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**SERVICE HEALTH AND DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS
(SHDEPHA+)**

**AGGREY ST. NO. 3,
P.O BOX 13713,
DAR ES SALAAM,
TANZANIA.
Tel: 181849/50
Fax: 255 - 051 181849**

Our Ref: SHF/05/524

Date: May 12th 2000

Yours Ref.....

**SANDRA L. THURMAN
DIRECTOR
OFFICE OF NATIONAL AIDS POLICY
THE WHITE HOUSE
WASHINGTON**

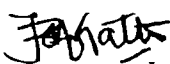
GRATITUDE TO US GOVERNMENT

Acknowledgement is done to you after receiving your letter dated March 27th, 2000, your delegation's visit to us was a greater motivator to the PLHA's remarkable to SHDEPHA+. We were very happy indeed during that period and we appreciate for that and lets continue to work together for the future generation.

We have received information about US Government on subsidizing (AIDS) antiretroviral drugs to Africa countries. We have really, received this opportunity with a great honour and happy about it, Drug makers and Pharmaceutical companies to make cheaper AIDS drugs, so that they can be available to us of Sub-Saharan African countries. As you know Africa countries like Tanzania are poor economically in such a way very few people could afford to buy the drugs, as we PLHA's concerned, we thank you; your President and your National for that.

- You have shared together with us best practices and constraints which affects PLHA's in Tanzania and we hope you learned more about PLHA's in Tanzania. The way we live positively but it unfortunate system.
- No antiretroviral used to us but simply we believe in changing the behaviour and in God trust. This is not the only way of solution we need drugs to prolong our life bit. We want to fight against AIDS, Advocacy for Human Rights, go public and counselling and take care of HIV/AIDS patients and orphans. This is possible while we PLHA's are strong healthy and easier to combat AIDS epidemic.

Your sincerely,



**Joseph B. Katto
CHAIRPERSON - SHDEPHA+ NATIONAL**



S H D E P H A +

(SERVICE HEALTH AND DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS)

INTRODUCTION:

SHDEPHA+ is an acronym for Service Health & Development for People Living with HIV/AIDS is a National non Government organisation since 21st November, 1994 with Registration No.SO8216 Established with the aim of providing Counselling Education and Information to enhance Communication among the infected and affected towards the fight against HIV/AIDS/STD's.

It originated from personal initiatives of 15 HIV infected people who met on 6th September, 1993 and decided to form a body (SHDEPHA+) so that they could mobilise their resources to fight the epidemic.

Active members according to the organisation's Constitution, Rules and Regulations consist of only HIV positive individuals by application, registration and subscribing annual membership fees. At the moment.

Active membership stands at eight hundred sixty one (861). Now, we have thirteen branches of SHDEPHA+ in our Country including Headquarters at Dar Es Salaam and we expect to open many branches in different regions in TANZANIA.

SHDEPHA+ is an Organisation Composed of the infected and highly affected individuals committed to live positively and intending to be part and parcel of the resources to fight HIV/AIDS in the Country. Widows and Widowers, except for a few are amongst its membership and quite a number of orphans, positive and non-positive, are a concern to the Organisation.

With natural resources of the infected persons who are experiencing the agony of living with the Virus, counting on the stages and phases of ailments to the expected death(s), and prepared to face the fact squarely, SHDEPHA+ is yet the at least recognized reviewing the external barriers experienced during the process of registration SHDEPHA+ leadership had to establish a firm stand towards its objectives.

It went through hardships to grasp its footing for the intended activities of educating not only the immunity but its membership as well, advocating equality and promoting quality of service and care for its clientele.

Members are expected to be equipped to inform, educate and counsel individuals of the risk of transmission and on the possible ways of prevention with emphasis on changes of behaviour.

SHDEPHA+ leadership is convinced that behaviour change is possible if those infected are encouraged and empowered to exercise they will towards the organisation's objectives in Unity, Love, Peace. Promotion of positive living.

SHDEPHA+HIV/ AIDS/STD's ACTIVITIES

The following is a record of some of the monthly AIDS activities done by SHDEPHA+ from the start of our programme to the present date:-

1. Group Counselling and voluntary HIV blood test.
2. Individual Counselling.
3. Home Visits and Home Based Care.
4. Community Education - Outreach Programme and distribution of condoms
5. Go Public
6. Training of Implementors TOTs, Counsellors, Home carers and Peer Educators,
7. Prepare printing and distribute HLMs/IEC materials including posters, brochures and SHDEPHA+ Newsletter.

8. Income Generating for women (widow/orphans)
9. Advocacy for Human Rights - Legal services inheritance for widow and orphans
10. Awareness campaign using Video show, TVs, Radio programmes and magazines
11. Awareness and Sensitization of the community and Governments leadership to reduce stigma and discrimination against people living with HIV/AIDS.
12. Networking with other NGO's at National and International level
13. HIV/AIDS Events.

1. **GROUP COUNSELLING:**

Group Counselling is done once every week on Saturdays from 10.00 a.m. up to 1.30 p.m.

This activity is conducted by volunteer counsellors and T.O.T.S. for all clients (Members and non-members). All participants should be sero-positives. Average attendance for one session is between # 35 to 40 clients. The session is conducted as follows:-

- i) **REPORT** on clients who are sick at home or admitted in hospitals;
 - Name of patient.
 - Place of domicile.
 - Kind of illness.
- ii) **LESSON:**
After the patients report the clients are taught a selected lesson on AIDS education for that particular day for one hour.

iii) **TV/VIDEO SHOW:**

When the lesson session is over, we show the clients TV/VIDEO Cassettes on AIDS Education.

iv) **REFRESHMENTS AND FARE:**

While the TV/Video Show is on session, the clients are given some refreshments (Soft drinks and eggs) and fare for bus transport back to their homes.

2. **INDIVIDUAL COUNSELLING:**

This activity is done three days per week, on Mondays, Wednesdays and Fridays from 9:00 a.m. to 1.30 p.m. It is conducted by Volunteer Counsellors in the office on prepare clients to explore and discuss with his fears anxiety, misconception and encourage clients on HIV voluntary test, if positive help them to realise and coping, they are still valued as human being.

3. **HOME VISITS AND HOME BASED CARE:**

This programme helps people with HIV/AIDS to learn more about AIDS Education. They get the knowledge on how to prolong their lives. When we visit patients at their homes or hospitals we counsel them on positive living.

- (i) To accept and acknowledge that they are HIV/AIDS a disease which has no cure or vaccine.
- (ii) To continue working as long as they are strong.
- (iii) We teach their family on how to prepare a balanced diet for sero positive people and how they can protect themselves from getting HIV Virus.
- (iv) We advise their family patients to change their behaviours (Traditionally/Culturally).

- (v) We advise patients to reduce stress or depression, as this controls their immune system.
- (vi) We counsel them to take special care on their physical health and treat any symptoms of ill health as soon as they occur, otherwise the situation may worsen and it may be difficult to treat.
- (vii) We also advise them to try their level best to understand their status, their bodies and their feelings etc.
- (Viii) We insist on them to be well acquainted with all basic facts on HIV/AIDS by reading pamphlets and news letters about HIV/AIDS.
- (ix) We convince them to join our Organisation SHDEPHA+ and attend group counselling regularly in order to learn more about HIV/AIDS and share their experiences with other clients.

Once they are free and transparent to talk about HIV/AIDS openly, then they shall be able to fight against the epidemic vigorously.

This are two activities which go together and they are done twice per week, on Tuesdays and Thursdays the whole day long. Both, activities are conducted by Volunteer Counsellors who ferry in private transport to different places where the patients live. They give services on counselling, material support to the patients concerned.

4. COMMUNITY EDUCATION OUTREACH PROGRAMME AND DISTRIBUTION OF CONDOMS

This activity conducted by peer educators for seeking venues places at workplace, bars, marketing, fishing area, mobile population area, this activities done four times per month.

At that area peer educators start by showing drama, poem which is stimulate the gathering people who are coming for HIV education to ask a questions about HIV spread, prevention and using condoms, behaviour change and ask for how can educate their children and young people. After session they make

discussion on their question asked and exchange ideas, then followed by distribution of IEC materials and condoms.

5. GO PUBLIC

This activity is done by positive members who are able to come out by disclosing their HIV status to the public. In order to educate community about HIV/AIDS/STD's they gave correct information/ Education to the community on prevention and control of the epidemic. This activity conducted in Mosques, Churches, Schools, Institutions, Universities, Workshops and Conferences.

6. TRAINING OF IMPLEMENTORS

This is activity done by SHDEPHA+ staff on conducting preparing learning materials and facilitate training for TOTs, counsellors, home carers and peer educators who support of local HIV ambassadors to promote community behaviour change and acceptance of people living with HIV/AIDS and affected by HIV/AIDS epidemic and to hormones coordination and Management SHDEPHA+ activities in the community.

7. PREPARE PRINTING AND DISTRIBUTE HLMs/IEC MATERIALS INCLUDING POSTERS, BROCHURES AND SHDEPHA+ NEWSLETTER

This activity is of producing, distribute and dissemination of HIV/AIDS/STD's information to the general public.

8. INCOME GENERATING FOR POSITIVE WOMEN (WIDOW/ORPHANS)

This activity is done by the positive women of SHDEPHA+ income generating to sustain their living on producing Batik and other handcrafts which are made after getting a small assistance from donors for help that activity. Also money earning from that materials help orphans needs.

**9. ADVOCACY FOR HUMAN RIGHTS - LEGAL SERVICES
INHERITANCE FOR WIDOW AND ORPHANS.**

This activity is done on conducting workshops/seminars for PLHA's members on facilitating by lawyer for importance of Ethics, Law and Human Rights on HIV/AIDS, this work is attempt to provide basic knowledge on rules governing the writing of a valid will and the procedures to be followed after ones death, describe on their children rights also that knowledge help PLHA's members to pressurise authorities on HIV/AIDS/STD's policy.

**10. AWARENESS CAMPAIGN USING VIDEO SHOW, TVs, RADIO
PROGRAMMES MAGAZINES**

This activity is for organise and conducting Video show to the community, schools, institutions and working place, also we were collaborate with Media on preparing TVs and Radio programmes, Newsletters to educate community about HIV/AIDS/STD's.

**11. AWARENESS AND SENSITIZATION THE COMMUNITY,
GOVERNMENTS LEADERSHIP TO REDUCE STIGMA AND
DISCRIMINATION AGAINST PEOPLE LIVING WITH
HIV/AIDS/STD's**

This activity done on conducting workshops/seminars to introduce SHDEPHA+ all over country and its objectives to the community leaders at regional and districts level. To involve all leaders in the problem identification and exchange of experiences in order to enable SHDEPHA+ to compliment efforts being done by the community and improve the well-being of persons living with HIV/AIDS because the stigma and discrimination against people living with HIV/AIDS is common in Tanzania. Many people will not admit that a sick relative could be suffering from HIV/AIDS. Discrimination and lack of awareness of legal rights contribute to the secrecy of the epidemic. Shortage of drugs and skilled counselling in most places were PLHA's go for assistance is frustrating.

12. NETWORKING WITH OTHER NGO's NATIONAL AND INTERNATIONAL LEVEL

SHDEPHA+ has collaborate with other NGO's National and International Network, this activity enhance for exchange ideas, learning from others and increase knowledge on Management skills, attending the meetings and workshops.

13. HIV/AIDS EVENTS

SHDEPHA+ members participate HIV/AIDS events like World AIDS Day, World AIDS Campaign, Memorial of People whose passed away by HIV/AIDS, Candle Lighting, SABA SABA Trade Fair were we distribute HIV learning materials, poster, brochures, Video show, counselling and live experience on living positively with HIV/AIDS. Also we show and sell handcrafts materials which made by positive women.

CONSTRAINTS

SHDEPHA+ has faced various constraints such as :-

- a) Capacity Building and Organisational Development (OD)
- b) Management skills
- c) Lack of own office building and orphans centre to cater for orphans needs i.e. shelter, food, uniforms, school fees and medicines.
- d) Lack of fund to perform activities as planned
- e) Lack of funds to strengthening organisational operational activities of SHDEPHA+ Regional and District branches including lack of the transport (vehicles, motorcycle and bicycles)

- f) New model equipments Cinema Van, Music equipments, TVs, Computers, Telephones, Email, Internet, Video shooting, for office use.

SUCSESSES

1. Measures to prepare members understand their responsibilities towards their organisational and using them on Administrative Management and activities.
2. SHDEPHA+ already established known and accepted by the community on their activities which is benefit of the control and prevention HIV/AIDS/STD's in the country.
3. Many positive people come to join organisation and like to be open on their status by individuals on reducing stigma, discrimination, denial for people living with HIV/AIDS.
4. SHDEPHA+ is presented by National Advisory Board (NABA), National AIDS Committee (NAC), UNAIDS Technical Working Group (TWG) and Ethics, Law and Human Rights secretariat at National and Regional level.

FUTURE PLAN

It is to expand and integrate SHDEPHA+ activities for remain Regional and Districts all over country and strengthening those which are already established.

CONCLUSION

We are a resource to be taped, toilerod and utilised for the recquired behaviour change. We need to change our attitudes. Our laymen experience shared with others on possible behaviour change should influence others to change being a process also and most of the time slow compells.

SHDEPHA+ to hasten its pace, and leave no grace for HIV transmission to linger about. Proper care of the sick is important, hence colleague, the government, donors and to as well wishers are requested to empower the PLHA's from the little effort shown by SHDEPHA+. It is an obvious human rights issue to be appreciated.

Let us all unite !!
SHDEPHA+
Here we are
WE LOVE YOU
We hope you love us too
WE STILL LIVE IN HOPE
Though we live with HIV/AIDS !!
WE SHALL LIVE IN HOPE OUR NATION WILL BE RESCUED.

**SERVICE HEALTH AND DEVELOPMENT FOR
PEOPLE LIVING WITH HIV/AIDS**

(SHDEPHA+)

C O N S T I T U T I O N

HEAD QUARTERS:

**AGGREY ST. NO.3,
P.O. BOX 13713,
DAR ES SALAAM.
TEL. 181849
181850**

1999

**THE CONSTITUTION OF SERVICE HEALTH AND
DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS**
(SHDEPHA+)

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LIGAL STATUS, OBJECTIVES AND DEFINITION**

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C O N S T I T U T I O N

C H A P T E R O N E

N A M E, C O M M E N C E M E N T A N D A P P L I C A T I O N, H E A D Q U A R T E R S, O B J E C T I V E S, D E F I N I T I O N A N D L E G A L S T A T U S

A R T I C L E 1

N a m e

The name of the Organisation shall be Service, Health and Development for People Living with HIV/AIDS and shall be known by its acronyms as "SHDEPHA+" whose official Emblem shall be as shown in the Schedule to this Constitution.

A R T I C L E 2

C o m m e n c e m e n t a n d A p p l i c a t i o n

This Constitution shall come into operation immediately after it is adopted by the General Assembly and shall apply at all levels of SHDEPHA+ from the District, Regional to the National Level.

A R T I C L E 3

H e a d q u a r t e r s

The Headquarters of SHDEPHA+ shall be in Dar Es Salaam and its Postal Address is P.O. Box 13713 DarEsSalaam.

ARTICLE 4

Legal Status

SHDEPHA+ is a non - political and non - profit organisation registered under the *Societies Ordinance* (CAP 337) that shall have perpetual succession and a common seal and shall be capable of suing and being sued, hold property and dispose of it, in its own name.

ARTICLE 5

Aims and Objectives

The Aims and Objectives of SHDEPHA+ shall be:-

- (a) to ensure that the required services are rendered to the sick people particularly those affected by HIV or AIDS - related diseases;
- (b) to fight for the rights of the AIDS - affected persons and ensure that they are neither discriminated upon nor alienated by society;
- (c) to ensure that whatever assistance aimed at the PLHA does actually reach them and the same is used as planned or for the purpose it was given;
- (d) to identify and assist PLHA in order to improve their health standards particularly by giving them nutritious food;
- (e) to educate PLHA in order to improve their health standards, particularly by giving them nutritious food;
- (f) to co-ordinate, liase and or advise or co-operate with any person or body of persons that assist PLHA in the better way of taking care of the PLHA;
- (g) to help set - up support groups amongst the people who live with PLHAs in areas where they are non - existent and help strengthen the existing ones;
- (h) to strive for the procurement of affordable and accessible drugs for the management of opportunistic infections and make them available to support groups that live with PLHAs;

- (i) to ensure that all drugs and vaccine are ethical, clearly explained, strictly monitored and trial participants fully insured, against any negative drug effects;
- (j) to identify, encourage the set - up and support any AIDS orphans centres;
- (k) to encourage and pressurize for legislation and government commitment for the protection of the basic rights and fundamental freedoms of the PLHA including, the right to travel, employment, marry and obtain insurance cover,
- (l) to generally raise AIDS' awareness among young people with emphasis on the vulnerability of young women to HIV infection through print and media;
- (m) to strive to achieve these objectives by working and co-operating with the people and any group at the community level having similar aims and goals as SHDEPHA+
- (n) to co-operate with any person, body of persons, firm, organisation or group, whether registered or otherwise, local or international for the furtherance of SHDEPHA+ aims and objectives.
- (o) to do whatever possible and necessary for the general purpose of assisting PLHA;

ARTICLE 6

Definition

In this Constitution unless the context otherwise requires:-

"AIDS" means Acquired Immunodeficiency Syndrome.

"Board" means the Board of Trustees of SHDEPHA+ established under Article 25 of this constitution;

"Executive Committee" means the Executive Committee of SHDEPHA+;

"General Assembly" means the General Assembly of SHDEPHA+;

"HIV" means Human Immunodeficiency Virus;

"Organisation" means SHDEPHA+;

"Secretary General" means the Secretary General of SHDEPHA+;

"PLHA" means people living with HIV/AIDS and PLHAs shall be construed accordingly;

" Rules " means the Rules of SHDEPHA+ made under Article 27 of this Constitution.

CHAPTER TWO

MEMBERSHIP AND RESPONSIBILITY

ARTICLE 7

Membership

- (1) Any person who accepts the objectives of SHDEPHA+ as enshrined in this Constitution may become a member provided that he or she:-
 - (a) is a citizen of Tanzania.
 - (b) is not less than 15 years old.
 - (c) is of sound mind.
- (2) Any person who wants to be a member of SHDEPHA+ shall submit his or her written application, addressed to the Secretary General, specifying his or her name, age, sex , nationality, occupation, address and place of domicile.
- (3) Upon receiving such applications, the Secretary General shall forward all applications that have met the requirements of paragraph (1) of this Article to the Executive Committee for final decision on whether or not to grant such application.
- (4) There shall be special Membership Forms which may be collected from the Secretary General's Office which forms shall be filled by all aspiring members for purposes of paragraph (2) of this Article.
- (5) All applications shall be accompanied by application fees, payable in cash, the rate of which shall be fixed by the Executive Committee.
- (6) A member of SHDEPHA+ shall not be a member of another organisation having similar aims and objectives as those of SHDEPHA+.

ARTICLE 8

Cessation of Membership

A member may cease to be a member if:-

- (a) he or she tenders a letter of resignation which is accepted by the Executive Committee;
- (b) he or she is expelled from the Organisation by the decision of the General Assembly to gross indiscipline, violation of this Constitution, failure to pay Membership Fees for three consecutive years or for any other reason the General Assembly deems sufficient to warrant expulsion or dismissal;
- (c) he or she dies;
- (d) he or she no longer meets the requirements of paragraph (1) of Article 7 of this Constitution.

ARTICLE 9

Members' Responsibility

It shall be the responsibility of all members to:-

- (a) attend all meetings when and where required to do so;
- (b) vote when and where called upon;
- (c) be faithful and truthful;
- (d) keep as confidential all private information on PLHAs; and
- (e) keep as confidential any information classified as such by the organisation;
- (f) contribute to the organisation whether materially or financially when called upon; and
- (g) observe, respect and safeguard this constitution and any rules or by laws made under its authority;

CHAPTER THREE

ORGANIZATION, ORGANS, OFFICIALS, POWERS AND RESPONSIBILITY

ARTICLE 10 **Organisation**

SHDEPHA+ is a nationally based organisation with membership and branches in various parts of Tanzania Mainland. As such SHDEPHA+ shall have the following hierarchy:

- (a) the District office
- (b) the Regional office, and
- (c) the Head Office

ARTICLE 11 **Organs**

1. The organs of SHDEPHA+ are the General Assembly, the Council, the Executive Committee and the Secretariat and the standing committees of the Executive Committee.
2. The General Assembly shall be composed of all members of the Executive Committee, all members of the council and such other members elected by their respective branches to represent them at the meetings of the General Assembly.
3. The council shall be composed of all members of the Executive Committee, Chairperson and secretary of each Regional office.
4. The Executive Committee shall be composed of the Chairperson, Vice - Chairperson, Secretary General, Treasurer, Executive Officer and four other members elected by the General Assembly from amongst its members.
5. The Secretariat shall be composed of the Secretary General, Executive Officer, Treasurer and other supporting staff as may be recruited by the Executive Committee.

6. There shall be the following standing Committees of the Executive Committee:-
- (a) Administration and Disciplinary Committee
 - (b) Counselling and Service and;
 - (c) Education, Information, Cultural and Sports Committee
7. The composition of the Standing Committee shall be determined by the Executive Committee which shall take into account the need to incorporate members from outside the Executive Committee.

ARTICLE 12

Officials and Powers

The Officials of SHDEPHA+ shall be:-

- (a) The Chairperson who shall be chairing all meetings of the General Assembly the council and the Executive Committee and shall in consultation with the Secretary General, convene all such meetings. He shall be the chief spokesperson of the organisation and signatory to all agreements that SHDEPHA+ shall enter into and one of the signatories on the cheques of the organisation.
- (b) The Vice - Chairperson who shall have and exercise all the powers conferred upon the Chairperson whenever the Chairperson is absent;
- (c) The Secretary General, who shall be the Secretary to the General Assembly, the Council and the Executive Committee and shall keep all records of all meetings. In consultation with the Chairperson the Secretary General shall arrange and make preparations for all meetings.
- (d) The Treasurer, who shall be responsible for all financial matters including:-
 - (i) establishing good accounting system;
 - (ii) prepare financial reports both monthly and annual and submit the same to the Executive Committee;
 - (iii) he shall be one of the signatories in all documents that authorise payments including Payment Vouchers, Cheques and Orders.
 - (iv) prepare final accounts.
 - (v) prepare annual budgets.
 - (vi) to do anything of financial nature as shall be directed by the Executive Committee.

- (e) The Executive Officer, who shall be the chief administrative officer responsible for the day to day activities of the SHDEPHA+ office and shall, in particular, do the following:-
 - (i) be responsible for the organisation of the office and staff,
 - (ii) shall prepare schemes of duties of all staff,
 - (iii) shall act as Programme Co-ordinator and be responsible for the preparation of all programmes of action,
 - (iv) shall be responsible for identifying, contacting (and soliciting for funds) all persons and firms, local and international,
 - (v) shall be one of the signatories in all documents that authorise payments,
 - (vi) shall be accountable to the Secretary General and the Executive Committee.

ARTICLE 13

Powers of Organs

- (1) The General Assembly shall have and exercise the following powers:-
 - (a) To elect the members of the Executive Committee;
 - (b) To confirm the appointments of the members of the Board of Trustees,
 - (c) To approve the Budget of SHDEPHA+;
 - (d) To examine and approve annual reports including financial reports;
 - (e) To take disciplinary action against any member or official of SHDEPHA+;
 - (f) Shall be the supreme body of authority with the final mandate in all matters except those for which exclusive power is vested in some other organ.
- (2) The council shall have and exercise the following powers:-
 - (a) to supervise the Executive Committee
 - (b) to approve reports and the budget before they are submitted to the General Assembly

- (c) to approve new membership or cancel or repel any member for good cause
 - (d) to confirm appointments made by the Executive Committee except the appointment of the members of the Board of Trustees.
- (3) The Executive Committee shall exercise power and have functions as follows:-
- (a) To advise the General Assembly in all matters of interest to the Organisation.
 - (b) To ensure that the Organisation is run efficiently and the Constitution is observed, respected and protected;
 - (c) To prepare the Budget and submit the same for approval at the General Assembly Annual Meeting.
 - (d) To prepare and submit before the Annual General Assembly all reports including the financial report;
 - (e) It may convene a meeting of the council or the General Assembly whenever it deems it necessary so to do;
 - (f) To discipline members and officials but such powers shall not include expulsion but may include a warning or suspension;
 - (g) It shall appoint the staff of the Organisation;
 - (h) To appoint members of the Board of Trustees of SHDEPHA+ and submit the same for approval by the General Assembly;
 - (i) It may do anything for the purpose of furthering the aims and objectives of SHDEPHA+ provided that the power to do such thing is not exclusively conferred upon some other organ or body;
 - (j) The members of the Executive Committee shall be accountable individually to the Executive Committee and collectively to the General Assembly; Provided that the General Assembly is retained of its power to discipline any official or organ.
- (4) The Secretariat shall be responsible for the day to day activities of the Organisation and shall be accountable to the Executive Committee.
- (5) The functions of the Standing Committees shall be determined by the Executive Committee.

CHAPTER FOUR

MEETINGS

ARTICLE 14

Meetings of General Assembly

- (1) The General Assembly shall meet only once in a year except where there is a need to convene an extraordinary meeting;
- (2) Quorum for the General Assembly Meeting shall be 50% of the total number of members entitled to attend and vote;
- (3) A notice of at least thirty days before the date of the meeting shall be sufficient.

ARTICLE 15

Meetings of the Council

- (1) The Council shall meet once after every six months.
- (2) Quorum for the Council Meeting shall be 50% of the total number of members entitled to attend and vote.
- (3) notice of at least twenty one days before the date of the meeting shall be sufficient.

ARTICLE 16

Meetings of the Executive Committee

- (1) The Executive Committee shall meet once in every month;
- (2) Elections shall be conducted by a secret ballot;
- (3) A notice of at least one week before the date of the meeting shall be sufficient.

ARTICLE 17
Ad hoc and Standing Committee Meetings

1. The meetings of the Standing Committees shall be regulated by the Chairperson of the respective sub-committee. Provided that quorum at such meetings shall always be 50% of the total number of members thereof.
2. There may be established an Adhoc Committee for special purpose. The meetings of such Committee shall be regulated by the establishing authority.

CHAPTER FIVE
ELECTIONS

ARTICLE 18
Elections Generally

- (1) There shall be general elections after every three years whereby the members of the Executive Committee shall be elected.
- (2) Any person who aspires to be elected shall fill Form F/SE/2 which shall be issued by the Secretariat at a fee fixed by the Executive Committee
- (3) Elections shall be conducted by a secret ballot.
- (4) A contestant who gets above 50% of the votes cast shall have been elected. Provided that where no candidate has secured above 50% the voting shall be repeated and where there are more than two candidates the two candidates who secured more votes than others shall contest in the second ballot to determine the winner.
- (5) Where there is a vacancy in any of the leadership positions, the Executive Committee shall elect any member amongst themselves to act in that vacant post pending formal elections during the first meeting of the General Assembly.

ARTICLE 19
Procedure for Elections

1. The Executive Committee shall be deemed to have resigned on the day of elections and the Chairperson shall thereby invite to chair member of the General Assembly who has been elected as Chairperson of that Extra-ordinary meeting specially convened for purposes.
2. Election of the members of the Executive Committee shall be conducted in the following sequence:
 - (a) election of the Members;
 - (b) election of the Treasurer;
 - (c) election of the Secretary General
 - (d) election of the Chairperson
3. Having been elected the Chairperson of the meeting shall announce the winners and invite them to the High Table to take their respective positions thereby marking the end of the election exercise.

C H A P T E R S I X

MISCELLANEOUS

ARTICLE 20
Voting

Except in matters of discipline, elections or any other matter where the Chairperson directs that there should be a secret ballot, voting shall be conducted by the show of a hand.

ARTICLE 21
Decisions

Except for matters of discipline, elections or any other matter the Chairperson directs that voting is necessary, all decisions of the organisation shall be reached by general consensus.

ARTICLE 22

Sources of Revenue

1. The sources of revenue of the Organisation shall be the following:-
 - (a) Contributions of the members;
 - (b) Subscription and membership fees;
 - (c) Grants from local and international organisations;
 - (d) Loans and credits from financial institutions, individuals and other organisations;
 - (e) Monies collected from fund - raising activities of the organisation.
2. The Secretary General may call upon member to contribute to the fund of the organisation where the rate of such contribution shall be fixed by the Executive Committee

ARTICLE 23

Audit Report

The accounts of the Organisation shall be audited annually by a recognised body of Auditors and Audit Report be presented before the General Assembly for approval.

ARTICLE 24

Patron or Matron

There shall be a Patron or a Matron of the Organisation who shall be appointed by the Executive Committee and confirmed by the General Assembly.

ARTICLE 25

Board of Trustees

- (1) There shall be a Board of Trustees whose members shall be appointed by the Executive Committee and approved by the General Assembly. The Board shall have and exercise all the powers usually vested in such a body by the law relating to trustees currently in force.
- (2) The Chairperson of the Board shall be elected by the General Assembly. In the absence of the Chairperson at any of the Board Meetings the members who are present shall elect one from amongst themselves, who shall chair that specific meeting only.
- (3) All property of SHDEPHA+ shall vest in the Board and the Board shall have and exercise the powers that are usually vested and exercisable by Trustees under the laws of the land currently in force.
- (4) A member of the Board shall hold office for three years and shall be eligible for re-appointment provided that the appointment of the members of the Board shall be done in such manner as to ensure continuity of the Board and to avoid the simultaneous affliction of the term of office of the Executive Committee and the Board.
- (5) The Secretary General shall ensure that the Board is registered as soon as practicable.

ARTICLE 26

Official Languages

The Official Languages of SHDEPHA+ shall be Kiswahili and English. Provided that in the event of conflict for purposes of interpretation of this constitution the Kiswahili text shall prevail.

ARTICLE 27

Rules

There shall be Rules of SHDEPHA+ which shall be prepared by the Executive Committee and approved by the General Assembly and they shall provide, among others, for rules of procedure related to the conduct of meetings, elections, membership and discipline.

ARTICLE 28
Ammendments

This Constitution may be ammended only by a resolution passed by a two - third majority of the members entitled to attend and vote.

ARTICLE 29
Dissolution

SHDEPHA+ may only be dissolved by a resolution passed by a two third majority of the members entitled to attend and vote.

ARTICLE 30
Matters not Provided

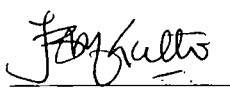
Any matter which is not provided for in this Constitution shall be decided upon by the Executive Committee unless the Executive Committee sees it desirable and fit to forward it to the General Assembly.

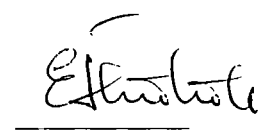
ARTICLE 31
Repeal and Replacement

The Constitution of SHDEPHA+ 1996 is hereby repealed and replaced by this Constitution.

This Constitution has been adopted by a unanimous Resolution of the General Assembly duly convened at Shinyanga on 14th December, 1999.

CONFIRMED


CHAIRPERSON


SECRETARY

**SERVICE HEALTH & DEVELOPMENT FOR PEOPLE LIVING
WITH HIV/AIDS
SHDEPHA +**

Here we are
WE LOVE YOU
We hope the same with you
WE STILL LIVE IN HOPE
Though we live with HIV/AIDS
CAN YOU IDENTIFY US?



Not easy,
Unless we tell you.



NO CURE

But still we can stand a better chance if we take appropriate
measures from the very beginning for we suffer through stages.
You better know yourself early. Do not feel shy please.

'CARE'

Professionals, relatives and friends value us sympathise with us so that
our suffering stages are not bitter to us and you as well.

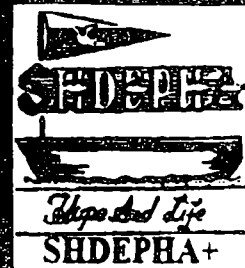
LET US THEN

Educate one another, respect each other, serve one
another and change our lives

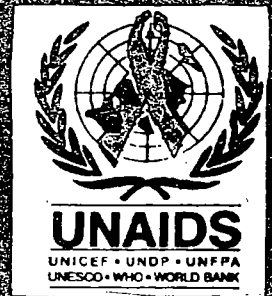
**WE SHALL LIVE IN HOPE
OUR NATION WILL BE RESCUED**

Our heartfelt thanks to our advertiser.
our donor who paid for this advertisement

- **PREPARED BY SHDEPHA +**
- **OFFERED FREE TO CHILDREN, YOUTH, AND ADULTS.**
- **DONATED BY UNAIDS**



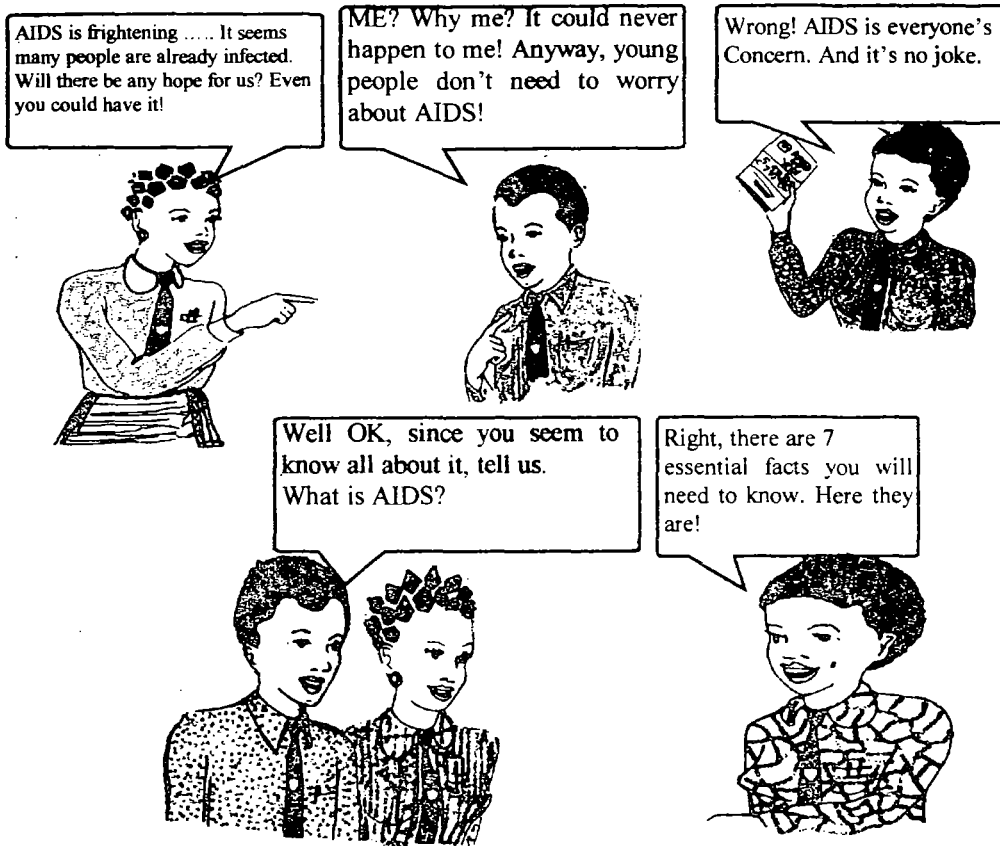
**AIDS
AND
YOU!**



1999 - THEME ON HIV/AIDS

LISTEN LEARN LIVE

WORLD AIDS CAMPAIGN WITH CHILDREN AND YOUNG PEOPLE



7 essential fact that could save your life!

- AIDS (Acquired Immune Deficiency Syndrome) is caused by a virus (a germ) called HIV.
- HIV (Human Immunodeficiency Virus) spreads from one person to another mostly by sex.
- HIV can also spread from infected mothers to their unborn babies, and by dirty needles or razor blades used for skin cutting, and by transfusions of untested blood.
- HIV does NOT spread by shaking hands, sharing a cup, or mosquito bites.
- People infected with HIV (carriers) look healthy for years before they get ill.
- Anyone who has already had sex could be infected so don't take chances with new partner.
- Once someone gets ill with AIDS, proper care and medicine can help them but there is NO PROVED CURE OR VACCINE AS YET. AIDS is still a FATAL (deadly) diseases

YOUR QUESTIONS ANSWERED!

AIDS PATIENTS

Q:- What do people with AIDS look like?

A:-They may look well or very ill. But don't try to tell who has AIDS your self! You could be wrong. Encourage any ill people to get medical help.

HOW CAN I HELP

Q:- How can I help people infected with HIV and people with AIDS?

A:-Visit them, listen to their problems, help with the housework, garden, shopping and child care, bring small gifts of good food such as fruit, show that you care about them. Don't laugh at them!

WHAT ABOUT STD'S

Q:- If I have several STD's will I end up with AIDS?

A:-No, AIDS is a different disease. But the sex partner who gave you STD's (diseases spread by sex) could also give you HIV, the germ that causes AIDS. Think hard about the risks of casual sex. If you and your partner have already decided to have sex then you should use a condom every time.

MOSQUITO.

Q:-What if a mosquito bites an infected person and then bites me?

A:-The HIV dies inside the mosquito and is not injected into the next person it bites. You can't get HIV or AIDS from any insect bites!

BLOOD DONATION.

Q:- Could I get infected by donating bloody?

A:-No. Sterile needles and equipment are always used. Please give blood, you could save someone's life!

CONDOMS

Q:- If I use a condom will I be safe?

A:-Condom reduce the risk of pregnancy, STD's and AIDS if they are correctly used but there is still some risk The only way to be completely safe is to avoid sex.

KISSING.

Q:-Could I get AIDS or HIV by kissing?

A:-Dry kissing on the skin or lips is completely safe. Some doctors think there could be a small risk from exchange of saliva. As far as we know no one has ever been infected with HIV from kissing!

I HAVE TO PRACTISE!

Q:-If I don't have sex now I won't know what to do later.

A:-You can be perfectly healthy without sex. In fact you are more likely to have a happy marriage and healthy children later if you stay a virgin now. Don't worry, you and your marriage partner can learn about sex safely together, later.

LET'S WORK TOGETHER TO SERVE PEOPLE IN NEED!

AIDS MESSAGE – 1999
LISTEN LEARN LIVE

- Children and youths in the World Campaign against Aids. As the message expresses it self lusts on children and youths who are Current Generation, to listen Carefully about Aids Education as provided by parents, Teachers, Human Healthy practitioners, Counsellors and News Media, so as to protect themselves against Aids. Also those mentioned above are supposed to listen to the Children and Youths what they say and how they do understand this year's Theme. Provided their suggestions/views are directed to the intended community about Aids.

Also the message insists the children and youths to learn and practise good habit which will help them to differentiate the good things from bad Ones in their life time. Children and youths are eager to learn as to their ages. Hence adults are expected to give Education to Children and Youths like wise the Children. Then all will educate each other to fight against Aids.

Having listened and learnt we can over come AIDS and live confidently through out our life. Healthier next Generation will develop fearless and Hope to build a strong nation.

Since the Children and Youths are the Resources of next generation there is a need to ensure the Security of their health, life, Co-operation among them selves and good guidance in order to build their capacity and let them be aware of their responsibilities in fighting against Aids.

Now you've got us scared! We don't want to die while still young!



Don't worry! AIDS can't be cured but it can be PREVENTED. It's up to you to protect yourselves!



SAY YES TO LIFE
SAY NO TO AIDS

SAY YES – I will study hard during my school days, and avoid giving in to pressures for casual sex

SAY YES – I want happy healthy family in the future, so it's worth staying uninfected now!

SAY YES – I want a good job! I want to travel! I want a better life– so I'll keep myself safe!

SAY YES – It's safer to wait for sex until marriage!

SAY NO to sex for favours – free rides, clothes or money.

SAY NO to easy partners.

SAY NO to “prove” love.

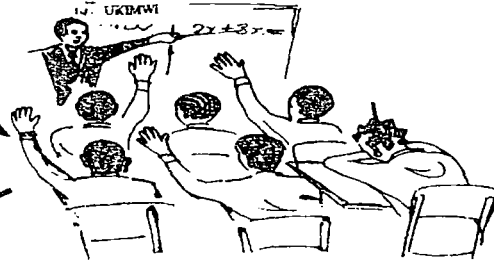
SAY NO to the risk of pregnancy, sexually transmitted diseases (STD's) and AIDS!

Play safe, don't play sex
Don't risk HIV and AIDS

Choose your life – the choice is yours



I made it to secondary school! At night I go out with my boy friends, drinking and smoking. I don't have time for homework!



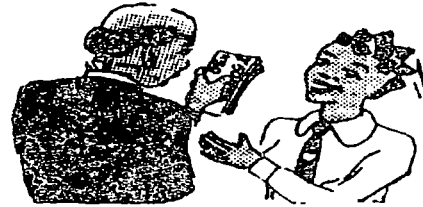
I feel tired in class so I can't work well.



I made it to secondary school! I know that school is for studying. I work as hard as I can.



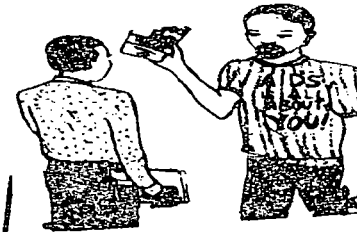
I choose friends who will help me study hard. We stay away from the beer halls!



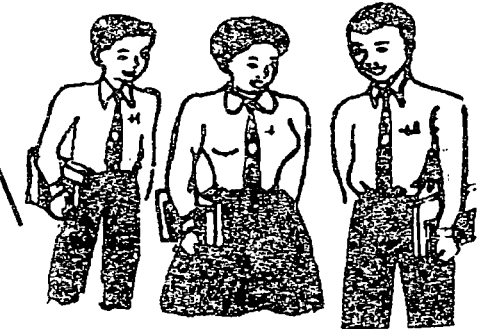
I meet a sugar daddy who promises me money, so I sleep with him.



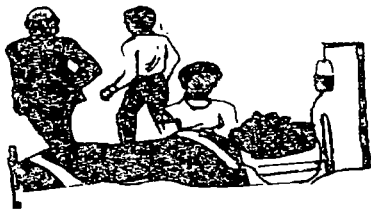
When the teachers find out that I am pregnant, they expel me from school.



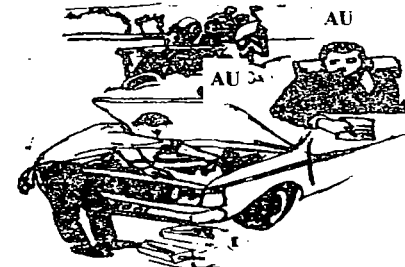
I learn about AIDS. I want to stay safe so I decide to stay single until marriage.



I get a good results. My teachers are pleased with me and my relatives are very happy.



After some years I start to get ill. The doctors say I have AIDS. The sugar daddy goes back to his wife. My boyfriends leave me too.



I get a job and work hard. After some time I meet the girl I love.



We get married and have sex only with each other. Later we have a healthy baby.



In the next year or two I will die, still very young. What a price to pay.

NOTE:- Some people with AIDS were infected by their marriage partners, or by a transfusion with untested blood, or a dirty needle or razor blade. Nobody with AIDS should be blamed. They should be helped and cared for. Through counselling they can be helped to live with HIV.

SHDEPHA+ PROFILE

SERVICE HEALTH & DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS

WHAT IS SHDEPHA+ ?

SHDEPHA+ is an acronym for Service Health & Development for People Living with HIV/AIDS is a National non Governmental Organisation since 21st November 1994 with registration SO 8216. It was originated from personal initiatives fifteen HIV+ people who made on 6th September 1993 and decided to form a body SHDEPHA+ so that they could mobilise their resources to fight the HIV/AIDS epidemic.

SHDEPHA+ MISSION AND GOALS

The SHDEPHA+ Mission and Goals is: To support people who are HIV positive and those with AIDS live positively. In fulfilling the mission of the National for preventive and control HIV/AIDS, SHDEPHA+ will prepare to be open to the individuals status and give collect information of HIV/AIDS Education to the community on prevention and control of the epidemic.

SHDEPHA+ AIMS AND OBJECTIVES

- To act as People Living with HIV/AIDS within the community.

- ▶ To fight for the rights of the AIDS - affected persons and ensure that they are neither discriminated upon nor alienated by society.
- To ensure that whatever assistance aimed at the PLHA does actually reach them and the same is used as planned or for the purpose it was given.
- To identify and assist PLHA in order to improve their health standards. Particularly by giving them nutritious food and drugs for opportunistic diseases.
- To co-ordinate liaise and or advise or co-operate with any person or body of persons that assist PLHA in the better way of taking care of the PLHA.

SHDEPHA+ MEMBERS

According to the organisation's constitutions, rules and regulations consists of only HIV positive individuals by application, registration and subscribing annual membership fees currently Tshs. 1000/-.

SHDEPHA+ ACTIVITIES FALL WITHIN THREE MAIN AREAS:

- Health Services:** Home Based Care, Medical and treatment opportunistic diseases among PLHA and orphans.
- Extension Services:** HIV/AIDS Information, Education, Counselling and Advocacy for Human Rights, Legal rights advise, Out-reach Programmes, enabling:
 - Relatives performs appropriate care of PLHA at home and or hospitals; and care of dependents generally.
 - Public be informed and involved in the fight.
 - Individuals take the responsibility of Positive living within the community and amongst each other.
- Developments Services:**
 - Capacity and Skill Development.
 - Material support for PLHA and orphans.
 - Income Generating Activities (IGA)

SHDEPHA+ ORGANS

The SHDEPHA+ has a following Organs:

- ▶ The Annually General Assembly
- ▶ The Council
- ▶ The Executive Committee
- ▶ The Board of Trustees

The Annual General Assembly is the highest decision-making body and meets annually.

THE COUNCIL

The Council of SHDEPHA+ consists of all members of the Executive Committee and other members elected by their respective branches to represent them at the meetings of the General Assembly.

THE EXECUTIVE COMMITTEE

The Executive Committee of SHDEPHA+ consists of the Chairman, vice Chairman, Secretary General, Treasurer, Administrative cum Financial controller, and five other members. The Executive Committee is responsible for implementing the decisions of the Annual General Assembly and the Board. It is also responsible for overseeing the day-to-day activities of the organisations.

THE SHDEPHA+ BOARD

The Board meets quarterly in a year but may hold an ad-hoc meeting whenever necessary.

SHDEPHA+ BRANCHES

SHDEPHA+ has seven branches in the Regional and District level as following :

Bukoba-Kamachumu, Shinyanga, Kigoma, Arusha, Tanga, Iringa, Dodoma, Mbeya, Kibaha and Ulanga.

*REMEMBER iIts our NATION
WE ARE SAVING FOR THE
BENEFIT OF THE NEW
GENERATION!*

*Learning to look at things together
as a family by joining group is the
beginning of challenging the
diseases. Visit us for more
information at :*

*SHDEPHA+ HEAD
OFFICE*

Aggrey Street no.3

kariakoo area near

Breweries flats

P.o. Box 13713,

Telephone 255-051-181849/50

Fax 255-051-181849

DAR ES SALAAM

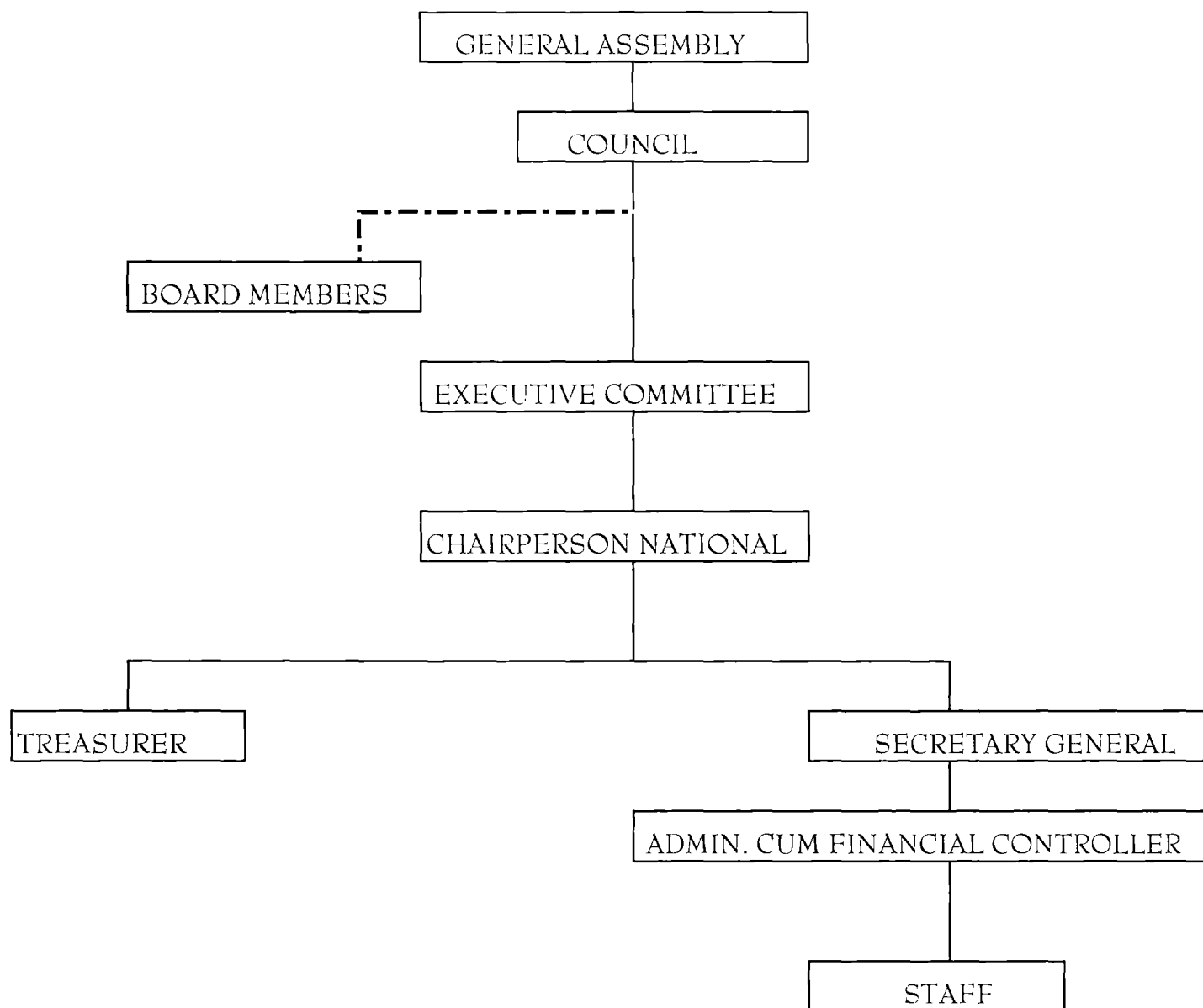
**SERVICE HEALTH &
DEVELOPMENT FOR PEOPLE
LIVING WITH HIV/AIDS
(SHDEPHA+)**

**BODY POSITIVE PEOPLE CARE,
PREVENTION, EDUCATION,
ADVOCACY, ETHICS, LAW AND
HUMAN RIGHTS IS OUR MISSION**

**FOR FURTHER INFORMATION
PLEASE CONTACT:**

**SECRETARY GENERAL
AT HEAD OFFICE
DAR ES SALAAM.**

NATIONAL STRUCTURE OF SHDEPHA+ ORGANISATIONAL



SHDEPHA+ ORGANISATIONAL MEMBERSHIP UPTODATE IN HEADQUORTER AND BRANCHES

NO.	BRANCHES	NO. MEMBERS	FEMALE	MALE	WIDOW	WIDOWERS	YOUTHS	ORPHANS
1	DAR ES SALAAM HEADQUORTERS	15	10	5	7	-	-	-
2	" BRANCH	75	50	25	42	14	17	360
3	ARUSHA BRANCH	48	38	10	31	7	9	122
4	TANGA BRANCH	65	48	17	36	8	13	102
5	IRINGA BRANCH	46	37	9	29	4	15	104
6	DODOMA BRANCH	35	24	11	19	4	13	127
7	KIGOMA BRANCH	90	61	29	43	13	22	186
8	BUKOBA BRANCH (Kagera R.)	80	59	21	56	14	16	375
9	KAMACHUMU BRANCH (Kagera R.)	92	64	28	53	19	14	364
10	SHINYANGA BRANCH	108	60	48	51	17	35	207
11	MBEYA BRANCH	103	78	25	62	19	18	248
12	KIBAHA BRANCH (Coast Region)	62	42	20	26	8	8	480
13	ULANGA BRANCH (Morogoro R.)	42	30	12	23	8	12	102
	TOTAL OF MEMBERS	861	601	260	478	135	192	2777

* Approx. 40 clients for each branch attend for one month for seeking services.

SHDEPHA +

CONSTRAINTS AFFECTING WOMEN LIVING WITH HIV/AIDS VIRUS IN OUR COMMUNITY

Constraints facing women living with HIV/AIDS in Tanzania are mainly caused by our traditional beliefs and culture also poverty.

Problems or Constraints are such as:-

I. DEATH: (Mainly caused by AIDS)

Death of a husband who is the bread earner of the family leave women and children in serious economic problems.

In most cases it is believed that the woman has bewitched the late husband therefore it is used as an excuse to kick them out of the matrimonial homes and completely disinheriting them.

Furthermore, widows are left in great fear of being inherited by the deceased male relatives. This is one way of spreading HIV/AIDS, if one is already infected by HIV/AIDS.

If either husbands or wives die they leave behind single parents and children with disrupted life styles and standard of living.

II. DISCRIMINATION/STIGMA:

- Discrimination in workplaces; (after death of husband due to HIV/AIDS).
- Lack of proper medical and health facilities in hospitals.
- Termination of employees at workplaces after testing positive in medical examination.

III. TRADITION AND BELIEFS:

In our community women are rejected and not heard, for instance:-

- a woman has '**no say upon her body**', for example, a woman knowingly that her husband has several other relationships still she cannot ask her husband to use a condom when they mate. Because, it is a great shame to decide for her husband.
- A woman is not involved in decision- making both in the family or society.
- Wives are not members of the husband family for '**LAND HOLDING**' purposes. Therefore, she has no share of the inheritance.

IV. LACK OF FUNDS FOR SELF-PROJECTS:

In most cases women living with HIV/AIDS are either terminated or not employed in workplaces therefore making them fail to conduct their lives and family. Therefore, because of survival SHDEPHA+ Women's group is prepared to initiate activities which can enable them be active and productive.

For example: We have organized a women's group with the aim of creating employment to women living with HIV/AIDS but, still lack funds for conducting many of our activities.

Our group has written several proposals to different donors and the government but have received no response. Either donors are more willing to give funds for Programme Activities for the Community and give little or no priorities to women groups. Luckily, a few years back DANIDA funded our group with funds for Batik Project.

V. CONCLUSION:

Plans for SHDEPHA+'s Women's Group is to run an Orphans and Widows Centre in order to create an environment where widows and orphans will be able to ventilate their feelings and utilize their abilities in the best possible manner.

The objective being provision of Care, Education and Recreation for Orphans so as to minimise trauma on children and enhance hope and independence on widows.

Beneficiaries being Orphans, Widows, Widowers due to HIV/AIDS, and the community.

Therefore, we ask well wishers and donors to sympathize with us and join hands in the fight against poverty and discrimination facing women and children who are both infected and affected with HIV/AIDS.

Thank-you!

SHDEPHA+ WOMEN'S GROUP

**SERVICE HEALTH AND DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS
(SHDEPHA+)**

**AGGREY ST. NO. 3,
P.O BOX 13713,
DAR ES SALAAM,
TANZANIA.
Tel: 181849/50
Fax: 255 - 051 - 181849**

Our Ref: SHF/05/483

Date: 18th January, 2000

Yours Ref.....

**USA MISSION DELIGATIONS,
c/o USAID
TANZANIA.**

Dear Sir/Madam,

RE:SHDEPHA+ FIVE YEAR PLAN 2000 – 2004

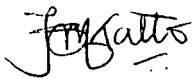
Refer to the heading above.

Management of SHDEPHA+ would like to submit it's five year plan to your country as part and parcel of the programmes which the organisation intends to do for the next five years.

In order SHDEPHA+ to fulfil its organisational objectives we would like to ask you to help us find out donors from your country, both, individuals or agencies donors or elsewhere.

We hope you will take us into considerations

With kind regards,



Joseph B. Katto
CHAIRPERSON - SHDEPHA+ NATIONAL



SERVICE HEALTH AND DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS (SHDEPHA+)

**BODY POSITIVE PEOPLE CARE,
PREVENTION, EDUCATION, ADVOCACY,
ETHICS LAW AND HUMAN RIGHTS IS OUR
MISSION**

FIVE YEAR PLAN

2000 - 2004

SHDEPHA+ SECRETARIAT

AGGREY STREET NO. 3

KARIAKOO AREA

NEAR BREWERIES FLAT

P. O. BOX 13/13

TELEPHONE 255 - 051 - 181849/50

FAX 255 - 051- 181849

DAR ES SALAAM

TANZANIA.

**SERVICE HEALTH AND
DEVELOPMENT FOR PEOPLE
LIVING WITH HIV/AIDS
(SHDEPHA+)**

**BODY POSITIVE PEOPLE CARE,
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FIVE YEAR PLAN

2000 - 2004

**SHDEPHA+ SECRETARIAT
AGGREY STREET NO. 3
KARIAKOO AREA
NEAR BREWERIES FLAT
P.O. BOX 13/13
TELEPHONE 255 - 051 - 181849/50
FAX 255 - 051 - 181849
DAR ES SALAAM
TANZANIA.**

ABBREVIATIONS

SHDEPHA+	-	SERVICE HEALTH AND DEVELOPMENT FOR PEOPLE LIVING WITH HIV/AIDS
AIDS	-	Acquired Immune Deficiency Syndrome
CSW	-	Commercial Sex Workers
PLHA	-	People Living with HIV/AIDS
HIV	-	Human Immune Virus
OD	-	ORGANISATION Development
STD's	-	Sexually Transmitted Disease
TOT	-	Training of Trainers
IEC	-	Information Education Communication
HBC	-	Home Based Care
UNDP	-	United Nations Development Programme
UNICEF	-	United Nations Education Children's Fund
UNAIDS	-	Joint United Nations on AIDS
USAID	-	United States Agency for International Devt.
WHO	-	World Health Organization.
YEGS	-	Youth Economic Groups

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SHDEPHA+ VISION

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- HIV/AIDS Epidemic in Tanzania
- Establishment of SHDEPHA+
- SHDEPHA+ ORGANISATION Structure
- Objectives of the Five years SHDEPHA+ plan
- Summarized Contents of the Plan
- Approval of the Plan
- Summarized Cost Estimates

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PROGRAMME OUTPUTS

PROGRAMME ACTIVITIES

IMPLEMENTATION STRATEGY

COST ESTIMATES

LOGICAL FRAMEWORK ANALYSIS

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PROGRAMME ACTIVITIES

IMPLEMENTATION STRATEGY

COST ESTIMATES

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♦ **ADVOCACY FOR HUMAN RIGHTS**

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♦ **ORGANISATIONAL DEVELOPMENT**

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IMPLEMENTATION STRATEGY

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LOGICAL FRAMEWORK ANALYSIS

SHDEPHA+ AS A FUNCTIONAL NETWORK

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SHDEPHA+ VISION

- (i) **SHDEPHA+ Vision includes:** Health Service, Home Based Care, Medical and Treatment Opportunistic diseases among PLHA and Orphans.
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 - Public be informed and involved in the fight
 - Individuals take the responsibility of positive living within the community and amongst each other.
- (iii) **Development Services:**
 - Capacity Building and Skills Development
 - Material support for PLHA and Orphans
 - Income Generating Activities IGA

Another programme of SHDEPHA+ aiming at strengthening its members programmes focuses on organisational development. SHDEPHA+ expects to sensitise its members on OD especially on the importance of organisational diagnosis and for an appropriate intervention.

INTRODUCTION

1.0 BACKGROUND INFORMATION

◆ The HIV/AIDS situation in the country

In Tanzania transmission of HIV occurs mainly through heterosexual contact beginning in the early teen years and peaking before the age of 30. Since 1983, when the first three AIDS cases in Tanzania were reported, the HIV epidemic has progressed differently in various population and communities located along highways were most affected. According to the epidemic has rapidly spread to rural communities and in 1997, more than 10% of women attending maternity clinics situated in some rural areas have been found to be HIV infected.

The cumulative AIDS cases as reported from surveillance reports collected by the National AIDS Control Programme (NACP) in Tanzania mainland, rose from 25,503 at the end of 1990 to 103,185 in 1997. Over 80% of the reported AIDS cases were in the age group 20 -44 years.

Mortality data from Kagera, Dar es Salaam, Hai and Morogoro districts indicates that less than 40% of all adult deaths occur in hospitals while some AIDS patients are not reported because they die before diagnosis is made. Consequently, NACP estimates the true number of AIDS cases in Tanzania to be 4 to 6 times of that reported. Therefore, the cumulative number of AIDS cases by estimated number of HIV infected persons is over 1.5 million.

◆ The National Response to the epidemic

During the last sixteen years, Tanzania has undertaken many different approaches in attempting to slow the spread of HIV infection and minimise its impact on individuals, families and the society in general. Since 1983, when the first 3 AIDS cases in Tanzania were reported, the HIV epidemic has progressed differently in various population groups while national response has developed itself into phases of programme activities led by the National AIDS Control Programme since 1985.

The programme phases started with a two-years phases called Short Term Plan (1985 - 1986). Subsequent phases were termed Medium Term Plans lasting for five year periods beginning with MTP I (1987 - 1991), followed by MTP II (1992 - 1996) and now the current MTP III 1998 - 2002. Through these programme phases successful national responses have been identified, the most effective ones being those touching on the major determinants of the epidemic and addressing priority areas that make people vulnerable to HIV infection.

2.0 Establishment of SHDEPHA+

SHDEPHA+ is a non-Governmental ORGANISATION since 21st November, 1994 with registration no. SO 8216. It was originated from personal initiatives fifteen HIV+ people who met on 6th September 1993 and decided to form a body SHDEPHA+ so that they could mobilise their resource to fight the HIV/AIDS epidemic.

3.0 SHDEPHA+ ORGANISATION Structure

The Annual General Meeting is the highest body of SHDEPHA+. It is made of all the members. It is the core decision making body for the organisation SHDEPHA+ has Board members an Executive Committee of SHDEPHA+ consists of the Chairman, Vice Chairman, Secretary General, Treasurer, Administrative Cum Financial Controller and five other members. The Board is responsible for suggesting the policies and monitoring the activities of SHDEPHA+, while the Executive Committee is charged with the responsibility of the management controlling and implementation of specific SHDEPHA+ programmes according to the laid down policies and priorities. Also they charged with the responsibility of fund raising preparing meetings and coordinating of activities together with maintenance of proper records both for accounting and data bank.

4.0 Objective of SHDEPHA+

The main objectives of SHDEPHA+ are:-

- To act as people living with HIV/AIDS within the community
- To fight for the rights of the AIDS affected and infected persons and ensure that they are neither discriminated nor alienated by the society.
- To ensure that whatever assistance aimed at the PLHA does actually reach them and the same is asked as planned or for the purpose it was given
- To identify and assist PLHA in order to improve their health standard. Particularly by giving them nutrition's food and drugs for opportunistic diseases
- To co-ordinate, liase advice or cooperate with any individual, (organisation) body of persons that assist PLHA in the better way of taking care of PLHA
- Improving the strategies for HIV/AIDS education aiming at behaviour changes

Overview of the Implementation of the 1994 - 1999 Programme

5. The 1994 - 1999 SHDEPHA+ plan was directed to the establishment of the office and laying a foundation to the implementation of its programme. This period is the infancy stage of SHDEPHA+ and has laid down the basement process has consumed most of the time and resources for most of the activities for SHDEPHA+. Audited Accounts were submitted to the donor as per grant agreement with an unqualified opinion.

Major problems that affected the implementation of SHDEPHA+ activities were inadequate resources (both materially and financially). In order to overcome these problem and to have proper planning the Executive Committee organised a Strategic Planning Workshop which recommended forth SHDEPHA+ activities to be projected for a long period preferably for period of five years. This planning will facilitate proper management, Evaluation, reliable financing plan and enabling SHDEPHA+ members to incorporate the common activities in the plans.

7.0 Objectives of the Five - Years Plan

The Primarily objective of the plan is to provide a better vision of the future SHDEPHA+ as an organisation to establish reliable financial resources for activities, facilitating members networking and coordination activities and compilation of Annual work programme based on the plan for Proper Execution of SHDEPHA+ activities. The secondary objectives is to facilitate proper monitoring, performance, evaluation and impact assessment and programme review after a longer period.

8.0 Summarized Contents of the Plan

The SHDEPHA+ activities are divided into the following programme as follows:

1. Capacity Building for SHDEPHA+ as an ORGANISATION. This would involve strengthening of the Executives (officials) by provision of adequate resources and facilities with a view of improving the effectiveness and efficiency of the officials. The activities also include the improvements of the Networking activities with the Branches.

II. AIDS Education:

This would involve strengthening of the capacity of producing AIDS Education Material, improvement of the quality of AIDS Education material, improvement of skills for educating specific groups of people i.e Women, Youth, Children and dissemination of AIDS Education Information and Materials. Also it will includes Counselling, Voluntary Blood Test, Voluntary Counselling Test, Peer Educators Outreach Programmes for both Young Women and Men ,and Home based care for PLHA's and Orphans.

III. Human Rights:

This would involve improvement in Advocacy Skills for SHDEPHA+ members, lobbying for media collaboration, continued lobbying for the rights of PLHA, women and children.

IV. Organisational Development:

This would involve a recruitment of consultants to a sensitising and diagnosing the member organisation to provide an OD intervention to SHDEPHA+ members is need with view of improving their organisational capabilities and hence development.

V. Networking:

This would involve facilitating networking among branches and other partners or stakeholders in and outside the region. The aim is to improve on performance and facilitate flow of information.

9.0 Approval of the Plan

The plan has been designed by the committees members with the help of the Executives, approved by the Board of SHDEPHA+ General Assembly of 1999.

10.0 Summarised Cost Estimates:

The planned activities would costs in total as summarised below per individual programme in table I here below:

Table 1: Summarised Cost Estimates for the Five Year Plan
(amounts in US\$)

Programme	YEARS					TOTAL COST
	1999	2000	2001	2002	2003	
Capacity Building for SHDEPHA+ as an organisation	263,600	273,600	263,300	263,300	263,300	1,326,800
AIDS Education Programme	55,000	65,000	70,000	67,000	45,000	302,000
Advocacy for Human Right Progr.	120,000	150,000	130,000	110,000	110,000	620,000
Organisational Development Progr.	20,000	41,000	70,000	31,000	21,000	214,500
TOTAL	458,600	529,600	533,300	471,300	439,300	2,422,100

THE PROGRAMMES

CAPACITY BUILDING FOR SHDEPHA+ AS AN ORGANISATION

BACKGROUND AND JUSTIFICATION

SHDEPHA+ was established in 1993 from personal initiatives fifteen HIV+ people who meet on 6th September 1993 and decided to form a body SHDEPHA+ so that they could mobilise collaborate and networking with other NGO's to fight the HIV/AIDS epidemic by going public and live positively. SHDEPHA+ was legally incorporated in 1994 November 21st under the Tanzania Laws. It has now 8 branches in eight regions and the intention is to open branches all over Tanzania.

Having been legally established it become necessary for establishing functioning office for the executive committee with the basic resources. The process of establishing the office begun in 1994 after obtaining funds from DANIDA.

The office is currently manned by a executive chairman without technical or supporting staff with few basic modern facilities. It has a personal computer and Fax. However a higher capacity PC is required for maintaining data-bank/information centre.

SHDEPHA+ as an organisation expects to grow as is has begun and would require a well organised secretariat office with the basic resource and facilities to support its activities efficiently and effectively. Also, to facilitate the growth of SHDEPHA+ it is important to ensure regular and increased Networking activities among. Its branches and other NGO's in the fight against HIV/AIDS.

VISION

SHDEPHA+ as NGO's dealing with people living with HIV/AIDS in Tanzania would be required to provide up todate information and a forum on AIDS activities in Tanzania, managerial support and be accountable to its branches so as to create a creative, functional and vibrant networking mechanism.

PROGRAMME OBJECTIVES

The main objectives on the programme is:-

- To strengthen the office by providing the basic resource with a view of improving its efficiency and effectiveness.
- To improve on the networking among the branches and other NGO's dealing with HIV/AIDS
- To publicise SHDEPHA+ more widely
- To create a sustainable financing plan for SHDEPHA+ as an organisation
- Training of staff in specific skills e.g. Planning, Software Applications applicable to SHDEPHA+, Proposal writing and Presentation

PROGRAMME OUTPUTS

The Programme objective will be realized from the following outputs:-

- ◊ Availability basic resources for the staffs equipment and data bank in all branches
- ◊ Strong networking among branches (members) and other NGO's in fight of HIV/AIDS
- ◊ Participation of SHDEPHA+ in regional and International forum
- ◊ Sustainability in funding sources for SHDEPHA+
- ◊ A useful Data Bank and Information Centre (Programme)
- ◊ Strategically planned activities of SHDEPHA+
- ◊ Timely implementation of activities

PROGRAMME ACTIVITIES

SHDEPHA+ Executive Committee identified a number of needs for the strengthening of SHDEPHA+ as an organisation. All the needs are basic for establishing and sustaining a viable organisation but listed below are found to be of a priority and would be implemented within the five years plan. Most of the activities have started to be implemented in the 1994 - 1999 plans but could not be implemented fully.

1. **Acquisition of Basic office Equipment and furniture for Headquarters and Regional branches**
This shall include purchase and installation of PC's and getting read of the year 2000 problem, and various basic additional furniture.
2. **Improvement of the Documentation Capability of the SHDEPHA+.**
This would like creation of a system of retrieval document, collection and providing periodical report, statistic etc. The Bank and information centre. The Data Bank is expected to have information, such as SHDEPHA+ members profiles.
3. **Facilitation of Networking among SHDEPHA+ members.**
This would include publication of a newsletter for SHDEPHA+ members and public in general regularly where possible on a monthly basic, establishment of SHDEPHA+ data bank and establishment of an information centre. Exchange programmes with other PLHA's NGO's will also facilitate networking.
4. **Planning and coordination of SHDEPHA+ activities.**
Establishment of planning and coordination mechanism for the various SHDEPHA+ programmes with a view of facilitating proper planning reporting mechanism, monitoring and evaluation. This will include planning of review meetings of the responsible SHDEPHA+ Bodies including the Board of Directors, Executive Committee and sub-committees as per SHDEPHA+ constitution.

5. **Publicity Activities**

These will involve publicising SHDEPHA+ in the country and Internationally. This will be complemented by representation of SHDEPHA+ in the regional and International forum whenever possible SHDEPHA+ will present and share its experiences in such forums in panels and workshops discussions and in Booths.

6. **Staffing**

This will involve gradual recruitment of the following staffs by using the available funds and securing volunteer support services;-

- Networking officer/Administrative officer
- Information officer
- Secretary
- Driver
- Programme office (Part time 1)
- Technical officer (1 for each programme)

7. **Training**

- Organisational Development of 3 - 4 staff/members of OD-sub-committees in OD to provide consultancy services to SHDEPHA+ members on Organisational Development matters
- Others: Training staff specific skills such as report writing, proposal writing, software application necessary for SHDEPHA+ etc.

8. **FUND RAISING ACTIVITIES**

These will involve creating a mechanism such that member fees shall be collected on time and encouragement of various members and interested parties to design fund raising activities in line with the SHDEPHA+ policies such as:

- Publishing a Newspapers on various research funding on AIDS and HIV infections in Tanzania.
- Selling T-shirts with AIDS prevention slogans in Tanzania
- Charging fees on the search of information from the SHDEPHA+ data bank for non-members.

8. Accounting system

The main support for the SHDEPHA+ service is an up to date financial information on the organisation. SHDEPHA+ had been using EASUN for providing support in financial administration. The accounting system shall be designed by use of consultancy services. The activity shall also include recruitment of qualified personnel to support the system. The system would be a model to the organisations branches.

IMPLEMENTATION STRATEGY

Most activities under this programme need to be implemented within the first two to three years to enable SHDEPHA+ to undertake its functions efficiently and effectively. The only activity which may require more than three years is the publication of the magazine of the various research findings on AIDS in the country. The Programme will be reviewed after eighteen months of implementation with the envisaged growth of SHDEPHA+ as an organisation. However, depending on the availability of funds the implementation of the activities will be as follows:

- (I) Initially the organisation has an office accommodation which requires to be equipped with the necessary office equipment and few furniture. This shall be followed by the recruitment of staff including arrangements for the recruitment of volunteer staff and designing of a modern accounting system with the necessary financial and accounting regulations to the organisation. At the same time, proper mechanism of co-ordination and control of the SHDEPHA+ activities will be established.
- (ii) Publication of SHDEPHA+ newsletter and establishment of SHDEPHA+ data bank with an appropriate information system will be continued with an intention of having a sound reliable data bank and quarterly publication of the Newsletter.

- (iii) On account of the fund raising activities these will begin after the approval of by the plan by the SHDEPHA+ Annual General Meeting and obtaining the initial capital for funding the fund raising activities.
- (iv) Following the Expected growth of SHDEPHA+ regular transport will be required at the Headquarters. A four wheel drive vehicle will be required. It will be procured for the use of the Headquarters and to support regions SHDEPHA+ branches activities.

COST ESTIMATES

The cost estimates for the programme is US\$ 1,326,800. for the five years as detailed in ANNEX I and have been based on past experience of the organisation similar activities, and prevailing market rates for similar services or goods.

LOGICAL FRAME WORK ANALYSIS

	PROGRAMME SUMMARY	INDICATORS VALUES		MEANS OF VERIFICATION		ASSUMPTIONS AND CRITICAL FACTORS
		OUTPUTS	EFFECTS	OUTPUTS	EFFECTS	
Long-Term Objective	To improve efficiency and Effectiveness of SHDEPHA+	- Useful Data Bank. Information Centre. Improved Skills, Information Flow and effective programme - Availability of strategic plans - Availability of monitoring systems in programmes - No. of people/NGO's using the information centre	- Better implementation of NGO programmes - Effective Communication among SHDEPHA+ members - Availability of resources	- No. of Requests for information from the data bank - Achievements of SHDEPHA+ plans. - Quantity and Quality of Information, Operation and soft-ware applications available for the data bank and information centre	- Amount of funds available for programme - Number of reports/letters/ Newsletters sent and response for in branches - Number of activities implemented by SHDEPHA+ planned	- Availability of resources for the programme - Timely response from members - Revival of the NGO's in HIV/AIDS cooperation shall continue.
Short - Term Objective	- To create sustained programme - To improve networking among NGO's - To publicise SHDEPHA+ more widely - Capacity Building of the SHDEPHA+ Executive committee - To publish SHDEPHA+ Newsletter quarterly	- Number of Newsletter published and disseminated - Representation in Region and International Forums - Availability of operational funds staff, Equipment and Furniture	- No. of Networking activities implemented per year - Recognition by Regional and International organisations - Effective and Efficient Executive Committee - Feedback from the Newsletter readers.	- No. of Newsletters published and circulated - No. of forums represented - Amount of funds, No. of staff, Equipment and furniture. - Records of number of requests for information and response. - Review Meetings	- Communication among SHDEPHA+ members - No. of organisation communicating with SHDEPHA+ - Implementation of SHDEPHA+ Plans	- Improvement of the branches communication infrastructure - Acceptability of SHDEPHA+ by Regional and International Organisations - Availability of Funds
Intended Results	- Efficient and Effective Executive Committee - Availability of basic resources for the Headquarters - Strategic plan and programmes - Effective facilitation of Networking activities - Constant floor of information to and from the stockholders	- Equipment, Furniture, staff, funds, No. of Regional and International forum represented, Newsletters, brochures, posters, published and distributed	- Communication among the SHDEPHA+ members and the Headquarters with other NGO's dealing with HIV/AIDS - Recognition by Regional and International Organisations - Timely implementation of SHDEPHA+ Plans	Progress report	- Responses from SHDEPHA+ members to eachother and to the Headquarters - Feedback from other stockholders	Availability of Funds
Planned Investment	- Staff emoluments, office equipment, furniture, meetings/ workshops, consultancy services and training.	- No of staff, report of workshops - No. of equipment and furniture and consultant report	Effectiveness and Efficiency of Organisations Actors	Progress report	Progress report	- Availability of Funds and effective monitoring and evaluation of SHDEPHA+ activities.

AIDS EDUCATION PROGRAMME

1.0 BACKGROUND AND JUSTIFICATION

HIV/AIDS epidemic and heterosexual transmission has widely affected Tanzania. Although many people are dying efforts are been taken to fight against the epidemic the trend is on the increase. Change of risk behaviors is among the effective ways of preventing further spread of HIV/AIDS and its impacts both social and economical. Hence, AIDS Education to create self-awareness among people about the modes of transmission has been realised by SHDEPHA+ as an important activity done by most of NGO's on HIV/AIDS/STDs. Considering as well SHDEPHA+ aims at strengthening its members for better AIDS Education strategies to effect behavior changes. This would be made by designing appropriate educational programmes and materials targeted to the various group of people among them Children, Youth and Women. Poor designing of AIDS Education materials is identified as one of the reasons why the strategy for behavior change through AIDS Education has not been achieved.

2. In order to achieve a higher impact on the AIDS Education. It is recommended that proper designing based on a through research on the quality of AIDS Education materials available in the country should be made.
3. It is also known that PLHA's are the best educating models using their own life experiences. However, they lack skills to facilitate training/ workshops and need courage for involvement in AIDS Education Programmes. Hence SHDEPHA+ will continue to encourage its members to be involved in AIDS Education programmes. This is also in line with the UNAIDS, strategy of greater involvement of PLHA (GIPA).
4. Children and youth participation in planning and implementing programmes meant for them is important for greater impact. This is because such programmes will have considered many age specific factors for their effectiveness SHDEPHA+ has therefore decide to sensitise its members on the importance of the children and youth involvement and participation in AIDS Education.

5. While others are doing AIDS Education to bring about the desired changes there are few groups which are hindering such efforts due to ignorance, prevailing different beliefs and traditions which favour HIV transmission. SHDEPHA+ has therefore planned to strengthen its member's programmes by identifying such obstacles. A good example is the Traditional Healers Workshop that revealed that the majority of them were lacking the appropriate knowledge on HIV/AIDS and that why they continued claiming that they were curing HIV/AIDS. SHDEPHA+ will therefore use its study findings to advice its members and public in general on how to improve on their AIDS Education Programmes.

VISION

The programme envisages to create skills for providing relevant AIDS Education for specific groups of people in the country and high quality training materials for AIDS Education.

PROGRAMME OBJECTIVES

The main objectives of the programme is to improve the NGO strategies on AIDS Education aiming at increasing coverage in AIDS training in the regions, improve they quality of AIDS training materials and creating self awareness on spread of AIDS so as to prevent further spread of HIV/AIDS. This will also involve improving on the involvement of PLHA in AIDS Education by providing them appropriate skills. Youth and Children involvement and participation in AIDS Education will also be encouraged among SHDEPHA+ members.

PROGRAMME OUTPUTS

The programme objectives will be realised from the following outputs:-

- ◇ Report on the quality of the available AIDS Education materials to the targeted groups in the regions.
- ◇ Improve skills for trainers of AIDS Education among SHDEPHA+ members in Tanzania

- ◇ Availability of AIDS training materials for specific groups in the Branches and at the centre i.e Children, Youth both in and out of school.
- ◇ Increase in the coverage of AIDS Education in the society
- ◇ More involvement of PLHA in AIDS Education programmes
- ◇ Participation of Youth and Children in SHDEPHA+ AIDS Education programmes
- ◇ Identification obstacles to effective AIDS education programme in the country.

PROGRAMME ACTIVITIES

- Researching on materials available on AIDS Education in the country on their relevancy to the targeted groups and suitability to our local situation
- Creation of a resources centres by collection of Educational materials for the members use
- Training of trainers basing on the research finding to facilitate production of better materials focusing on gender and sexuality, also the involvement of the youth and children
- Train members research methodology to enable them to carry out a research on the barriers to behaviour change in their setting aiming at intervention programmes.
- Exchange programmes with other members to facilitate learning from one another
- Encouraging people learning with HIV/AIDS to participate in AIDS Education using their own experience to influence behaviour changes.
- Dissemination of AIDS Education Information
- Identification of barriers to effective AIDS education programmes
- Counselling and Voluntary Counselling Test
- Home Based Care for PLHA's and Orphans
- Peer Educators Outreach Programmes and formation of Youth groups for Ambassadors of Positive Living.

IMPLEMENTATION STRATEGY

Initially there will be conducted a research on the available AIDS Education materials in the region with a view of establishment of their quality and relevancy by use of consultancy services. This will be followed by dissemination of the findings, aiming at designing of new materials basing on the research findings and recommendations. This will include training of trainers and holding regional branches workshop to discuss the research recommendation and reviewing of the Implementation Plan. Finally, there will be the dissemination of the AIDS Education materials by training and publications. It is expected that, this programme will be implemented for five years with a possibility of a review after thirty months of implementation. The major review will be undertaken by use of a consultant to review the programme activities and advice on the improvement of the same including the techniques to be applied for more achievement. Finally the materials will be kept in SHDEPHA+ office for the use by the members and to be kept at the proposed information centre/the data bank. It is expected that a system will be designed to enable all the members to have access to materials. Through workshops and conference guideline for developing AIDS education materials including identification of barriers for AIDS Education together with the recommendation of appropriate measures.

COSTS ESTIMATES

The cost estimates for the programme is US\$ 302,000.for the five years as detailed in ANNEX II and has been based on past experience on similar activities and the prevailing market prices on goods or services.

LOGICAL FRAME WORK ANALYSIS

	PROGRAMME SUMMARY	INDICATORS AND VALUES		MEANS OF VERIFICATION		ASSUMPTIONS AND CRITICAL FACTORS
		OUTPUT	EFFECTS	OUTPUTS	EFFECTS	
Long-Term Objective	- To improve SHDEPHA+ strategy for AIDS Education - Greeting self awareness on spread of AIDS - To bring about a desired behaviour change for HIV/AIDS prevention	- Trained members - Report on the quality of AIDS material - Dissemination of report findings and recommendations - Participation of PLHA in AIDS Education Programme.	- Improved SHDEPHA+ strategy for AIDS Education - Sensitisation of SHDEPHA+ members on the quality of AIDS materials - Self awareness on spread AIDS and the relative effects in the country	- No. of members trained - Report of type and quality of AIDS Education material - Reports published and distributed - No. of workshops - No. of PLHA participating in AIDS Education	- Quality of AIDS Education provided by SHDEPHA+ - Self awareness among the people region	- Co-operation from the users and the authors of the various education materials. - Availability of PLHA willing to participate in AIDS Education using their own examples.
Short-Term Objectives	- Improve materials and skills of trainers of AIDS Education - Improve on involvement of PLHA, children and youth.	- Report on the type and quality of AIDS materials - Training of Trainers of AIDS Education - Training of PLHA	- Record on the type and quality of AIDS Education materials - Improved participation of PLHA in AIDS Education	- No. of Trainers trained - No. of PLHA trained	- Quality of AIDS materials - Methodology applied by PLHA in AIDS Education	Same as above
Intended Results	- Improved skills for providing AIDS Education - Improvement of the quality of AIDS Education materials - Availability of AIDS training materials for specific groups	- Trained members. Trained Trainers. Report on the type quality of AIDS education - Publication of Report on quality and type of AIDS materials - Relevant AIDS training programme.	- Improved quality of AIDS Education programme and coverage by SHDEPHA+ Branches.	- No. of members trained - Types and quality of AIDS training materials. - Relevancy of AIDS training materials	Same as above	Same as above
Planned Investments	Consultancy service. Publication Training	Consultancy Report. No. of Trainers Trained, No. of PLHA participating in AIDS training activities	Improved quality of AIDS Education and coverage by SHDEPHA+	Progress Report	Progress Report	Unavailability of regular Progress reports

ADVOCACY FOR HUMAN RIGHTS PROGRAMME

BACKGROUND AND JUSTIFICATION

The number of people with HIV that causes AIDS is even more alarming. Estimates based on blood donor prevalence show that about 2.4 million Tanzanian by the year 2000 might be infected. It is noted that HIV/AIDS has given rise to multiple issues relating to Ethics, Law and Human rights of PLHA's, their families, communities and the society in general. Most crucial issues include those pertaining to:

- Confidentiality and Privacy
- Informed consent to HIV Testing
- Freedom from all forms of discrimination
- Freedom from social harassment and stigmatization
- Euthanasia and HIV/AIDS
- Pre- marital HIV Testing
- Pre-employment HIV Testing
- Protection against discrimination in accessing housing, health care Education and other services.
- Criminalization of "wilful" HIV infection
- right to travel and seek asylum
- Inheritance rights of survivors in the families affected by the epidemic.

At present there is little attention being paid to these issues here in Tanzania, mainly due to a low level of social awareness as well as the inadequacies in legal provision and enforcement. This means that the question of formulating an appropriate legal framework for HIV/AIDS prevention and to sensitise and involve the society at large is very crucial.

VISION

SHDEPHA+ members to have understanding on the human rights relating to PLHA's women and children and provision of the same in the governing policies and regulations. Hence SHDEPHA+ through Legal Officer will train and sensitize its members about Human Rights in relation to HIV/AIDS and improve on the skills to advocate for the Human Rights.

PROGRAMME OBJECTIVES

The main objectives of the programme is to advocate and strengthen the ability of SHDEPHA+ members in bringing about the desired changes in all discriminatory laws, practices and policies.

To promote and advance the principles of non-discrimination, equality and rights in relation to all persons affected by HIV and AIDS primarily through advocacy/lobbying, training and litigation by providing legal support services to PLHAs when confronted with human rights abuses.

PROGRAMME OUTPUTS

The programme objectives will be realised from the following outputs:-

- Policemen and Regulations with provisions of human rights relating to PLHA's
- Participation of the SHDEPHA+ members in HIV/AIDS activities in the Region (Branches in Tanga, Arusha, Kigoma, Shinyanga, Bukoba, Iringa, and Kamachumu).

PROGRAMME ACTIVITIES

- Increment improvement of advocacy and lobbying activities done by SHDEPHA+ members.
- Holding a workshop on legal/laws/legislation that are related to violation of Human Rights in relation to HIV/AIDS.
- Sensitizing traditional healers and practitioners on Human Rights aiming at their co-operation in advocating for human rights and protect the rights of their patients some of whom are AIDS patients in the region.
- Promote public legal literacy on HIV/AIDS Cultural, Legal and Ethical challenges.
- Sensitize, educate and empower people most vulnerable to HIV in our society in particular women, youth and the people living with and affected by HIV/AIDS.
- Provide a forum for sharing information among members on legal and ethical issues pertaining to the epidemic.
- Advocate for legal reforms to provide equal rights to all irrespective of HIV sero status so as to promote full participation of every individual in the national response.
- Contribution to the preparation of the draft legislation and guidelines to protect PLHA's as well as population as a whole.
- Monitor and counter human rights abuse
- Provide legal support services (litigation in courts of law, legal counseling etc.) to PLHA when confronted with human rights abuses.
- To lobby for availability of antiretroviral drugs for PLHA's in the SHDEPHA+ Branches.

IMPLEMENTATION STRATEGY

The programme is desired to activate the members and the public in general to be aware of the violation of the Human rights relating to PLHA, women and children so as to bring about elimination of the same this programme shall be implemented by hiring a consultant in order to obtain findings materials and information on most of the violated regular workshops so as to sensitize members to lobby on the rights of PLHA, women and children, finally the lobbying will be made by SHDEPHA+ as an organisation.

It is expected that the programme will be implemented for Five years with an impact assessment after six months of the implementation together with reviews to make changes wherever necessary.

COST ESTIMATES

The cost estimates for the programme is US\$ 620,000.the period of five year as detailed in a workplan and has been based on past experience on the like activities, and prevailing markets rates on good or services.

ORGANISATIONAL DEVELOPMENT

BACKGROUND AND JUSTIFICATION

Organisational Development (OD) is a new concept in East Africa irrespective of its importance in the growth and development of an organisation. The study on the AIDS related NGO's in Tanzania revealed that the organisations lacked the knowledge of organisational development. In this regard therefore the concept of "Going Concern" for the organisational development intervention did not exist. This attributed to the existence of short-lived organisations leading to the end of some of the established activities without proper documentation and reporting. SHDEPHA+ has identified EASUN (The East African Support Unit for NGOs) to sensitise its members on the importance of OD interventions as well as providing interventions to SHDEPHA+ as an organisation.

VISION

SHDEPHA+ members organisations developing in the expected NGO's growth caves-this will facilitate laying out organisations will a spirit of growing and developing without crisis.

PROGRAMME OBJECTIVES

The programme objectives is to enable SHDEPHA+ members lay out organisations that are growing and developing in achieving their objectives thus being a "Going Concern" and hence more effective and efficient.

PROGRAMME OUTPUT

- SHDEPHA+ appropriate growth and Development
- Report on organisational Deficiencies in SHDEPHA+ branches
- Trained members Organisational Development
- Establishment SHDEPHA+ OD services to its members

PROGRAMME ACTIVITIES

- Workshops for members and SHDEPHA+ staff on report, proposal writing
- Train OD - specialists among its members/staff
- Continue sensitising members on the importance of OD - interventions to their organisations.
- Study the Network and individual member organisations to identify organisational deficiencies and recommending remedial measures
- Dissemination of study outcome to Network, Individual member organisations and interested parties
- National and Regional workshops to discuss the study outcomes
- Compilation of an action plan with an appropriate proposed budget
- Recruitment of an OD intervention consultant to assist the implementation of the action plan
- Training members in OD especially the aspects identified as major weakness to their organisation
- To establish SHDEPHA+ OD support unit
- Document interventions to SHDEPHA+ members for learning purposes to others
- To have an OD-interventions to SHDEPHA+ every two years
- Continue monitoring and evaluating SHDEPHA+ activities according to plans

IMPLEMENTATION STRATEGY

The programme activities will be directed towards the strengthening of the managerial capabilities within the network and in branches. Although sensitisation workshops on organisational Development were held in 1999 may the impact has not been assessed. Initially training on report I proposal writing will be conducted through workshops to be held once in each branches. SHDEPHA+ would initially undertake a study on its members so as identify the study individual members. Following the study, individual members would be encouraged to use recommendations to improve on their organisational development. Regular workshops will be held to enable the members to exchange ideas and to assist them in the implementation of what would be recommended for the branches by the consultants. At the same time, it is expected that, there will be a continued assessment and sensitisation of SHDEPHA+ members on organisational growth including SHDEPHA+ as an organisational. It is expected that SHDEPHA+ members would be trained in organisational development in the area identified as major weaknesses to their organisation.

COST ESTIMATES

The cost estimates of the programme is US\$ 214,500. as summarized in ANNEX IV and has been based on past experience of the organisation on similar activities and prevailing market rates on goods or services.

LOGICAL FRAME WORK ANALYSIS

	PROGRAMME SUMMARY	INDICATORS AND VALUES		MEANS OF VERIFICATION		ASSUMPTIONS AND CRITICAL FACTORS
		OUTPUT	EFFECTS	OUTPUTS	EFFECTS	
Long-Term Objectives	- Enabling SHDEPHA+ members to create organisations that are developing and achieving their objectives	- Workshops, Trained members in organisational Developments Skills - No. of SHDEPHA+ branches which have employed OD interventions.	- Organisations which are well organised to achieve their goals - Well progressing SHDEPHA+ in OD - More efficient staff	- No. of workshops - No. of Trained members - No. of SHDEPHA+ staff Trained	- Periodical Reports and Progress Reports - Reports from branches	- Availability of funds - Acceptance of the modal organisation structures by member organisations - Better flow of information and reports from members
Short-Term Objective	- To study the SHDEPHA+ members organisational deficiencies. - Continuous evaluation of the member organisations - Creation of SHDEPHA+ OD support unit. - Enhancing report proposal writing skills for the members and the branches	- Consultancy report identifying organisational weaknesses - SHDEPHA+ OD Consultancy Unit - No. of trained staff in OD - Workshop on report/proposal writing skills - To document members on OD	- Dealing with particular organisational weakness in an organisation - Reduction of dependency of external consultancy services in OD - improved Report and proposal	- Consultancy Report - Action Plan - SHDEPHA+ OD support Unit. - Trained staff and members in Organisation Development - No. of workshops. - Workshops Reports	- Quality of Periodical reports and proposal presented by SHDEPHA+ and its members - Effective Organisation structures of SHDEPHA+ and its members and SHDEPHA+	- Co-operation of the SHDEPHA+ member to the consultant. - Availability of Funds.
Intended Results	- Improvement on the organisational deficiencies - Charting out implementation plans for the improvement of the organisation.	- Consultancy Report - Action Plan on how to eliminate specific organisation deficiencies and SHDEPHA+ OD Support Unit.	- Organisations that's well organised to achieve its objective.	- Review of consultancy report - Action Plan - SHDEPHA+ OD Support Unit - Trained staff and members in OD - No. of workshops - Workshop Report	-Quality of periodical reports and proposals presented by SHDEPHA+ members and SHDEPHA+ staff -Organisation structure of SHDEPHA+ members -Use of the services of OD unit	- Availability of funds for continuous assessment - Members acceptability and OD concepts
Planned Investment	- Consultancy services, training/ sensitising, workshops, staffing and equipping of SHDEPHA+ OD consultancy unit.	- Consultancy report, workshops, Reports, SHDEPHA+ OD support unit and No. of periodical reports by members and staffs	- Progress Reports (mid year and annual Reports)	- Progress Reports (mid year and annual Reports)	Progress Reports	- Availability of progress reports on time - Availability of funds

ANNEX I OF SHDEPHA+ FIVE YEARS PLAN
ANNEX I : COST ESTIMATES COSTS: CAPACITY BUILDING FOR SHDEPHA+
AS AN ORGANISATION PROGRAMME

ITEM	ITEM DESCRIPTION	Y	E	A	R	S	TOTAL
		2000	2001	2002	2003	2004	
1.1	SALARIES						
	(i) Administration Cum Financial Controller US\$ 625 Pm	7,500	7,500	7,500	7,500	7,500	37,500
	(ii) Information Officer (1) US\$ 500 Pm	6,000	6,000	6,000	6,000	6,000	30,000
	(iii) Personal Secretaries (2) US\$ 800 Pm	9,600	9,600	9,600	9,600	9,600	48,000
	(iv) Office Attendants (2) US\$ 400 Pm	4,800	4,800	4,800	4,800	4,800	24,000
	(v) Driver (1) US\$ 225 Pm	2,700	2,700	2,700	2,700	2,700	13,500
	(vi) Programme officer/Legal Adviser US\$ 500 Pm x 2	12,000	12,000	12,000	12,000	12,000	60,000
	(vii) Watchman (2) US\$ 375 Pm	4,500	4,500	4,500	4,500	4,500	22,500
	Sub-Total	47,100	47,100	47,100	47,100	47,100	235,500
1.2	EQUIPMENT AND FURNITURE						
1.2.1	Equipment						
	Photocopier heavy duty with Automatic sorter (1) US\$ 15,000	15,000					15,000
	Book Binders spiral and vero US\$ 1,200 @	2,400					2,400
	TV. Video Camera 1 set @ US\$ 3,000	3,000					3,000
	4 Wheel Drive Motor vehicle Additional PC's and related accessories for Data Bank and office users US 5,000 as per sets 3 sets	9,000	10,000				19,000
	Sub-Total	74,400	10,000				84,400

1.2.2	Furniture						
	Executive Tables 8 @ \$ 50\$	4,000					4,000
	Secretarial Desks 8 @ \$ 400	3,200					3,200
	Executive Chairs 8 @ \$150	1,200					1,200
	Secretarial Chairs 8 @ \$ 100	800					800
	Office Chairs 10 @ \$ 50	500					500
	Sub-Total	9,700					9,700
1.2.3	Repair and maintainance of 1.2.3	3,000	10,000	10,000	10,000	10,000	43,000
	Sub-Total	87,100	20,000	10,000	10,000	10,000	137,100
1.3	OFFICE RENT 600 Pm US\$		7,200	7,200	7,200	7,200	28,800
1.4	TRAINING						
	- Computer Training - Lumpsum	1,000	1,000	1,000	1,000	1,000	5,000
	- Training in Planning and coordination - Lumpsum	1,500	1,500	1,500	1,500	1,500	7,500
	- Training in OD	3,000	3,000	3,000	3,000	3,000	15,000
	Other Lumpsum	2,000	2,000	2,000	2,000	2,000	10,000
1.5	MEETINGS						
	- Sub-committee meetings at least 4 meetings per year 5 people @ \$ 860	17,200	17,200	17,200	17,200	17,200	86,000
	- Executive committee meetings 6 per year 5 people @ \$ 860	25,800	25,800	25,800	25,800	25,800	129,000
	- Board meetings 4 meetings 10 people @\$ 860	34,400	34,400	34,400	34,400	34,400	172,000
	- Annual General Meeting 100 members @ 460\$ and Venue \$ 1,500	47,500	47,500	47,500	47,500	47,500	237,500
	Sub-Total	124,900	124,900	124,900	124,900	124,900	624,500

	1.6	Other Lumpsum						
		- Communication	1,000	1,000	1,000	1,000	1,000	5,000
		- Stationary	2,000	2,000	2,000	2,000	2,000	10,000
		- Postage	800	800	800	800	800	4,000
		- Miscellaneous	500	500	500	500	500	2,500
		Sub-Total	4,300	4,300	4,300	4,300	4,300	21,500
		TOTAL	263,600	273,600	263,300	263,300	263,300	1,326,800
		* Includes Insurance and MV. Running Costs.						

ANNEX II OF SHDEPHA+ FIVE YEARS PLAN

ANNEX II : COST ESTIMATES AIDS EDUCATION PROGRAMME

ITEM NO.	ITEM DESCRIPTION	Y	E	A	R	S	TOTAL
		1999	2000	2001	2002	2003	
2.1	Complete Research on Available AIDS Education materials	5,000	-	-	-	-	5,000
2.2	Documenting the best practice in AIDS Education	-	10,000	8,000	6,000	4,000	28,000
2.3	Training workshops 3 per annum in all 10 branches @ US\$ 6,000	20,000	20,000	20,000	20,000	20,000	100,000
2.4	Publishing Reading materials	15,000	5,000	2,000	1,000	1,000	24,000
2.5	Counselling, Voluntary Counselling Test, Home Based Care for Orphans and PLHA's and Peer Educators Outreach Programmes	10,000	15,000	15,000	20,000	15,000	75,000
2.6	Country Workshop	-	10,000	-	15,000	-	25,000
	Programme Review (annual meeting expenses)	5,000	5,000	5,000	5,000	5,000	25,000
2.7	Major Programme Review (consultancy fees and meeting costs)	-	-	20,000	-	-	20,000
	TOTAL (2)	55,000	65,000	70,000	67,000	45,000	302,000

ANNEX III OF SHDEPHA+ FIVE YEARS PLAN

ANNEX III COST ESTIMATES : ADVOCACY FOR HUMAN RIGHTS PROGRAMME

ITEM NO.	ITEM DESCRIPTION	Y	E	A	R	S	TOTAL
		1999	2000	2001	2002	2003	
3.1	Media Collaborators Training	10,000	10,000	10,000	10,000	10,000	50,000
3.2	Meeting Policy Makers in the country	10,000	-	-	-	-	10,000
3.3	Country Workshops Gender sensitization 1/annum in all 10 branches @ US\$ 8,000	80,000	80,000	80,000	80,000	80,000	400,000
3.4	Branches Workshops Lobbying for Women and children rights	-	40,000	-	-	-	40,000
3.5	Programme Review	15,000	15,000	15,000	15,000	15,000	75,000
3.6	Annual Meetings	5,000	5,000	5,000	5,000	5,000	25,000
3.7	Major Programme Review (Consultancy and meeting expenses)	-	-	20,000	-	-	20,000
	TOTAL (3)	120,000	150,000	130,000	110,000	110,000	620,000

ANNEX IV OF SHDEPHA+ FIVE YEARS PLAN

ANNEX IV COST ESTIMATES: ORGANISATIONAL DEVELOPMENT PROGRAMME

ITEM NO.	ITEM DESCRIPTION	Y	E	A	R	S	TOTAL
		1999	2000	2001	2002	2003	
4.1	Country workshop on Report/Proposal writing	15,000	-	-	-	-	15,000
4.2	Review of member organisations	10,000	-	-	-	-	10,000
4.3	OD - Intervention every two years	-	10,000	-	10,000	-	20,000
4.4	Capacity Building for SHDEPHA+ members	10,000	15,000	15,000	15,000	15,000	70,000
4.5	Circulation of Information on Capacity Building	1,500	1,000	10,000	1,000	1,000	14,500
4.6	Programme Review Annual Meetings	5,000	5,000	5,000	5,000	5,000	25,000
4.7	Major Programme Review (consultancy and meeting expenses)	-	-	40,000	-	-	40,000
4.8	Establishment of OD consultancy Unit for SHDEPHA+	10,000	10,000	-	-	-	20,000
	TOTAL (4)	51,500	41,000	70,000	31,000	21,000	214,500