and families/households
- (iii) Increase access to protection and legal services for orphans and other vulnerable children, their caregivers and families/households
- (iv) Strengthen the institutional, policy, legal and other mechanisms that provide supportive environment for a coordinated OVC response

The NSPPI-2 further provides seven core programme areas of interventions namely:

- (i) Economic Strengthening,
- (ii) Food and Nutrition Security,
- (iii) Health, Water, Sanitation and Shelter,
- (iv) Education,
- (v) Psychosocial Support and Basic Care,
- (vi) Child Protection and Legal Support
- (vii) Legal, Policy and Institutional Mechanisms

Under implementation of NSPPI-1, monitoring and evaluation of OVC programmes focused on measurement of performance on inputs, processes and outputs of the OVC programme. Today, the challenge is to go beyond this level of M&E and to also focus on measuring achievement of outcomes and impacts. Therefore, the Ministry of Gender, Labour and Social Development now requires organisations and departments to demonstrate performance of their programmes in terms of outcomes and impacts for vulnerable children. Programme managers are also required to actively apply the information gained through monitoring and evaluation to improve planning, advocacy, and development of innovative approaches to improve the lives of OVC.

The National OVC M&E Framework is aligned with the strategic priority areas of the NSPPI-2. It provides a framework for guiding the strengthening of the OVC Monitoring and Evaluation System by enabling programme managers and implementers to collect data that enhance decision making and reporting on results obtained from implementation of NSPPI-2. Specifically, it articulates details of what information is needed under each core programme area, indicators, data sources, data collection methods, data flow, data analysis, data use and reporting, and feedback as well as the responsibilities of implementing partners and stakeholders. It outlines strategies for developing M&E capacity in terms of human, material and financial resources.

1.2 Purposes and Objectives of NSPPI-2 M&E Framework / Plan

The overall objective of this M&E framework is to provide a systematic approach to tracking and measuring performance of interventions of the NSPPI-2 strategic areas. This overarching M&E framework and plan is meant to guide the M&E functions for the NSPPI-2 to ensure that M&E activities of the various organisations implementing OVC programmes are focused on the same indicators, reporting schedules and feeding into the national OVC information system.

Specifically, the M&E framework and plan aims to achieve the following objectives:

- (i) Guide data collection, management, analysis and utilisation through a defined and harmonised set of indicators, using harmonised data collection tools that are used consistently across programme implementers;
- (ii) Guide the flow, analysis, and consolidation of OVC data across key line ministries involved in services for OVC so that at the national, and sub-national levels a comprehensive set of data pertaining to the national OVC programme is available and is used to inform programming;
- (iii) To provide clearly spelled out roles and responsibilities of key actors/entities/government agencies and non-governmental agencies responsible for delivering services for OVC;
- (iv) To promote the importance of routine monitoring and systematic data collection to better inform decision making in the further planning of OVC related activities;
- (v) To guide the review and assessment of the progress and processes in achieving outputs and outcomes in the implementation of the OVC programme and to indicate bottlenecks so that corrective measure can be undertaken in a timely manner.

1.3 Components of the OVC M&E Framework

The OVC M&E system is based on the UNAIDS “twelve Component Framework for Developing a Functional National M&E System”. The twelve components are summarized below.

People, Partnership and Planning

- Organizational structure with OVC M&E functions
- Human capacity for OVC M&E
- Partnerships to plan, coordinate and manage the OVC M&E system
- National multi-sectoral OVC M&E
- Costed Annual OVC M&E Plan
- Advocacy, communications and culture for OVC M&E

Collecting, verifying and analyzing data

- Routine OVC programme monitoring
- Surveys
- National and sub-national OVC data bases (OVC MIS)
- Supportive supervision and data auditing / data quality assurance
- OVC evaluation, research and Learning

Using data for decision making

- Data dissemination and use

1.4 Expected Benefits of the M&E System for OVC

The OVC M&E system like any other M&E systems is to enhance effectiveness, learning and accountability. Specifically, the M&E system will help to:

- (i) **Assess progress towards achievement of key outcomes** for OVC as stated in the NSPPI-2 under each of the seven core programme areas.
- (ii) **Facilitate data dissemination among implementing partners and stakeholders:** Information needs of various stakeholders such as data on progress toward achievement of targets, will be met and stakeholders will be informed on the status of the OVC response in their area.
- (iii) **Monitor effectiveness of programmes:** Programme managers will be able to assess effectiveness of activities and recommend improved, cost-effective OVC related interventions based on the data obtained by the M&E system. This will also enable Uganda to meet national, regional (African Union) and global (UNGASS) reporting requirements on OVC.
- (iv) **Guide policy and planning of the national response:** This will be achieved by providing the data needed to inform policy makers and stakeholders and facilitate use of information for planning purposes at all levels by program managers
- (v) **Strengthen coordination of all partners and stakeholders working in the area of OVC:** This will be achieved by facilitating ongoing technical support to the OVC NIU, implementing partners, and stakeholders and assist programme managers in meeting reporting requirements within the NSPPI-2 strategic areas
- (vi) **Guide Resource Mobilization:** Essential data will be provided to national, bilateral and multi-lateral funding agencies to assess results of the financial assistance they provide and identify funding gaps.
- (vii) Identify good practice and lessons learned
- (viii) Build government (central and local) and CSO capacities in M&E for OVC programmes

1.5 Process of Developing the M&E Framework / Plan

A highly participatory and consultative approach characterized the process of developing the NSPPI-2 M&E framework. The overall co-ordination was provided by the National Implementation Unit (NIU) within the Ministry of Gender, Labour and Social Development with support from UNICEF. Representatives from government ministries, departments and participants from civil society organisations and development partners actively provided technical input into the process. The M&E thematic working group refined the final M&E framework after conducting information needs assessment and a diagnostic of the OVC M&E system in Uganda.

1.6 Defining Orphans and Vulnerable Children for NSPPI-2 M&E

A vulnerable child is that child who is suffering and or is living in circumstances where he/she is likely to suffer any form of abuse or deprivation and is therefore in need of care and protection. In an operational context we can say that vulnerable children are groups of children that experience negative outcomes, such as the loss of their education, morbidity, and malnutrition, at higher rates than do their peers. The loss of a parent through death or desertion is an important aspect of vulnerability. Additional factors leading to vulnerability include severe chronic illness of a parent or caregiver, poverty, hunger, lack of access to services, inadequate clothing or shelter, deficient caretakers, and factors specific to the child, including disability, direct experience of physical or sexual violence, or severe chronic illness. This means that although certain categories of children e.g. orphans may constitute many vulnerable children, not all orphans may be vulnerable as such. Therefore communities and organizations need to assess to determine whether a child is vulnerable or not. Boxes 3.2 and 3.3 show the adopted categorization of vulnerable children in the NSPPI-2.

Box 3.2: Critically vulnerable

- Orphans who are living in extremely difficult circumstances and are exposed to risks
- Children infected and affected by HIV&AIDS
- Children with disabilities living in extremely difficult circumstances and are exposed to risks.
- Children in worst forms of child labour (sex workers, bonded labour, illicit activities, work that stops school attendance, cattle rustling, and other intolerable forms of work)
- Children experiencing various forms of abuse and violence e.g. survivors of sexual violence; children in abusive homes or institutions.
- Street children/abandoned children/neglected children
- Children in contact with the law
- Children from child headed households
- Children who are engaged in armed conflict as captives or child soldiers
- Any other category of children who are assessed to be in need of immediate care and protection

Box 3.3: Moderately vulnerable children

- Out of school children; Teenage mothers;
- Children in poverty stricken (impoverished) households
- Children involved in hazardous work (other than worst forms of child labour).
- Children living with the elderly persons
- Children in Hard to Reach Areas;
- Children in fishing communities

1.7 Situation of Orphans and Vulnerable Children

With an estimated 17.1 million children below the age of 18 years, of whom 12% have been orphaned and 51% either critically or moderately vulnerable, Uganda faces a growing challenge of care and protection of OVC.¹ According to the Social Development Sector Strategic Investment Plan (SDIP)² vulnerability relates to lack of security, susceptibility to risk and/or exploitation. It is a measure of resilience of individuals, households and communities to withstand any shock that might result in increased poverty.

According to the UNHS 2009/2010, 12 percent of Uganda's children were orphans. The trend has progressed from 11.5% in 1999/2000 to 13.4% in 2002/03, then to 14.6% in 2005/06 and finally to 12.3% in 2009/10. Nearly a half (48%) of the 2.3 million orphans lost one or both parents due to AIDS related deaths. About 63% (1,530,900) of the orphans live with caregivers other than a natural parent. The findings of the 2009/10 UNHS reveal that paternal orphan hood (8%) was greater than maternal orphan hood (2%). About two percent of the children had lost both parents. Out of the 6.2 million households in the country, 1.1 million had an orphan, representing 18 percent. Over 32,130 children between the ages of 10-17 head households.

The UNHS 2009/2010 results indicate that 51 percent of the children aged 5-17 years in Uganda were working. Overall, 25 percent of the children aged 5-17 years or 2.3 million children are engaged in child labour with males (28%) having slightly higher rates than females (24%). It is further observed that Child labour was highest among children in the age group of 5-11 years (34%). Of these 1.2 m children are aged 7-11 and 1.1m children are 12-14 years. Slightly over 35% of all 7-14 olds work and attend school at the same time.³

1 The most recent OVC situation analysis (2010) indicates that 43 per cent of OVC are moderately vulnerable, while eight per cent are considered critically vulnerable and in need of immediate protection and support.

2 MGLSD, Social Development Sector Strategic Investment Plan for Development (SDIP), 2003-2008, pg6

3 According to the ILO30, not all work performed by children is equivalent to "child labour". Work in the sense of economic activity is a statistical definition. The concept is therefore based on minimum age of entry into the labour force, non-hazardous work and worst forms of child labour. The ILO Convention on Minimum Age of Admission to Employment (ILO Convention 138) exempts children from 12 to 13 years old only if they are engaged in light work. Thus all children 5 to 11 years working in economic activities are considered to be in child labour. Children of 14-17 years engaged in worst

The large magnitude of OVC is being aggravated by the high levels of poverty, HIV/AIDS, inadequacy of support services, weak implementation of existing laws, and disease. For example, the HIV/AIDS Epidemiological Surveillance Report 2005-2007 shows that a total of 120,000 children (0-14years) had died of HIV/AIDS while the number of those living with HIV&AIDS is 42,140. The National Early Infant Diagnosis for HIV (EID) Database shows that the percentage of infants born to HIV-infected mothers at 2009 stood at 9.9%. Mother to child transmission contributes 22%. The Uganda UNGASS⁴ report 2008/9, released in 2010 shows that during the reporting period, 28,040 HIV exposed babies were tested and among them, about 10% (2820/28,040) tested HIV positive. Of those found positive, 1,300 were initiated on ART. Other reports⁵ show that only 27% of the eligible children are on antiretroviral therapy (ART). The proportion of schools that provided life-skills based HIV education in the last academic year was reported as 15% in 2008⁶. There is particularly a growing phenomenon of child abduction and murder.

1.8 Strategic Outcomes of the NSPPI-2

The NSPPI -2 which the M&E framework intends to measure was developed through a highly participatory process and included consultations with district and sub county authorities, children and caregivers in all the eight regions of Uganda. It has four strategic objectives, seven core programme areas and ten planned outcomes as shown in the table below:

forms or hazardous work are also considered to be in child labour.

4 UNGASS is the United Nations General Assembly Special Session on HIV/AIDS

5 UAC (2008), report on implementation of national HIV&AIDS Strategic plan FY 2007-2008

6 Primary and Secondary schools with trained teachers in life-skills as of 2005, PIASCY Program supported schools only, PEPFAR 2009 annual report, denominator not available thus % not filled

Table 1: Programme Outcomes

Core Program Area	Outcomes
Objective 1 Strengthen the capacity of families, caregivers and other service providers to protect and care for orphans and other vulnerable children	
Economic Strengthening	<ul style="list-style-type: none"> · OVC and their households meet their short and long term needs through economic strengthening
Objective 2 Expand access to essential services for orphans and other vulnerable children, their caregivers and families/households	
Food and Nutrition Security	<ul style="list-style-type: none"> · Households of OVC are food secure and have proper nutrition
Health, Water, Sanitation and Shelter	<ul style="list-style-type: none"> · Increased access to and utilization of preventive and curative health services including antiretroviral therapy for OVC and their caregivers · Increased access to and utilization of safe water and sanitation facilities for OVC at household, community and institutional levels especially in schools, children’s and remand homes. · Increased percentage of OVC living in decent houses
Education	<ul style="list-style-type: none"> · Increased enrollment and retention of OVC of school going age to attain quality education within the primary, secondary and vocational education cycles
Psychosocial Support and Basic Care	<ul style="list-style-type: none"> · Improved physical, social and emotional wellbeing of OVC through provision of quality psychosocial support services · Increased access to and utilization of basic care services by OVC and their caregivers
Objective 3 Increase access to protection and legal services for orphans and other vulnerable children, their caregivers and families/households	
Child Protection and Legal Support	<ul style="list-style-type: none"> · Increased access to child protection and justice for OVC, their caregivers and families/households
Objective 4 Strengthen the institutional, policy, legal and other mechanisms that provide supportive environment for a coordinated OVC response	
Legal, Policy and Institutional Mechanisms	<ul style="list-style-type: none"> · Effective legal, policy and other institutional mechanisms in place at national and sub national levels and able to deliver, coordinate and monitor provision of quality services and programmes for OVC.

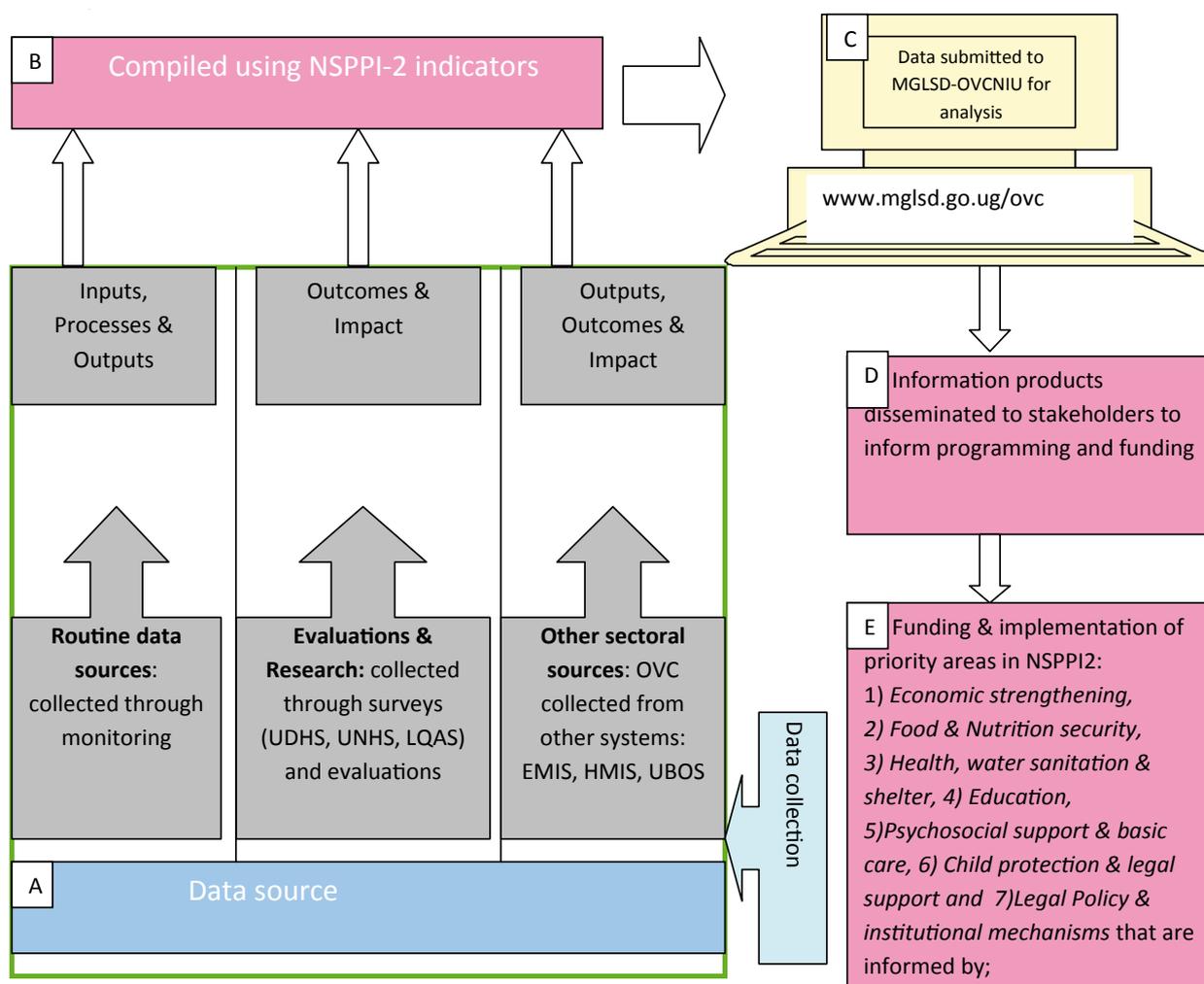
Section Two

The OVC M&E Framework

2.1 Conceptual Framework for OVC M&E System

The OVC M&E System represents the kind of OVC data that is collected, how it is collected and how it flows through the various levels and is finally utilized. As shown in the figure below, OVC data comes from routine data sources (collected through monitoring), evaluations and research (including surveys such as UDHS, UNHS, LQAS and evaluations) as well as data on OVC collected from other systems such as EMIS, HMIS, UBOS. Routine data concerns outputs, evaluations focus on outcomes and impact. Data from EMIS and HMIS and other sources focuses on outputs, outcomes and impact. The OVC M&E system collects data based on OVC indicators. Such data is submitted to the OVC NIU within the MGLSD which available at www.mglsd.go.ug/ovc. Information received in the MGLSD and stored mainly through the OVC MIS is then analysed and packaged into information products such as reports and disseminated to stakeholders to inform programming and funding. This further influences programming within the core programme areas of the NSPPI- 2 namely: Economic strengthening, Food & Nutrition security, Health, water sanitation & shelter, Education, Psychosocial support & basic care, Child protection and legal support and Legal Policy and Institutional mechanisms. The M&E system is shown in the framework below:

Figure 1: M&E framework for OVC



2.2 Linkages with other M&E systems

The OVC M&E system is linked to the results framework and indicators of the National Strategic Plan for HIV/AIDS under the social support component. It is also linked to the Social Development Sector Strategic Plan (SDIP-2) and the National Development Plan. The OVC M&E indicators contribute to the monitoring of the above identified broader plans. This M&E framework also guides the M&E activities of all OVC projects across line ministries and CSOs that contribute to the realization of the NSPPI-2 objectives.⁷

⁷ Some OVC projects designed specifically to implement NSPPI-2 include SUNRISE Project, SCORE Project and the Civil Society Fund also provides funding to over 40 CSOs to implement OVC projects.

Section Three

NSPPI-2 M&E Interventions and Processes

3.1 Introduction

This section provides a framework for the technical aspects of the M&E system. The National OVC M&E System is a system for monitoring and evaluating the national response to Orphans and Vulnerable children (OVC) or its component programmes and projects to see if it is on track to achieve its desired outcomes as stated in the NSPPI-2. The national OVC M&E system operates at community, Sub County, district and national levels. It also guides the M&E activities of all partners implementing the OVC programme. The current system comprises of Service Provision and Utilization indicators (which provide information on the outputs of the programme in terms of number of beneficiaries reached), Local Government Capacity Indicators, the National level OVC Indicators as well as tools for measuring the National OVC Effort Index. National OVC indicators are based on the core programme areas and are more focused on impact of the OVC programmes. The OVC M&E System provides tools for data collection and is able to generate reports on each of the components identified above.

3.2 Findings of the assessment of the existing OVC M&E in Uganda⁸

An assessment of the OVC Monitoring system in Uganda conducted in April 2011 using the OVC Monitoring and Evaluation Systems Strengthening Tool (MESST) observed that Uganda has a solid platform for building an effective OVC M&E system. The OVC programme had largely operated without a national M&E plan and there were no annual costed national OVC M&E work plans. However, the assessment established that there was an M&E logframe although there was need to ensure that indicators are aligned to the global OVC indicators. Existing indicators were too many and difficult to track hence there was need to select fewer critical indicators that can be effectively tracked. In addition, many OVC stakeholders did not report their achievements into the system regularly. The OVC MIS which is the main data bank on OVC was unable to provide management information to the users. In addition, the system lacked mechanisms of data audit to ensure accuracy and reliability of data. It also lacked an M&E Plan and well designated M&E focal points at various levels as well as reporting schedules that are enforced. It also lacked a clear evaluation and research agenda.

Areas of the M&E system which were found stronger areas and needed consolidation include Advocacy for OVC M&E and Organizational structures. Areas that needed improvement include human capacities (especially at local level), partnerships, routine OVC programme monitoring, surveys and surveillance, OVC data-bases, and data dissemination and use. New areas required in the M&E system include developing an OVC M&E plan for the NSPPI-2, a costed work plan to implement the M&E plan, data auditing and evaluation and research agenda.

⁸ The evaluative description of the OVC M&E system in this section is based on the participatory assessment of the system conducted in April 2011 by the Ministry of Gender, Labour and Social Development and partners from civil society and development partners facilitated by IDEA International and a team from UNICEF East and Southern African Region and New York headquarters.

3.3 Assessment of Routine Programme monitoring and reporting

The MGLSD has guidelines for OVC support supervision. While the MGLSD and other partners are presently carrying out monitoring of OVC interventions, there is no evidence of use of the support supervision guidelines. Roles and responsibilities for OVC monitoring are defined at MGLSD but are not institutionalized within the Community Based Services Department at local government level. There are no written procedures for registering OVC services or for transferring data onto the reporting tool. Procedures for recording data exist in the M&E/OVC MIS guide for national and district level but not for lower local government and service providers. Deadlines for submitting data exist but are not respected by all stakeholders. Data collection tools exist for the service provision module although they have not been fully rolled out. There are no tools for collection of data on the local government capacity and household modules. Information systems of other line ministries such as the Education Management Information System (EMIS) and the Health Management Information System (HMIS) do not collect data on most OVC indicators making it difficult to obtain OVC information from those sectors. There are no programme reports developed after support supervision visits. With the exception of a few CSOs, most CSOs report to their private funders but not to central government. There are no financial reports to reflect funds spent on OVC services.

There is lack of a standard measureable and easy to use definition of vulnerable children. The lack of a marker of vulnerable children translates into lack of knowledge of who the OVC are and complicates monitoring programme impact on them. There are no standardized OVC registers that districts can use to locate OVC and to record services rendered to those children. Some of the reporting formats that exist are not comprehensive, for example, they do not capture information on the location of the child. The online reporting system is hampered by lack of access to internet service by some districts.

3.3.1 Addressing gaps in routine monitoring and reporting

Monitoring will be done at national, district, sub county and community levels and will focus on all OVC programmes of government and non-governmental actors. At the national level, monitoring will involve mainly tracking implementation against plan, adherence to OVC quality standards, tracking outputs and identifying and addressing implementation challenges. The national teams will also assess the appropriateness of the M&E system in use including use of standardized OVC registers and reporting tools as well as utilization of funds. Other monitoring activities will include quarterly meetings of technical working groups to ascertain periodic progress in the implementation of the NSPPI-2. The M&E technical working and the NIU will make periodic monitoring site visits to the districts and sub-counties to monitor conformity and adherence to agreed standards of planning and execution of activities. It is expected that other than site visits to projects; an appropriate forum bringing together stakeholders for periodic reflections will coincide with such missions.

At the district level, the Community Services Department will carry out monthly monitoring and support supervision visits to implementers of the OVC programme to assess progress of implementation and check data quality. Just like at the national level, the DOVCC will carry out monitoring of OVC interventions on a quarterly basis and report on progress. The monitoring reports will be shared with the NIU and the National OVC Steering Committee twice a year. The DOVCC will also organize quarterly programme review meetings for stakeholders so as to review implementing partners progress reported and to provide feedback. The PSWO or any other delegated officer within the Department for Community Service will be responsible for producing the periodical reports. At the sub county level

the CDO will monitor OVC activities at village and parish levels and report to the district monitoring focal person.

Routinely collected data (the majority of which is input and service output indicators), is to be gathered on a regular basis to provide information on the progress of programme implementation. Although programmes will collect large quantities of information for programme operations and management, information on a specific set of key OVC service and institutional capacity indicators is required for the quarterly report on OVC and is to be reported to the OVC MIS.

3.3.1.1 Identification of OVC and Households with OVC

UNICEF and the MGLSD conducted a multivariate analysis of Uganda 2002 census data to identify the number of OVC represented by each of the vulnerability factors identified in the NSPPI-2 and developed easy to use evidence based criteria of three indicators/factors. These factors are orphans, out of school children and children with disabilities. Based on the statistical analysis, this set of three categories of OVC represents 92.9% of OVC which is a wider coverage. This set also represents all the other categories of OVC who are not included in this set. These criteria were piloted in 15 sub counties of Kabarole District and found to be easy to use, cheaper to use in guiding community identification and take a short time to generate lists of OVC Households. During the pilot it was established that households identified using the three factor criteria included over 70% of those OVC households that had been identified during the community mapping exercise which took a long time and was more time consuming. Community mapping through community meetings had also been expensive and required officers to guide community discussions. In the case of community meetings, there was lack of standardisation of OVC definition since each community defined OVC based on their understanding. The three factor criteria are based on a standard definition and involve less subjectivity since orphans, out of school children and disabled children are well known in the community. Districts will therefore use these criteria to identify OVC and develop sub county level registers of OVC that can be used by all programme implementers to respond to OVC needs. A tool to help in using the three factor criteria will be developed and shared with stakeholders. Identification of OVC and generation of an OVC register will not be an one off activity and OVC registers are not cast in stone. Each time a vulnerable child e.g. a child is abused, that child automatically gets on the list of OVC for the time when he /she is being supported. In addition, organisations may also directly identify children who are infected with HIV/AIDS and include them among OVC. Caution must be taken to avoid stigmatization. While the three factor criteria are being finalised, agencies may continue to use community identification. In each case, members of Village Health Teams, Child Protection Committees and local councils (L.Cs) should be engaged.

The MGLSD with support from USAID and the Centers for Disease Control also developed a Vulnerability Index tool that will be used to measure the levels of vulnerability for each child / household that is identified using the three factor criteria to establish their level of vulnerability. This is included in this document as Appendix 2.

3.3.1.2 OVC Registration and data base

The MGLSD and district local governments will establish a data base of all OVC. This will enable quick identification of households and individual who will be provided services based on their identified needs. The OVC register will categorise OVC according to sub counties and districts. It will also indicate whether the child or household is moderately or critically vulnerable based on set criteria. Each registered OVC will be allocated an identification number and this number will enable programme officers to track how many children are being served without duplicating their number in case they receive more than one service. The OVC register will also provide a denominator to be used to calculate the coverage of services for OVC and their households in a given area. All service providers in

a given area will use the same register and identification number for each child or household whenever they provide a service for that child or household. The mobile Vital Records System which is able to capture information on OVC and which is being used for birth registration and household registration under the SAGE cash transfer programme is to be used for OVC registration. OVC Registers will be updated based on the identification of new cases and exit of OVC upon attainment of the age of 18 years or when they graduate out of vulnerability.

3.3.1.3 Registration of OVC Service Providers

To ensure that all activities conducted in a given district are recorded and counted, every district shall register all organisations providing services for OVC irrespective of their source of funding by completing and submitting the OVC service provider registration form. Upon registration, the implementing partner is issued an identity number. The organization receives instructions on how to complete the relevant reporting tools and how to submit completed quarterly report forms on services delivered to OVC to the sub county CDO. Reporting guidelines are also provided to implementers at the time of registration. Registration of service providers must be updated every year by the CDO based on existing service providers. The registration exercise will enhance inclusion of services provided by those in the service provision using indicators for OVC. It is the responsibility of the Community Based Services Department to ensure that all implementing agencies in their area are registered and have identification numbers. The service provider mapping exercise will be summarized through generation of a service provider register which will also appear in the OVC MIS.

3.3.1.4 OVC Service Delivery Register

All OVC who access a service from the programme are to be recorded into a service delivery register. For every district and sub county, the OVC register will categorise those children or households that have received certain services. This will be useful in ascertaining those children who have actually been supported, how they have been supported and to what extent the programme is benefiting them. Service delivery registers will be useful in compiling quarterly reports to be uploaded on the OVC MIS based on core programme areas.

3.4 Data Sources and methods

3.4.1 Routine data sources

Routine programme data will be collected and transmitted from OVC programme implementers (both governmental and non-governmental) following the national data flow system. Such data will flow from district based databases, records and reports as well as sub-county records. Court records, police records and reports of the activities of CSOs will provide an important source for monitoring data at the district and sub county levels.

The NIU in the MGLSD with support from SUNRISE Project will strengthen systems for OVC data collection, reporting and use at district and sub county levels. This will enhance ownership and use of information at the district level. This approach is in line with the government decentralization process. In this case, the MGLSD will be a secondary beneficiary whereas districts will be primary beneficiaries of the data by analysing and using the data for decision making, planning, advocacy and resource allocation at district level. Contact persons in each district will be identified to be responsible for routine data collection from service providers and government departments.

3.4.2 Use of sector databases as a source of OVC data

Both the Education Management Information System (EMIS) and the Health Management Information System (HMIS) at the district level will provide information on the some of OVC indicators. Every quarter Health centers send reports to the districts that input the data into district level computerized HMIS application. The same data from EMIS and HMIS will be corroborated at national level. Currently the education sector collects data on orphans, children with disabilities, and children who have dropped out of school due to pregnancy and sexual abuse.

3.4.3 Data collection instruments

The M&E Technical Working Group has reviewed existing data collection instruments to guide data collection efforts (see appendices for data collection tools). The tools will be periodically modified based on feedback received from CBOs, NGOs, and district and national level planners and rolled out. This will be done in such a way as not to create too frequent changes in the tools. Data collection tools will be used by service providers including districts and NGOs to submit monthly reports to the district for onward inclusion in district OVC MIS reports.

The following data collection tools are to be used:

- (i) OVC Vulnerability Index (OVI) Form: to determine the level of the child's /household's vulnerability.
- (ii) OVC Enrolment Form: At the entry point, the OVC enrolment form is used to enlist eligible OVC into the programme.
- (iii) OVC Register: Lists all OVC in a district and shows their respective level of vulnerability.
- (iv) OVC Referral Form: Used to refer a child from one service provider to another.
- (v) OVC Service Register: Summarises the number of OVC /OVC households that receive services and is categorized according to Core Programme Areas of the NSPPI-2
- (vi) Local Government OVC capacity assessment tool: Used to collect data on capacities and capacity gaps of district with regard to competencies to manage OVC programme
- (vii) OVC-MIS Data Collection Form: Form for submitting data to the district summarising statistics on the number of children/ households provided services in line with Core programme Areas.
- (viii) OVC CSO Report Form: Form for monitoring services of CSOs and the coverage of their programmes in the district. It provides narrative information about the organisations activities.
- (ix) OVC Exit Register

In view of the fact that there is a wider coverage of mobile phones in Uganda, the MGLSD will further explore the use of cell phones to provide real time data on OVC services to overcome the time lag faced with the paper based reporting system and lack of computers by some districts. This is expected to increase timeliness of reporting. The MGLSD with the support of districts and the Technical Service Organisations (TSOs) will increase data auditing and supervision to ensure that data reported through cellphones is valid and based on service provider OVC records. Effort will be made to integrate the OVC data system with the Mobile Vital Registration System (Mobile VRS) which is able to collect birth registration data using mobile phones.

3.4.3.1 Strategies to improve data collection, tools and methods

- Designate a specific officer at district and sub county levels to be in charge of OVC M&E
- Register all implementing partners in all districts and ensure that they submit monthly service reports
- Review and revise existing OVC data collection tools, clarify cutoff dates and reporting timeframes
- Put in place formal linkages between OVC NIU and line ministries to establish clear roles and responsibilities and strengthen role of sector management information systems such as the HMIS, EMIS in data collection on OVC.
- Introduce reporting using modern technologies that deliver data from the source to the national server such as reporting using cellphones
- Increase coordination and communication between the sub county, district and national level in OVC M&E
- Use offline modules to ensure that work goes on at times when there is no internet network coverage.
- Provide initial and refresher trainings for all staff involved in data collection
- Enhance data quality assessment/ data auditing.
- Develop and revise mentoring tools and checklists for continuous support and supervision of staff responsible for data collection
- Develop a district-based training and mentoring program for data collection staff coordinated and supervised by the DOVCC with support and oversight from NIU
- Develop a standard operation procedure (SOP) for data collection for all implementers that can be applied to their setting. The SOPs will be short and simple (one page) and posted in the MGLSD website
- Create a checklist to track and manage availability of all the primary data collection tools (forms, registers and forms including procedures for ordering and distribution) in order to avoid stock-outs and improvisation of tools
- Support districts to develop proper filing systems to ensure data is available and easy to trace.

3.5 Data Storage - the OVC Management Information System

OVC-MIS is a web based Management Information System to monitor OVC implementation, measure progress and evaluate performance to ensure effective implementation of National OVC Policy (NOP) and NSPPI. The OVC-MIS is housed within MGLSD and is coordinated by OVC National Implementation Unit (NIU). The system is based on the conceptual framework that link the needs of OVC and their households, the provision of services by government, donors and CSOs and the utilization of services by OVC. It contains OVC data based on core programme areas, service delivery indicators, district capacity indicators, national situation indicators and data collection tools.

National OVC indicators: These measure outcomes across core programme areas. Data are got from secondary sources such as UDHS, Population census as well as secondary analysis of OVC data from these sources.

Local Government capacity for OVC programming: These focus on the capacity of local governments to lead, manage & monitor OVC programmes. This data is got from local governments. The local government capacity module is not yet functional.

OVC service provision & utilization: These indicators focus on OVC service provision, coverage and utilization. Such data are collected from service providers such as CSOs and government service delivery institutions.

Every district in Uganda can upload data on the system directly using inbuilt forms or by using offline tools that can be filled in and uploaded later. Functionality of OVCMIS is dependent on strict adherence to reporting by all implementers every quarter. OVCMIS data is accessible through the following website: <http://www.mglsd.go.ug/ovcmis>.

3.5.1 Analysis of gaps within the national and sub-national OVC databases

The OVC MIS has data on services provided to OVC but needs to be extended to all districts and reporting districts need to report every quarter. While some districts collect data on OVC, this is done at the time of reporting often requiring facilitation of officers to go to the sub counties to collect the data. This is an indication of the lack of systematic data collection systems at the lower levels and among implementing partners. Several OVC partners maintain databases to manage their own data; however most of these data do not trickle into the national OVC MIS. The lack of a functioning consolidated database system that is enabled to manage a full set of OVC-programme data (health, education and social welfare services) collected using harmonized and clearly defined indicators at the moment presents a major challenge. Currently over 70 districts are already using the OVC MIS for reporting.

3.5.2 Strategies to improve data storage and database management (OVC MIS)

- Update the indicators to be collected and reports to be generated through the OVCMIS by integrating NSPPI-2 indicators and the information needs of stakeholders.
- Provide internet modems to districts lacking internet connectivity so as to increase reporting of all districts through the OVC MIS
- Create linkages between OVC MIS and other sector information systems e.g. HMIS, EMIS and others
- Train staff of district, sub counties and CSOs on uploading data onto the OVC MIS and obtaining reports from the system
- Establish and maintain district and sub county systems for data storage so as to use them in periodic reporting- filing systems
- Adjusting the reports generated by the OVC MIS to suit the information needs of partners
- Roll out the OVC MIS in all districts and ensure that districts populate the OVC MIS
- Revision of status indicators based on the most recent surveys e.g. UDHS 2011, UNHS 2011, and Child Labour survey 2011
- Supporting utilization of OVC data from the OVC MIS by all stakeholders
- Roll out the OVC MIS in all districts including new ones
- Support all districts to update the OVC MIS by uploading district specific data on a quarterly basis.

3.6 Data Quality Assurance

Data quality has been highlighted as a major challenge in OVC programme reporting in Uganda as regards accuracy, reliability, completeness, timeliness and validity. The principal goal of the data quality assurance is to ensure that data generated are of high quality, accurate, reliable, complete, and

are reported in a timely manner.

Analysis of the M&E system for OVC revealed a number of gaps regarding data quality as follows:

- A few OVC projects carry out data quality assurance. Though an M&E manual and data auditing manuals exist at the MGLSD they are not widely used.
- Guidelines exist for supportive supervision but are not widely used.
- The Ministry of Gender Labour and Social Development does not conduct data quality assurance.
- Follow-up is lacking and feed-back is not given at local level.

3.6.1 Strategies for improving data quality and assurance

- The national and district M&E units will regularly supervise data collection and reporting process to provide in-time technical assistance for units at lower levels.
- The MGLSD will coordinate efforts to enhance reporting of quality, to trace and verify reported results. The data quality review will be part of periodic performance audits.
- Provide resources needed to consistently implement the data verification plan at the district and national level
- Provide on job training during data verification at the sub county, district and national level
- Provide continuous training, supervision and mentoring to all staff involved in data verification
- Ensure that data quality assurance visits are made to all districts and to implementing partners.

3.7 Data collation, analysis, dissemination and use

This framework recognizes that there is no reason to collect information unless the results are communicated to others in a form that is understandable and usable. The OVC M&E system will therefore provide useful information so that improvement needed in the OVC project is made.

A range of primary data is collected, checked for quality, and analysed by the collecting institutions. At this point, service providers or implementing bodies can begin using results from these analyses for programme improvement. Key district data are then entered into a centralized web based OVC MIS database, which is stored at the national level. District OVC focal points will check for data quality and analyse / synthesis it and use it for guiding decisions.

On a quarterly basis, the OVC M&E Technical Working Group led by the OVC NIU M&E Officer will analyse data from the OVC MIS and other national data to identify lessons learned, gaps and priorities for national OVC programmes, provide feedback to districts, CSOs and senior management. Each district may also access data from OVC MIS about their performance regarding OVC. The OVC MIS will be made in such a way that different analytical reports giving management information are generated to guide planning reporting and decision making. The information products are to be based on the information needs of various stakeholders as informed by the information needs assessment. Data is to be disaggregated by age, sex, district and core programme area. The dissemination of information will take a wide range of approaches so that it is able to reach people at different levels with the project structure; these will include: study and progress reports, oral presentations at meetings, data sharing workshops, MGLSD website postings, TV and radio interactive programmes. The data will then be used for decision making in planning, guiding advocacy and resource allocation at various levels.

1.7.1 Strategies to improve analysis and use of data

- Develop a simple data analysis plan for all levels of the M&E system showing when analysis reports will be produced
- Train all data managers, implementers, M&E staff at all levels on data analysis and use
- Present information and data on selected indicators on a regular basis during quarterly OVC Coordination meetings at sub county, district and national levels
- Mentor staff of districts, sub counties and CSOs on the use of evidence in planning
- Redesign OVC MIS to produce reports based on information needs
- Engage the Ministry for ICT to support the MGLSD in increasing internet use in the districts
- Produce quarterly data analysis reports and disseminate them to stakeholders

3.8 Data Flow and Transmission

The flow of data in the right format, at the right time and to the right people is as important as collection of data. Transport, postal and delivery options at facilities differ from district to district thereby affecting data flow. Implementing partners must use the most efficient and effective transmission means available in their district.

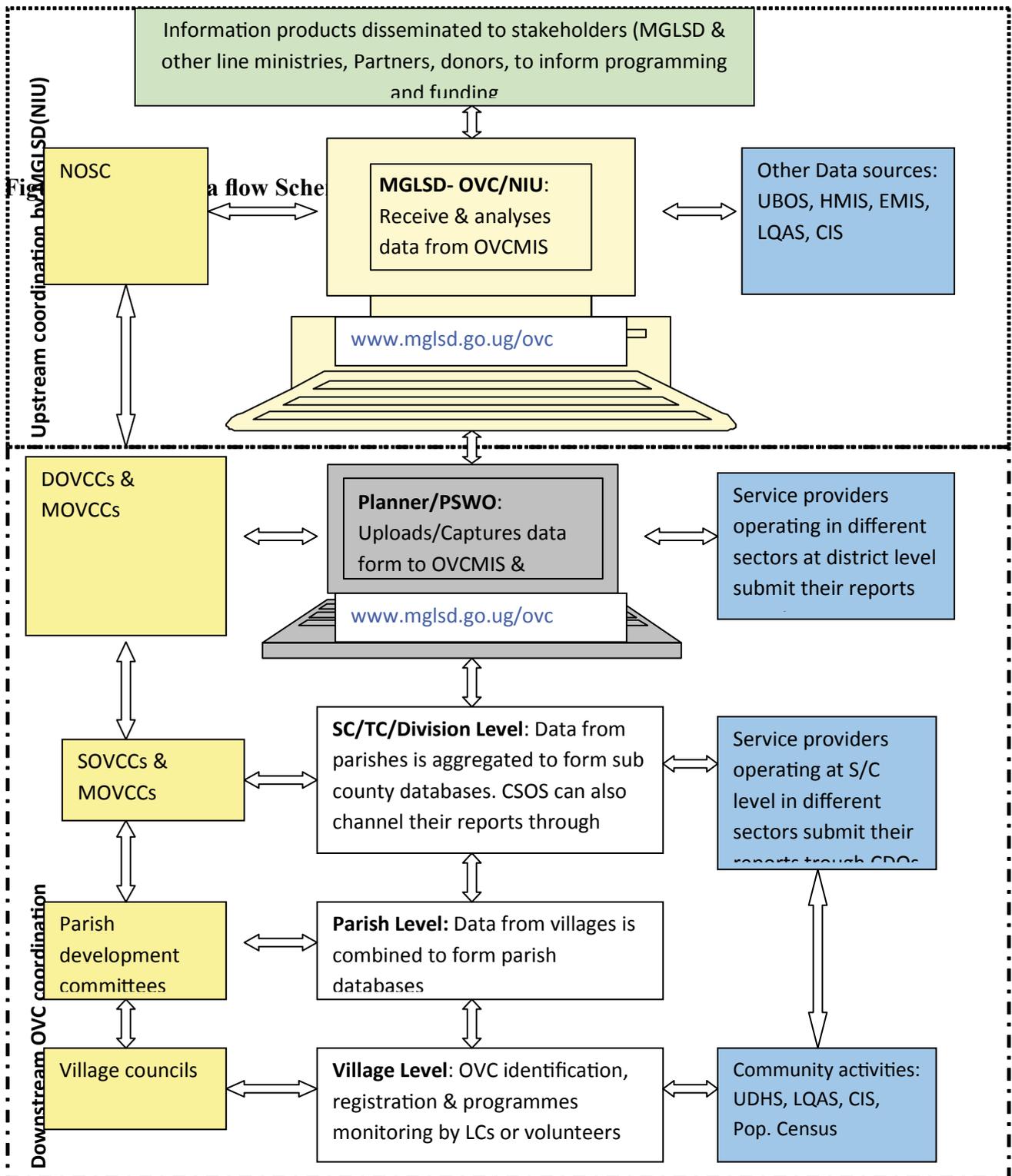
3.8.1 Strategies to improve data flow and transmission

- Specify to all stakeholders the dates for submission of data from service providers to the sub county, then to the districts and to the OVC MIS.
- Introduce reporting with cellphones and other technologies to provide real time data
- Facilitate improvements in e-mail and telephone access from implementing partners to DOVCC and NIU to enable them to communicate verbally and/or electronically to address any issues with transmission of forms that might arise
- Enhance internet connectivity at every district (e.g. provide internet modem) to enable all districts to upload their data or at least to send reports by email.
- Create a module to analyse and run reports within the offline mode

Process of submission of reports

- Data flows from the service provider who fills in the quarterly reporting form
- Service providers who work in one Sub County submit their quarterly reporting form to the sub county community development officer for onward submission to the district.
- Service providers who work in more than one Sub County submit their reports directly to the district but must give a copy to the respective sub counties.
- Community development officers also submit quarterly reports to the district OVC focal point concerning services offered to OVC in their sub counties.
- All service providers use the same form for reporting i.e. OVC MIS Quarterly Reporting Tool

Figure 2 below illustrates the proposed flow of data needed to implement the M&E Framework.



Section Four

Information Products, Feedback, Dissemination and Utilisation

4.1 Data Reporting and Data Dissemination

A critical component of the OVC M&E system is providing feedback information to decision makers, key stakeholders and implementers in a timely manner so it can be used for planning, management, supervision, coordination and implementation. The overall OVC data from surveys and other studies is used in planning at national and district levels. The OVC M&E system analysis revealed a number of gaps concerning data reporting and dissemination as follows:

- Many districts do not report data to the OVC MIS and even those that report do not do so regularly.
- While OVC data is submitted into the OVCMIS, there is little analysis and dissemination to those who need the data. At national and sub national levels information needs of OVC stakeholders are partially met.
- Most districts, sub counties and civil society organisations collect OVC data for reporting purposes and not for use for planning and other decision making processes at their level. Therefore there is a need to cultivate a culture of information use rather than simply collecting it for reporting purposes alone.

4.2 OVC M&E clientele and their M&E needs

The OVC M&E needs assessment was conducted by the OVC M&E working group at national district and sub county levels involving government and non-governmental stakeholders to determine the information needs of organisations, managers and implementers of OVC programmes at national, sub national and community levels. The assessment aimed to provide answers on the following themes: How OVC information needs are currently being met; existing information gaps regarding OVC at different levels; how OVC information should be analyzed and packaged for different levels; awareness about and use of the OVC MIS and training needs to facilitate the use of information.

Discussions with stakeholders at national, district, sub county levels and among CSOs and development partners indicate that there is lack of access to information on OVC and that as a result most of the decisions made are not evidence based. Sometimes getting the information takes more time and resources and therefore delays programme implementation. There is no information on the gaps in terms of geographical coverage of services.

Most organizations indicated that they had heard about OVC MIS, but had not actually used it as a source of information for planning. Districts expressed that it was difficult to get information on what CSOs do, and the support they give to OVC as well as their sources of funding and funded amounts. Districts also expressed that they were often unable to design good programmes because they did not know the exact number of OVC in the districts and where they are living. Information about the number of OVC who receive services from the various service providers and the coverage of services

and gaps across sub counties is unavailable. All stakeholders would also like to have a system that provides data without double counting the beneficiaries reached.

In general, OVC stakeholders expressed the need for the following information on the OVC programme:

- Updated consolidated MGLSD OVC programme implementation status reports on bi-annual and annual basis. This should show the magnitude of OVC problem, categories and numbers of OVC per district. It should also indicate those currently being served or not served. OVC reports should also provide success stories and successful approaches being used as well as recommended actions.
- Need for information on children who are living with HIV/AIDS since HIV/AIDS is a major cause of increasing number of OVC in Uganda. This should also show how many are on antiretroviral treatment.
- Districts indicated that they wanted to receive reports that show how many OVC are supported by type of service and disaggregated by sex.
- District leaders want to know the number of OVC who are accessing existing government programmes such as UPE, NAADS, and other services.
- Districts and CSOs which report to the OVC MIS express the need for feedback regarding the analysis and meaning of OVC data. They also want feedback on organizations and districts and sub counties regularly reporting on line (OVC MIS).
- Partners also want to know the type of projects and interventions that provide sustainable impact on OVC and their families.
- At national level the MGLSD want to know the number and percent of districts and sub counties with functioning OVC coordination mechanisms namely, DOVCC and SOVCC.
- They also want to have reports that show the coverage of OVC services across regions and districts of Uganda as well as where most vulnerable children are not being served.
- The MGLSD also wants to have information on the vacancy rates at district and sub county levels.

4.3 Strategies to improve reporting and dissemination

Reporting

- Reports will include data on selected key indicators by strategic area, baseline and progress towards achieving targets.
- Train all implementing partners, and government officers working for OVC, DOVCC, SOVCCs and M&E officers on report writing, presentation of data and the role of dissemination in planning.
- Develop and/or strengthen a reporting plan that includes a standard set of regularly generated summary report templates. These reports will be generated quarterly, bi-annually and annually at the district, and national levels
- Train DOVCCs and OVC focal points at district and sub county level to be effective presenters and facilitators in order to improve the quality and utility of quarterly reports and meetings. This includes training in presentation tools such as PowerPoint presentations to be made during coordination meetings.
- Provide ongoing support and mentoring to DOVCCs, SOVCCs and OVC focal points enabling them to generate specialized reports that address the information needs of districts and local implementing partners and stakeholders

Dissemination

- Develop a systematized approach for dissemination at all levels for implementers.
- Develop a data dissemination plan to include: which institutions and individuals receive reports, who sends out reports, the format of the reports and the best approach to get reports to the various institutions in a timely manner
- Establish mechanisms for stakeholders to give and receive feedback to and from the DOVCC, and NIU as the case may be.

4.3.1 Reports and Information Products

The following table lists priority and standard OVC M&E reports to be prepared at different levels of the system. Reporting to the appropriate levels should be according to the reporting schedule presented in table 1 below. The table outlines the frequency of reporting and persons

Table 1: Reporting Schedule Report

Nature of Report	Frequency	Submitted to	Responsible Person/ Organizations
OVC Service Delivery Report	Quarterly	Sub County CDO	All service providers e.g. CSOs and government service providers
Quarterly District OVC Service Report	Quarterly	OVC MIS	Probation and Social Welfare Officer
Bi-annual National OVC Report	Every 6 months	Permanent Secretary MGLSD and NOSC	OVC NIU
Annual National OVC Programme Performance Report	Annually		OVC NIU

Quarterly District OVC Service Report

This simply refers to submission of all statistics on services provided to OVC in the district during a given quarter. The OVC quarterly service form is used for summarizing data on services provided by all stakeholders in the district. This is done either online using the OVC MIS and saved or is done using the offline OVC MIS tools provided to every district and later uploaded on the MGLSD website.

Bi-annual National OVC Programme Report

The bi-annual OVC Programme report is the responsibility of all staff of the OVC NIU and will be compiled using progress information from all OVC programmes such as SCF, SUNRISE, SCORE and other projects of individual districts and CSOs and government ministries. The narrative report will include the following:

- Report on the status of implementation of activities planned during the previous quarter for each component of the program (CPA) and provide explanations in case there are deviations from the plans,

- Highlight challenges that might affect implementation and propose measures to address the challenges,
- Highlight any significant M&E activities that took place during the quarter such as data collection, M&E Procurements and results of any M&E studies.

Annual National Performance Report

The MGLSD will conduct Annual Performance Reviews and submit an Annual Report in addition to regular quarterly reporting. The report will provide update on national OVC outcome and output indicators with key observations and recommendations for further implementation. The information in this report is expected to inform the development of targets for the next year. The annual report may be a result of an annual performance review bringing together OVC stakeholders. The Annual Report will be submitted to the Permanent Secretary and the NOSC one month after the end of each fiscal year i.e. end of July of every year. The content of the Annual Report will be used by the NIU to track program progress, and to produce country updates for public use, hence it should be approved by the NOSC or the Permanent Secretary.

4.3.2 Strategies to Improve National Performance Measurement

- Hold a stakeholders workshop annually to review the national M&E indicators
- OVC NIU will spearhead the implementation of results of the above mentioned workshops
- OVC NIU will collaborate with the OVC M&E Working Group and stakeholders to establish appropriate and effective baseline and targets for all NSPPI-2 core programme areas and at all levels
- Train DOVCCs and M&E officers in target setting
- Commission a compilation of annual M&E Report on progress of implementation of the plan

The Performance Reviews

Annual and bi-annual programme reviews will be conducted at national and district levels to monitor progress of programme implementation in line with NSPPI-2 objectives. The purpose of these reviews is to provide an opportunity to stakeholders to review progress in the implementation of the NSPPI-2, that is, attainment of planned results (outputs and outcomes) and to agree on the way forward. Objectives of the reviews include performance monitoring, exchange of views on strategic issues, provision of information that contributes to qualitative assessment of implementation of the NSPPI-2 and building consensus on action to be taken. Annual reviews therefore will present a forum that is used for building a stronger mutual understanding and consensus among partners on the issues directly relevant to achieving the planned results and for making key high-level decisions. Recommendations from the reviews will be utilized in developing annual implementation work plans and will also inform action planning among stakeholders. Organisers of the annual review will ensure that the process leads to decisions and agreements on: the current status of the achievement of the results being pursued; any changes to overall results frameworks; and an updated annual work plan for the forthcoming year.

OVC Effort index

The OVC effort index is a self-assessment around eight (8) components required to create an enabling environment for the country's national response to OVC.⁹ The self-assessment will be facilitated by the MGLSD (NIU) and respondents including representatives from MGLSD, the donor community and well as civil society organizations will participate. The OVC Effort index tool is available on the OVC MIS and may be compiled every two years following guidelines provided in the tool.

4.4 Dissemination Mechanisms

- MGLSD OVC website uploaded quarterly
- Information products sent to stakeholders by email
- National and district Stakeholders Coordination meetings (NOSC, technical working groups, DOVCC, TSO and CSO Coordination meetings)
- Online Newsletter
- National Social Development Sector Annual Reviews

⁹ Components of the OVC Effort Index include: National Situation Analysis, Consultative Process, Coordinating Mechanism, National Action Plans, Policy, Legislative Review, Monitoring & Evaluation, and Resources.

Section Five

Evaluation, Surveys and Research

5.1 Introduction

Assessment of the extent to which objectives of the NSPPI-2 are met requires an array of periodic evaluations. These evaluations are critical to collection of specific outcome and impact indicators as well as evaluating some fundamental attributes of programmes such as efficacy, equity, relevance and appropriateness. Evaluation of the OVC programme is meant to provide information on the following issues:

- the relevance of intended outputs or outcomes and validity of the results
- the status of outcomes and factors affecting them
- the effectiveness of the OVC programme implementation strategy
- the status of programme implementation
- Efficacy of key strategic interventions e.g. economic security, food security and nutrition, education, health, child protection and legal support, psychosocial support, legal, policy and institutional strengthening etc.
- the cost of intervention relative to the observed benefits
- lessons learned

Below are the avenues which will be utilized for the evaluation of the national response to OVC in Uganda through implementation of the NSPPI-2.

5.2 Gaps in OVC evaluation and Research

An analysis of OVC evaluation and research revealed that previous National Household Surveys and Demographic and Health Surveys captured data on OVC. The ongoing Uganda Demographic and Health Survey (UDHS 2011) is expected to capture data on a few OVC indicators. The MGLSD maintains links with the Uganda Bureau of Statistics (UBOS) and research done by the bureau contains some information on OVC and it is used for policy and planning purposes. A number of gaps however exist and need to be addressed as listed below:

- A number of relevant surveys such as the annual Education Sector Performance Report, are conducted in the country some of them do not incorporate OVC issues.
- No plan existed to conduct OVC programme evaluations.
- While there are studies that have incorporated OVC issues and whereas the Ministry of Gender, Labour and Social Development has conducted studies such as the OVC Situation Analysis, there exists no OVC research agenda that can be implemented systematically.
- The Procurement Committee of the MGLSD (not a technical committee) approves OVC research and evaluation proposals though it may not be a technical committee for such a purpose.
- There are no documented procedures for research and evaluation.
- In addition, no periodic programme reports on OVC are produced at national and district levels.

5.3 Plans for addressing gaps in OVC research and evaluation

5.3.1 Regular Monitoring using Lot Quality Assurance Sampling (LQAS)

LQAS will be conducted in selected communities to identify the changes in children's lives as a result of interventions. LQAS is a sampling method that can be used locally, at the level of a "supervision area," to identify priority areas (e.g., county, sub-county) or indicators that are not reaching average coverage or an established benchmark. It can provide an accurate measure of coverage or OVC service quality at a more aggregate level (e.g., program catchment area or district or sub county). It can be used for quality assurance using a 'minimal sample', 'maximal security' principle.

5.3.2 Operational Research

Other operational research will be conducted to provide evidence on the impact of models of OVC support. Effort will be made to utilize the institutionalized national data collection mechanisms such as UDHS, UNHS, and regular sector surveys of key sectors.

5.3.3 Mid-term review (MTR)

Whereas the NSPPI-2 is a five year plan providing an overall strategic intervention framework for the OVC, this will be reviewed mid-way through its implementation period. An external midterm review of the NSPPI-2 will therefore be done in January 2013 to provide lessons for further implementation and modifications of the Plan if necessary. Considerations for the midterm review will be on whether there is substantial progress in the realization of the objectives of the plan. Focus will be on the realization of results (outputs), and emerging issues in the implementation context. Other considerations will be for the determination of the relevance and appropriateness of coordination and implementation strategies, efficiency and effectiveness in plan implementation. The mid-term review will also try to answer what needs to be done for the NSPPI-2 objectives and outputs to be met. Midterm review will also analyze the effectiveness of engagement of stakeholders /development partners and government commitment to the plan as well as the translations of such commitments into actual support (funding). It will also cover community, local government and other stakeholders' ownership of the plan, factors affecting/impeding the implementation of the plan and domestication and adaptation in the various sectoral plans and activities. Equity issues and regional reach of programmes conceived from the plan will also be explored as well as the prospects for sustainability of interventions and outcomes.

5.3.4 End of NSPPI-2 Programme Evaluation

An external Outcome and impact evaluation of the OVC programme will be done in 2016. Outcome evaluation will help to identify the achievements, impact and lessons learned and to document whether what has been done has made a difference. It is to be conducted to determine any changes that have occurred and to demonstrate that the changes identified are the result of the OVC programme itself.

The principal aim of the impact assessment will be to document and determine whether the NSPPI-2 has had impact on the OVC in Uganda. Efforts will be made to assess whether there have been significant changes in situation of OVC in Uganda. In assessing impact, focus will be at the extent to which the targets set forth in the M&E frameworks have been met, relative to the baseline values (2009/2010). Overall lessons learned, good practices and sustainability of outcomes attained and replicability of the latter will also be assessed. Methodologically, the assessment of impacts will require the commissioning of a special situation analysis of OVC at the end of the five years, as well as analysis of and review of relevant data bases and the performance reports of the various sectoral plans. Thematic surveys will provide important sources of data for the impact assessment.

5.3.5 Integration of M&E evaluations in National Surveys

The 2006 UDHS in Uganda included modules with indicators on OVC. Baseline data on impact indicators will be captured during the UDHS of 2011 and the National Child Labour Survey of 2011. Actual achievements in terms of impact will then be captured in the 2017 UDHS and 2016 UNHS. The OVC NIU will work with UBOS to ensure that OVC indicators are integrated into other national surveys. Special OVC surveys will also include use of Lot Quality Assurance Sampling (LQAS) and Child Status Index surveys. Other special OVC surveys will be those that focus on the effectiveness of OVC intervention strategies on the wellbeing of OVC and their households.

5.3.6 OVC Research Agenda

The MGLSD will work with other partners to develop and implement a clear research agenda for OVC programming. Current knowledge research gaps in the OVC knowledge base include inadequate data on:

- Models of economic strengthening /livelihood/ food security support to improve care economic security for OVC and their households
- Effectiveness of loans and savings group models to strengthen economic security for OVC households and improve outcomes such as access to health, school attendance and food/nutrition status.
- Facilitators and barriers of mothers (especially those living with HIV/AIDS) to participate in combined MCH/ early child hood development (ECD) programmes and impacts of such programmes on health outcomes for both mother and child
- Strategies to sustain longer term family based care (or permanency) for formally institutionalized / street children.
- Optimal models for utilizing paraprofessionals and auxiliary social workers and impact on the welfare and protection of vulnerable children.
- Magnitude and characterization of the OVC population.
- Effectiveness and impact of key OVC interventions and models of care e.g. block grants, family support, provision of support to individual children, community based support etc.
- Program-linked Evaluative Research - aimed at evaluating the effectiveness and impact of various OVC interventions and models of care on households and communities. This will be based on core programme areas.
- Evaluation of Community interventions for OVC
- Evaluating Education Support for Orphans and Vulnerable Children
- Costing and measuring the impact of Household Economic Strengthening Interventions for OVC
- Comprehensive OVC Survey - aimed at accurately documenting the magnitude and characterization of the OVC population in terms of numbers, age, gender, geographical location, and care placement (numbers in residential and family care).
- What happens to vulnerable youths over 18 years? What are the most effective interventions for vulnerable youths?

The Ministry of Gender, Labour and Social Development will also promote research about OVC issues in higher institutions of learning. Other questions will be answered through working with UBOS to make sure that OVC issues are part of their surveys.

5.3.7 Strategies on Evaluation and Research

- Facilitate integration of key outcome and impact indicators in national surveys
- Develop a database of national evaluations and researches underway (from government and non-governmental organizations, Colleges and Universities, research institutes)
- Facilitate periodic research meetings for sharing of findings at all levels
- Develop a national research agenda and evaluation plan
- Build research capacity in OVC by developing partnerships with universities and other research institutions
- Build operations research capacity at all levels
- Develop and carry out an evaluation of the M&E system to coincide with the NSPPI_2 midterm evaluation. The focus of the evaluation will be to assess the M&E approach to tracking the multi-sectoral response to OVC

Section Six

Institutional Mechanisms, Coordination and Implementation of the M&E Framework and Plan

6.1 Introduction

This section presents a detailed layout and description of the roles of actors, processes and other modalities for managing monitoring and evaluation arrangements for the NSPPI-2 a multi-sectoral framework is proposed under the technical and operational leadership of MGLSD under whose docket issues of OVC fall. It also highlights aspects of human resource capacity building for M&E, coordination and dissemination of the M&E framework and plan.

6.2 Analysis of gaps in organizational structures FOR M&E

The assessment of the OVC M&E system conducted by the MGLSD found out that M&E roles and responsibilities at national level are adequately defined for public institutions, but they are less known for OVC projects of civil society organisations. A job description exists at the national level for the NIU M&E officer, but the M&E roles of other NIU officers are not specified. M&E roles and responsibilities at the local government and community levels are not documented and not consistently applied. The Probation and Social Welfare Officer in most cases is responsible for OVC M&E roles at in some districts although in other districts this is not well delineated. In some districts the District Planner receives the data at district level. At sub county level, the Community Development Officer collects data from service providers and submits it to the district. The M&E roles of other line ministries which work for OVC are not well specified. No formal incentive system exists to encourage government and CSO officers to continually submit OVC M&E data at all levels.

6.3 Specific Roles and Responsibilities of Stakeholders

In order to have a robust M&E system for OVC, roles and responsibilities of key stakeholders have been identified.

Table 2: Roles and responsibilities of key stakeholders

Stakeholder	Roles in OVC M&E
<p>NIU in the Ministry of Gender, Labour and Social Development</p>	<ul style="list-style-type: none"> • Develop and manage overall the National OVC M&E system and strategy, including data-collection, data-analysis and reporting systems, and oversee effective compliance by the implementing entities; • Coordinate the process of developing and implementing the M&E Plan and mobilise resources (financial and human) for its implementation. • Collaborate with other Government Ministries (MOH, MOES, the Uganda Bureau of Statistics and other partners for the inclusion of OVC module in national surveys to capture relevant indicators. • Produce standardized OVC data collection tools and make them available to districts, CSOs and all major OVC projects • Coordinate the collation of data and reports from stakeholders at all levels • Document and disseminate information on OVC • Coordinate monitoring, supervision and data quality assessments and overall quality assurance • Coordinate OVC programme evaluations i.e. coordinate and/or execute special studies and evaluations, as needed, to assess programme impacts; • Compiles and update directories of CSOs implementing OVC programmes in the country • Establish and coordinate the OVC M&E Working Group • Coordinate the revision of the OVC MIS tools, installation of hardware and software for M&E, including the Management Information System (MIS); • Provide technical assistance to Local Governments and CSOs on data collection, analysis and management • Use available data for policy, advocacy, and programmatic decisions • Ensure that findings are disaggregated by gender, age and income, as applicable; • Participate in the monitoring of the Program components through site visits, review of Program reports and review of secondary data; • Review M&E data regularly with decision makers to ensure that the Program is accomplishing its objectives and corrective actions are taken if changes are warranted; • Prepare and submit periodic consolidated reports of ongoing Program and M&E activities to the MGLSD and NOSC (including Quarterly and Annual Performance Reports); • Ensure that periodic reports of ongoing Program and M&E findings are made public and easily accessible on the OVC programme’s web page; • Conduct and coordinate annual OVC Programme reviews and ensure they are integrated into annual Social Development Sector Reviews; • Ensure that Management Unit staff and implementing entities are receiving adequate support to execute their M&E responsibilities; • Organize and oversee regular data quality reviews; • Management of consultants undertaking OVC M&E functions

Stakeholder	Roles in OVC M&E
OVC M&E Technical Working Group	<ul style="list-style-type: none"> • To Support Result-based monitoring system based on the NSPPI-2 • To facilitate overall NSPPI-2 Reviews (Annual, midterm, end term) • To promote and support dissemination of information and strengthening of OVC Information Systems • To support of development of data collection tools and other documents • To support the MGLSD to promote and undertake OVC Research including development of terms of reference and review of research reports
Line Ministries, Departments and Agencies at all levels	<ul style="list-style-type: none"> • Ensure active integration of M&E into their sector and support implementation efforts at the national, district and sub county levels. • Planning and budgeting of M&E activities into their department budgets. • Coordinate collection and collation of data on services provided to OVC in their area of specialty • Facilitate inclusion of OVC module in national and district surveys under their mandate to capture relevant indicators • Support OVC data sharing among government agencies and stakeholders • Use available data for policy and programmatic decisions in their areas of service provision • At district level, submit OVC data regarding their sectors to the Probation and Social Welfare Officer.
Development Partners	<ul style="list-style-type: none"> • Provide financial and technical support for development, implementation and monitoring of the plan and the M&E system generally • Ensure that their implementing partners comply with the M&E plan • Use available data for advocacy, policy and programmatic decisions
National OVC Steering Committee (NOSC)	<ul style="list-style-type: none"> • Reviews periodically the M&E plan for OVC • Foster technical coordination and collaboration among OVC stakeholders at national level. • Support the NIU to promote and support the development and undertaking of collaborative basic, formative, operational and evaluative research on child development, care, support and protection by the OVC-MIU. • Evaluate and Monitor the performance of the OVC-NIU in leading managing, coordination, monitoring and evaluation. • Create demand for OVC data and other M&E products by demanding for regular updates on key programme indicators from the NIU
District/ Municipality (Probation and Social Welfare Officer/Head of Community Based Services)	<ul style="list-style-type: none"> • Supervise, support and mentor M&E focal persons at implementing agencies. • Make available standardized data collection tools to CSOs in the district • Collect and collates data from CSOs, sub counties and other government departments and report to NIU through OVCMIS and other forms of reporting • Mobilize resources to implement the M&E Plan for OVC response in the district • Uses available data for advocacy, policy and programmatic decisions • Coordinate training for M&E in the district. • The PSWO will obtain OVC data from government departments of Education, Health, Production Sectors and the Police. • The District Planner will support the PSWO to analyse OVC Data • Management of the district data base. • Timely submission of reports to the OVC MIS

Stakeholder	Roles in OVC M&E
Sub County / Division Community Development Officer	<ul style="list-style-type: none"> • Collection and collation of data and statistics from all the Implementing agencies in the sub county. • Timely submission of reports to the district. • Makes available standardized data collection tools to CSOs in the sub county • Collect and collates data from CSOs and other implementing government departments and FBOs and submit it to the Probation and Social Welfare Officer on a monthly basis for inclusion in districts reports to the OVC MIS. • Mobilize resources to implement the M&E Plan for OVC response in the sub county • Monitor and supervise OVC programmes in the sub county • Use available data for advocacy, policy and programmatic decisions
Implementing Partners, Civil Society Organizations(NGOs, FBOs and CBOs)	<ul style="list-style-type: none"> • Ensure that M&E is mainstreamed in all their activities. • Align their M&E programmes in support of the National M&E • Conform to the M&E standards and norms set by the MGLSD • Identify OVC in the community by participatory approach or using methodologies recommended by the MGLSD. • Collects OVC data using standardized tools and submit reports to sub county CDOs every month • Monitor and evaluate their OVC activities and report to the districts of operation or to the NIU • Monitor their individual programmes and utilize national OVC indicators to measure progress of the interventions. • Ensures data quality and integrity • Adhere to the data reporting structure as specified in the plan • Submit information on OVC indicators to the Sub County / district for inclusion in district OVC reports to the NIU through OVC MIS and other forms of reports. • Use available data for advocacy, policy and programmatic decisions
Local Councils and Community Volunteers	<ul style="list-style-type: none"> • Participate in monitoring OVC response and conditions of OVC at community level • Provide information on effectiveness of OVC interventions at community level • Mobilise community members for active participation in M&E activities.
Academic and research agencies	<ul style="list-style-type: none"> • Conduct research on OVC • Training on research methodologies • Provide technical assistance implementing organizations need to improve monitoring and evaluations systems.
Children and caregivers	<ul style="list-style-type: none"> • Provide information on their experiences about the OVC programme including information about the relevance and the quality of outputs or services, their needs for monitoring and evaluation reports. • Participate in OVC M&E activities as requested by implementing partners.
Private sector agencies	<ul style="list-style-type: none"> • Provide financial support to assist vulnerable children in need. • Private companies such as telecommunication companies may be engaged to support reporting using information technology devices and solutions e.g. SMS.

6.4 Human capacity for OVC M&E

Implementation of the M&E plan requires the establishment of an appropriate staff capacities at all levels. Analysis of human capacities for OVC M&E revealed that overall staff capacities to implement results based M&E remained limited. The Probation and Social Welfare Officers who largely carry out OVC M&E functions lack M&E skills. An M&E training Package existed and was implemented by Technical Service Organisations for District Community Development / Probation and Social Welfare / CSO officers of the NIU as part of NSPPI-1 implementation. A Human Resources Plan at national level existed in draft form and was not being implemented.

In order to support implementation of the M&E framework, training will be given for staff at all levels to understand the processes and practices of M&E as well as the purposes of data collection. A key group of trained staff at each district level will then be developed and provided with technical assistance from national experts through supervision and refresher trainings. Training topics include:

- Project/program management (including planning, monitoring, evaluation)
- Data analysis and management (including web-based and non-web based data management,
- Advocacy (including development of targeted information products)
- Reporting forms, on-line report, report writing
- Training for trainers will be organised for staff at regional M&E units. The trained staff will then be trainers for trainings conducted at the sub county level.

6.4.1 Strategies to improve M&E staffing levels, knowledge and skills in M&E

- Conduct a skills and manpower audit among M&E staff in NIU and implementing partners,
- Develop a national training curriculum for M&E staff for both initial training and refresher training
- Develop annual district-based training plans for M&E personnel
- Conduct skills building training as per plans
- Develop on the job continuous education and mentoring tools for use by M&E supervisory staff
- Introduce annual performance based rewards for well performing districts in terms of M&E.

6.5 Implementation, and Coordination of OVC M&E

Currently, there is a National OVC M&E Technical Working Group (TWG) coordinated by MGLSD. Terms of reference for the National OVC M&E TWG exist and clarify the working group's role in approving documents, providing technical leadership, and coordinating the OVC M&E system. The terms of reference however are in draft form and need to be finalized. The reporting tools exist but need to be aligned to the NSPPI-2 and standardized and used by all implementing agencies. While some partnerships exist, they are not sufficient to ensure coordinated planning and management. There is no linkage between the M&E systems of different sectors to enable sharing of information on indicators and there is no coordination of M&E across sectors at the local government level.

As Already noted elsewhere in this plan, the OVC NIU in the MGLSD assisted by the M&E Technical Working Group will coordinate the implementation of the M&E Framework. The M&E working group comprises the M&E specialists in the other key line Ministries such as Health, Education and Sports, Agriculture, Housing, Internal Affairs and Justice and Constitutional Affairs and civil society organisations.

6.5.1 Strategies to improve coordination and leadership for OVC M&E

- Finalize terms of reference (TOR) for the OVC M&E TWGs
- Rollout OVC M&E guidelines at district and sub county levels
- Hold quarterly meetings of OVC M&E TWG
- Presentations on OVC by the DOVCC, will be done at the quarterly district DOVCC meetings
- Conduct regularly scheduled quarterly supervisory visits to implementing agencies, districts and provinces by members of the OVC M&E TWG
- Annual presentation on OVC during the Social Development Sector Review by the NIU
- Appoint an OVC M&E focal point from among district staff.

6.6 Advocacy, Communication and dissemination of the M&E Framework and Plan

It is recognized at national and district levels and by most OVC implementing partners that OVC M&E data is critical for advocacy and programme communication. As a result, the MGLSD and its partners are working to establish an M&E culture and practice. Information gathered from district and other sectors is used by the MGLSD to guide the programming and allocation of funds and the NSPPI -2 was developed using information collected from the field. The Permanent Secretary of the MGLSD presents OVC information to Parliament every year and strong demand for OVC data exists at the national level and among programme managers, including those from CSOs. Demand for OVC M&E data is not yet evident within the private sector. There is an OVC MIS managed by the ministry. While data entry has been extended to more districts, the OVC MIS is not yet fully used as a management tool.

6.6.1 Strategies to enhance Advocacy, communication and culture for OVC M&E

Launching of the Framework and plan

In view of the importance of the National M&E Plan for OVC, this plan and framework shall be officially launched at a high level to be attended by representatives of all national stakeholders from all levels as well as development partners.

Dissemination of the M&E Framework and Plan

It is important for all stakeholders contributing to the implementation of the NSPPI-2 to be aware of and familiar with the M&E framework and plan so that they are clear about their role and responsibility in ensuring effective tracking of activities for care and protection of OVC. The plan will be distributed widely electronically and hard copies to districts, development partners, individual implementing agencies and other government agencies. TSOs and the civil society organisations funded by CSF will play a major role in disseminating the M&E Framework and plan to the district and lower levels.

Integrating M&E information in the implementation of the advocacy and communication strategy

OVC M&E information will be provided to stakeholders through the media and for advocacy purposes. Such information is crucial to raise public awareness and responsiveness to OVC. Policy makers and political leaders require OVC information in planning, budget allocation and other purposes. Therefore implementation of the OVC advocacy and communication strategy will be used as an avenue for utilization of OVC related information.

6.7 Technical Assistance to facilitate implementation of the plan

The NIU M&E Officer will be responsible for ensuring that the M&E plan is implemented in a timely manner. The OVC M&E TWG will provide necessary technical advice to the NIU. However, in view of the fact that members of the OVC M&E TWG are full time employees of their respective organizations, there will be need for outside Technical Assistance to support the M&E officer of the NIU in performing the tasks needed to ensure effective and timely implementation of activities in the plan. There is need to build a culture and skills in use of information, data and statistics for decision making and monitoring progress in achieving set national, regional and global targets.

Section Seven

OVC M&E Plan Budget for FY 2011/12 to FY 2015/16

ACTIVITY	Costing FY 2011/12	Costing FY 2012/13	Costing FY 2013/14	Costing FY 2014/15	Costing FY 2015/16	
	Total cost in UGX 2011/12	Total cost in UGX 2012/13	Total cost in UGX 2013/14	Total cost in UGX 2014/15	Total cost in UGX 2015/16	
COMPONENT 1: ORGANIZATIONAL STRUCTURES WITH M&E						
Assess staffing needs and clearly define M&E unit structures, positions, roles, responsibilities, authority and mandate	-	20,000,000	-	-	-	20,000,000
Issue a circular recognizing the M&E functions at national, district and sub county levels and formally recognize M&E roles of national, district and sub county staff	2,000,000	-	-	-	-	2,000,000
	2,000,000	20,000,000	-	-	-	22,000,000
COMPONENT 2: HUMAN CAPACITY FOR OVC M&E						
Conduct a skills and manpower audit and job evaluation among M&E staff in NIU and implementing partners	-	30,000,000	50,000,000	-	-	80,000,000
Develop OVC M&E capacity strengthening plan to undertake capacity building, mentorship and coaching for OVC stakeholders	-	45,000,000	-	-	-	45,000,000
Develop a national training curriculum for M&E staff for both initial training and refresher training	-	50,000,000	-	-	-	50,000,000
Develop and annual district-based training plans for M&E personnel	20,000,000	100,000,000	-	-	-	120,000,000
Conduct training skills building training as per plans	300,000,000	350,000,000	250,000,000	350,000,000	200,000,000	1,450,000,000
Develop on the job continuous education and mentoring tools for use by M&E supervisory staff	20,000,000	50,000,000	-	-	-	70,000,000
Introduce annual performance based rewards for well performing districts	-	20,000,000	20,000,000	20,000,000	20,000,000	80,000,000
Identify stakeholders with critical M&E gaps and build their capacity in research, shared learning and ethical standards	50,000,000	50,000,000	50,000,000	-	-	150,000,000
Identify stakeholders and build their capacity in data	200,000,000	20,000,000	50,000,000	50,000,000	50,000,000	370,000,000
Technical Assistance to facilitate implementation of the plan	100,000,000	100,000,000	50,000,000	50,000,000	55,000,000	355,000,000
Sub total	690,000,000	815,000,000	470,000,000	470,000,000	325,000,000	2,770,000,000
COMPONENT 3: M&E PARTNERSHIPS AND COORDINATION						
Host an annual M&E TWG retreat to assess progress and capacity	-	25,000,000	-	-	-	25,000,000
Strengthen collaboration between MGLSD and other sectors on OVC M&E at all levels	20,000,000	20,000,000	10,000,000	10,000,000	20,000,000	80,000,000
Finalize terms of reference (TOR) for the OVC M&E TWGs	5,000,000	-	-	-	-	5,000,000
Rollout OVC M&E guidelines at district and sub county levels	-	120,000,000	100,000,000	-	-	220,000,000
Hold quarterly meetings of OVC M&E TWG	-	10,000,000	12,000,000	14,000,000	16,000,000	52,000,000
Presentations on OVC by the DOVCC done at the quarterly district DOVCC meetings	-	-	-	-	-	-
Conduct regularly scheduled quarterly supervisory visits to implementing agencies, districts and provinces by members of the OVC M&E TWG	60,000,000	50,000,000	55,000,000	60,000,000	65,000,000	290,000,000

Annual presentation on OVC during the Social Development Sector Review by the NIU	50,000,000	100,000,000	120,000,000	130,000,000	150,000,000	550,000,000
Appoint an OVC M&E focal point from among district staff.	2,000,000	-	-	-	-	2,000,000
	137,000,000	325,000,000	297,000,000	214,000,000	251,000,000	1,224,000,000
COMPONENT 4: M&E PLAN						
Work with development partners, implementers and stakeholders to update and discuss national M&E Framework and Plan	20,000,000	-	-	-	-	20,000,000
Finalise costed national OVC M&E Framework and Plan	15,000,000	-	-	-	-	15,000,000
Approve national OVC M&E Framework and plan	5,000,000	-	-	-	-	5,000,000
Launch of the National M&E Framework and Plan	15,000,000	-	-	-	-	15,000,000
Disseminate the national OVC M&E Framework and Plan	300,000,000	-	-	-	-	300,000,000
Review and update M&E framework and Plan to reflect Midterm review of NSPPI-2	-	-	100,000,000	-	-	100,000,000
	355,000,000	-	100,000,000	-	-	455,000,000
COMPONENT 5: COSTED M&E WORK PLAN						
Develop M&E Work Plan for NSPPI-2	2,000,000	-	-	-	-	2,000,000
Develop and Review Annual M&E Work Plans	2,000,000	2,500,000	2,500,000	3,000,000	3,000,000	13,000,000
	4,000,000	2,500,000	2,500,000	3,000,000	3,000,000	15,000,000
COMPONENT 6: M&E ADVOCACY, COMMUNICATIONS AND CULTURE						
Integrating M&E information in the implementation of the advocacy and communication strategy	20,000,000	25,000,000	25,000,000	30,000,000	40,000,000	140,000,000
Advocate with government and development partners, implementers, and all stakeholders to allocate budgets to M&E activities	40,000,000	15,000,000	10,000,000	10,000,000	15,000,000	90,000,000
Advocate with development partners to make programme monitoring reporting by their implementers to the OVC NIU and MGLSD compulsory	-	-	-	-	-	-
	60,000,000	40,000,000	35,000,000	40,000,000	55,000,000	230,000,000
COMPONENT 7: SURVEYS AND SURVEILLANCE						
Facilitate integration of key outcome and impact indicators in national surveys	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	50,000,000
Strategies to Improve National Performance Measurement						
Hold a stakeholders workshop annually to review progress the national M&E indicators	20,000,000	25,000,000	30,000,000	35,000,000	40,000,000	150,000,000
Train DOVCCs and M&E officers in target setting	-	-	-	-	-	-
Commission a compilation of annual M&E Report on progress of implementation of the plan	3,000,000	3,000,000	3,500,000	4,000,000	4,000,000	17,500,000
	33,000,000	38,000,000	43,500,000	49,000,000	54,000,000	217,500,000
COMPONENT 8: ROUTINE PROGRAMME MONITORING						
Routine Output Monitoring System for OVC improved						
Assign a Focal Person at each implementer and umbrella organization	-	-	-	-	-	-
quarterly meetings of technical working groups to consider periodic progress in plan implementation and sectoral compliances to the OVC Plan.	1,000,000	1,000,000	1,200,000	1,200,000	1,500,000	5,900,000
Develop a system for OVC registration based on evidence based criteria	20,000,000	60,000,000	-	-	-	80,000,000
Identification of OVC and community OVC mapping	1,120,000,000	-	-	-	-	1,120,000,000
Develop and consolidate OVC Service Delivery Register	50,000,000.00	-	-	-	-	50,000,000
Registration of OVC service providers - inventory	50,000,000	-	-	-	-	50,000,000

Conduct mentorship visits with trained OVC implementers to assist them in the development of systems and skills to collect data for OVC MIS and for their own use	50,000,000	50,000,000	20,000,000	30,000,000	40,000,000	190,000,000
Review and revise existing OVC data collection tools, clarify cutoff dates and reporting timeframes	10,000,000	-	-	-	-	10,000,000
Formal linkages between OVC NIU, and line ministries put in place to establish clear roles and responsibilities and strengthen role of sector management information systems such as HMIS, EMIS in data collection.	5,000,000	-	-	-	-	5,000,000
Introduce reporting using modern technologies that deliver data from the source to the national server such as reporting using cellphones	-	100,000,000	-	-	-	100,000,000
Provide initial and refresher trainings for all staff involved in data collection	-	80,000,000	-	-	-	80,000,000
Enhance data quality assessment/	-	30,000,000	30,000,000	35,000,000	35,000,000	130,000,000
Develop and revise mentoring tools and checklists for continuous support and supervision of staff responsible for data collection and conduct support supervision	10,000,000	-	-	-	-	10,000,000
Develop a district-based training and mentoring program for data collection staff coordinated and supervised by the DOVCC with support and oversight from NIU	-	20,000,000	20,000,000	20,000,000	20,000,000	80,000,000
Develop a standard operation procedure (SOP) for data collection for all implementers that can be applied to their setting. The SOPs will be short and simple (one page) and posted in the MGLSD website	-	10,000,000	-	-	-	10,000,000
Create a checklist to track and manage availability of all the primary data collection tools (forms, registers and forms including procedures for ordering and distribution) in order to avoid stock-outs and improvisation of tools	-	5,000,000	-	-	-	5,000,000
Provide filing facilities and training in development and maintenance of filing systems	-	30,000,000	-	-	-	30,000,000
Provide Child Protection case management books for CDOs at sub county level.	50,000,000	-	-	-	-	50,000,000
Strengthen Data collation, analysis, dissemination and use						
Develop an analysis plan for all levels of the M&E system that will serve as a guide on how to use data.	-	5,000,000	-	-	-	5,000,000
Train all data managers, implementers, M&E staff at all levels on data analysis and use	-	30,000,000	-	-	-	30,000,000
Presentation of information and data on selected indicators will be a regular agenda item for quarterly OVC Coordination meetings at sub county, district and national levels	-	-	-	-	-	-
Mentor staff of districts, sub counties and CSOs on use of evidence in planning	-	50,000,000	-	-	-	50,000,000
Redesigning OVC MIS to produce reports based on information needs	50,000,000	-	-	-	-	-
Engage Ministry for ICT to support the MGLSD in increasing internet use in the districts	-	10,000,000	-	-	-	10,000,000

Produce quarterly data analysis reports and disseminate them to stakeholders		5,000,000	5,000,000	5,000,000	5,000,000	20,000,000
Improving data flow and transmission						-
Specify to all stakeholders the dates for flow of data from service providers to the sub county, then to the districts and to the OVC MIS.	-	-	-	-	-	-
Provide internet modems to districts lacking internet connectivity so as to increase reporting of all districts through the OVC MIS	30,000,000	40,000,000	50,000,000	55,000,000	60,000,000	235,000,000
	1,446,000,000	526,000,000	126,200,000	146,200,000	161,500,000	2,355,900,000
COMPONENT 9: NATIONAL AND LOCAL OVC DATABASES						
Improve data storage and database management (OVC MIS)						-
Update the indicators to be collected and reports to be generated through the OVC MIS by integrating NSPPI-2 indicators and the information needs of stakeholders.	10,000,000	-	-	-	-	10,000,000
Create linkages between OVC MIS and other sector information systems e.g. HMIS, EMIS and others	50,000,000	-	-	-	-	50,000,000
Train staffs of district, sub counties and CSOs on uploading data onto the OVC MIS and obtaining reports from the system	200,000,000	10,000,000	-	-	-	210,000,000
Establish and maintain district and sub county systems for data storage so as to use them in periodic reporting- filing systems	-	80,000,000	-	-	-	80,000,000
Adjusting the reports generated by the OVC MIS to suit the information needs of partners	10,000,000	-	-	-	-	10,000,000
Roll out the OVC MIS in all districts and ensure that districts populate the OVC MIS	300,000,000	-	-	-	-	300,000,000
Update of status indicators based on the most recent surveys e.g. UDHS 2011, UNHS 2011, and Child Labour survey 2011	5,000,000	5,000,000	5,000,000	6,000,000	8,000,000	29,000,000
Supporting utilization of OVC data from the OVC MIS by all stakeholders	-	-	-	-	-	-
Support all districts to update the OVC MIS by uploading district specific data on a quarterly basis.	20,000,000	20,000,000	-	-	-	40,000,000
Maintain national OVC information system so that it is harmonized and complimentary with other sectoral and national information systems	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	100,000,000
	1,476,000,000	566,000,000	176,200,000	201,200,000	221,500,000	2,590,900,000
COMPONENT 10: SUPPORTIVE SUPERVISION AND DATA						
Ensure that data quality assurance trips are made to all districts and to implementing partners.	30,000,000	30,000,000	40,000,000	15,000,000	17,000,000	132,000,000
	30,000,000	30,000,000	40,000,000	15,000,000	17,000,000	132,000,000
						-
COMPONENT 11: EVALUATION, RESEARCH AND LEARNING						
Develop Research Agenda and structure of national OVC research and learning committee with linkages to current ethical boards	1,000,000	-	-	-	-	1,000,000

Develop a database of national evaluations and researches underway (from government and non-governmental organizations, Colleges and Universities, research institutes)	-	5,000,000	-	-	-	5,000,000
Facilitate periodic research meetings for sharing of findings at all levels	-	5,000,000	5,000,000	7,000,000	7,500,000	24,500,000
Build research capacity in OVC by developing partnerships with universities	4,000,000	5,000,000	7,000,000	10,000,000	10,000,000	36,000,000
Build operations research capacity at all levels	-	15,000,000	15,000,000	20,000,000	20,000,000	70,000,000
Develop and carry out an evaluation of the M&E system to coincide with the NSPPI_2 midterm evaluation. The focus of the evaluation will be to assess the M&E approach to tracking the multi-sectoral response to OVC	-	-	50,000,000	-	-	50,000,000
Establish and train the OVC research and learning committee (TWG) with regular meetings	-	10,000,000	-	-	-	10,000,000
Identify areas of OVC-related research and learning for input into the national HIV/AIDS research and learning agenda	-	-	-	-	-	-
Undertake, publish and improve processes of disseminating research and learning results	50,000,000	40,000,000	60,000,000	-	-	150,000,000
Undertake the mid term review of NSPPI-2 in 2013	-	-	75,000,000	-	0	75,000,000
Undertake final evaluation of NSPPI-2 in 2016	-	-	-	-	120,000,000	120,000,000
	55,000,000	80,000,000	212,000,000	37,000,000	157,500,000	541,500,000
COMPONENT 12: DATA REPORTING, DISSEMINATION AND INFORMATION USE						
Improve data reporting and dissemination						-
Reporting						-
Train all implementing partners, and government officers working for OVC, DOVCC, SOVCCs and M&E officers on report writing, presentation of data and the role of dissemination in planning.	-	150,000,000	-	-	-	150,000,000
Develop and/or strengthen a reporting plan that includes a standard set of regularly generated summary report templates. These reports will be generated quarterly, bi-annually and annually at the district, and national levels	-	25,000,000	-	-	-	25,000,000
Train DOVCCs and OVC focal points at district and sub county level to be effective presenters and facilitators in order to improve the quality and utility of quarterly reports and meetings. This includes training in presentation tools such as powerpoint presentations to be made during coordination meetings.	-	40,000,000	-	-	-	40,000,000
Provide ongoing support and mentoring to DOVCCs, SOVCCs and OVC focal points enabling them to generate specialized reports that address the information needs of districts and local implementing partners and stakeholders	10,000,000	20,000,000	25,000,000	-	-	55,000,000
Annual OVC M&E Report						
Use relevant data sources to publish a draft annual OVC M&E report	10,000,000	15,000,000	15,000,000	20,000,000	20,000,000	80,000,000
Biannual HIV Programme Report						
Use routine OVC data to develop a biannual OVC programme report	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	25,000,000
Dissemination of Information to Stakeholders						-

Develop a systematized approach for dissemination at all levels for implementers.	5,000,000	-	-	-	-	5,000,000
Develop a data dissemination plan to include: which institutions and individuals receive reports, who sends out reports, the format of the reports and the best approach to get reports to the various institutions in a timely manner	5,000,000	-	-	-	-	5,000,000
Establish mechanisms for stakeholders to give and receive feedback to and from the DOVCC, and NIU as the case may be.	5,000,000	-	-	-	-	5,000,000
MGLSD OVC website uploaded quarterly	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000
Information products sent to stakeholders by email	-	-	-	-	-	-
National and district M&E Stakeholders Coordination meetings (NOSC, technical working groups, DOVCC, TSO and CSO Coordination meetings)	10,000,000	10,000,000	15,000,000	15,000,000	15,000,000	65,000,000
Online Newsletter	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	25,000,000
Participate in National Social Development Sector Annual Reviews	10,000,000	10,000,000	10,000,000	10,000,000	15,000,000	55,000,000
	67,000,000	282,000,000	77,000,000	57,000,000	62,000,000	545,000,000
GRAND TOTAL ROAD MAP COSTING	4,355,000,000	2,724,500,000	1,579,400,000	1,232,400,000	1,307,500,000	11,098,800,000
CASH FLOW SUMMARY						
Sub Totals Components of M&E System Budget						
COMPONENT 1: ORGANIZATIONAL STRUCTURES WITH M&E	2,000,000	20,000,000	-	-	-	22,000,000
COMPONENT 2: HUMAN CAPACITY FOR OVC M&E	690,000,000	815,000,000	470,000,000	470,000,000	325,000,000	2,770,000,000
COMPONENT 3: M&E PARTNERSHIPS AND COORDINATION	137,000,000	325,000,000	297,000,000	214,000,000	251,000,000	1,224,000,000
COMPONENT 4: M&E PLAN	355,000,000	-	100,000,000	-	-	455,000,000
COMPONENT 5: COSTED M&E WORK PLAN	4,000,000	2,500,000	2,500,000	3,000,000	3,000,000	15,000,000
COMPONENT 6: M&E ADVOCACY, COMMUNICATIONS AND CULTURE	60,000,000	40,000,000	35,000,000	40,000,000	55,000,000	230,000,000
COMPONENT 7: SURVEYS AND SURVEILLANCE	33,000,000	38,000,000	43,500,000	49,000,000	54,000,000	217,500,000
COMPONENT 8: ROUTINE PROGRAMME MONITORING	1,446,000,000	526,000,000	126,200,000	146,200,000	161,500,000	2,405,900,000
COMPONENT 9: NATIONAL AND LOCAL OVC DATABASES	1,476,000,000	566,000,000	176,200,000	201,200,000	221,500,000	2,640,900,000
COMPONENT 10: SUPPORTIVE SUPERVISION AND DATA AUDITING	30,000,000	30,000,000	40,000,000	15,000,000	17,000,000	132,000,000
COMPONENT 11: EVALUATION, RESEARCH AND LEARNING	55,000,000	80,000,000	212,000,000	37,000,000	157,500,000	541,500,000
COMPONENT 12: DATA REPORTING, DISSEMINATION AND INFORMATION USE	67,000,000	282,000,000	77,000,000	57,000,000	62,000,000	545,000,000
GRAND TOTAL COSTING	4,355,000,000	2,724,500,000	1,579,400,000	1,232,400,000	1,307,500,000	11,198,800,000

Appendices

Appendix 1: OVC M&E Indicator Matrix

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
Goal: A society where all OVC live to their full potential and their rights and aspirations are fulfilled						
Objective 1: Strengthen the capacity of families, caregivers and other service providers to protect and care for orphans and other vulnerable children						
Economic Strengthening						
Outcome 1 : At least 70% of OVC and their households are involved in productive activities to meet long term economic needs						
1. Percentage of OVC aged 5-17 that have at least three basic needs met	<p>The basic material needs include food, clothing, bedding, and shelter.</p> <p>According to UDHS 2006 basic material needs were considered to have been met if the child had a pair of shoes, two sets of clothes, and a blanket.</p> <p>Numerator: Number of OVC aged 5–17 surveyed with a minimum set of three basic personal material needs.</p> <p>Denominator: Number of OVC aged 5–17 surveyed¹</p>	24.8% of OVC possessing three basic needs ¹ compared to 29.1% among non OVC (UDHS 2006).	70% (5.6million OVC) have at least three basic needs met	UDHS/ UNHS/ Population Based Surveys	MGLSD/ UBOS /	5 years

¹ UDHS 2006

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
Output Indicators						
2. Percentage of OVC HH that received economic strengthening support (Indicator in NSP for HIV/AIDS)	Economic strengthening support includes training on IGAs, Grants, Start-up kits, micro-credit, market linkages	41.2% (UAC-LQAS)	60%	OVC MIS	MGLSD	Quarterly
3. Number of OVC supported to attain vocational / apprentice skills	-Vocational / apprentice skills are those which allow a person to master a particular practical skill or trade e.g. carpentry, tailoring, shoe making etc.	81,394 OVC trained in vocational skills and provided with kits ²	160,000 OVC trained / apprentice skills /equipped with kits	Reports from vocational schools, Reports from MoES, Reports from CSOs	MGLSD/MoES	Quarterly
Objective 2: Expand access to essential services for orphans and other vulnerable children and their caregivers						
Food and Nutrition Security						
Outcome 2: Improved food security for OVC households						

² Existing data for OVC indicators from the MGLSD website accessed 11/21/2010

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
4. % of OVC households that are food secure	<p>A household is considered food-secure when its occupants do not live in hunger [U1]or fear of starvation</p> <p>Numerator: No. Of OVC households that are food-secure.</p> <p>Denominator: Total No. of OVC households</p>	See LQAS		WFP assessment Reports	MGLSD MAAIF	Annually
5. The ratio of the proportion of OVC to non-OVC who are malnourished (underweight)”	<p>Numerator: “(1) Malnutrition rate among OVC (%)</p> <p>Numerator 1: Number of OVC aged 0–4 years who are malnourished (below 2 standard deviations from the median weight-for-age of WHO/NCHS reference population).</p> <p>Denominator 1: Number of OVC aged 0–4 years</p> <p>Denominator: “(2) Malnutrition rate among non-OVC (%)</p> <p>Numerator 2: Number of non-OVC aged 0–4 years who are malnourished (below 2 standard deviations from the median weight-for-age of WHO/NCHS reference population).</p>	<p>15% of OVC were underweight, compared with 16% of non OVC (UDHS 2006).</p> <p>15%:16%</p>	Maintain status quo	UDHS report UNHS report Health sector Reviews	MoH MGLSD UBOS	every 5 years
Output Indicators						
6. Number and % of OVC households	-Agricultural inputs includes pigs, goats, seeds,	Not available	40% of	OVC MIS,	MGLSD	quarterly

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
that received agricultural / farm inputs	treatment among others - Numerator: No. of OVC households that received agricultural inputs - Denominator: No. of OVC households		critically vulnerable HH supported annually with agricultural inputs	district reports	MoAAIF	
7. Number of OVC who received therapeutic feeding support.	-Nutritional support includes nutritional assessment, Nutrition education, therapeutic feeding for malnourished children, infant formula.	Not available	40% of all OVC	HMIS	MoH	Quarterly
Health, Water, Sanitation and Shelter						
Outcome 3. Increased access to preventive and curative health services including ART for OVC and their caregivers						
8. Proportion of eligible HIV+ children below 15yrs who are receiving ART	-ART eligibility will be based on the existing MoH ART eligibility criteria - Numerator: No. of eligible HIV+ children on ART - Denominator: Total No. of eligible HIV+ children	41,617 eligible HIV+ OVC that have access to prophylactic treatment & ARVs ³	An estimated 25,440 new HIV infections amongst children aged below 15 years ⁴ started on	HIV Sero-Prevalence Survey HMIS	MoH	Annually

³ Existing data for OVC indicators from the MGLSD website accessed 11/21/2010

⁴ UNGASS report ,2008-2009

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
9. Percentage of HIV-exposed infants (< 18 months) tested for HIV by 1st PCR	HIV-exposed infants include all those children born to HIV+ mothers	29% of children exposed to HIV from their mothers accessing HIV testing within 12 months	ART 75% of children less than 18 months	HMIS	MoH	Quarterly
Output Indicators						
10. Number of OVC who are supported to receive health care services	Health care services include immunisation, treatment, HIV Counselling and Testing, health education, ORT etc. This indicator measures the contribution of OVC service providers.	142,844 OVC supported to access health ⁵	70% of OVC supported to access health services	OVC-MIS	MGLSD	Quarterly
Outcome 4: Increased access to safe water and sanitation facilities for OVC at household, community and institutions especially in schools, children's children' and remand homes						
11. Percentage of OVC households with access to safe water sources		Not available		LQAS	UBOS, MGLSD	Annually
Output Indicators						
12. Number of OVC households	Activities carried out in order to enable OVC access safe water include construction of	Not available	TBD	OVC MIS	MGLSD	Quarterly

⁵ Existing data for OVC indicators from the MGLSD website accessed 11/21/2010

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
supported to access safe water	boreholes, rain harvesting tanks, tap water, protected springs/wells, providing OVC/OVC households with water guards, training OVC on water treatment etc...				Districts	
Outcome 5: OVC and their households living in decent shelter						
Output Indicator						
13. No. of improved shelter facilities constructed for OVC	Shelter facilities include construction of houses for households with OVC.	not available	10,000 OVC households	OVC MIS	MGLSD, districts	Quarterly
Education						
Outcome 6: Increased enrolment and retention of OVC to attain quality education within the primary, secondary and vocational education cycles						
14. The ratio of orphaned children compared to non-orphaned children aged 10–14 who are currently attending school. (UNGASS Indicator)	<p>Numerator: (1) Orphans' school attendance (%)</p> <p>Numerator 1: Number of children who have at least one parent and are attending school.</p> <p>Denominator 1: Number of children who have lost at least one parent</p> <p>Denominator: "(2) Non-orphans' school attendance (%).</p> <p>Numerator 2: Number of children, both of whose parents are still alive, who live with at least one parent and who are attending school.</p> <p>Denominator 2: Number of children whose</p>	81% of orphans and 82% of OVCs are currently attending school, compared with 85 percent of non-orphans <i>(Source UDHS 2006).</i>	90%	UDHS, EMIS, MOES Annual Review Reports	MoES	Annual

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
	parents are both still alive and who live with at least one parent". A ratio greater than 1 indicates that children who have lost both parents are better off than children who are living with at least one parent and neither parent is dead.					
15. % of children who are out of school	This measures the ratio of children of school going age 6-14 who are not attending school and therefore are likely to be vulnerable to may risks.			Census 2012	UBOS	
Output Indicators						
16. Number of OVC supported to access education disaggregated by sex, level of education (primary, secondary education and tertiary training)	Includes out of school children placed back in school and children at risk of dropping out who are supported with school requirements to keep in school.	Not available	1,000,000 OVC	OVC MIS, CSF reports, MEEPP	MoES, MGLSD	Quarterly
Psychosocial Support and Basic Care						
Outcome 7. Improved access by OVC and their caregivers to quality psychosocial support and basic care services						
17. Ratio of OVC to non-OVC with an	<i>Numerator:</i> (1) Psychological health of	Not available	60% of OVC HH receive	Special Psychosocial	MGLSD	Midterm review and

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
adequate score for psychological health	<p>orphaned and vulnerable children.</p> <p>Numerator 1: The number of OVC with an adequate score (at least 20 points out of maximum 32 points).</p> <p>Denominator 1: All OVC interviewed.</p> <p>Denominator 2: Psychological health of other children.</p> <p>Numerator 2: The number of non-OVC with an adequate score (at least 20 points out of maximum 32 points).</p> <p>Denominator 2: All non-OVC interviewed”</p>		counseling services, 50% of OVC participate in peer group activities	Support survey		end of NSPPI-2
18. Percentage of Households with OVC who receive External Support	<p>□ Number of OVC who live in households that received at least one of the following services for the child:</p> <ul style="list-style-type: none"> • Medical support within the past 12 months • School-related assistance within the past 12 months • Emotional support within the past 3 months • Other social support, including material support, within the past 3 months” 	10.7% ⁶	30%	UDHS, UNHS	MGLSD	Annual

⁶ UDHS 2006

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
	(UNICEF, 2005).					
Output Indicators						
19. Number of OVC whose households received cash transfer.	Cash transfers are direct payments of money to OVC households by government or any other agency ⁷ Numerator: No. of OVC whose households received cash transfers Denominator: Total Number of OVC	Not available	200,000	Reports from SAGE i.e. Social Protection Secretariat	MGLSD	Annual
20. Number of OVC who received psychosocial support	This indicator means the total number of children who receive services to meet their emotional, social, mental and spiritual needs.	not available	2,000,000	OVC MIS, district and CSO OVC reports	MGLSD	Quarterly
Objective 3: Increase access to protection and legal services for orphans and other vulnerable children, their caregivers and families/households						
Child Protection and Legal Support						
Outcome 8. Increased access to child protection and legal support services for OVC and their households						
21. Percentage of children of whose births are registered	Numerator: Number of children aged 0–4 whose births are reported registered. Denominator: Total number of children aged 0–4 years	21%	80%	URSB reports, UNHS, UDHS	URSB, MGLSD	Annual

⁷ Social cash transfers regular non-contributory payments of money provided by government or non-governmental organisations to individuals or households, with the objective of decreasing chronic or shock-induced poverty, addressing social risk and reducing economic vulnerability.

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
Output Indicators						
22. Number of children who are supported to receive protection and legal support services	Total number of children who receive child protection and legal support interventions.	Not available	1,000,000	OVC MIS District OVC reports	MGLSD	Quarterly
23. Number of children in conflict with the law whose cases have been handled.	Measures children who have broken the law and have been handled through the formal system in accordance with national procedures	Not available	No children should be in adult cells.	Prison / police records.	MGLSD	Annually
24. No. of child survivors of violence, exploitation and abuse supported by a full complement of social welfare and justice interventions (legal, psychosocial, welfare and health)	Total number of children facing abuse and neglect whose cases are handled by local government, police and CSOs and other community protection mechanisms.	Not available	100,000	PSWO reports, Police statistics,	MGLSD, districts, police	Quarterly
25. Number of children withdrawn from child labour	Total number of children engaged in child labour who are removed from working and are provided with alternatives e.g. placement in school	Not available	20,000	ILO reports, MGLSD child labour reports OVC MIS	MGLSD, ILO- IPEC, districts	Annually

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
26. Number of children living in formal institutional care facilities.	Number of children living in formal care institutions on a given date.		60% of children without parental/family care find alternative care	MGLSD Reports	MGLSD	Annually
27. % of children's homes meeting national standards	Numerator: Number of children's homes which meet national standards Denominator: Number of Children's homes in Uganda		80%	MGLSD Inspection reports	MGLSD	Annually
Objective 4: Strengthen the institutional, policy, legal and other mechanisms that provide a supportive environment for a coordinated OVC response						
Legal, Policy and Institutional Mechanisms						
Outcome 10. Effective legal, policy and other institutional mechanisms in place						
28. Percentage of districts with functional District OVC coordination committees	<i>Numerator:</i> Number of districts with functioning OVC coordination committees <i>Denominator:</i> Total number of districts A district with at least 60% of SOVCCs meeting every quarter is defined as being functional	Not available	100%	OVC MIS District reports	MGLSD	Quarterly
29. Percentage of sub counties with functional OVC	<i>Numerator:</i> Number of sub counties with	Not available	75%	OVC MIS	MGLSD	Quarterly

Indicator	Definition of indicators	Baseline	Target	Means of verification	Responsible agency	Frequency
Coordination Committees	functioning OVC coordination committees Denominator: Total number of sub counties in Uganda			District reports		
30. Percentage of districts which have integrated OVC in their development plans.	Refers to districts which have development plans that explicitly provide for OVC interventions and have allocated funds to them.	35	112	SUNRISE and MGLSD and district OVC reports	MGLSD, SUNRISE	Biannually
Output Indicators						
31. Percentage increase in central government funds allocation for OVC	Refers to government budgetary allocations to programmes specifically targeted for vulnerable children.	To be determined	1% increase in resource allocation to OVC	Special survey	MGLSD,	Annually
32. Percentage of districts contributing resources for OVC programme	Refers to districts that allocate funds to interventions for OVC.	Not available	All districts with funds for OVC programmes	District annual reports	MGLSD	Annual
33. Number of districts submitting reports to the OVC MIS on time.	Refers to districts that submit their OVC reports through the government owned web based OVC management information system every quarter	65 districts	All 112 districts reporting through OVC MIS	OVC MIS reports	MGLSD	Quarterly

Cross cutting Indicators

34. Percentage of children under age 18 who are vulnerable	The purpose is to monitor the proportion of children who are vulnerable according to the Uganda definition.	8% are critically vulnerable 43% are moderately vulnerable: Source: Situation Analysis of OVC 2010.		OVC Situation Analysis Report, UDHS, UNHS	MGLSD	Every two years
35. Percentage of children who live without an adult care-giver.	Numerator: number of children living without adult care givers - Denominator: Total number of children below 18 years.			UDHS, UNHS	MGLSD	End of term evaluation
36. Percentage of Children living below the poverty line	All children below the poverty line as assessed by Uganda government statistics					
37. Percentage of children under age 18 whose mother, father, or both parents have died						
38. Percentage of OVC that received services in at least three CPAs (Uganda HIV/AIDS NSP	- The CPAs include: 1)Economic Strengthening, 2) Food and Nutrition Security, 3)Health, Water, Sanitation and Shelter, 4) Education,	TBD	50% of the total OVC supported to access	OVC MIS,	MGLSD	Annually

Indicator)	<p>5) Psychosocial Support and Basic Care, 6) Child Protection and Legal Support</p> <ul style="list-style-type: none"> - Numerator: No. of OVC that received at least one CPA - Denominator: Total number of OVC - Numerator: No. of OVC that received at least three CPAs Denominator: Total number of OVC 		services in 3 CPAs.			
------------	--	--	---------------------	--	--	--



MINISTRY GENDER LABOUR AND SOCIAL DEVELOPMENT

Appendix 2: OVC Vulnerability Index Tool

Uganda OVC Vulnerability Index Tool

The Uganda OVC Vulnerability Index (VI) is intended for the selection of vulnerable households into OVC programs. The tool helps to determine a household’s level of vulnerability (slight, moderate, and critical) based on individual and household level questions you will ask across all core program areas.

PRE-SELECTION CRITERIA

INSTRUCTIONS: Please use the following indicators to pre-select households where the VI tool will be administered. Pre-selection of vulnerable households requires the participation of community members and community workers. This ensures that the selection process is conducted in an efficient and transparent manner if critically and moderately vulnerable are to be identified.

HOUSEHOLD HEALTH STATUS			
		Yes	No
1.	Does the household have ANY adult member who has been very sick for at least three months during the past 12 months? <i>(By very sick, I mean that the household head or any adult member was too sick to work or do normal activities around the house for at least three of the past 12 months)</i>		
2.	Does the household have ANY severely disabled person? <i>(Applies to both children and adult household members)</i>		
CHILD EDUCATION STATUS			
		Yes	No
3.	Does the household have children not currently enrolled in school? <i>(Children between the ages of 6-17)</i>		
HOUSEHOLD ORPHANHOOD STATUS			
		Yes	No
4.	Does the household have or care for any orphans?		

DECISION: If you selected “Yes” for at least ONE of the pre-selection criteria questions above, please proceed to administer the remainder of the tool at this household.

HOUSEHOLD INFORMATION

INSTRUCTIONS: Please administer this section to heads of households, spouses, or to OVC in case of child-headed households. Ask each question and circle the appropriate response option. After circling the response, please write in the corresponding score to in the far right-hand column (labeled “SCORE”).

At the end of each CPA, please add up the scores for all questions and write them down under the “CPA TOTAL” row. Finally, add up all CPA scores, and enter them under “HOUSEHOLD TOTAL SCORE”.

CPA 1: ECONOMIC STRENGTHENING										SCORE	
1.	Who is the MAIN household income earner?										
Option	Children (6 – 17 years)	Grand or Elderly Parents			Relatives		Mother		Father		
Score	4	3			2		1		0		
2.	What is the MAIN SOURCE of household income? (emphasis is main source only)										
Option	None	Remittances	Causal Labourer	Informal Employment	Peasantry/hiring out labour on other farms / gardens	Petty Business	Formal Business	Commercial Farming	Formal Employment / Wage		
Score	4	3	2	2	2	1	0	0	0		
3.	Does this household have access to land?										
Option	Does not own, not able to access land			Does not own, but able to access land		Owns but not able to access land		Owns and able to access land			
Score	4			2		1		0			
4.	In the last 12 months (MENTION THE MONTH), did the household experience any adverse event that led to an economic loss? (e.g. job loss, death in household, migration, loss of property, etc.)										
Option	Yes					No					
Score	4					0					
CPA 1 TOTAL →											
CPA 2: FOOD SECURITY AND NUTRITION										SCORE	
5.	Over the past month (MENTION THE MONTH), what has been the MAIN source of food consumed by your household?										
Option	Donated		Given in return for work			Bought from the market		Home grown			
Score	4		2			1		0			
6.	Over the past month, did anyone in the household ever go without food for a whole day because there wasn't enough?										
Option	Yes, more than 5 times a month			Yes, 1 – 4 times a month			Never				
Score	4			1			0				
CPA 2 TOTAL →											
CPA 3: HEALTH, WATER, SANITATION AND SHELTER										SCORE	
7.	What is the distance (in Km) to the health care facility your household often uses?										
Option	More than 5 Km or miles			2 – 5 km or 1 – 2 miles			Less than 2 km or 1 mile				
Score	4			1			0				

				SCORE
8.	Does the household head or caregiver have any form of disability that's severe enough to affect their daily activities? (e.g., physical, speech, visual, hearing, or mental handicap?)			
Option	Yes	No		
Score	4	0		
9.	What is the main source of water for members of your household?			
Option	River, Stream, Lake, Pond, Unprotected well / spring	Public taps, Bore hole, Rainwater, Protected spring/well, Gravity flow scheme	Private Connection	
Score	4	1	0	
10.	How long does it take to collect water for domestic use from the main source? (Time in minutes) Consider time TO & FROM the source of water, INCLUDING waiting time.			
Option	More than 30 minutes	16 – 30 minutes	15 minutes or less	
Score	4	1	0	
11.	What is the MAIN type of dwelling?			
Option	Temporary (mud, grass and wattle)	Semi-permanent (mud, iron sheet)	Permanent (Sand brick cement)	
Score	4	1	0	
12.	What is the type of a latrine/toilet facility used by members of your household?			
Option	Bush	Pit Latrine / Public toilet	Functional flush toilet, VIP	
Score	4	1	0	
CPA 3 TOTAL →				
CPA 5: PSYCHOSOCIAL SUPPORT AND BASIC CARE				
				SCORE
13.	In the last year, how often have you felt so troubled that you felt you needed to consult a spiritual, faith or traditional healer, counselor or health worker?			
Option	Most of the time	Sometimes	Never	
Score	4	1	0	
CPA 5 TOTAL →				
CPA 6: CHILD PROTECTION AND LEGAL SUPPORT				
				SCORE
14.	What would you do if any of your children experienced or became a victim of any form of child abuse or violence?			
Option	Nothing	Talk to neighbour / family only	Report to LC/Police/Probation, CDO, Human rights office	
Score	4	1	0	
15.	In the past 12 months (STATE MONTH), have you or another adult in the household used the following method of discipline with any child in your household? (Please select all the methods that apply)		<input type="checkbox"/> Punched, kicked or hit a child <input type="checkbox"/> Withheld a meal to punish a child <input type="checkbox"/> Using abusive words/language towards the child	
Option	If TWO or MORE of the methods are checked	If at least ONE of the methods is checked	If NONE of the methods are checked	
Score	4	1	0	
CPA 6 TOTAL →				
HOUSEHOLD TOTAL SCORE (ALL CPAs) →				

INDIVIDUAL INFORMATION

INSTRUCTIONS: Please administer this section to each child in the household. In particular, please interview the caregiver if the child is 12 years of age or below. Children who are 13 years and above should answer for themselves. Ask each question and write in the corresponding score for each child under his/her respective column (labeled "SCORES").

At the end of each CPA, please add up the scores for all questions and write them down under the "CPA TOTAL" row for **each** child. Finally, add up all CPA scores, and enter them under "INDIVIDUAL TOTAL SCORE" for **each** child.

					SCORES					
					Child 1	Child 2	Child 3	Child 4	Child 5	Child 6
Child's Name										
Child's Identification Number										
Child's age (in years)										
CPA 2: FOOD SECURITY AND NUTRITION										
1.	How many meals (including breakfast) has (Name) had in the past 24 hours? (SKIP if child is breast feeding)									
Option	None	One meal	Two meals	Three meals or more						
Score	4	3	1	0						
2.	What does the child usually eat? Write down "Yes" or "No" for each type of food consumed by the child. Instructions: <ul style="list-style-type: none"> • Applicable to children of all age brackets (Breast feeding children take all the food values) • "Usually" means at least 3 times a week • Ask the parent/guardian and then a child where applicable (13 -17 yr.) to double check 									
	a. Energy foods: (potatoes, banana, oils, posho, millet, rice, maize, bread, cassava)									
	Yes		No							
	b. Body building foods: (beans, meat, soya, peas, milk, eggs, chicken, fish)									
	Yes		No							
	c. Protective and regulative foods: (tomatoes, oranges, pawpaw, mangoes, pineapple)									
	Yes		No							
Option	ALL of the options are selected as "No"		One or Two of the options are selected as "No"		All options are selected as "Yes"					
Score	4		2		0					
CPA 2 TOTAL →										
CPA 3: HEALTH, WATER, SANITATION AND SHELTER										
3.	Last night, did (Name) sleep under an Insecticide Treated mosquito Net (ITN)?									
Option	Yes		No							
Score	0		4							
4.	Has (Name) been very sick for at least three months during the past 12 months? (By very sick, I mean that (Name) was too sick to go to school, play or do normal activities around the house for at least three of the past 12 months)									
Option	Yes		No							
Score	4		0							

				SCORES						
				Child 1	Child 2	Child 3	Child 4	Child 5	Child 6	
5.	Has (Name) received the required immunization at his/her age? (Applicable to 0-5 yrs ONLY and ask for the immunization card/book)									
Option	Yes		No							
Score	0		4							
CPA 3 TOTAL →										
CPA 4: EDUCATION										
6.	If the child is enrolled, what is his/her school attendance status? (Children aged 6; Days can be non-consecutive within the week)									
Option	Misses school 3 or more times per week or NOT in enrolled in school		Misses school twice per week		Attends school regularly (attends 4 or more days per week)					
Score	4		2		0					
CPA 4 TOTAL →										
CPA 5: PSYCHOSOCIAL SUPPORT AND BASIC CARE										
7.	How many set (s) of clothing does (NAME) own? (Exclude school uniform)									
Option	Owns at least two sets		Owns one set of clothes		Owns no piece of cloth OR child is walking naked OR has tattered clothing					
Score	0		1		4					
8.	How often does (Name) feel sad, worried, withdrawn, or hopeless?									
Option	Often		Sometimes		Never					
Score	4		1		0					
9.	Over the past 3 months (STATE MONTH), how often have you seen someone in the your household being kicked, beaten, slapped, hit with a fist, threatened with a stick, had something thrown at, or being shouted at? (13-17 years)									
Option	Most of the time		Sometimes		Never					
Score	4		1		0					
CPA 5 TOTAL →										
CPA 6: CHILD PROTECTION AND LEGAL SUPPORT										
10.	Does (Name) have a birth registration certificate?									
Option	Yes		No							
Score	0		4							
11.	Has (Name) ever been into marriage? (10-17)									
Option	Yes		No							
Score	4		0							
12.	Has (Name) been sexually active in past 12 months (STATE MONTH)? (10-17)									
Option	Yes		No							
Score	4		0							

						SCORES					
						Child 1	Child 2	Child 3	Child 4	Child 5	Child 6
13.	In the past 3 months, how often has (NAME) drunk alcohol? (age 5-17)										
Option	Everyday	Minimum of once a week	Less than once a week	On special occasions	Never						
Score	4	3	2	1	0						
14.	Has (Name) experienced any form of the following child abuses in the last 30 days? Please CHECK ALL that apply to the child. Probe or observe for any types or signs of abuse.										
	a) Denial of socialization with other children					a					
	b) Denial of legal rights/access to justice					b					
	c) Stigma & discrimination due to illness or disability					c					
	d) Physical violence/abuse inflicting pain or injuries <i>bruises, scratches, wounds</i>					d					
	e) Emotional abuse (e.g. shouting at the child, public humiliation)					e					
	f) Sexual abuse (<i>forced sex, raped, defiled..</i>)					f					
	g) Denial of food					g					
Option	If THREE or MORE behaviours are selected	If ONE or TWO of the behaviours are selected	If NONE of the behaviours is selected								
Score	4	2	0								
CPA 6 TOTAL →											
INDIVIDUAL TOTAL SCORE →											
GRAND TOTAL SCORE (HOUSEHOLD + INDIVIDUAL SCORE) → (USE THIS SCORE TO DETERMINE LEVEL OF VULNERABILITY)											

DETERMINE THE VULNERABILITY LEVEL

INSTRUCTIONS: After totaling all the scores under “GRAND TOTAL”, look at the table below and determine **WHERE** that child’s GRAND TOTAL score falls in the score range below.

LEVEL OF VULNERABILITY	GRAND TOTAL SCORE
Critically Vulnerable	90 – 116 points
Moderately Vulnerable	50 – 89 points
Slightly Vulnerable	Less than 50 points

Write the level of vulnerability for each child below.

	Child 1	Child 2	Child 3	Child 4	Child 5	Child 6
WRITE DOWN EACH CHILD'S VULNERABILITY LEVEL →						



MINISTRY OF GENDER LABOUR AND SOCIAL DEVELOPMENT

Affix
Child's
Photo

Appendix 3: OVC ENROLMENT CARD

Organisation/Institution Name _____

Date of Enrollment ___/___/___ OVC ID No. _____ Age ___ Years ___ Months

Child's Name: _____ Sex _____ Date of Birth ___/___/___

District: _____ Sub County _____ Parish _____ Village _____

Household composition: 0-17 Years _____ 18-65 Years _____ Above 65Years _____ OVC _____

Parent's/Guardian's Name: _____ Sex _____ Age _____ Tel: _____

Relationship with Child: _____ Occupation _____

Residence: Urban Rural

VULNERABILITY STATUS (check all that applies to child)

Maternal orphan	<input type="checkbox"/>	Street child	<input type="checkbox"/>	Experiencing abuse	<input type="checkbox"/>
Double orphan	<input type="checkbox"/>	Child labourer	<input type="checkbox"/>	In child headed household	<input type="checkbox"/>
Paternal orphan	<input type="checkbox"/>	Child with disability	<input type="checkbox"/>	Living with elderly/disabled care givers	<input type="checkbox"/>
Poverty stricken	<input type="checkbox"/>	Out of school	<input type="checkbox"/>	HIV positive	<input type="checkbox"/>
Child on the street	<input type="checkbox"/>	In contact with law	<input type="checkbox"/>	Other, Specify	<input type="checkbox"/>

Child's HIV status: Positive Negative Unknown

Does the child have a birth registration certificate? Yes No

Is the child in school? Yes No Class _____ School _____

BASELINE/INITIAL CHILD STATUS INDEX ASSESSMENT

(Tick all that apply to the child)

HOUSEHOLD ECONOMIC STRENGTHENING		HEALTH, WATER, SANITATION & SHELTER	
Care giver with low income levels	<input type="checkbox"/>	Good health with minimal sickness	<input type="checkbox"/>
Care giver with no income generating skills	<input type="checkbox"/>	Frequently sick with minimal access to health care	<input type="checkbox"/>
Child providing income for households	<input type="checkbox"/>	Frequently sick without access to health services	<input type="checkbox"/>
No source of income for household	<input type="checkbox"/>	Dilapidated poor shelter	<input type="checkbox"/>
FOOD & NUTRITION		No shelter at all (on street)	
Not growing well compared to others	<input type="checkbox"/>	Over crowded homes (slum, camp or barracks)	<input type="checkbox"/>
Malnourished	<input type="checkbox"/>	No access to safe drinking water	<input type="checkbox"/>
Household food insecure	<input type="checkbox"/>	No toilet/pit latrine	<input type="checkbox"/>
EDUCATION		PSYCHOSOCIAL SUPPORT & BASIC CARE	
Irregular school attendance	<input type="checkbox"/>	Requires social support	<input type="checkbox"/>
Drop out from school	<input type="checkbox"/>	Does not sleep under ITN	<input type="checkbox"/>
Never in school	<input type="checkbox"/>	Has only one pair of clothes	<input type="checkbox"/>
CHILD PROTECTION AND LEGAL SUPPORT			
Has no birth certificate	<input type="checkbox"/>	Experienced abuse/exploitation in last six months	<input type="checkbox"/>

Name of Person filling form Title.....

Tel. Email Sign Date



MINISTRY GENDER LABOUR AND SOCIAL DEVELOPMENT

Appendix 6: OVC-MIS DATA COLLECTION TOOL

District Name of CSO/Institution
 Reporting Period: FY 20...../20..... Q1 (Jul-Sep) Q2 (Oct-Dec) Q3 (Jan-Mar) Q4 (Apr-Jun)

Sub county Activity	M		F		M		F		M		F		M		F			
1 # of OVC HHs who received economic strengthening support ¹																		
# Of OVC supported to attain vocation/apprentice skills																		
# of OVC provided with toolkits/startup kits																		
2 # of OVC HHs that received agricultural/farm input																		
# of OVC provided with food /Nutritional support																		
# of OVC HHs that received agric. advisory services																		
3 # of OVC HHs supported to access safe water																		
# of OVC supported to receive health services																		
# of OVC provided with Insecticide Treated Nets																		
# of OVC HHs provided with shelter																		
4 # of OVC supported to access education ²																		
5 # OVC provided with PSS ³																		
# OVC provided with basic care ⁴																		
6 # of OVC re-integrated with their families																		
# of OVC removed from child labour																		
# of OVC assisted to register births																		
# of child abuse & neglect cases handled																		
7 # of staff trained in OVC programming ⁵																		
# of community volunteers trained in OVC programming ⁶																		
Cumulative number of OVC served:	# of Individual OVC served this period:															# of OVC supported with 3 or more CPAs:		
# of OVC exited this period:	Title															Sign		

¹ Economic strengthening support Includes; IGA's (piglets, goats, seeds etc), special microfinance credit, market linkages

² Education support includes; School fees and other scholastic materials (pens, books, uniform etc)

³ PSS includes; Counseling, recreation activities for OVC, Will and Memory book writing

⁴ Basic care includes; Clothing and beddings, assistive devices for disabled, palliative care for HIV+ children

⁵ Training includes; PSS, M&E, child protection, proposal writing, coordination & referral etc

⁶ Volunteers include; paralegals, child protection committees, child rights advocates, child mediators etc

CPAs: 1. Economic Strengthening 2. Food & Nutrition security 3. Health, Water, Sanitation & Shelter 4. Education 5. Psychosocial Support & Basic Care 6. Child Protection & Legal Support. 7. Legal, Policy & Institutional Mechanisms



MINISTRY GENDER LABOUR AND SOCIAL DEVELOPMENT

Appendix 7: CSO REGISTRATION FORM

District		Name of CSO/Institution																						
No. of sub Counties covered..... out of		Year of Reg..... Reg. No.																						
CSO identification. No.....		District of Registration.....																						
Type of organization		Website.....																						
Contact person's name		Title																						
Postal address		Physical Location																						
Email		Tel: (mob) Office																						
Vision:																								
.....																								
.....																								
Mission:																								
.....																								
.....																								
Select Target Groups Covered:		Policies, laws and guidelines:																						
<input type="checkbox"/> Orphans and orphans households <input type="checkbox"/> Children affected by armed conflict <input type="checkbox"/> Children abused or neglected <input type="checkbox"/> Children in conflict with the law <input type="checkbox"/> Children affected by HIV/AIDS or other diseases <input type="checkbox"/> Children in need of alternative family care <input type="checkbox"/> Children affected by disability <input type="checkbox"/> Children in 'hard-to-reach' areas <input type="checkbox"/> Children living under the worst forms of labour <input type="checkbox"/> Children living on the streets		<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Oriented</th> <th>Has a copy</th> </tr> </thead> <tbody> <tr> <td>NOP:</td> <td></td> <td></td> </tr> <tr> <td>NSPPI:</td> <td></td> <td></td> </tr> <tr> <td>Children's Act</td> <td></td> <td></td> </tr> <tr> <td>National Quality Standards:</td> <td></td> <td></td> </tr> <tr> <td>Child Labor Policy</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Oriented	Has a copy	NOP:			NSPPI:			Children's Act			National Quality Standards:			Child Labor Policy					
	Oriented	Has a copy																						
NOP:																								
NSPPI:																								
Children's Act																								
National Quality Standards:																								
Child Labor Policy																								
CPAs covered:		Provided	Referred																					
1. Economic Strengthening:																								
2. Food and Nutrition Security:																								
3. Health, water, sanitation & shelter:																								
4. Education:																								
5. Psychosocial Support & Basic care:																								
6. Child Protection & Legal Support																								
7. Legal, Policy & Institutional Framework:																								

Filled by: Title

Email Tel: Sign

Verified by Title

Email Tel: Sign



MINISTRY OF GENDER LABOUR AND SOCIAL DEVELOPMENT

Appendix 8: OVC CSO REPORT FORM

Reporting period: FY (-----/-----)

Q1 (Jul-Sep)	Q2 (Oct-Dec)	Q3 (Jan-Mar)	Q4 (Apr-Jun)	All (Jul-Jun)
---------------------	---------------------	---------------------	---------------------	----------------------

CSO details:

Name of CSO/Institution:			
Acronym:		Year of Reg:	Reg. No.:
District of Registration:			
Type of organization:		Website:	
Postal address:		Physical Location	
Contact person's name		Title:	
Email	Tel: (mob)		Office:
Vision:			
Mission			
Strategic objectives:			
OVC Year budget (Uganda Shs):			
Total :		Direct ¹ :	Indirect:
Source(s) Of Funding :			
Source	Amount (Ushs)	Source	Amount (Ushs)

¹ Direct budget refers to that where the OVC benefits directly It excludes staff salaries, rent, transport and other monies where the OVC will not benefit directly



MINISTRY OF GENDER LABOUR AND SOCIAL DEVELOPMENT

Appendix 9: Local Government OVC capacity assessment tool

Financial Year 20/20 ...

District..... Date

The purpose of this tool is to assist MGLSD, other ministries and donors to determine gaps and make recommendations on how to address them for quality services for OVC.

General information

Lower Local governments			Population projections/estimates				
S/Cs	TCs	Divisions	Males	Females	Total	<18 yrs	No. of OVC
Do you have an updated OVC CSO list				# of baby's homes in the district			
When was the OVC CSO list last updated				# of remand homes in the district			
Do you have an updated OVC plan				# of children reception centers in the district			
# of sub CDOs with functioning motorcycles				Number of staff appraised this period			
Oversight, coordination and support supervision							
# of coordination meetings held				# of staff trained/oriented on OVC support supervision guidelines			
# of support supervisions conducted				# of CSOs that have MoUs with the district			
# of organizations/agencies visited				Do you have support supervision checklist			
ICT, Data management and utilization							
# of functioning computers in the CBSD				# of times the OVCMIS has been updated			
Do you have access to internet services				# of data feedback workshops conducted			
# of staff with computer skills to enter and manage OVC data in the CBSD				# of staff trained in computer skills			
Resource Mobilization and Management							
Do you have a resource mobilization TWG in place 1. Yes 2. No				Do you have a resource mobilization action plan in place 1. Yes 2. No			
# of new partners for funding OVC activities				Percentage of district budget committed for OVC activities			

Human Resource: Please fill in the table below the number of staff planned for (P) and those available at the moment (A)

DCDO		PSWO		APSWO		GO		RO		YO		LO		CDO		ACDO	
P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A	P	A

PSWO = Probation & Social Welfare Officer, APSWO = Asst PSWO, GO= Gender Officer, RO= Rehabilitation Officer, YO= Youth Officer, LO= Labour officer, CDO= Community development officer

1. In your view how do you rate community involvement in OVC activities

	1	2	3	4	5
Planning/programming					
OVCs identification and registration					
Data collection					
Monitoring & evaluation					

Filled byTitle.....Tel.Sign..... Date.....

Checked byTitle.....Tel.Sign..... Date.....

Appendix 10: List of Core Team Members

Name	Title	Contact	
		e-mail	Tel.
Okiror John	Ag. Assistant Commissioner Planning (MGCSO)	jdokiror@yahoo.co.uk	0772356875
Agnes Aloba	OVC Technical Advisor, MoGLSD	atoagnasaloba@yahoo.com	0772375273
Wilbroad Ngambi	HIV/AIDS Specialist/OVC, UNICEF	wngambi@unicef.org	0772-605021
Obadiah Kashemeire	M&E Officer	kashemeireo@yahoo.com	0772549125
Moritz Magall	Head OVC NIU		0772482975

Appendix 11 : List of Facilitators from SWSA Makerere University

Name	Title	Contact	
		e-mail	Tel.
Dr. Narathius Asingwire	Team leader	nasingwire@ss.mak.ac.ug asingwiren@yahoo.com	+256-782439037 +256-752790594
Dr. Eddy J. Walakira	Team member	ewalakira@hotmail.com ewalakira@ss.mak.ac.ug	+256-772490330 +256-701490330
Dr. Denis Muhangi	Team member	dmuhangi@ss.mak.ac.ug denmuhangi@yahoo.com	+256-772445198
Mr. Swizen Kyomuhendo	Team member	swizenk@gmail.com swizen@ss.mak.ac.ug	+256-772931070 +256-752540011
Dr. Janestic Twikirize	Team member	janestic@gmail.com	+256-712875798
Ms Agatha Kafuko Wasago	Team member	Agatha.kafuko@gmail.com akafuko@ss.mak.ac.ug	+256-701391067
Mr. Laban Musinguzi	Team member	mlaban@ss.mak.ac.ug	+256-712355070
Mr. Eric Awich Ochen	Team member	ericawich@yahoo.co.uk	+256-772352887
Ms Justine Namakula	Project Assistant	jnamakula@ss.mak.ac.ug	+256-783972757
Ms Eresi Awor	Project	aworeresi@yahoo.com	+256-782845469
	Assistant		

Appendix 12: Members of the M&E Technical Working Group

	Name	Organisation
1	Kashemeire Obadiah	MGLSD
2	Bagyendera Julian	CSF
3	Gamusi Jonathan	CSF
4	Isingoma Godfrey	CSF
5	Ssemanda Patrick	SUNRISE
6	Bitira David	SUNRISE
7	Serwambala Baker	UWESO
8	Larok Rita	AVSI
9	Nyeko John Paul	SCORE
10	Walugembe Patrick	SCORE
11	Ngambi Wilbroad	UNICEF
12	Magall Moritz	MGLSD
13	Ndikuryayo Richard	MGLSD
14	Alobo Agnes	MGLSD
15	Busobozi Denis	UAC
16	Kazinga Alex	MoES
17	Kyokusingura Sarah	MEEPP
18	Mulira Herbert	MEEPP
19	Sevume Solome	USAID
20	Muwanga Catherine	USAID
21	Sempiira Esther	MSH
22	Serwanja Charles	IRCU
24	Katamba Henry	MoH
25	Mugyenyi Basil	ILO
26	Nasolo Stella	UBOS
27	Nanyonga Ruth	Civil Society Fund
28	Kagenda Patrick	Data Care

Appendix 13: Members of Thematic Working Groups

Name	Title	Organization	Telephone	Email
HEALTH, NUTRITION, WATER AND SANITATION				
Barbara Mukasa	Director Clinical Services	Mildmay Uganda	0772-430219	dnmbogga@yahoo.com
Esiru Godfrey	OVC -Focal Person - Chair	MoH	0772-507309	godfreyesiru@gmail.com
Francis Musinguzi	Ag Country Representative	Africare	0752712104	fmusinguzi@africareug.org
Franco Wandabwa		RCQHC	0782-359579	wandabwafanco@yahoo.com
Joseph Odua Atiku	National Programme Coordinator	RH Uganda	0773894448	joseatiku07@yahoo.com
Joyce N Kadowe	Coordinator	UAC	0772590246	jkadowe@uac.go.ug
Mary Tushabe	OVC National Coordinator	CFI	0712401219	mtushabe@uganda.childfund.org
Nathan Makuregye	Senior Community Development Officer	Pro. Diversity	0789595942	gmakuregye@yahoo.com
Shaban Mugerwa	Senior Medical Officer	MoH – M & E	0782-701525	shabanmugerwa@yahoo.com
Tina Achilla	Deputy Director Programmes	TASO	075774118	achillat@tasouganda.org
Yona Kapere	Health/OVC Specialist	Compassion Int.	0712-962936	ykapere@ug.ci.org
EDUCATION				
Charles Ddamulira	Programme Officer	AVSI	0772-363998	charles.ddamulira@avsi.org
Dickens Ojamuge	Programme Manager	Pathfinder Int.	0772707452/3	odickens@pathfinder.org
Frances Atima		MoES	0772-510443	atimamaryfrances@yahoo.com
Gladys Kizito	Economist	MOES	0772606203	gkizito@education.go.ug
Joyce Nape	Secretary General	NCC	0712-149004	joyceotim@gmail.com
Milton Opoya	Director	African Child	0755154646	africanchildinneed@yahoo.com
Moris Magall	D. OVC NIU	MoGLSD	0772-482975	mamoritiz2004@yahoo.com
Nathan Wabwire	Principal Youth Officer	MoGLSD	0713-182275	nathanbwire@yahoo.com
Noel Tumwebaze	Programme Manager	ICOB	0772-879179	mwebazen@yahoo.com
Obadiah Kashemiere	M & E Officer	MoGLSD	0772549125	kashemiere@yahoo.com
Penninah Kyoyagala	Programme Coordinator	Child Fund	0701-666608	pkoyagala@uganda.childfund.org
Robert Mbega	Programme Officer	WAYS	0772-446655	mwambe2001@yahoo.com
Robert Sekadde	Programme Manager	FXB	0772-849713	rsekadde@fxb.org
Robin Blitzner	Volunteer	African Child	0731102889	robin.blitzner@web.de
Roland Bryahuraho	Technical Advisor – HIV/AIDS	MoES	0782-452452	rolandbiryahuwa@yahoo.com
LIVELIHOODS AND FOOD SECURITY				
Alex Bambona	Principle Agriculture Officer	MAAIF	0772-494725	alexbambona@yahoo.com
Alex Lwakuba	Assistant Commissioner	MAAIF	0772-402380	alwakuba@yahoo.com
Francis Beekunda	Programme Coordinator - OVC	Africare	0772-682965	fbekunda@gmail.com
Francis Obita	Programme Manager	AVSI	0782670272	francis.obita@avsi.org
James Kaboggoza	Ass. Commissioner, Children	MoGLSD	0752692079	kaboggozas@yahoo.com
K.F. Mondo	Ass. Commissioner, Youth	MoGLSD	0756-000909	kyateka@yahoo.com
Komayombi Bulegeya-	Com. Crop Protection	MAAIF	0772-421132	ccpmaarif@gmail.com
Margaret Kasekende	Programme Director	Children of Uganda	0772-403155	Margaret@childrenofuganda.org

Name	Title	Organization	Telephone	Email
Naboth Namanya	Principle Policy Analyst	MTTI	0772-687479	nnamanya@mtti.go.ug
Norbert Katsirabo	M&E Specialist, LRDP	Office of the Prime Minister	0712-682157	nrkatsiba@yahoo.com
Sam Wakubonah	Programme Manager	The Salvation Army	0772-568878	wakubonas@yahoo.com
Solomon Asaba	Programme Officer	IRCU	0772-380243	sasaba@ircu.or.ug
William Mbonigaba	Programme Manager	SCIU	0772-508183	w.mbonigaba@sciug.org
LEGAL AND CHILD PROTECTION				
Anselm Wandega	Program coordinator	ANPPCAN	0782301052	awangege@annpcanug.org
Caroline Obonyo	Child Protection Officer	UNICEF		caloyo@unicef.org
Deo Yiga	Executive Director	ANPPCAN	0772-507768	dyiga@annpcanug.org
Doris Akello	Senior Project Coordinator	Plan Uganda	0772602020	doris.akello@plan-international.org
Harriet Akullu	Child Protection Specialist	UNICEF		
Hussein Mwanja	Ass. Warden	Naguru RH	0701-135447	anjassein@yahoo.com
Inbal Alon	Country Coordinator	Bantwana Initiative		
Jackie Banya	Senior Programme Manager	ILO/IPEC	0772-503618	jackie@ilo.or.ug
Kanyonga Doreen	Programme Coordinator	DCI		
Lawrence Okware	Child Protection Officer	ASB	0752581031	lawrenceokware@yahoo.com
Lydia Nabiryo	SSDO/R	MoGLSD	0772-518514	mrsmulopa@yahoo.co.uk
Monja Minsi	Project Assistant	URAA	0791629846	ugreach@gmail.com
Moritz Magall	Deputy Head - OVC NIU	MoGLSD	0772-482975	mamoritz2004@yahoo.com
Moses Nabende	Supervisor/Lawyer	High Court	0704631177	mmushebebe@judicature.go.ug
Regina Kacwamu	Project Coordinator	UDYEL	0712934461	rkacwamu@yahoo.com
Regina Kanyonga	Programme Coordinator	DCI		
Rogers Kasirye	Executive Director	UDYEL	0772-470190	kasiryer@yahoo.com
PSYCHOSOCIAL SUPPORT, CARE & SUPPORT & SHELTER				
Beatrice Ayikoru	Programme Coordinator - PCY	MoGLSD	0772-445994	
Caleb Magara	Village Director	SOS Children Village	0772-427368	C_magara@yahoo.com
Dinah Mwesigye	Deputy Country Director	Retrak Uganda	0772-697206	Dinah.mwesigye@retrak.org
Inbal Alon	Country Coordinator	Bantwana Initiative		
John Tumwebaze	Ex. Director	ASOD	0772-848478	Asod_uganda@yahoo.co.uk
Mary Tushabe	National OVC Coordinator	Child Fund Uganda	0712-401269	mtushabe@uganda.childfund.org
Penninah Mugume	OVC Programme Coordinator	Habitat for Humanity	0772-520915	penninahm@hfhuganda.org
Rebecca Nvule	Programme Officer	TASO	0752-774148	musoker@tasouganda.org
Rita Larok	Ag. Programme Manager	AVSI	0712867599	rita.larok@avsi.org
Thomson Odoki	Project Manager	UPIMAC	0772-593891	tbomangeni@gmail.com
STRENGTHENING INSTITUTIONAL MECHANISMS AND SYSTEMS				
Basil Mugenyi	M&E Officer	ILO/IPEC	0782-505134	mugenyibasil@gmail.com
Florence Mpabulungi	Sr. Quality Ass Advisor	CSF/MEA	0772-765117	fmtagoola@csf.or.ug
Fredrick Matyama	Asst. Commissioner	MPFED	0772-481664	fmatyama@finance.go.ug
Harriet Kyakua		NCC		
Hellen Namulwana		UCRNN		
Herbert Tumuhimise	Capacity Building Advisor	Sunrise	0782-533341	htumuhimbise@allianceuganda.org
Joyce Nape	Secretary General	NCC		
Julian Bayendra	Programme Director	CSF/MEA	0772765704	jbagyendera@csf.or.ug
Lazarus Owakubariho	STA	Sunrise	0772517276	owakubariho@allianceuganda.org
Lydia Najjemba	Advocacy & Comm. Officer	MoGLSD	0772-340910	Lydia.wasula@gmail.com
Margaret Nakakeeto	Country Director	CAI	0772-308110	caiug@infocom.co.ug
Nancy Rukundo	Economist	MoFPED	0701468684	nancy.rukundo@finance.go.ug
Obadiah Kashemeira	M&E Officer	MoGLSD	0772-549125	kashemeirao@yahoo.com
Stella Aguti	Research Officer	MoLG	0752-561132	agutistela@yahoo.co.uk
Stephen Kasajja	Asst. Commissioner	MoGLSD	0712-857528	skasajja@mglisd.go.ug

Financial support for this publication was provided by the President's Emergency Plan for AIDS Relief through the United States Agency for International Development (USAID) under Cooperative Agreement AID-617-G-1000004 with UNICEF in support of Strengthening the Ministry of Gender, Labour and Social Development's Management of the National OVC Response.

