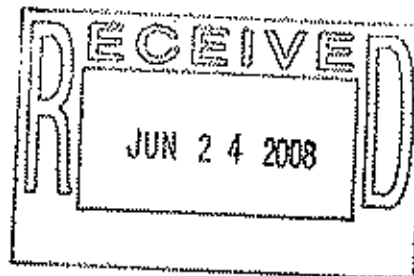




**PEACEBUILDING FUND
EMERGENCY WINDOW
PROJECT SUBMISSION FORM**



Recipient UN Organization: UNDP	Country: Kenya
Project Title: The Emergency Volunteers Scheme	Project Number: PBF/EMER/
Project Cost: \$1,000,000	Indirect Cost Percentage: \$56,603
Review date: 20 May 2008	Project Duration: 12 months

1. Decision of the Head of the Peacebuilding Support Office:

- Approved for a total budget of \$1,000,000
- Approved with modification/condition
- Deferred

Reason/Comments

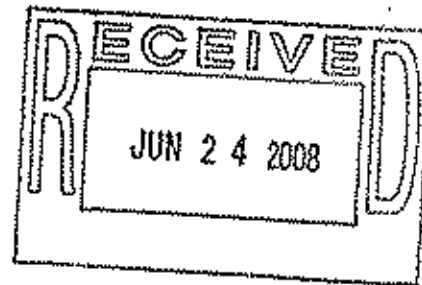
The project proposal was resubmitted for SPG review following an assessment mission to Kenya by the ASG for Peacebuilding Support, where concerns on project strategy, potential effectiveness, and approach were discussed and clarified by the UN Resident Coordinator. On the recommendations of the SPG, PBSO subsequently approved the project for E-window funding on 20 May 2008.

2. Action taken by the Executive Coordinator, MDTF Office, UNDP

- Project consistent with provisions of the UN-UNDP and UNDP-Recipient UN Organizations MOUs and the LOA with donors



PEACEBUILDING FUND
EMERGENCY WINDOW
PROJECT DOCUMENT



Recipient UN Organization: UNDP	National Ministry or other National Entity Co-sponsoring partners - Secretariat of the National Steering Committee on peace building and conflict management (Office of the President)
Project Contact: Ms Annal Mwachiri-Wakabi Address: P.O. BOX 30218, 00100 Telephone: +254 20 7624459 E-mail: annal.mwachiri-wakabi@un.org	Project Title: Emergency Volunteer Scheme
Project Number: To be completed by UNDP MEITP Office	Project Location: Initially in the three districts of Nairobi (Covering the settlements of Kileleshwa, Mathare, Kangemi, East Lands - Dandora, Kileleshwa) Subsequently to include other hot spot areas in Kenya thus covering all 21 districts affected by the post election tension.
Project Description: The prevailing post election crisis in Kenya calls for a quick and radical response with conflict resolution mechanisms. An emergency volunteer scheme has been conceived to respond to the crisis since local and public mechanisms for service delivery are under stress. The scheme shall utilize available volunteer energy to provide avenues for community healing, reconciliation peace building and service delivery.	Total Project Cost: US\$ 1,000,000 Peace Building Fund: US\$ 1,000,000 Government Input: Other: Total: US\$ 1,000,000 Project Duration: 12 months
<p>Aims, Goals and Key Immediate Objectives: Anchor on volunteerism contribute to the promotion of conflict resolution, peace building, reconciliation and support the delivery of services in Kenya.</p> <ol style="list-style-type: none"> i. Engage volunteers and through orientation and training, instill a sense of responsibility and empower them with skills and necessary tools to facilitate counselling, peace, reconciliation and recovery in their affected neighbourhoods. ii. Harness positive attitudes in the neighbourhoods so as to enable reconciliation and the recovery process. iii. Supplement human resource capacity for distributing food and non-food items. iv. Monitoring and evaluating the impact of the Emergency Volunteer Scheme so as to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action. 	
<p>Outputs and Key Activities: Transformation for peace building in the neighbourhoods and the nation of Kenya.</p> <ol style="list-style-type: none"> i. Volunteers engaged and trained on volunteerism, conflict resolution and transformation, peace-building, handling weapons, counselling community security, control of proliferation of small arms, humanitarian response and early recovery. ii. Sensitisation and training undertaken at neighbourhood level by the volunteer as a mechanism of harnessing the community towards reconciliation, peace building and recovery. iii. Neighbourhoods that are in need supported to access food, non-food items and offered with counselling services. iv. Impact of the project documented to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action. 	

On behalf of	Signature	Date	Name/Title
Recipient UN Organization			Mrs. Fanyika Njiraini UNDP Country Director
UN Representative			Elizabeth Lavanga UN Resident and Humanitarian Coordinator
Head of PISO			

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LIST OF ACRONYMS

CSO	Civil Society Organization
DC	District Commissioner
ECK	Electoral Commission of Kenya
EVS	Emergency Volunteer Scheme
ODM	Orange Democratic Party
PNU	Party of National Unity
SVF	Special Volunteer Fund
UNDAF	United Nations Development Assistance Framework
UNDP	United Nations Development Programme
UNV	United Nations Volunteers
VIOs	Volunteer Involving Organizations

GLOSSARY

District- Third largest administrative area of jurisdiction in Kenya administered by a District Commissioner (DC)

District Commissioner-Administrative head of a district

National Volunteers

Volunteers working in Kenya who are Kenyan nationals. They include Specialist and Field Workers. The difference between Specialist and Field Workers is based on minimum requirements at recruitment i.e. Specialists require - A Bachelor's, Master's, doctorate, or technical award with a minimum of five years working experience. They are usually placed in the UN organizations or government ministries. Field Worker requires basic education; secondary school certificate, BAC or equivalent; Technical skills: professional/trade with related diploma and experience. They are usually engaged to work at the community level.

Neighbourhood Volunteers - a category of volunteers that was created to respond to the challenges of the Kenya post election tensions.

Neighbourhood volunteers - Volunteers sourced from their own communities - influential persons, retired professionals, youth leaders etc.

Minimum requirement: High school education/post primary education, Leadership qualities, good communication skills, diligence and commitment to restoration of peace in the communities/neighbourhoods interest in volunteer work/initiatives, resident of the selected community and ability to train others



PEACEBUILDING FUND
EMERGENCY WINDOW
PROJECT DOCUMENT

COMPONENT 1: Situation Analysis

Historically, Kenya's forty-two ethnic groups have coexisted, traded, and intermarried, often in a symbiotic relationship between pastoralist and agricultural communities. Ethnicity was, prior to the mid-twentieth century, a more fluid concept than commonly supposed. Until recently, violence has only repeatedly occurred primarily in the areas formerly known as the White Highlands, rather than in the most densely populated areas. It is therefore implausible that land competition or shortage of agricultural land for that matter is sufficient ground for large-scale violence without particular grievances against defined segments of the population. Although, the current land tenure system may be characterized as a condition that has facilitated the mobilization of grievances, it is not in itself a sufficient cause of violence. The advent of large-scale interethnic violence is a new phenomenon in Kenya. The proximate causes of violence are intrinsically associated to the democratization processes.

The announcement on 30th December 2007 by the Electoral Commission of Kenya (ECK) that the incumbent President Mwai Kibaki was the winner of the presidential elections plunged the country into an unprecedented political, security and humanitarian crisis.¹ All national and international observers including the Kenya Democratic Elections Forum (KEDOF), the European Union (EU), the Commonwealth Secretariat, The East African Community and the International Republican Institute (IRI) reported that while the voting and counting of ballots at polling stations level was orderly and satisfactory with a few exceptions, the tallying and compiling of results was manipulated, dramatically undermining the credibility of the results announced by the ECK.²

Although the violence was sparked off by the election results the tension is also linked to and accentuated by the socio-economic disparity, where the politics of the leadership of the country is dictated by who has what, and therefore the economically disempowered people, who in large numbers are the youth, have no chances of ascending into the political leadership of the country, or their communities.

Population age structures have a significant impact on a country's stability, governance, economic development and the wellbeing of its people. Among the three major populations structures namely; very young and youth (10-25 years), transitional age groups (25-35 years) and mature age groups (35- above years), youth includes life's most formative years, and some of its riskiest. When education, healthcare and employment are available, young men and women hold the potential to renew and revitalize the country's economy and institutions. Without adequate access to these social services, however, countries with large populations of young people tend to face escalating demands for jobs and education. These countries have historically been the most volatile and vulnerable to civil conflicts. It is within this context that Kenya went to the General Elections on December 27th 2007.

As it were, even before the elections, there had been considerable incidences of politically instigated violence across the country, and various efforts had been initiated under the Partnership for Peace to pacify the issues. Even though the events following the announcement of the Presidential elections were largely unprecedented, they were not entirely unexpected. Subsequent to the announcement of the disputed Presidential results, sporadic violence broke out in many parts of the country. Nairobi Province; Eldoret, Burnt Forest, Molo, Nakuru and Naivasha in Rift Valley Province, and; Kisumu and Kisii in Nyanza Province; have been hotspots of the violence. Coast Province, including the town of Mombassa and Western Province have also been affected by violence, looting, burning of houses and escalating incidences of rape. Tensions are currently greatest in Rift Valley Province where the on-going unrest has taken on an ethnic dimension.

The riots continue to spread across the country killing hundreds and displacing thousands of people. Recent media reports show that close to 1,000 people have since died, while the Government's Humanitarian Services Committee has indicated that there are 248,215 IDPs in Kenya, (United Nations Country Team Kenya situation Report February 2008). The situation is also having a regional impact with an estimated 6,000 people having sought refuge in neighbouring Uganda. In addition, the disruption of transport services and economic activities has contributed to a scarcity of both relief and commercial goods within the wider region. Further, majority of schools are not have been closed in the hot spot areas thus forcing children out

¹ Kenya Crisis, Africa Report No. 137, International Crisis Group, 21st February 2008

² *Ibid*

of school, while the ethnic dimension of the tensions has had major negative impact on gender relations at the household level.

The violence with its multiplier effect has affected persons of all walks of life with the elderly, women and children being hit most. Youth under the age of 35 that form 75% of the Kenyan population have been adversely affected too. Due to their susceptibility to political machinations as a result of socio-economic exclusion from mainstream society, they are the most vulnerable for adverse political indoctrination. They have therefore been used as perpetrators of violence, which has exposed them to being victims of the same violence as they have died and gotten maimed in droves in the "battlefields".

The displaced populations lack essential life-saving requirements including food, water and sanitation, essential domestic items, protection and access to healthcare. Injuries caused from arrows and spears used during the skirmishes and gunshots during confrontation with the police are increasing and the capacity of health facilities to respond has been reduced.

One of the immediate impacts of the violence on the people is trauma, be it physical, psychosocial and/or gender-based violence. The indirect impact derives from the loss of livelihoods and access to services and from the forced displacement - which given the ethnic features of the violence, risk to be prolonged at least to medium term. Those displaced by the violence are congregating in public places such as police stations, churches and schools.

COMPONENT 2: Project justification

A rapid consultation with key stakeholders from the UN early recovery cluster, Office of the President (Secretariat of the National Steering Committee on peace building and conflict Management, Ministry of State for Special Programmes, District Commissioners for Nairobi, Youth representative from Party of National Unity (PNU) and the Orange Democratic Party (ODM), Kenya Red Cross and Volunteer Involving Organisations (VIOs) calls for a quick and radical response with lasting impact on conflict resolution, peace building and early recovery.

A proposed strategy is an Emergency Volunteer Scheme that taps on the inherent resources and capacity of the people within the community ranging from youth leaders, retired professionals and community opinion leaders to bring a turn around effect on tensions caused in the post election. Through training and sensitisation, community members will be charged with the responsibilities of self healing, harnessing reconciliation, peace building and recovery.

Anchoring on volunteerism presents distinctive contribution to facilitate inclusion and participation of stakeholders starting from the neighbourhood level to the upper levels. It also offers a less costly method with a wide reach. The cost-effectiveness in use of volunteer mechanism is that it will allow deployment of the required personnel at an affordable cost. Volunteers shall be provided with a modest incentive. The volunteers shall also increase access to opportunities and services, by supporting delivery of the services where government delivery mechanisms have been weakened by the post election tensions.

For the short-term the EVS contributes to the UN Early Recovery Strategic Framework (February 2008) that seeks to address the recovery process by finding solutions that build capacities for future conflict reduction and promote dialogue at community levels. In the long run EVS will contribute to UNDAF (2009-2013) outcome - Humanitarian impact and risk of natural and human made disasters reduced. It will also build on the UNDAF strategy of harnessing volunteerism to support national development and linking it to corporate, social responsibility.

On the basis of the project justification, during February 2008, UNDP and UNV in collaboration with the Government of Kenya on behalf of the UN Early Recovery Cluster initiated the Emergency Volunteer Scheme (EVS) to respond to the challenges arising from the post election crisis. Through training and sensitization, neighbourhood volunteers and community members are being charged with the responsibility of self healing, harnessing reconciliation, peace building, recovery and support service delivery. It is envisaged that 840 neighbourhood volunteers will be engaged under the scheme.

With initial funding of US\$ 955,110 from UNDP TRAC resources the project has commenced in six districts including: Nairobi East, Nairobi North, Nairobi West, Uasin Gishu, Nakuru and Kericho. UNV is providing US\$600,000 through its Special Voluntary Fund to support the management and oversight of the EVS at both the UNV Country Office and district levels, ensure maximum community participation and build the capacities of District Administration to improve service delivery at the district and community level.

To date, the scheme has achieved the following: i) developed a 12 module Resource Training Guide for trainers and neighbourhood volunteers; ii) recruited, oriented and trained 69 trainers, 253 neighborhood volunteers; 6 District Coordinators

¹ Training modules include: volunteer action, nationhood and nation building, counselling, self-awareness and anger management, advocacy, conflict analysis and peace building, conflict early warning mechanism, humanitarian assistance and early recovery, handling of trauma and counselling, proliferation of

and 30 media practitioners and; iii) volunteers in the Nairobi neighborhoods have commenced work around three thematic areas – conflict resolution and peace building, counseling, humanitarian response and early recovery.

The volunteers work in teams along three thematic areas: i) Conflict resolution and peace building; ii) counseling; and iii) humanitarian response and early recovery. The scheme has gained momentum in Nairobi whereby the volunteers have been able to undertake the following:

Conflict resolution and peace building: through community dialogue and networking with CBOs, FBOs, and the provincial administration the neighborhood volunteers have identified probable causes of the conflict within their neighborhoods. Strategies have been mapped out and implementation to mitigate conflicts is ongoing through: 1) facilitating mediation of affected members of the neighborhood, 2) sensitizing communities members on peaceful co-existence through *bwazas* (community meetings, local resident peace processions), 3) mobilizing more volunteers for peace and reconciliation through music, drama, sports and leisure activities such as football, volley ball beauty contests) and 4) promoting the culture of social cohesion by emphasis on the use of the Swahili language.

The Government of Kenya is advocating for the return of IDPs persons. The importance of contextual understanding of IDPs and host communities has been emphasized by the UN Early Recovery Cluster. Preparations on both sides' needs to be made taking into account sensitivities, needs and concerns of the returnees as well as host communities. The neighbourhood volunteers have been facilitating the collecting such information as well as encouraging peaceful coexistence and there by preparing ground for and amicable environment for reintegration.

Result: Tenant and landlord relations have improved, some IDPs have returned to their homes and thereby contributing to a reduction in number of IDPs in camps, business has resumed and people of various ethnic backgrounds can trade in the same neighborhood.

Counseling: Some of the undesirable consequences of the post election tensions included rape, injuries, loss of family members and property. Affected persons required counseling. Neighborhood volunteers have visited homes and IDP camps to support those affected. They offer counseling services where possible and in some cases make referrals as applicable, thereby mobilizing and creating linkages for more members of the public to volunteer and at the same time enabling members of their neighborhoods to access the required services.

Humanitarian response and early recovery: A database of those affected by the post election crisis was developed. Those considered to be in extreme need have been linked to support mechanism from: Kenya Government - Provincial Administration, FBOs, NGOs and CBOs. Volunteers have also participated in the distribution of food and noon food items as well as facilitated the trading processes in the neighborhoods so as to enable the re-uniting of family members.

Although initially designed to cover only six districts, the Minister of State for Special Programmes requested UNDP and UNV to extend the scheme to all twenty one (21) districts that were most affected by the post election crisis. In this regard, fifteen districts are yet to be covered including: Mombassa, Kilindini, Trans Nzoia East, Trans Nzoia West, Mt Elgon, Kwana, Koibatek, Molo, Kisumu, Kakamega, Bureti, Kisii, Kipkelion, Narok and Nuiyasha. Increase in coverage is anticipated to have direct funding and management implications. Resource mobilisation is thus ongoing to enable the expansion of the coverage. The Peace Building Fund shall be utilized to complement existing funding support in order to extend coverage of the project.

2.1 Method and Approach

The approach builds on the *Harambee nallon*. At independence, Kenyans were mobilized around the values of patriotism and nationhood through clarion calls on "Uhuru na Kazi"⁴ or "Harambee"⁵. Reviving the positive values associated with these messages would undoubtedly merge with the volunteerism concept for peace and reconciliation. The initiative's approach also draws from experiences of volunteerism illustrated during the post election crisis, where a strong volunteer spirit was exhibited among Kenyan residents, who during the crisis swiftly responded and demonstrated their resilience – providing perishable and non perishable goods, providing their services with the Kenya Red Cross, providing medical, counselling and teaching services to the Internally Displaced Persons (IDPs).

This scheme seeks to establish a structured way of sustaining and nurturing volunteerism for peace and development at the neighbourhood level. Mechanisms are being set through which those who desire to volunteer can be organized and directed to

small/unde areas, youth empowerment and wealth creation and human rights with emphasis on gender perspectives.

⁴ These are two Kiswahili words literally translated mean "Freedom and Work" – this is the clarion call that the late President Jomo Kenyatta used to refocus Kenyan's energies in rebuilding the country after securing independence from the colonial British masters.

⁵ Kiswahili word meaning "joining together", the word was used to encourage Kenyan citizens to support each other's efforts as a means of instilling a self-reliance culture.

volunteer in a structured manner. Linking volunteerism with self help community initiatives and utilising this process to articulate, analyse and devise a way forward and monitoring mechanisms for upcoming issues on peace and development. At the onset, the capacity of neighbourhood volunteers is being strengthened through training to enable them to contribute to the existing and emerging mechanisms of harnessing the community towards reconciliation, peace building, recovery and service delivery.

2.2 Volunteer selection process

The scheme uses community members from within the affected areas to achieve its goals. The aim is to ensure that all those selected as volunteers see themselves as builders of their community, rather than spectators drawn to the periphery by the varying circumstances. The profile of volunteers includes: i) influential individuals that need to be transformed; ii) influential opinion leaders that can inspire positive change; and iii) those who feel that they have been victimised. Thus volunteers sourced from their own communities who are influential persons, youth leaders, retired professionals, etc will be central actors in the project. Communities will be charged with the responsibility to reconcile and build each other in the recovery process. Not only because they offer substantive knowledge and familiarity of the community set-up but because they also have a critical role in rebuilding their neighbourhood and the Kenya nation. The focus at the community level also complements the national call and stance for self-healing amongst Kenyans hence bringing about national ownership, motivation and encouragement.

Bearing in mind, the nature of the ethnic divisions in the target neighbourhoods, a carefully selected and robust strategy will be adopted that will take into account ethnic diversity, sensitivities and sensibilities as well as gender balance. Volunteers will be identified in consultation with the District Commissioners and the communities. It is envisaged that approximately 840 volunteers shall be engaged during the life cycle of the scheme i.e. 40 volunteers for each of the 21 Districts.

The volunteers are responsible for the following duties:

- Undertake orientation and training in volunteer action, emergency food management; peace-building/conflict resolution, transformation and management, handling trauma community security and control of proliferation of small/crude arms;
- Sensitise and train community members in their respective neighbourhoods;
- Initiate and facilitate dialogue to foster consensus building, managing anger stop violence, and facilitate community healing, reconciliation and peace building;
- Identify individuals and communities that are in need (of humanitarian support or counselling) and link them to available support mechanisms;
- Assist with food and non-food items distribution;
- Provide counselling services to the affected individuals in the neighbourhood or make referrals as applicable;
- Facilitate the establishment of structured mechanisms of volunteering within the neighbourhoods;
- Assist in the documentation of the project implementation experiences and sharing of results with relevant persons; and
- Provide support to implement project monitoring plan through capturing information for reporting to relevant parties.

2.3 Activities

Launch of the scheme. A launch will be organized for each of the selected districts to officially introduce the volunteers and the scheme to the communities.

Training and sensitisation: Capacity of project beneficiaries will be strengthened to enable them to contribute to the existing and emerging mechanisms of harnessing the community towards reconciliation, peace building, recovery and supplementing human resource capacity for delivery of humanitarian support.

Training shall be undertaken for the Trainers, District Coordinators (who will be NUNVs) and the neighbourhood volunteers. A cascade approach of training shall be adopted (for the generic training modules), whereby a core team of trained trainers shall train the neighbourhood volunteers and subsequently, the volunteers shall conduct training and sensitisation within their respective neighbourhoods. The skills and capacity gained will be utilized to spearhead the interventions around conflict resolution and transformation, peace-building, trauma management, counselling, community security, control of proliferation of small, crude arms, humanitarian response and early recovery. More areas of training shall be identified and implemented within the course of the project. For sustainability, training of trainers will be provided to district based trainers to provide trainings in their respective districts and to mentor volunteers during the course of engagement.

Terms of references have been developed for the Trainers, District Coordinator (NUNV) and the neighbourhood volunteers. Through training, District Coordinator and the neighbourhood volunteers shall be empowered to promote a culture of peace

and nationhood. Training modules shall be prepared on (but are not limited to) the following areas:

- i. Volunteer action,
- ii. Nationhood and nation building
- iii. Counselling, self-awareness and anger management
- iv. Advocacy
- v. Group dynamics
- vi. Conflict analysis and Peace building
- vii. Conflict early warning mechanism
- viii. Humanitarian assistance and early recovery.
- ix. Handling of trauma and counselling.
- x. Proliferation of small/ crude arms
- xi. Youth empowerment and youth funds
- xii. Human rights with emphasis on gender perspectives.
- xiii. Action Planning.

The orientation and training is expected to:

- i. Motivate the selected individuals to volunteer and instigate the same selfless spirit within their communities
- ii. Empower volunteers with knowledge and skills on peace building, healing and reconciliation
- iii. Empower volunteers with skills to engage in the organization and implementation of humanitarian activities
- iv. Inspire the volunteers to become peace role models within their neighborhoods

NB: The orientation and training will also be utilized as a process of further screening the identified volunteers to ascertain whether they will be up to the expected tasks.

Commitment ceremony: A commitment event will be organized for District Coordinators and the neighbourhood volunteers. Only those individuals who will have successfully undertaken the training and strongly feel that they can carry forward the peace, reconciliation and recovery agenda, will be involved in this event. The commitment ceremony shall include a pledge to dedicate one self to work for peace, reconciliation and development of the neighbourhood and the country.

2.4 Coverage

Project is expected to cover twenty one (21) districts that are directly affected by the crisis. The scheme shall commence in the Nairobi Districts and roll out to other districts during the project time frame.

Districts	District
1. Bururi	12. Mt.Elgon
2. Kakamega	13. Nairobi East
3. Kericho	14. Nairobi North
4. Kilindini	15. Nairobi West
5. Kipkelion	16. Naivasha
6. Kisii	17. Nakuru
7. Kisumu	18. Narok
8. Koibatek	19. Transzoiia East
9. Kwanza	20. Transzoiia West
10. Molo	21. Uasin Gishu
11. Mombassa	

**Project has commenced in the districts highlighted with bold*

2.5 Intended Beneficiaries

The direct beneficiaries of this project are the 21 districts, trainers, District Coordinators, neighbourhood volunteers and the communities in the neighbourhoods within which they are residing.

Indirect beneficiaries at the district level include: district commissioners, community based organizations and faith based organizations.

Indirect beneficiaries at the national level include: the Office of the President, Ministry of State for Special Programmes, Ministry of Home Affairs, Ministry of Planning and National Development, Ministry of Finance, Ministry of State Youth Affairs (Office of the Vice President), Ministry of Genders, Sports, Culture and Social services and national non-

governmental organizations. The national level shall benefit from inputs of trainers, District Coordinators, neighbourhood volunteers and the communities to inform the dialogues (experiences and lessons from the lower levels) on interventions for peace, reconciliation early recovery, and provision of humanitarian support and structures mechanisms of volunteering.

2.6 Partnership arrangements

The scheme has nurtured programmatic linkages - The EVS is consistent with UNV's mandate of working with UN partners (UN agencies), Volunteer Involving Organizations, NGO's/CBOs, communities and the international community) to integrate volunteers in program country efforts to achieve national objectives. The scheme has been presented to and has been endorsed by the UN Country Team. The purpose of this scheme is to harness volunteerism in its various forms to support development initiatives in line with the UN peace and development agenda. The Government of Kenya is also keen to have the services of volunteers⁶.

A partnership has been operationalized through the UN Early Recovery Cluster that is chaired by UNDP with UNV as one of the members. Volunteerism is being considered as an entry point at the community level to facilitate social cohesion in order to prepare ground for the return of displaced persons. Consultations conducted by the UNV project formulation mission (March 2008) with civil society organizations such as the Kenya Red Cross, Peace Net and Nairobi Peace Initiative confirmed the timeliness and effectiveness of introducing volunteerism and community participation as an instrument not only for peace reconciliation and early recovery, but also for sustainable human development and delivery of any development aspect.

Partnerships have been established with various institutions and organizations that are involved in national peace, reconciliation and recovery programs. The partnership network includes UNDP, UNV, Government of Kenya through the Ministry of Special Programs; President's office (Secretariat of the National Steering Committee on peace building and conflict Management), Ministry of State for Provincial Administration and Internal Security, OCHA, the Kenya Red Cross, Volunteers Involving Organisations (VIOs), administrations of affected districts, communities involved in the EVS and overall member of the UN Early Recovery and Food Security Cluster. Through the partnership information and strategic direction has been provided to guide preparation of training materials, consensus on what the volunteers should be delivering, coherence on guidelines for the work of volunteers (e.g. alignment of guideline with other VIOs e.g. the Kenya Red Cross which utilises volunteers for humanitarian support), drawing specialists from other partners to deliver training on specialised topics, sharing information and consolidating the gains resulting from individual organization contributions. The partnership is also being utilised as an avenue for addressing emerging program challenges. Systematic documentation of this partnership experiences and lessons learnt is being done so as to inform and strengthen the scheme as it rolls out.

The scheme is embedded in the local governance institutions. EVS's entry point at the district level is the office of the District Commissioner (DC) with the intent of building the capacity of the office to foster a peaceful environment and offer more effectively coordinated support for peace, reconciliation, humanitarian support and early recovery. In this regard NUNV District Coordinators have been engaged and are based in the DC's office to support the coordination and capacity building for the enhancement of delivery for peace and development.

The office of the DC falls under the office of the President and subsequently in the Ministry of State for Provincial Administration and Internal Security. The DCs play the role of peacekeepers and humanitarian support to the district residents. Placing a NUNV in the DCs office provides the EVS with comparative advantage of being able to channel information from the neighborhoods in a timely manner to the DCs. And also for considering issues that require policy dialogue or attention to the upper levels.

Support from the District Coordinators - The NUNV based at the DCs' office fosters mobilization of more volunteers by providing immediate technical support to the districts. These NUNVs recruited as the District Coordinators are in-charge of coordinating, supervising and monitoring the work of the neighbourhood volunteers, liaising with other community level stakeholders and actors and employing their skills and knowledge to provide strategic guidance for positioning of volunteerism as a service delivery mechanism through creating linkages with other ongoing peace building and recovery programs/initiatives at the district level as well as supporting community members in the development of proposals - good enough to access the numerous development funds available to the districts.

⁶ Speech by Hon. Dr. Naomii Shabani, M.P. Minister for Special Programs during the Commemorative Ceremony for The Emergency Volunteer Scheme At The UN offices, Gigiri, March 5, 2008.

COMPONENT 3: Logical Framework

<p>Development Objective:</p> <p>i. To contribute to the promotion of peace, reconciliation and stability in order to create conditions for sustainable development in Kenya.</p>			
<p>Immediate Objectives:</p> <p>i. Engage volunteers and through orientation and training, instill a sense of responsibility and empower them with skills and necessary tools to initiate counselling, peace, reconciliation and recovery in their affected neighbourhoods.</p> <p>ii. Harness positive attitude in the neighbourhoods so as to enable reconciliation and the recovery process.</p> <p>iii. Supplement human resource capacity for distributing food and non-food items.</p> <p>iv. Monitoring and evaluating the impact of the Emergency Volunteer Scheme so as to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action.</p>			
OUTPUTS:	Mensurable indicators	Means of verification	Important assumptions
<p>Output 1 Volunteers engaged and trained on volunteerism, conflict resolution and transformation, peace-building, handling trauma, counselling community security, control of proliferation of small/erude arms, humanitarian response and early recovery.</p>	<p>a) List of influential persons, retired professionals and youth leaders from the hot spot neighbourhoods developed.</p> <p>b) Orientation and training modules/packages prepared for the trainers and volunteers.</p> <p>c) Orientation and training schedule</p> <p>d) Trainers identified and engaged</p> <p>e) Orientation & training of volunteers</p> <p>f) Recruitment of volunteers</p> <p>g) Launch the Emergency Volunteer Scheme at district level.</p> <p>h) Commitment ceremony for the trainers, District Coordinators & volunteers.</p>	<p>a) Number of volunteers identified</p> <p>b) Quality of training modules.</p> <p>c) Training schedule</p> <p>d) List of trainers for the selected training modules.</p> <p>e) Number of volunteers oriented and trained.</p> <p>f) No. of volunteers recruited</p> <p>g) No. of launches held.</p> <p>h) Commitment ceremony implemented.</p>	<p>Strong commitment from all the partners involved on the fiscal and technical input into the project, thus raising the expectations that activities projected within the programme will be implemented.</p> <p>The ultimate expectation is that the project will play a pivotal role in peace building and the delivery of humanitarian response to the affected persons in Kenya.</p>
<p>Output 2 Sensitization and training undertaken at neighbourhood level by the volunteer as a mechanism of harnessing the community towards reconciliation, peace building and recovery.</p>	<p>a) Sensitization and training undertaken in the neighbourhoods by the volunteers.</p>	<p>a) No. of forums/trainings/campaigns carried out in the communities</p> <p>b) No. and type of communities sensitized on peace building and conflict management.</p>	
<p>Output 3 Neighbourhoods that are in need supported to access food, non-food items and offered with counselling services.</p>	<p>a) Support identification & utilization of appropriate structures that will cater for humanitarian aid coordination and peace building on the ground.</p> <p>b) Support effective delivery of the humanitarian aid and conflict resolution efforts</p> <p>c) Support humanitarian assistance in the communities</p>	<p>a) No. of established & strengthened mechanisms for effective delivery of assistance, both humanitarian and peace building</p> <p>b) No. of youth being engaged adequately and gainfully in humanitarian work at community level</p>	

<p>Output 4 Impact of the project documented to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action.</p>	<p>a) Field visits b) Project Steering Team meetings c) Project Technical Team meetings d) Lesson learned and experiences documented.</p>	<p>a) Monthly reports on field visits and b) Minutes of Project Steering Team meetings. c) Minutes Project Technical Team meetings. d) Lesson learned and experiences adopted for national level strategic interventions in the area of conflict resolution peace building early recovery and service delivery through volunteer action</p>
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<p>ACTIVITIES: Tasks to be done to produce the outputs</p>	<p>INPUTS: This is a summary of the programme/project budget</p>	<p>Financial report</p>
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<p>Output 1</p>			
<ul style="list-style-type: none"> • Recruitment of volunteers 	<p>533,400</p>		
<ul style="list-style-type: none"> • Undertake launch of the Emergency Volunteer Scheme • Facilitate commitment ceremony 	<p>27,790</p>		

<p>Output 2</p>			
<p>Engage trainers/consultants to:</p> <ul style="list-style-type: none"> • consolidate and prepare orientation and training modules/packages • Pre-test training modules/packages • Undertake orientation and training 	<p>183,260</p>		
<ul style="list-style-type: none"> • Consultants together with selected officers from UNDP, UNV and the National Steering Committee on peace building and conflict Management to undertake orientation and training for the volunteers • Production and printing of reference materials • Organise venue and logistics for the training 	<p>66,668</p>		

<p>Output 3</p>			
<ul style="list-style-type: none"> • Through consultative meetings with District Commissioners prepare list of influential persons, retired professionals and youth leaders from the hot spot neighbourhoods developed. • Through consultative 	<p>12,000</p>		

meeting prepare orientation and training schedule			
• Identify trainers/consultants.			
• Sensitisation and training forums in the neighbourhoods of the respective hotspot areas.	24,000		
• Manage and coordinate project activities in and for the respective hot spot areas.	56,603		
• Engaged volunteers to support humanitarian assistance in the communities	39,725		

Output 4			
• Monitoring, evaluation and documentation.	45,564		
• Through consultative meetings identification and document appropriate structures to enter for humanitarian relief coordination and peace building on the ground.	10,000		

3.1 Risk and how they will be managed

Risks	How risks shall be managed
a) The uncertainty of the security situation gives room for a wide range of new dynamics that may affect the role out of the project.	The national accord for Peace and Reconciliation was agreed to in February 2008 by the two political parties; Orange Democratic Movement (ODM) and Party of National Unity (PNU) refer to website: http://www.dialoguekenya.org/ .
b) Transport & communication infrastructures have been derailed in most of the hot spot areas, which may cause delay or failure in completing planned activities.	With the signing of the Peace and Reconciliation National Accord a favourable scenario for the possible realization of project objectives is envisaged. In view of the agreement the parties have already taken steps towards implementation of the accord by enshrining it in the constitution through parliament. The above developments have led to an improved security situation. Transport and communication has improved in those areas that were categorised as hot spot areas.
c) High levels of insecurity in some of the hotspot areas may derail the project activities.	UNDP/UNV will work very closely with the partners in Government especially the District Commissioners to monitor the security situation and act as appropriate - to ensure that project activities are not jeopardized.
d) Although the volunteers shall be oriented about the aspect of being non partisan, partisan tendencies may come up.	The UNV District Coordinator to be based at the District Commissioner's office shall closely monitor the activities of the volunteers. Those who do not comply with the pledge of commitment shall be relieved of their assignment. A copy of the pledge is attached as annex 4.
e) Timing and ability to adhere to the prescribed start date.	With provisional funding from UNDP TRAC resources, the project has been facilitated to start on time.
f) Delay in the release of funds where they have been committed.	

COMPONENT 4: Budget

Category	Item	Number of Items	Unit Cost	Total Cost	Remarks
1. Personnel (staff and consultants)					
Volunteers		280	1,905	533,400	To cater for the volunteers for 7 districts for 12 months.
Consultants /Trainers		77	2,380	183,260	Undertake training
2. Training					
Orientation and Training workshops	2	7	4,762	66,668	Includes the initial and continuous training in the respective hotspot areas.
Launch events		7	3,970	27,790	
Neighbourhood sensitisation and training forums		7	3,570	24,990	
Consultation meetings				12,000	
Documentation				10,000	
3. Travel		7	5,675	39,725	
4. M & E				45,564	To be cost shared with UNV.
5. Agency Management Support (6%)				56,603	
Total				US\$1,000,000	

116,660

141,412

943,397

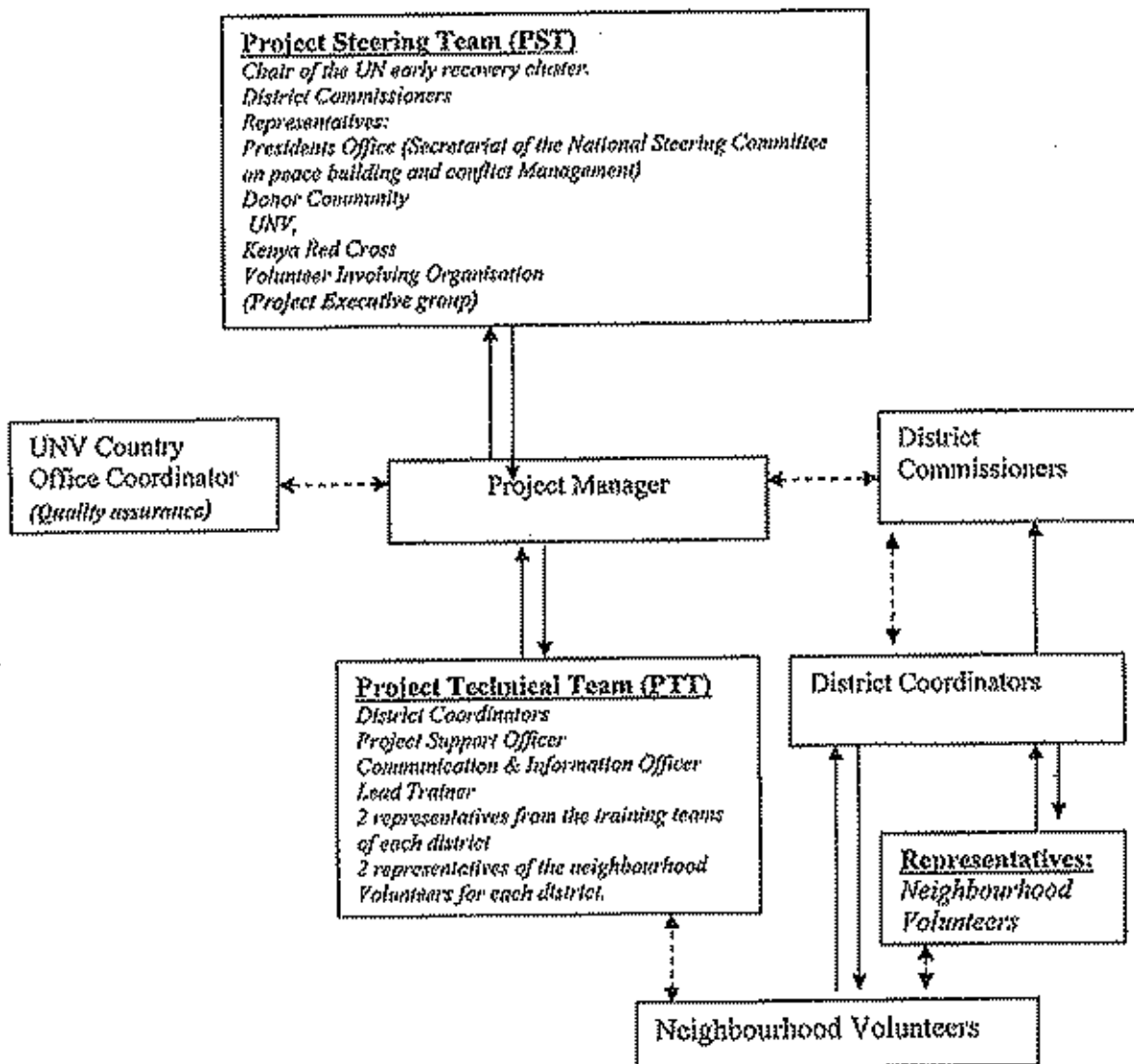
56603.

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6%

COMPONENT 5: Management Arrangements

UNDP has the overall responsibility of project execution and shall be the fund manager. However, the UNV unit has been designated to provide day to day management oversight and implementation of the Emergency Volunteer Scheme. Under the guidance of the UNV Country Office Coordinator a Project Manager to be based at the UNV unit within UNDP, shall support implementation of activities under the project. Throughout the process of implementation UNDP will provide technical support and guide outsourcing of applicable services, UNDP will also review and approve work plans and budgets. Delivery of project activities shall also be supported by consultants/trainers, District Coordinators and neighbourhood volunteers. Project implementation shall be supported by the following structural arrangement.



NB: The role of the district administration, in particular the District Commissioner (DC) will be crucial in supporting the activities undertaken by the District Coordinators and the neighbourhood volunteers to enable smooth linkage with other ongoing peace building and recovery programs undertaken by the Kenya government.

Terms of reference for the different actors are included in annex 3.

COMPONENT 6: Monitoring and evaluation

The Project will be monitored at several management points by the PST. These management points include the following deliverable reviews and approvals:

- i. Programme Initiation Document
- ii. Work Plans
- iii. Monthly report
- iv. There will be continuous monitoring, evaluation and documentation of project activities. The results of these processes shall be reviewed on a monthly basis by the PST and the PTT.
- v. Strategy paper for rolling out and sustaining the Emergency Volunteer Scheme.

The Project Manager will be responsible for updating the PST and PTT to record progress about the project implementation. The Project will also be reviewed by the P S T at Project Closure to ensure that all project deliverables were completed and in order to review lessons learned.

Through the UNV support to the EVS a performance and monitoring systems shall be developed. Both quantitative and qualitative performance indicators relevant to each of the outputs shall be utilised. Progress towards each output will be documented to ensure that each output remain relevant to the outcome. Use of participatory evaluation approaches will be incorporated and a significant role will be played by both neighbourhood volunteers and community members as service deliverers and recipients respectively.


The evaluation of the project shall be done by UNDP in conjunction with UNV. The project team will be responsible for developing an M&E calendar in relation to the project cycle to ensure that any important gaps are identified on time and remedial action(s) taken. The collection of high quality data will be a key principle of M&E activities.

ANNEXES

- I. Work plan
- II. Project Summary
- III. Terms of Reference
- IV. Pledge of commitment, neighbourhood volunteers (English & Swahili version)

ANNEX 1: WORK PLAN (2008/2009)

Outputs	Activities	Indicators	Q1	Q2	Q3	Q4	Collaborating parties	Budget US\$
1. Volunteers engaged and trained on volunteerism, conflict resolution and transformation, peace-building, handling trauma, counselling community security, control of proliferation of small/grade arms, humanitarian response and early recovery.	Identification and training of trainers	List of trainers and volunteers, media practitioners and police officer as developed					-UNDP/UNV -NSC -District Commissioners -Trainer	561,198
	Identification and training of volunteers, media practitioners and police officers	Trainers identified, trained and engaged						
	Launch of the project	Orientation and training of volunteers Scheme launched in 7 districts						
	Address issues emerging from project implementation: identify and sensitize media practitioners and police officers on Volunteerism, conflict resolution and transformation, peace-building, handling trauma, counselling community security, control of proliferation of small/grade arms, humanitarian response and early recovery.	Number of workshops held to sensitize media practitioners and police officers in the EVS districts. Number of media practitioners and police officer benefiting from the sensitization.						
2. Sensitization and training undertaken at neighbourhood level by the volunteer as a mechanism of harnessing the community towards reconciliation, peace building and recovery.	Sensitization during barazas, in informal gatherings, and community	Number of barazas held.					-District Commissioners -District Coordinators -Neighbourhood volunteer groups	249,928
	Conduct trainings Organizing drama performances, football and volley ball matches.	Number of sensitizations held in community gatherings Number of trainings held Drama performances, football and volley ball matches organized.						
3. Neighbourhoods that are in need supported to access food, non-food items and offered with counselling services.	Identify communities/individuals in need of humanitarian support and counselling Inform relevant authorities on the community needs Support distribution of relief materials	Data on community members in need prepared and channelled to appropriate institutions.					- Kenya Red Cross - Office of the District Commissioners - Counselling institutions - UN Early recovery cluster members	133,318

<p>4. Impact of the project documented to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action.</p>	<p>Progress meetings with the volunteers</p> <p>Consultative meetings with policy formulating organs of Government</p>	<p>Progress reports</p> <p>Minutes of stakeholders meetings</p>		<ul style="list-style-type: none"> - NSC - VIOs - District - Coordinators - Kenya Police - District Commissioners 	<p>55,564</p>
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ANNEX II : PROJECT SUMMARY

Recipient UN Org:	UNDP	
National Authority:	Secretariat of the National Steering Committee on peace building and conflict Management (Office of the President)	
Project Number:	PBF/	
Title:	Emergency Volunteer Scheme	
Location:	Initially in the three districts of Nairobi (Covering the settlements of Kileleshwa, Matina, Kangemi, East Lands - Dandora, Karibaga) Subsequently to include other hot spot areas in Kenya thus covering all 21 districts affected by the post election tension. * The indicated budget covers 7 districts.	
Project Cost:	US\$ 1,000,000	
Duration:	12 months	
SC Approval Date:	Start: 1 August 2008	Completion: 31 July 2009

Project Description: The prevailing post election crisis in Kenya calls for a quick and radical response with conflict resolution mechanisms. An emergency volunteer scheme has been conceived to respond to the crisis since local and public mechanisms for service delivery are under stress. The scheme shall utilize available volunteer energy to provide avenues for community healing, reconciliation peace building and service delivery.

Development Goal: Anchoring on volunteerism contribute to the promotion of conflict resolution, peace building and support the delivery of services in Kenya.

- Immediate Objective:**
- i. Engage volunteers and through orientation and training, instill a sense of responsibility and empower them with skills and necessary tools to initiate counselling, peace, reconciliation and recovery in their affected neighbourhoods.
 - ii. Harness positive attitude in the neighbourhoods so as to enable reconciliation and the recovery process.
 - iii. Supplement human resource capability for distributing food and non-food items.
 - iv. Monitoring and evaluating the impact of the Emergency Volunteer Scheme so as to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action.

Output/Key Activities: Transformation for peace building in the neighbourhoods and the nation of Kenya.

- v. Volunteers engaged and trained on volunteerism, conflict resolution and transformation, peace-building, handling trauma, counselling community security, control of proliferation of small/cease arms, humanitarian response and early recovery.
- vi. Sensitization and training undertaken at neighbourhood level by the volunteer as a mechanism of harnessing the community towards reconciliation, peace building and recovery.
- vii. Neighbourhoods that are in need supported to access food, non-food items and offered with counselling services.
- viii. Impact of the project documented to inform national level strategies for conflict resolution peace building early recovery and service delivery through volunteer action.

Procurement: UNDP will receive and manage the funds and provide financial reports on project expenditure. UNV will act as the project implementing partner and will oversee substantive day to day follow-up of project activities.

PROJECT SUMMARY PART TWO

STATUS REPORT AS OF (date)

Recipient UN Org:	UNDP
National Authority:	
Project Number:	PBF/
Title:	Emergency Volunteer Scheme
Funds Committed:	% of Approved:
Funds Disbursed:	% of Approved:
Forecast Final Date:	Delay (Months):

ANNEX III: TERMS OF REFERENCE

Project Steering Team

The Project Steering Team (PST) shall be responsible for policy level oversight and shall be chaired by the chair of the UN early recovery cluster. The PST shall comprise the chair of the UN early recovery cluster, District Commissioners, representatives from the Presidents Office (Secretariat of the National Steering Committee on peace building and conflict Management), representative donor community, UNV, Kenya Red Cross and VIOs.

The PST shall review and approve project work plan. It will also lobby to ensure that key lessons of the volunteer schemes are considered at the appropriate forums for establishing relevant strategies for conflict resolution, peace building and early recovery. As well as advise on strategies for resource mobilisation. The Project Technical Team (see below) will provide the PST with issues for consideration and action. In this regard a regular schedule of meetings should be established as part of the first project work plan.

Project Manager

A Project Manager to be based at the UNV unit shall be engaged to support the Emergency Volunteer Scheme; S/he will undertake the following activities:

- Prepare work plans, budgets, reports and other documents as required;
- Maintain liaison and coordination with project stakeholders;
- Organize project review meetings i.e. Project Steering Team and Project Technical Committee meetings;
- Facilitate Monitoring and evaluation activities of the project;
- Ensure preparation and issuance of contracts for volunteers;
- Participate in organising and facilitating orientation and training for the volunteers;
- Prepare strategy for sustaining the Emergency Volunteer Scheme; and
- Consolidate and document experiences that can facilitate policy impact for the volunteer scheme as well as roll it out to other hot spot areas.

Project Technical Team

The PTT shall be chaired by the Project Manager. It will include District Coordinators, Project Support Officer, Communication & Information Officer, Trainers, 2 representatives from the training teams of each district, 2 representatives of the neighbourhood volunteers for each district.

Specifically the PTT will be responsible to:

- Provide strategic policy advice to the Project Manager who will then share with the PST for necessary guidance;
- Provide information to the Project Manager for preparation of monthly reports;
- Receive and review monthly reports about project implementation.
- Undertake direct monitoring of the neighbourhood volunteers.
- Review and advise on training content
- Prepare tools and methodology for project monitoring.

District Coordinators:

- Work with the neighbourhood volunteers in executing their work plans.
- Support the office of the DC in managing and coordinating the activities of Neighbourhood Volunteers.
- Assist the volunteers in preparing reports in accordance with project guidelines
- Assist in monitoring the performance of the volunteers and identify any further necessary training for the volunteers in consultation with the project facilitators
- Prepare performance monitoring reports on the basis of approved individual volunteer work plans.
- Make recommendations on interventions for further mainstreaming volunteerism in the communities.
- Participate at the request of the District Commissioners in coordinating meetings
- Contribute to optimal teamwork and coordination through maintaining close working contacts with government counterparts as well as development agencies, civil societies and community based organisations at the district level.
- Support efforts of linking communities to sustainable livelihoods through preparing of project proposals for possible accessing of funds through DC Office or any other channel-development agencies, NGOs, or Government.
- Identify, share information and develop strategic partnerships/networks to provide a setting for expanding volunteerism and to expand local participation.

- Maintain consistent information sharing with the office of the DC, UNDP and UNV counterparts on progress towards attainment of objectives as stipulated in the project work plan(s) and progress towards attainment of district level targets for activities as set out in such target-tracking documents.
- Document and submit monthly technical reports of all activities undertaken and all engagements with various actors in the district as stipulated in the work plan(s) on the basis of project reporting templates.
- Design monitoring schedules to guide monitoring activities
- Receive and consolidate reports from the neighbourhood volunteers -ready for presentation to appropriate persons.
- Maintain consistent feedback mechanism with the District Development Officer.
- Organise monthly discussions on the project progress in the district.
- Undertake other duties as may be assigned by the Project Manager or the District Commissioner.

Communication & Information Officer:

- In consultation with the Project Manager, District Coordinator, neighbourhood volunteers and project partner monitor, evaluate and document project implementation experiences.
- Establish a proactive media strategy, seeking opportunities for coverage and publicity for volunteer projects/initiatives
- Assist with data collection and other field researches as applicable.
- Translate publications and other documents from English to the national (Kiswahili) language.
- Maintaining a professional outlook on, and a summary of issues, from mainstream media that relate to, and are of interest to UNV and which would require official response.
- Assist with the writing and editorial work relating to the UNV Newsletter.
- Assist the Project Manager in coordinating the preparation of quarterly and annual technical reports.
- Systematize press conferences, press releases, arranging regular field trips for journalists, etc.
- Develop a media matrix to facilitate effective identification of volunteer media opportunities and enable pursuit of them. The matrix will detail specific media (radio, print, etc).
- Establish a media "hotline" for continuity and grasping of opportunities.
- Formalize media contacts and input and maintain a database to enable effective media relations' campaigns.
- Monitor media on a regular basis to gauge impact, and to help with a re-iterative process.
- Pursue public relations' activities that positively impact on all the various stakeholders.
- Undertake quality-check and edit specific documents, publications, speeches etc.
- Be responsible for the generation of IEC material.
- Undertake production of various audio-visual, multi-media products for the use of UNV communication strategies, including print, TV, radio, web, functions etc. This includes both traditional and new media such dramatic productions/entertainment, videos, DVDs, documentaries, etc

Project Support Officer:

- Assist the project manager in arranging and coordinating various meetings related to the Project
- Assist in data collection, analysis and review
- Provide other logistical support for the project e.g. following up on contracts and payments
- Provide leadership in follow-up actions for the formulation team after departure
- Ensure preparation and issuance of contracts for volunteers
- Participate in organising and facilitating orientation and training for the volunteers;
- Maintain liaison and coordination with project stakeholders

Neighbourhood Volunteers:

- Undertake orientation and training in volunteer action, emergency food management, peace-building/conflict resolution, transformation and management, handling trauma, community security and control of proliferation of small/crude arms.
- In the context of the orientation and training received - will undertake sensitization and training at the neighbour levels.
- Initiate and facilitate dialogue to foster consensus building, stop violence, and facilitate community healing, reconciliation and peace building.
- Identify individuals and communities that are in need and link them to available support mechanisms.
- Assist with the distribution of food and non-food items.
- Provide counselling services to the affected individuals in the neighbourhood.
- Facilitate the establishment of structured mechanisms of volunteering within the neighbourhoods.
- Assist in the documentation of the project implementation experiences and sharing of results with relevant persons.
- Provide support to implement project monitoring plan through capturing information for reporting to relevant parties.

Trainers

The scope of work for the trainers will be:

- To understand the background, objective and project strategy of the emergency volunteer scheme through, review all relevant documents.
- Participate in the launch activities of the scheme to get an understanding and appreciation of the different actors and their roles.
- Prepare a resource guide for training of trainers.
- Prepare a resource guide for the orientation and training of volunteers.
- Agree on and implement criteria for assessing the capacity of the volunteer to undertake the identified roles for the neighbourhood volunteers.
- Undertake orientation and training for the neighbourhood volunteers on selected modules of training specifically through managing sessions by making presentations, directing discussions, wrapping up days discussion and highlighting key messages and issues.
- Guide volunteers in preparing an action/work plan that is linked with the project goal, objectives and outputs. The work plan should cover the engagement period (3 months) for the neighbourhood volunteers.
- Prepare and implement an evaluation guide for the training.
- Prepare a report on the training and orientation activities – Some of the critical aspects that the report should highlight include:
 - Overview on the training.
 - Key issues arising from the training and proposed way forward
 - Comments and recommendations on the quality of neighbourhood volunteers vis-a-vis the capacity to undertake the specified Terms of Reference.
 - Three month work plan for the neighbourhood volunteers.
- Mentor of the neighbourhood volunteers during the course of implementing their work plan.
- Conduct Training of Trainers.
- Prepare a report on the Training of Trainers.

ANNEX IV: PLEDGE OF COMMITMENT, NEIGHBOURHOOD VOLUNTEERS

I pledge to exercise with dedication, discretion and conscience such duties as shall be entrusted and undertaken by me as a Neighbourhood Volunteer, to commit myself to work for peace, reconciliation and development of my community and country.

I also pledge to embrace volunteer action in all its diversity by valuing free will, commitment, engagement and solidarity, which are the foundations of volunteerism,

And to contribute to a more cohesive society by building trust and reciprocity among citizens.

To work for the improvement of welfare and peaceful co-existence of all members of the community without discrimination regardless of religion, culture, ethnicity, race, age or gender.

In making this pledge I shall abide by the following principles of volunteerism:

- Volunteer for the benefit of the community
- Volunteer by free will
- Volunteer to participate in the activities of the community
- Volunteer to address human, environmental and social needs
- Volunteer with respect for the rights, dignity and culture of others
- Volunteer to promote human rights and equality.

SWAHILI VERSION: PLEDGE OF COMMITMENT, NEIGHBOURHOOD VOLUNTEERS

Nathiri ya wajiitolea kwa Umoja wa Mataifa katika mitaa

Ninaapa kujitolea kwa umminifu, ufahamu na hisia kwa nyadifa zote na wajibu nitakapewa kama mmoja wa wajiitolea Mtoani na Umoja wa Mataifa, ninashidi kufanya kazi ya kuleta amani, kwa upatanisho au maendeleo ya jamii na nchi yangu.

Pia ninaapa kuambatanisha kujitolea kwangu kufanya kazi ya kujitolea kwa ujumla kwa kadhaa hizi hizi za umuzi, kujitolea, kwa ushirika na muungano, ambayo ndiyo msingi ya huduma ya kujitolea.

Na kuchangia ushirikiano wa jamii kwa kujenga umminifu na kupokezana katika wananchi.

Kufuta maendeleo ya huduma ya kuishi kwa amani katika washiriki wote wa jamii bila upedeo pasipo kujali dini, utamaduni, ukabila, rangi, umri wala jinsia.

Kuambanana na nathiri hii nitatekeleza taratibu na sharia kujitolea kama iliyavyo:

- Kujitolea kwa manufaa ya jamii
- Kujitolea bila kulazimishwa
- Kushitiki katika malaha ya jamii
- Kujitolea kuzingatia malitaji ya kibinadamu, mazingira na ya kijamaa
- Kujitolea kwa kuheshimu haki, utu na utamaduni wa wengine
- Kujitolea kuondoeza haki ya binadamu na usawa