



ZAMBIA ORPHANS AID-ZAMBIA

2022 ANNUAL REPORT



Physical address
Chitukuko Road, woodlands
P.O. Box 320231, Lusaka, Zambia,
Tel/fax: +260 211 261913,
E-mail: zoazambia21@gmail.com

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1 BRIEF

The Zambia Orphans Aid (ZOA) continued to help orphans and vulnerable children (OVC) and youths under the age of 25 years while strengthening its model of working with Community based organisations (CBOs) and community schools (CS). ZOA worked with twelve (12) CBOs and CSs in 2022. During the year under review, ZOA maintained its tripartite arrangement consisting of Zambia Orphans Aid United States of America (ZOA-US), Zambia Orphans Aid-United Kingdom (ZOA-UK) and Zambia Orphans Aid- Zambia (ZOA-Z), using the principles enshrined in the tripartite agreement. This report covers activities undertaken during the period January to December 2022.

Figure 1: Local Partners in the Project



The year 2022 experienced less disturbances in the academic calendar compared to 2021 when the Zambian government was forced to reschedule the school calendar in an effort to control/protect learners from the COVID - 19 pandemic. During this period, the government loosened the COVID-19 restrictions, but strongly advised everyone to take precautions and stay safe by following recommended preventive measures.

2 ZOA-Z PROGRAM ACTIVITIES

The planned activities included;

- Effective supervision of planned activities by ensuring adherence to implementation plans and budgets.
- Undertake at least 1 monitoring visits to all local partners.
- Supervise the pilot project on reproductive health and HIV/AIDS (reduced HIV/AIDS, sexual abuse and early marriages under Hope & Faith and Twavwane).
- Supervise and monitor the Menstrual Hygiene Management (MHM) Production of re-usable sanitary towels as well as to introduce the same in creative activity classes.
- Purchase and distribute solar lamps to all ZOA orphans and vulnerable children (OVC).
- Facilitate payments for Capital/infrastructure projects
- Sharing case studies, pictures and other stories to support international partners in financial resource mobilisation.

ZOA-Z continued supporting its core business areas of education and nutrition (school feeding programs).

2.1 EDUCATION SUPPORT: PRE, PRIMARY AND SECONDARY

The school calendar was stable in 2022 though term 1 opening was delayed by two weeks. A total of 787 (375 M/412 F) were supported in 2022 compared to 745 (316 m/429 f) in 2021 with School fees and other school requisites as detailed in **Table 1** below. There was a slight increase by 42 in the number of OVC beneficiaries at this level.

Table 1: Education support to Pre, Primary and Secondary School OVCs

Partner	Number of Learners in the Project							
	2022						2021	Percent Change (2021 & 2022)
	Total	Pre	Pri	Sec	Male	Female	Total	
CEHOZ	150	0	89	61	42	108	150	0%
H&F	102	0	64	38	54	48	102	0%
Lubushi	81	0	13	68	62	19	65	25%
Maseele	43	0	1	42	26	17	43	0%
Nevers	109	0	40	69	50	57	102	7%
Twavwane	133	0	89	44	71	62	113	18%
ZOA-Z HEVF	0	0	0	0	0	0	0	NA
Angelina	24	0	0	24	0	24	24	0%
Cardinal	4	0	0	4	2	2	1	300%
Mulele	0	0	0	0	0	0	0	NA
Luwisha	25	0	1	24	13	14	25	0%
St Anthony	116	44	67	5	55	61	120	-3%
Total	787	44	364	379	375	412	745	5.6%

Note that Mulele Mwana and ZOA-Z Secretariat are only supported at tertiary and skills level so not in this table.

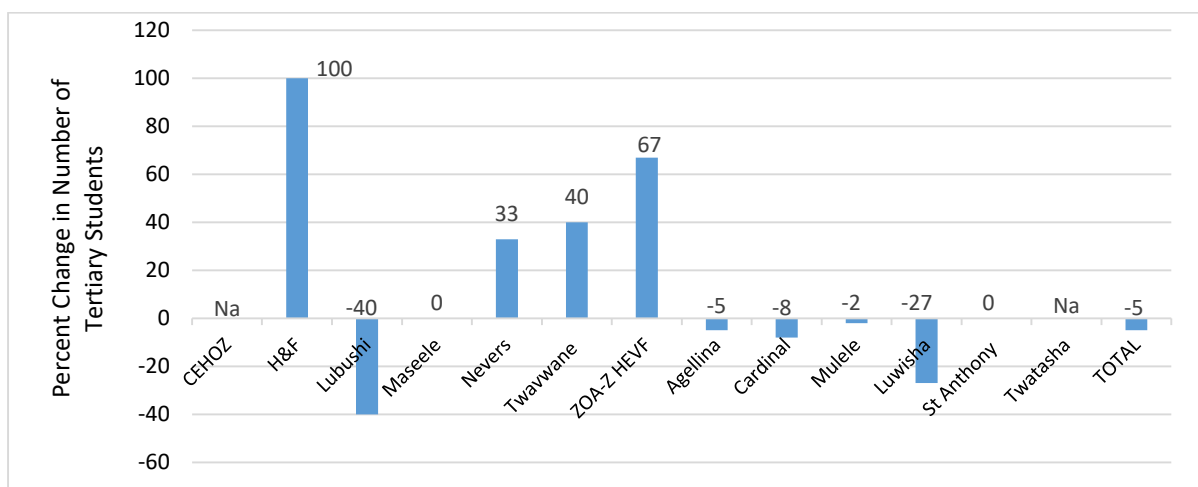
2.2 TERTIARY EDUCATION

A total of **170 (75MM/95F)** students were supported in 2022 compared to **179 (85M/94F)** in 2021. See break down in **Table 2** and **Figure 1**. Nine (9) of these graduated at the end of 2021 and were not replaced in 2022. Twenty of the ZOA supported graduates were employed by the government in the Ministry of Education (MOE) and Ministry of health (MOE) during the 2022 government recruitments.

Table 2: Number of Students in Tertiary Education by Sex of Student by Year by Percent Increase/Decrease

Partner	Number of Students in Tertiary Education				
	2022			2021	Percent change (2021 & 2022)
	Total	Male	Female	Total	
CEHOZ	0	0	0	0	NA
H&F	8	2	6	4	100%
Lubushi	26	19	7	43	-40%
Maseele	2	2	0	2	0%
Nevers	8	2	6	6	33%
Twavwane	14	5	9	10	40%
ZOA-Z HEVF	10	6	4	6	67%
Agellina	21	0	21	22	-5%
Cardinal	12	6	6	13	-8%
Mulele	60	28	32	61	-2%
Luwisha	8	5	3	11	-27%
St Anthony	1	0	1	1	0%
Twatasha	0	0	0	0	NA
TOTAL	170	75	95	179	-5%

Figure 2: Percent Change in Number of Students between 2021 and 2022



2.3 NUTRITION SUPPORT

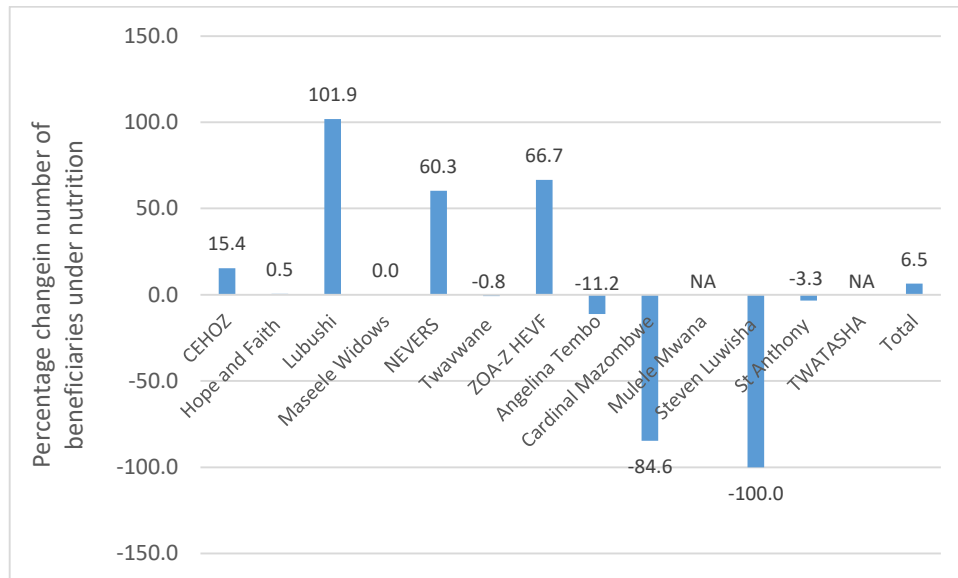
A total of **2,411** benefitted from the nutrition support compared to 2,263 OVC in 2021. The increase in OVC participating in the school feeding program could be attributed to increased enrolment in some community schools. The partners and number of beneficiaries is as listed in **Table 3** below.

Table 3: Number of Beneficiaries on Nutritional support in 2022 by Partner by Year.

Partner	Total beneficiaries		Percentage change
	2022	2021	
CEHOZ	734	636	
Hope and Faith	613	610	
Lubushi	107	53	
Maseele Widows	43	43	
NEVERS	109	68	
Twavwane	484	488	
ZOA-Z HEVF	10	6	
Angelina Tembo	190	214	
Cardinal Mazombwe	2	13	
Mulele Mwana	2	-	
Steven Luwisha	-	11	
St Anthony	117	121	
TWATASHA	-	-	
Total	2,411	2,263	

Note: This table includes Tertiary students receiving their Nutrition support within their sponsorship amount.

Figure 3: Percentage change of Nutrition Support Beneficiaries



Caregivers receiving food packs (mealie meal and beans) on behalf of OVCs

2.4 SUPPORT TO CHILDREN LIVING WITH DISABILITY/IMPAIRMENTS

During the year under review, ZOA admitted a new partner called Twatasha Inclusive Community School who supports a number of children with disabilities. There are now five partners that benefit from ZOA support under this portfolio namely; Chibolya (CEHOZ), St Antony Children's Village, Lubushi, NEVERS Club and Twatasha community School.

A total of **403** children benefited from soaps, medical kits, diapers, washing powder, body lotions, nutritional supplements and some of the essentials as requested by these partners. The details per partner are indicated in **Table 4** below.

Table 4: Support to children living with disabilities

S/n	CBO Partner	Number of Beneficiaries	Remarks
1	CEHOZ	22	Physically challenged, mostly using clutches.
2	St Anthony	117	Different disabilities, ranging from cerebral palsy to mental disorder, as well as physical disability.
3	Lubushi	2	Albinism and blindness
4	NEVERS Club	2	Blind as inflicted upon by mentally challenged mother
5	Twatasha inclusive community school	260	Various disabilities from a population of 825
Total		403	

2.5 SHORT TERM PROJECTS

ZOA-Z facilitated the following short term projects during the year under review.

2.5.1 Reduced HIV/AIDS, Sexual Abuse and Early Marriages

Hope and Faith and Twavwane continued sensitizing the children and communities surrounding their school through drama performances with messages of reducing HIV Aids, early marriage and sexual abuse. This is to deter young girls and boys from falling prey to early marriages. This project also helped in identifying children living with HIV to be put on medication and helped under the school feeding program. ZOA received positive report from the donors on this project and this led to the expansion of the project to four new schools. This expansion will increase the ZOA's visibility. ZOA-Z secretariat is working closely with stakeholders in facilitating trainings on psychosocial counselling to new and existing schools as well as strategic government ministries such as Ministry of Health (MoH) and Ministry of Education (MoE).

2.5.2 Menstrual Hygiene Management

In the quest to keep girls in school and promote environmental friendly sanitary towels, ZOA continues to support girls with the provision of reusable pads through capacity building the partner community-based organisation. During the year under review, the following activities were covered under Menstrual Hygiene Management (MHM)

- ZOA through a UK donor funded training in production of reusable pads for 20 participants under Lubushi and NEVERS partners in Northern Province. Involved in the training were caregivers, home economics teachers and some peer educators.
- Bought sewing machines and funded initial capital for the two Northern province partners to start production of reusable pads. From the produced pads, OVCs are given for free but the partners are encouraged to sell some in order to raise money for continued production.
- Further, ZOA is promoting Initiatives that include integration of the MHM message in the school curriculum at community schools that have partnered with ZOA, these

include; Hope and Faith and CEHOZ. MHM messages and activities at Hope and Faith and CEHOZ continued to be incorporated in their creative activity classes. Pupils (both boys and girls) were given a skill in reusable pads making.

- d) A similar initiative on production of reusable pads for the benefit of OVC supported by ZOA-Z member Mrs. Cynthia Zukas continued under Twavwane and Hope and Faith in 2022. This project tried to involve ZOA youth alumni but most of these youths did not stay on the project as they migrated to other areas in search of job opportunities.

Generally, the making of the reusable pads has lessened the economic burden of buying disposable ones.

2.5.3 Fish Farming Under CEHOZ

This project aims at establishing a sustainable fundraising venture to support educational needs of orphans and vulnerable children at CEHOZ. The objectives include contributing to improved quality of life for 636 OVC at CEHOZ including children with disabilities. Since the start of this project in 2021, CEHOZ has managed three harvests with average of 300 kilograms from a 20 by 30 meter squares fish pond. About 60% (200 kg out of the 300 kg) of the harvest is used for the feeding program at school and the rest is sold to the open market for income generation. Such projects are being encouraged as they contribute to sustainability of the schools and this was one of the project support under post COVID 19 sustainability.



Catching fish at Chibolya community school in Mazabuka

2.5.4 Capital/Infrastruture Projects

During the period under review, two partners namely CEHOZ and Twatasha benefited from infrastructure project funded by ZOA-UK.

CEHOZ benefited from construction of a second fish pond, upgrading a one kilometer approach road that was graded and consolidated with gravel and molasses and perimeter fencing for the school area. CEHOZ received **ZMW 86,000.00** for approach road works and **ZMW 266,768.00** for perimeter fencing of the school. A total of **ZMW 106,440.00** was spent on construction and restocking of a new fish pond.

Twatasha was supported with 100 desks that included adapted desks (borock) for children with disabilities) at a cost of **ZMW 110,000.00**.



Twatasha pupils sitting on the new desks donated by ZOA

3 COVID -19 RESPONSE

3.1 ZOA-UK SUPPORT

The COVID-19 pandemic eased up in 2022. However, the negative effects of the pandemic continued to affect most families. In response to increasing effects of COVID 19 and the rising inflation on food prices, ZOA UK provided Easter food and soap packages containing mealie meal, beans and soaps to all partners including ZOA-Z Higher Education Vocation Fund (HEVF) supported learners. These items were distributed in April and May of 2022 to **2,183 beneficiaries** at a value of **ZMW 280,210.00**.

Nutrition supplement was extended to household level in an effort to continue providing support to OVCs who participate in the school feeding program to continue feeding from home and to assist those who are living positively and on medication to adhere to the drugs.

In addition, hand washing demonstrations were conducted in Lubushi supported by ZOA-UK.

3.2 ZOA-US OMICRON COVID 19 SUPPORT

ZOA-US mobilised and supported local partners with a US\$5,000 (**ZMW 82,500.00**) for COVID19 which was used to purchase food stuff, printing and distribution of COVID 19 materials to all partners. Since the materials were expensive and not able to meet the demand, ZOA sort for partnership with Churches Association of Zambia (CHAZ) who supplemented the short fall. These materials were received with excitement as they were received at a time when people needed more information on COVID 19 and its variants.

ZOA-Z is grateful to its partners ZOA UK and ZOA US who managed to source extra funds to mitigate the challenges brought about by COVID-19 and high cost of food stuff during this period

4 SOLAR LAMPS

ZOA bought 1,440 solar lamps and distributed about 800 of them in 2022 while the remaining ones will be distributed in 2023. These were distributed to 11 local partners and 10 tertiary students under ZOA-HEVF support. ZOA received positive reviews from beneficiaries of the these lamps. They are very grateful as these lamps helped them and their households a lot. The pupils are now able to study at night and improve in their school performance. Families are able to spend quality time with their families in well lit rooms. The life span of these solar lamps is a minimum of 2 years.

It is worthy noting that most ZOA OVC come from homes which are not connected to the national electricity grid and so makes it difficult for the children to study at night. During the day most of these children help out with house chores. The only time they have to study is at night.



Solar lamps distributed to OVC

5 TRAININGS

5.1 ZAMBIA GOVERNANCE FOUNDATION TRAINING

ZOA-Z's Programs Coordinator attended a training conducted by Zambia Governance Foundation (ZGF) under Cardinal Mazombwe. The training was about promoting local philanthropy for NGO sustainability as well as training the locals to identify their strength.

5.2 MHM NORTHERN PARTNERS TRAINING

A three days' workshop on production of reusable pads was conducted in Lubushi Northern province for local partners Lubushi and NEVERS Club. Partners were given some start-up capital for continuation of production of the pads.

6 PARTNER REVIEW MEETING

The Partner Review Meeting (PRM) was held from 30th May to 2nd June 2022 at St Paul's UCZ Women's conference Centre. The meeting was held both physically and virtually using ZOOM platform for the latter. It was officially opened by the Zambia Orphans Aid-Zambia (ZOA-Z) Board Chairperson Mr. Namushi Mwananyambe Jnr. A total of eleven (11) out of twelve (12) Local partners were represented at the 2022 annual review meeting with 25 participants. Major outcomes from this meeting included:

- a) Increased understanding of the Grant Agreement signed between ZOA and local partners, its contents and the need to put them into practice.
- b) An enhanced understanding on the need to identify the actual support needed for a child on ZOA support.
- c) Enhanced collaboration between ZOA-Z and External facilitators and their organizations.
- d) Increased understanding on how ZOA operates.
- e) Increased knowledge and appreciation of Value for money as ZOA implements its activities
- f) Appreciation that fundraising had been difficult over the years hence the need for local partners to utilize the funds well and to identify the actual support needed.
- g) Increased knowledge that the case studies help to fundraise and so they needed to submit them often.

7 VISITING TEAMS TO ZOA-Z AND LOCAL PARTNERS

The following visited during the year under review;

- a) ZOA Co- Founder member – Dr Shimwaayi Mutemba- Visited Twatasha (Latest ZOA local partner), attended the annual partner review meeting, participated in one of the ZOA-Z Board meeting via ZOOM platform.
- b) ZOA- US Chairperson- Dr Ceda Ogada –met the fundraising Chairperson and ZOA-Z C.E.O for a short meeting to discuss ZOA sustainability and potential investment in a property in Chilanga.
- c) ZOA-UK Chairperson- Mr. Garnet Mulomo- Visited CEHOZ to check on capital/infrastructure investments and met the management team at CEHOZ.
- d) ZOA-UK Trustee- Mr. Peter Brooke- Held meetings with ZOA-Z Secretariat and ZOA-Z Board members for updates on ZOA works in Zambia, had meetings with four tertiary students, one from Chalimbana, two from Levy Mwanawasa and one from Kafue Institute of health sciences.
- e) ZOA-UK External Examiner –Mr. Gibson Mutale – had a meeting with ZOA-Z Secretariat and ZOA-Z Board to have an understanding on financial systems and operations.

8 MONITORING

8.1 FIELD VISITS

A total of ten (10) physical monitoring visits were undertaken in 2022. In addition ZOA-Z Secretariat continued coaching and mentoring partners via emails and phone calls. In 2022, there was one planned physical visit to each local partner and this was achieved as all partners were visited at least once. Dates and brief objectives of the visits is as detailed in Table 5 below.

Table 5: Field Visits by Partner

Date	Local Partner	Details
11 th February 2022	Twatasha School	The objective of the visit was to follow up on the first visit in the process of identifying new ZOA partners.
17 th February 2022	Twavwane	The objectives included checking on the ZOA funded projects, review of 2022 Twavwane work plan, review the OVC list to check children that may have moved to government schools and generally any other issues affecting ZOA-Twavwane partnership.
31 st March 2022	Hope and Faith	The objectives included checking on the ZOA funded projects, review 2022 Hope and Faith work plan, OVC list to check children that may have moved to government schools and generally any other issues affecting ZOA. In addition to discuss the project ZOA UK is piloting (Reduced Sexual Abuse and Early Marriages).
14 th to 15 th March 2022	Angelina Tembo and Steven Luwisha	The objectives included checking on the ZOA funded projects, review of 2022 work plans, verification of OVC, 2021 benchmarking feedback, Grant Agreement for 2022 and generally any other issues affecting ZOA- Steven Luwisha and Angelina partnership.
5 th to 8 th April, 2022	NEVERS and Lubushi (Northern province)	The objectives included checking on the ZOA funded activities, introduce the upcoming sexual harassment project, witnessed and monitored the distribution of the mealie meal, beans, school bags, school shoes and bars of soaps. Visited Kasama School of nursing, Lukupa school of nursing and Kasama college of Education.
20 th April 2022	CEHOZ –Mazabuka	The objectives included checking on the ZOA funded projects, review of 2022 work plans, tour of the school, bench marking tool and review of the OVC list and checking on capital projects.
27 th April 2022	Cardinal Mazombwe-Rufunsa	The objectives included checking on the ZOA funded activities, review 2022 Cardinal Mazombwe work plan, review OVC list and attend the meeting organised by Zambia Governance Foundation (ZGF).
28 th to 29 th June 2022	St Anthony Village	Routine monitoring and orientation for Finance and Administration officer
12 th July 2022	CEHOZ –Mazabuka	The objectives of the visit included checking on the ZOA funded capital projects (Road works and Perimeter fencing), understanding the governance structure of CEHOZ, progress on fish farming enterprise, land issues between Zambia Sugar and CEHOZ and generally CEHOZ's future plans. The Board Chairperson –Mr Mwananyambe and Board Treasurer –Mrs Mulenga joined in this visit.
24 th to 25 th August 2022	Maseele Widows Club	The objective of the visit included routine monitoring to check on ZOA funded activities, discuss ZOA-Maseele widow's partnership way forward, witness the distribution of Term 3 food stuff under nutrition support and distribution of solar lamps. In addition, ZOA-Z Secretariat planned to visit a potential partner to take over monitoring of OVC under Maseele widows.

8.2 CHILD STATUS INDEX

All ZOA –UK funded partners received funding to conduct at least one Child Status Index evaluation (CSI) during the year under review. ZOA uses CSI tool to measure the vulnerability of the OVCs. It is meant to give an indication of the real needs of the OVCs. The CSI reports help secretariat to follow up special cases highlighted in the reports to help those who may need extra help. A good example in 2022, was about the extra support given to one OVC at Hope and Faith as a result of this assessment.

8.3 PARTNER BENCHMARKING

This is a tool used to give feedback to local partners on their performance and compliance to ZOA-Z guidelines. Generally, there was a lot of improvements compared to 2021. Feedback was given on a quarterly basis and an annual consolidation score shared as detailed in individual partners' updates in **Annex 1**

9 FUNDRAISING EFFORTS

- a) Supported ZOA-UK pull together a girls' education proposal
- b) Worked on a ZOA-Z sustainability proposal –still under consideration.
- c) Continued encouraging ZOA-Z Members and friends to support ZOA work.
- d) Submitted a proposal on Omicron COVID support to ZOA-US and it was funded.
- e) Submitted request to Bank of Zambia corporate social responsibility (CSR) window for Tertiary student's support-it was funded.
- f) Responded to a call for proposal by Medland hospital applying for tertiary student support.
- g) Approached Hybrid and Ross Chicken breeders for support towards nutrition and ZOA-Z sustainability plan to grow chickens to support school feeding program- Ross breeders were positive to support the initiative- still under discussion.

10.NETWORKING AND ADVOCACY

Zambia Open Community Schools (ZOCS) - Explored partnership in the areas of advocacy and fundraising, also, to find out what effort were being made by ZOCS regarding Community schools in view of free education policy being enforced by the current Zambian government. Had positive discussion and possibility of partnering

Ministry of Health (MOH) Provincial Office- Collaborated on distribution and dissemination of materials on adolescent health, sexual harassments and HIV/AIDS. The MOH shared information on the strategies they use to reach target groups and were happy that partners such as ZOA helped to reach out many adolescents. MOH shared some printed and soft copy messages for distribution to ZOA partners.

Ministry of Education - Held a meeting with Permanent Secretary –Technical of the Ministry of Education- Among the issues discussion included:

- A question on MOE plans to support teachers at Community Schools,
- Consideration to give priority to OVCs who are supported by organisations such as ZOA when the government was recruiting teachers.
- MOE to partner with ZOA in supporting OVC such to consider ZOA-Z to handle some OVC grants or its local partners participating at community level for Constituency Development Fund (CDF) committee to represent the interest of OVC.

Empowermefirst- Held meetings with the visiting team from Empowermefirst for possible collaboration. ZOA-Z did not proceed with this partnership.

Investrust Bank – Exposed Hope and Faith OVC to a financial literacy week to the bank. The learners were given some books, food items and conducted tour of the bank's operations.

11. FUNDING

ZOA-Z had a projected budget of **ZMW 5,739,889.00** in 2022 and actual income was **ZMW 6,1264,038.00**. The income flow among the three-sister charities was ZOA-UK-**ZMW 4,889,516.00**, followed by ZOA-US **ZMW 1 190,681.00** and then operating income under ZOA-Z was **ZMW 45,841.00**.

a. ZOA-Z OVERHEADS, ADMINISTRATION AND MONITORING

In 2022, a total budget of ZMW 1,383,345.00 was approved and **ZMW 1,120,231.00** was spent. This represents **18.3%** of total expenditure of **ZMW 6,126,038.00**. Details in 2022 audited financial statements.

b. 2022 EXTERNAL AUDIT

Thewo and Company was appointed as External auditor for 2022 ZOA-Z financial statements. The audit commenced in February 2023 and was concluded in March 2023. The audit was unqualified, meaning the financial statements presented were fair in all material respects.

12. GOVERNANCE AND POLICY ISSUES

During the year under review, ZOA-Z planned governance activities included:

- a) To hold an Annual General Meeting
- b) Hold at least three Board and Committee meetings.
- c) To draw a new Strategic Plan,
- d) Review policy documents and the constitution that were not reviewed in 2021

a. ANNUAL GENERAL MEETING

A virtual Annual General Meeting (AGM) was held on 11th November 2022. The AGM was attended by 12 members out of the total of 21 with three ex-officials from Secretariat.

The following resolutions were taken at the 11th November 2022 AGM;

- a) 2022 External Auditors-Approved Thewo and Company to audit 2022 ZOA-Z financial statements
- b) ZOA-Z Strategic Plan 2023 to 2026. The AGM approved the Strategic Framework awaiting a detailed Strategic Plan.
- c) Board Elections- Mr. Namushi Mwananyambe stepped down as ZOA-Z Board Chairperson at this AGM and Dr Tukiya Kankasa Mabula was elected as chairperson and Dr Patrick Nkanza as Vice Chairperson.

b. BOARD MEETINGS

ZOA-Z managed to hold its Board meetings virtually, using the ZOOM platform, as detailed in the Table 7. Before each of these board meetings, respective committees held their meetings. ZOA-Z membership still stood at 21. The number of Board members was eight as at 31st December 2023.

Table 6: ZOA-Z Board meetings

Date	Present	Board resolutions highlights
6 th May 2022	5	ZOA-Z Board approved Twatasha Community School as latest local partner. Twatasha Community School is based in Kafue, 50 kilometres from Lusaka.
19 th August 2022	8	Main objective was to discuss potential social enterprise that could contribute to ZOA-Z Sustainability
29 th August 2022	7	Objective was to continue on the subject of investing in a social enterprise agenda started on 19 th August 2022
6 th October 2022	8	Regular Board meeting with reports and committees.
10 th October 2022	7	Objective was to continue on the subject of investing in a social enterprise as a follow up to the 29 th August 2022 meeting

c. MEETING WITH INTERNATIONAL PARTNERS

ZOA-Z Secretariat team held quarterly catch-up meetings with ZOA-UK Executive Director. These meeting focused on various project activities and related administration and any issues at hand

Held at least three meetings with the ZOA-UK Communications Lead –David. The main focus of these meetings was to train and mentor the communications focal persons under local partners and ZOA-Z Secretariat. Examples included; i) "I AM", ii) Commons schedule, iii) Christmas message and, iv) Thank you.

d. POLICY AND GUIDELINES ISSUES

Handling of Partners' grant- In 2022, ZOA-Z Secretariat micromanaged community-based partners by sending funds directly to school, colleges and suppliers while community schools continued managing the ZOA grants and submitted financial reports.

Local fundarising strategy –A local fundraising farmework was crafted and approved by the Board.

ZOA-Z Startegic plan- A draft framework was crafted and approved by the Board.

13. STAFF AND ADMINISTRATION

Staffing- ZOA-Z operated with three full time contract staff up to 12th December 2022. As at 31st December 2022, there were two full time contract staff- C.E.O and Programs Coordinator (PC). The Finance and Administration Officer (FAO) contract came to an end on 12th December 2022 and was not renewed.

ZOA-Z maintained its Secretariat office at Mulele Mwana skills training center in woodlands Lusaka.

14. SUCCESSES

a. SUCCESS STORIES FROM PARTNERS

1. Partners improved in the adherence to ZOA guidance following the introduction of the benchmarking tool and withholding of funding till all information is submitted.

2. Local partners improved in identification of children with impairments and included them on support.
3. 100 desks were purchased for Twatasha community school.
4. Partners appreciated the communication strategy. This led to improved case studies as well as good pictures
5. Partners, children and households have appreciated the reusable pads.
6. Children are now free to take their HIV medicines whilst in school. This is as result of the Reduce sexual harassment, HIV/Aids and early marriages project.
7. Children received counselling both at school and at home.
8. Communication between ZOA-Z and the partners improved and partners improved in their understanding of ZOA requirements.

b. FROM ZOA-Z SECRETARIAT

Improved on documentation and filling of information.

15. CHALLENGES

a. FROM PARTNERS

- a) Poor counselling of OVCs by partners. This led to some OVC not understanding the efforts been put in place to ensure they are in school.
- b) Poor communication between tertiary students and their various school administration. This led to delayed collection of receipts and results.
- c) Increased poverty at household level
- d) Increased number of recorded HIV positive children needing extra food packages
- e) Recorded cases of pregnancies despite enhanced sensitization over the same.
- f) Inadequate equipment for physiotherapy for children living with disabilities.
- g) Partners sending incomplete information to the secretariat.
- h) Lack of coordination between parents and partners continued.
- i) Total dependency on ZOA for the support

b. FROM ZOA-Z SECRETARIAT

- a) Limited financial resources hindering progress on proposed activities such as ZOA-Z Evaluation

16. RECOMMENDATIONS

a. PARTNER LEVEL

- a) To improve on administration of Child Status Index (CSI) to help determine OVC that need extra support especially in nutrition.
- b) Focus on girl child education by supplementing the needs of a girl child to remain in school and become more determined to take up challenging careers.
- c) To continue encouraging partners to enhance their local resource mobilisation.
- d) All partners to submit copies of their annual returns. This will encourage them to register with relevant government institutions.

b. SECRETARIAT LEVEL

- a) ZOA to scale up private sector engagements for potential partnership in OVC programs
- b) To consider some form of investments in Zambia that can contribute to OVC support as well as ZOA's administration costs.
- c) To improve in local resource mobilisation especially for administration costs.

17. CONCLUSION

Most of the planned 2022 activities were achieved. Following the enforcement of free education policy upto grade 12 by the new dawn government there were a lot of uncertainties at the beginning of the year 2022 by most of our community school partners. Some learners had switched to governemnet school and also most parents were refusing to pay fees to community school. However, by end of term 1, most learners had settled down and also parents started understanding the free education policy.

ZOA-Z appreciates the continued support by the International partners-ZOA-UK and ZOA US and unweavering efforts in financial resource mobilisation, technical support and quick response to the COVID-19 pandemic.

PLANNED 2023 ACTIVITIES

- a) Concluded identification of partner to replace Maseele widows
- b) Continue supporting International Partners in fundraising ventures.
- c) Undertake at least one field monitoring trip to all local partners
- d) Improve on local resource mobilisation by submitting at least one fundraising concept note per quarter
- e) Conduct External Audit
- f) Hold at least three Board and committee meetings
- g) Hold an Annual General Meeting (AGM)
- h) Conclude ZOA-Z Strategic Plan
- i) Increase on networking and lobbying activities
- j) Hold a Partner Review meeting
- k) Monitor partner-fund utilisations
- l) Closely monitor projects that are on-going
- m) Plan and budget for 2024.

ANNEX 1 DETAILED HIGHLIGHTS OF LOCAL PARTNERS' PROFILE AND ACTIVITIES 2022

Partner	Relationship update
Angelina Tembo	Location: Based in Central Province-Kabwe district Type of organization: Faith Based School under the Catholic Church Main funder: ZOA-US and ZOA-UK at Tertiary level ZOA support: Education (Secondary and Tertiary), Nutrition, School requisites and monitoring costs Partnership issues The programs are going on well. Angelina Tembo utilized ZOA funds prudently throughout the year. They engaged the children and submitted the children success stories and challenges to ZOA. They shared the retirements for the funds and involved the Secretariat in the implementation of the activities particularly where they were not clear on ZOA requirements. Challenges: - One child at secondary level could not be traced. She was at a different school but was reported to be absent from school. - A tertiary student got married, became pregnant and in the process missed the whole semester due to ill health during her pregnancy. Sadly, she lost the baby. She also failed the exams that she sat for. The university requested that she repeats the whole year as the subjects that she failed were critical for her course. She has since been dropped. - Physical monitoring of students at colleges in different town from Kabwe has been a challenge due to limited resources. However, the children are monitored at home when they are on holiday. Recommendation: Funds allowing, ZOA to consider increasing the number of children on support. Angelina Tembo been compliant to ZOA guidelines except for 2 quarters when they delayed in submitting reports. Angelina rarely drops children from the sponsorship and when they do, consultation with the secretariat was sought. Benchmarking rating for 2022: 80%
Cardinal Mazombwe	Location: Based in Lusaka Province, Rufunsa District Type of organization: Community Based Organization Main Funder: ZOA-US and ZOA UK tertiary ZOA support: Education (Secondary and Tertiary), Other school requisites and Monitoring costs Partnership: Cardinal Mazombwe is run by a community committee. Most of the children live near St Luke's' College so they opt to do nursing and clinical medicine. The committee has developed an OVC monitoring system where they involve the guidance and counselling teachers and lecturers from various institutions of learning to monitor the children due to distance and limited resources. Cardinal Mazombwe retired and accounted for all the funding that were given to them. They showed great interest in capacity building. They were trained in ways of self-sustainability by Zambia Governance Foundation (ZGF). Cardinal improved in the submission of reports and retirements of funds. Transparency in the implementation of ZOA funded activities was noted. Challenges Lack of water at the centre is still a big challenge. They have failed to do any farming or to have the children over during holidays for farming activities due to lack of water.

Partner	Relationship update
	Recommendation ZOA to help Cardinal Mazombwe with finances for borehole drilling. The committee have looked to other sources such as CDF but without success. Benchmark rating for 2022: 85 %
Chibolya School (CEHOZ)	Location: Based in Southern Province, Mazabuka District Type of organization: Community School Main funder: ZOA-UK ZOA support: Education (Preschool, Primary, Secondary and children with disabilities), other school costs, Nutrition, Administration and Monitoring costs, capital projects, sustainability enterprises and short-term projects Partnership: CEHOZ has continued to actively participate in ZOA programs. All activities were conducted in line with ZOA approved format and CEHOZ adhered to ZOA guidelines and submitted their reports in time. CEHOZ is also active in financial resource mobilization from other funders evidenced by other activities supported by other donors like Egmont, World vision, ZOCS and other well-wishers who have passed through the school Challenges: - Children who had left the school in preference for free education at government schools started coming back to the school. Mainly due to the feeding program. This has increased the need for more support in school feeding. - The cost of food and materials have gone up causing budget shortfalls. - Lack of equipment to conduct physiotherapy sessions remain a challenge and also inadequate facility to carry physio exercises for effective implementation remain an issue. Recommendation: - CEHOZ's other sources of funds to contribute to OVCs activities and this to be evidenced in reduced budget request in some budget lines. - CEHOZ to improve management of its sustainability enterprises like Fish farming and show that their budget requests can be reduced due to the other income generating activities funded by ZOA and school fees that they collect from other children who are not OVC. Benchmark rating for 2022: 90%
Hope and Faith	Location: Based in Lusaka Province, Lusaka District Type of organization: Community School Main funder: ZOA-UK ZOA support: Education (Primary, Secondary and Tertiary), Nutrition and short-term projects. Partnership: Hope and Faith (H&F) has continued to actively participate in ZOA programs including in short term projects such as reduced HIV/AIDS, sexual abuse and early marriages projects. H&F have improved in responding to ZOA guideline and instructions in implementation of ZOA activities. They managed to send reports as requested especially the case studies minimal delays compared to previous years. However, more still needs to be done as a lot of reminders are sent for them to submit the requests in time. Some information especially results, quarterly reports were submitted late. Most to the cases studies sent by Hope and Faith were of good quality and a lot were used for fundraising by ZOA UK.

Partner	Relationship update
	Challenges i. Delayed sending of information if not pushed. This led to them been funded late sometime. Recommendation ii. There is need for ZOA-Z to train H&F in child protection policy and ensure that all the staff dealing with OVC are properly oriented in the child safeguarding issue and sign that they are aware of this policy. Benchmark rating for 2022: 78%
Lubushi Community	Location: Based in Northern Province, Lunte District Type of organization: Community Based Organization Main funder: ZOA-UK ZOA support: Education (Primary, Secondary, tertiary and children with disabilities) Nutrition, Monitoring costs, capital projects and short-term projects Partnership: Lubushi is a committee-based organisations with a ZOA funded focal person. Lubushi Executive committee's capacity is still a source of concern to ZOA-Z. The Executive Committee is weak despite ZOA'S capacity building over the years. The focal person on the other hand was helpful as he managed to send the information needed by secretariat in time. He improved the implementation of the activities. Lubushi cannot stand on their own without ZOA funding as their account is always at minimum balance. Accountability for the Administration and monitoring funds was okay, the rest of the funds were sent directly to schools and suppliers. Challenges i. The only dependable people under Lubushi Rural Resettlement scheme were the Focal person paid by ZOA-Z and teacher who used to work at Lubushi day secondary school but has now been transferred but remains the Secretary of the committee. The Head teacher of the primary and secondary schools were helpful as well. ii. Total dependency on ZOA support. Recommendation: i. There is need for ZOA-Z to enforce the understanding that the children funded by ZOA are a full responsibility of the partner and that the partner need to come on board to sponsor these children. Benchmark rating for 2022: 76%
Maseele Widows	Location: Based in Southern province, Namwala District Type of organization: Community Based Organization Main funder: ZOA-UK ZOA support: Education (Primary, Secondary and Tertiary), other school costs and Nutrition Partnership: Maseele was micromanaged by ZOA-Z secretariat in 2022 due to non-compliance to ZOA guidelines. The partnership was terminated by ZOA. However, the progressing children are been handled by ZOA-Z secretariat. Recommendation i. To have a replacement for Maseele widows Benchmark rating for 2022: Not rated

Partner	Relationship update
Mulele Mwana	Location: Based in Lusaka Province, Lusaka District Type of organization: Skills Training Centre- Faith Based Organization Main funder: ZOA-US and ZOA UK tertiary ZOA support: Education (Tertiary and skills training) Partnership: Mulele Mwana's response to ZOA funded activities leaves much to be desired. While we are next door neighbors, they rarely submit their reports on time or respond to requested information. There has been management change at the center which has affected the implementation. The new team seems willing to learn but are overwhelmed with activities as they are all in acting capacities. ZOA-Z has tried to capacity build them in areas of need but there has been slow progress on their part due to lack of understanding ZOA operations. The hope was that things would improve in 2022 but the only significant change has been the sending in the correct documentation of the children. The two staff assigned to work on ZOA works are also involved with other activities such as social work and lecturing. We hope going forward they will improve because they seem to understand the needs as the social office is also involved in Lillian Foundation Trust which is similar to ZOA. We pray that they will assign someone for ZOA works in 2023. Challenges i. Non submission of quarterly reports and case studies. Recommendation i. To continue orienting and capacity building Mulele Mwana Benchmark rating for 2022: 58%
Nevers	Location: Based in Northern Province, Kasama district Type of organization: Community Based Organization Main funder: ZOA-UK ZOA support: Education (Preschool, Primary, Secondary, Tertiary and children with disabilities) Nutrition, other school costs, Administration and Monitoring costs and short-term projects Partnership: NEVERS Club had a ZOA-Z Focal person in place. He managed to send in the requested information though with a lot of follow ups most of the times. Nevers improved in adhering to ZOA guidelines. ZOA-Z micromanaged them in payments. NEVERS operates with an Executive Committee which is actively involved in ZOA-Z activities. The Committee members are Caregivers and each Caregiver has a number of children under their responsibility. They are able to conduct CSI. NEVERS Club totally depend on ZOA funding such that if ZOA stopped funding, they will not continue their activities of supporting OVC. Challenges i. Lack of coordination between the Executive Committee chairperson and the Project Officer. Activities delayed because the chairperson interfered a lot. This led to them not complying to some requests in time. ii. Total dependency on ZOA support. iii. Nevers failed to show proof of their registration with Registrar of Societies. Recommendation: i. A clear road map on Nevers needs to be defined by ZOA. Nevers in their current state is not complying with government regulations ii. To micromanage NEVERS in 2023 till they improve in the areas of concern.

Partner	Relationship update
	Benchmark rating for 2022: 65%
Steven Luwisha	Location: Based in Central Province, Kabwe District Type of organization: Community Based Organization Main funder: ZOA-US ZOA support: Education (Secondary and Tertiary), other school costs and Administration and Monitoring costs Partnership issues: ZOA-Z has challenges to effectively manage this partnership. Luwisha internal management of their affairs affected the smooth implementation of ZOA funded activities. ZOAZ micromanaged them fully. Challenges - Lack of teamwork at Luwisha affecting ZOA work - Steven Luwisha has failed to respond to requests to meet them with the Bishop to discuss challenges faced in this partnership. The Director ignored calls and emails. Recommendation - Steven Luwisha to be replaced by another local partner - ZOA-Z to continue micromanaging progressing students by paying directly to schools for fees and suppliers for school requites to all OVCs (Secondary and Tertiary) Benchmark rating for 2022: Not rated.
St Anthony	Location: Based on the Copperbelt, Ndola District Type of organization: Children's village- orphanage ZOA support: Education (Preschool, Primary, Secondary and children with disabilities), other school costs, Nutrition, Administration and Monitoring. Main funder: ZOA-US St Anthony continued to actively participate in ZOA programs. All activities were conducted in line with ZOA approved format and St Anthony adhered to ZOA guidelines and submitted their reports in time. There was change of management as Sr Lucia was transferred to Lusaka. ZOA-Z was able to meet with both the incoming Coordinator Sr Bernadette and the outgoing Sr Lucia. St Anthony's as transparent in the implementation of ZOA funded activities. They were able to retire funds and able to contact the secretariat for any clarification where possible. Challenges: - OVCs with cerebral palsy have difficulties in feeding, digestion, and assimilation of nutrients. This led them to losing weight. However, the Caregivers are doing all they could to ensure they were eating. - Financial support to the village reduced due to effects of COVID -19 - The government through the department of social welfare keeps sending children to St Anthony' village but the department has failed to put the children on social cash transfer funding. This has created a problem for the village as more children's needs are increased. Recommendation - Caregivers need some form of training to enhance their care for the children - The ZOA-Z Board to visit this village and other partners in 2023 Benchmark rating for 2022: 90%

Partner	Relationship update
Twavwane	Location: Based in Central Province, Chibombo District Type of organization: Community School ZOA support: Education (Preschool, Primary, Secondary and Tertiary), other school costs, Nutrition, Administration and Monitoring costs, capital projects and short-term projects Partnership: Twavwane continued to actively participate in ZOA programs. All activities were conducted in line with ZOA approved format though there were a few times that Twavwane delayed in submitting quarterly reports and requested information during the year under review. This led to delayed funding for term 3. Twavwane benefited from USAID who supported them with furniture for the Head teacher's office. They participated in the short-term projects that included reduced HIV/AIDS, sexual abuse and early marriages. Twavwane has a strong team work on health-related activities such as HIV/AIDS issues. Twavwane improved in the implementation of ZOA funded activities. Challenges i. Increased number of OVCs needing support. ii. Number of children living positively increased and hence the need for extra nutritional support as these children were not on ZOA support before but identified through the sexual reproductive health project. Recommendation i. To continue motivating Twavwane through capacity building. Benchmark rating for 2022: 79%
ZOA-Z HEVF	This portfolio is managed by ZOA-Z Secretariat covering children that fall in-between the cracks, i.e., not falling under ZOA local partners. This is a component that has received a lot of requests from walk in clients. The children have engaged well with the secretariat. Challenges i. Delays by some college to give school results to OVCs. This led to late submission of the same results to ZOA-UK. Recommendation i. Consideration should be made to grow this portfolio to about 20 OVC. ii. A monitoring budget for this should also be considered.

ANNEX 2: SELECTED STORIES AND CASE STUDIES FROM 2022

1. Chibolya Memorial School (CEHOZ) –Mazabuka Harriet Chungula story

My name is Harriet Chungula. I am in Grade 5 at Chibolya Memorial School and I am 12 years old now. I live in Chibolya village in Kaleya, Mazabuka. My favourite subjects are social studies and maths. I live with my mother and my two young sisters Stella and Edith and a brother Joe. To earn a living my mother prepares homemade alcohol to sell.

I started my periods when I was 9 years old. I was not worried about it, because my menstrual hygiene management (MHM) teacher trained me on how I should take care of myself. I started my periods during the holidays and I told my mother about it and she gave me an old blanket to use since she could not afford to buy sanitary pads. I could not wait for schools to open, because I knew I needed to inform my teacher so that she could give me the washable pads. As cases of covid-19 increased schools delayed to open. I stayed for 4 months using pieces of cloths and blankets for my periods. This made me to feel uncomfortable because I feared I would mess up my clothes and catch a disease. I also developed rash on my private part because of using the old and rough blanket.

When schools opened, I was given the pads to use. This made me very happy and that I could attend school always. I was happy to discuss and share menstrual information with my friends at school during mhm sessions. I was encouraged to share my experience too. I no longer worry when I start my periods, because I have the pads to use now. I don't miss school lessons during my periods. The school built a toilet and shower for us to use during periods. This helps me a lot because when am uncomfortable I take a bath while at school and continue with learning. I am a peer educator in MHM club. I am happy for the support, when I complete my school, I want to become a teacher.

2. NEVERS Care and Support Club- Patience Kabwe story

Patience kabwe is a double orphaned Girls support with NEVERS Care and support club since Grade 10. She completed Grade 12 in 2022 December. I ask her, How has been your experience during your 5years of secondary school, "I enjoyed myself, I am already missing school". I asked her what do you mean explain more? she says "studies went on well teachers were committed my interaction with my feral pupils was good including the environment and boarding facilities". I asked her now that you have completed school what are you doing currently? "I am doing nothing in terms of Employment. It is difficult find employment in Kasama" .I ask her what are your future Plans ? She answers "I hope to enter college, most probably nursing and then join Zambia army" . Is this your Interest? "Yes sir I like Zambia army because there is a lot discipline!" What have been some of the challenges that you faced during school days? " Food was not enough, then I never had any extra food my family" . you previously attended a day secondary school, what was the difference? "Advantages of being In boarding, is that you have enough time to study and you are able to concentrate on your studies, compared to day school" Do you have anything to say on part of Nevers club and ZOAZ ? "They have done a lot of things to me that's why I have completed Grade 12 .I am grateful to both Nevers and ZOAZ for help that has been provided so far. I am saying thank you on my behalf and on behalf of my family. My sister is excited because I am the only one who has completed Grade 12 ".



patience kabwe at peas secondary



3. Annex 2 Angelina Tembo Agness Chisule's story

I am Agness Chisule, a third-year student at Kabwe Trades Institute of Technology. I am studying a Diploma in Mathematics and Information Computer Technology.

As part of my study programme, I had my teaching practice from 9th January to 7th April 2023. I decided to do the programme at Chindwine A Secondary School, which is a Government Secondary School, right here in Kabwe.

I had an experience of teaching three classes, two classes for mathematics and one class for Information Computer Technology. It was an awesome experience, I got in touch with learners' various experiences, some of them coming from under privileged families, like mine. I could see and feel the pain and challenges they are going through economically. This made me become even more grateful for the support I am receiving from ZOA. May God keep blessing you, my sponsors.

At this moment, I am remaining with eight months to complete my studies and I am ready both for the exams and the mission ahead of me. I remain grateful.

