

ANNUAL REPORT



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ACRONYMS

ADC	Area Development Committee
CCJP	Catholic Commission for Justice and Peace
CEPA	Centre for Environmental Policy and Advocacy
CONGOMA	Council for Non-Governmental Organisations
CSO	Civil Society Organisation
CSONA	Civil Society Organisation Nutrition Alliance
DCT	Development Communication Trust
DFID	Department for International Development
EU	The European Union in Malawi
FOCCAD	Foundation for Community and Capacity Development
FYF	Find your Feet
GMIS	Grant Management Information System
HAC	Health Action Committee
MALGA	Malawi Local Government Association
NAYORG	Nkhadze Alive Youth Organisation
NGO	Non-Governmental organisation
NICE	National Initiative for Civic Education
NPL	Nation Publications Limited
NSA	Non State Actors
RNE	Royal Norwegian Embassy
SDG	Sustainable Development Goals
STEPS	Supporting the Efforts of Partners in Malawi
SRHR	Sexual Reproductive Health Rights
TA	Traditional Authority
USAID	United States Agency for International Aid
VDC	Village Development Committees
VHC	Village Health Committees

HIGHLIGHTS OF 2019/20 PERIOD



Supported

16 Projects



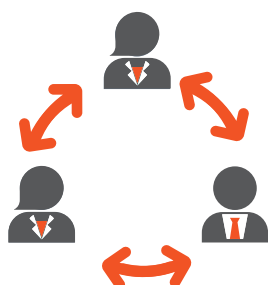
Worked with

23 Grant Partners and Subgrantees



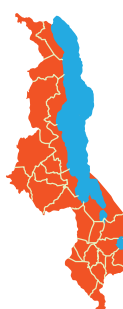
Supported by

EU and Royal Norwegian Embassy



Partnership and Collaboration

4 organizations



Covered

19 district councils and 4 City Councils



Total Grants

EUR 1, 263, 390.96



Community Meeting in Balaka

KEY INSIGHTS FROM 2019/2020

Partnerships

- We Supported 16 grant partners and 7 sub grantees on various governance interventions
- We worked with 4 likeminded organizations for networking and collaboration to influence
- We developed a draft Knowledge Management and Communication Strategy, and produced documentaries on key developments in grant partner projects.

Grant Making and Management

- Disbursed EUR 951,235.93 of grants which is 99% of the planned disbursements, and achieved 100% absorption by grant partners under Open Call I window.
- For Thematic Call I, we disbursed EUR 312,155.03 which is 87% of the planned disbursements, EUR 341,613.63 was absorbed which is 109% above the disbursement due to 5% retention provision.
- Overall, disbursed was EUR 1,263,390.96 which is 96% of the planned disbursements, and EUR 1,294,111.17 was liquidated by the grant partners which is 102% of the disbursed funds.
- The over liquidation will be reconciled during the disbursements of the final 5% of the grants to the grant partners.

Programmatic Interventions

- Communities in Rumphi and Likoma through social accountability initiative successfully demanded a refund from the Head teacher and School Treasurer at Mwanani Full Primary school in Rumphi who mismanaged funds. They also engaged the District Health Office (DHO) for Likoma and facilitated reconnection of water supply at the main health facility and installed solar power plant at Chiteko clinic in Chizumulu using funds allocated to the district health office.
- In Balaka District, we supported a project on mobilization of revenue and facilitated allocation and use of the revenue for payment for a broken down Sewer Boozer which had been at the garage since 2016. At Mpale Market, with resources mobilized amongst the vendors the Council has been able to fix a market borehole and latrines. In April, 2020, revenue in form of market fees jumped to MK10 million from MK7.5 million in February for the district, and the Council has also started giving revenue collection reports to all local revenue stakeholders in the district.
- Together with our partner NICE, we have facilitated the development of Health Sector Service Charter in Karonga and Council Service Charter in Luchenza Municipality.
- Young Champions in Bolero, Rumphi fought for justice for a 7 years old girl from Mwanjoyanga village who was defiled by a 42 years old man from the same village. The case was prosecuted and the perpetrator sentenced to 11 years imprisonment.
- Working with our grant partner CCJP (LL Archdiocese), congestion in the Police Cells and two Prisons were reduced by 132 inmates on remand detention at Kasungu and Nkhotakota Prisons, and 439 inmates in 16 Police cells. We also contributed to a reduction of 180 case backlogs at the three Magistrate Courts of Kasungu, Nkhotakota and Nkhungu.
- Influenced access to cervical cancer screening by increasing health facilities offering the service by 47.6% in Nkhota kota and 70.5% in Salima districts.
- Facilitated the resumption of Town Hall meetings in Kauma, Kaliyeka, Chinsapo, Area 18 and Area 43. One result from these meetings has been the installation of street lights in Area 18 and the cutting grass along streets based on the basis of the complaints and issues discussed at the meetings

FOREWORD



This is an Annual Report for the period 2019/20 for the Tilitonse Foundation. It provides details of the developments, outcomes and results of the work undertaken by the Foundation and our grant partners. We have operated in this period with funding from EU Delegation to Malawi and the Royal Norwegian Embassy which covers the period 2018 – 2022.

We continued work in grant making and management where, in this period, we closed grants for the first round of grants which were for Open Call I and Thematic Call I. The targets for disbursement and absorption by the grant partners have been achieved and the closure processes are being finalized. Completion of the projects under this round of grants also captured outcomes and results from the projects. There have been interesting results in all the projects supported which include projects in the following thematic areas: drug pilferage; youth friendly health services in Sexual and Reproductive Health Rights; urban governance and management; rule of law; and public procurement.

We also registered progress in organization development support to grant partners to effectively implement projects, and capacity development support for the Foundation. We increased our activities on visibility and knowledge management through trainings and production of materials for website and

social media platforms. We also continued networking and development of partnerships with like minded organizations through participation in governance and governance related activities.

As we move into our third year of implementation of activities, we are confident that the foundation we have put in place in terms of systems, structures and procedures shall assist us to operate efficiently and improve on our partnership work. We are also confident that the achievements from our programming interventions shall form a strong basis for our programming in the 2020/21 period. We are committed to seeing that our work contributes to achievement of accountable, responsive and inclusive governance in Malawi.

Robert White
Chief Executive Officer

ABOUT TILITONSE FOUNDATION

WHO WE ARE

Tilitonse Foundation is a local organization registered in Malawi which was established in 2016 to support Malawian Non State Actors to engage in governance interventions. The Foundation's work is within the Malawi Government development policy frameworks such as the Malawi Growth and Development Strategy III and the Malawi Agenda 2063. It is also guided by global frameworks such as the Sustainable Development Goals (SDGs), the African Union Agenda 2063, and the Paris Declaration. We support Non State Actors (NSA) to play a role in the consolidation and upscaling of good governance in Malawi. Our belief is that increased capacity of Non State Actors and promoting levels of citizens' engagement in democratic governance is important to catalyze increased accountability, responsiveness, and inclusivity of the state and other service providers.

WHAT WE DO

Tilitonse Foundation works to contribute to the social, economic, and political development of the country. In order to achieve this, we realize that accountable, responsive, and inclusive governance is key to providing a link between the aspirations of citizens, and the development policies and services provided by both the public and private sectors. Mobilization and empowerment of citizens to engage policy and decision-makers, and demand good governance are core to the achievement of meaningful development and poverty reduction. Our approaches emphasize collaboration, partnerships, coalition building, building strong linkages between key stakeholders and grassroots communities in the process of addressing the demand and supply sides of governance. We also focus on creating space and platforms for engagement between citizens on the one side, and service providers, duty bearers, policy and decision-makers on the other.

We Promote Accountable, Responsive, and Inclusive Governance.

Accountable, responsive, and inclusive governance ensures that institutions are compliant with regulations and that the social and economic benefits of a country accrue to citizens optimally. It also ensures that citizens have the space to exploit their potential, enjoy their rights and exercise their responsibilities, effectively contributing to national development.

We Work to Strengthen Capacity of citizens and CSOs

Effective and meaningful development is realized through the engagement of citizens and CSOs with duty bearers, service providers, policy, and decision-makers to demand their rights and exercise their responsibilities. Good governance and national development will not be realized unless citizens and civil society organizations attain the capacity (individual and institutional) to demand their rights and engage duty bearers and service providers on these rights.

We Establish and Strengthen Partnerships and Networks

There is strength in collaboration and collective action, especially to facilitate engagement with duty bearers and service providers. Effective engagement also calls for the creation of spaces and platforms for interface and sustained dialogue between citizens, duty bearers, and service providers. The voices and actions of citizens should be provided a platform to be heard and seen by policy and decision-makers.

OUR VISION

Citizens and Non State Actors that are competent and resilient, and are demanding and enforcing accountable, responsive and inclusive governance.

OUR MISSION

We exist to promote accountable, responsive, and inclusive governance by mobilizing resources for capacity development, grant making, research, and learning for the non state actors' governance interventions in Malawi.

OUR VALUES

INCLUSIVENESS

We shall at all times seek to promote open participation in our decision making, programming, partnerships and networking

INTEGRITY

We shall abide by ethical and moral standards of fairness and honesty in all our undertakings

EQUITY

We shall ensure stakeholder centred approaches and equitable access to resources at the disposal of the institution

PROFESSIONALISM

We shall execute our mandate competently, skilfully, with good judgement, respecting and adhering to high standards and ethics expected in a governance institution

GOOD STEWARDSHIP

We shall be prudent in the use of resources entrusted to us and exemplary in the management of the institution

INNOVATION, LEARNING, AND RESOURCEFULNESS

We shall aim at achieving much with less, ensuring value for money, and striving for creativity and continuous improvement in the conduct of our business

GOVERNANCE

The Foundation has a Board comprising 8 eminent individuals. The Board meets every three months, and when it is necessary. It comprises the following individuals:

Mr. Desmond Kaunda

Board chairperson

Associate Professor Ngeyi Kanyongolo

Board member and chairperson of
Appointments Committee

Mr. Alipo Nyondo

Board member and chairperson of
Audit and Finance Committee

Mr. Mavuto Kapyepye

Board member and chairperson of
Grants Committee

Mr. Tom Mtenje

Board member

Mrs. Charity Mseka

Board member

Mr. Ulemu Chiluzi

Board member

Mrs. Alinafe Mitiyani

Board member

STRATEGIC PLAN

We have a Strategic Plan that covers the period 2018 – 2022. The outcomes of the Strategic Plan are as follows: Promoting accountable, responsive and inclusive governance; Strengthen the organizational capacity of the Foundation; and Establish and strengthen partnerships and networks. The strategic plan has the following programmatic result areas: 1. Active Citizenship; 2. Local Governance; 3. Gender and Social Inclusion; 4. Economic Governance; and 5. Rule of Law.

PARTNERSHIPS

We have directly supported 16 grant partners with grants and capacity development. The grant partners were supported under Open Call I and Thematic Call I which supported local NGOs, international NGOs, faith based organizations, umbrella organizations and the media. These organizations were supported to implement projects that are under the 5 result areas of the Foundation. In addition to the 16 organizations, the grant partners also partnered with 7 subgrantees, making a total of 23 organizations supported to implement 16 projects.

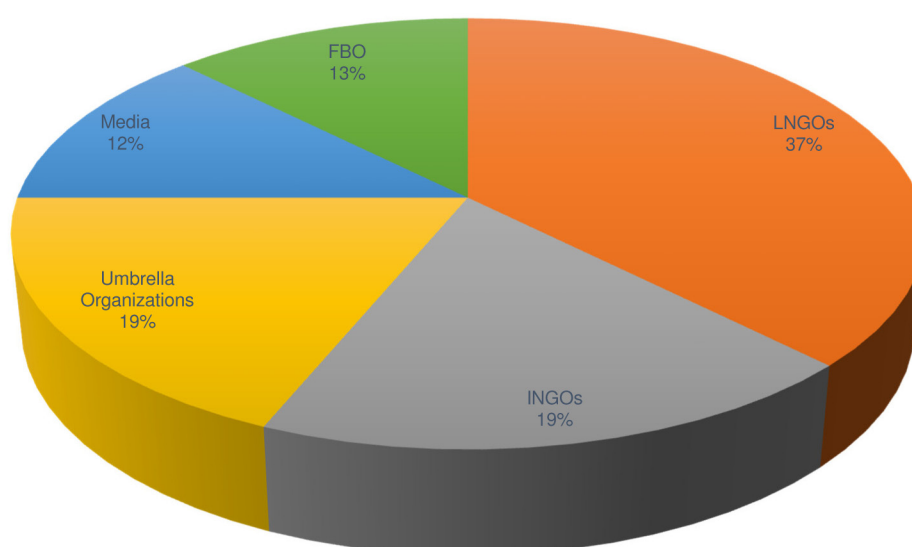
Type of Partnerships

1. Grant Partnership

Number Supported

The Foundation supported 16 grant partners and 7 subgrantees to implement 16 projects.

Type and Proportion of Grant Partners



The grant partners supported are as follows¹:

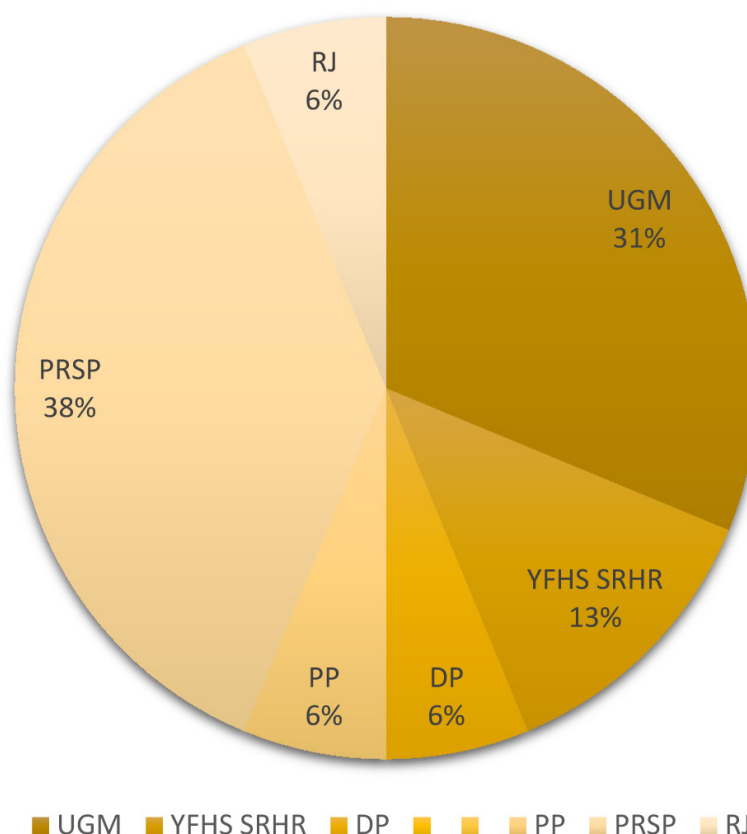
LINGOs	NAYORG, CEPA, Bwalo Initiative, DCT, FOCCAD, NICE Trust
INGOs	Oxfam in Malawi, Find Your Feet, SRHR Africa Trust
FBOs	CCJP (Lilongwe Arch Diocese), Church and Society of the Livingstonia Synod
Media	Nation Publications, Voice of Livingstonia,
Umbrella Organizations	CONGOMA, MALGA, CSONA

¹ Some organizations have been funded more than once in different themes and/or different calls

Thematic Areas Supported

We supported projects that were falling within our result areas in the strategic plan. There were specific themes which were chosen from the result areas where call for proposals were made as follows:

Thematic Areas Supported



Improved Urban Governance and Management (UGM)	31%
Access to Youth Friendly Health Sexual Reproductive and Health Services (YFHS SRHR)	13%
Monitoring Drug Pilferage (DP)	6%
Public Procurement	6%
Improving Public Revenue Generation and Utilization, and Public Service Provision (PRSP)	38%
Rule of Law (RJ)	6%

2. Networking and Partnership

Networking and Partnerships

We were involved in various networking activities with likeminded organizations in the reporting period. These included STEPS Project implemented by Counterpart International. We were involved in activities organized by STEPS and made presentations at their forums and platforms. We also developed relationships with USAID Malawi office as a potential Development Partner and were involved in meetings and sessions organized by the Mission. Relationships were also developed with other stakeholders such as Oxfam Programme through programming activities, DfID supported TRACTION Programme for networking and information sharing. We also participated in the Chilungamo Programme Steering Committee meetings that took place every 3 months to review the activities funded by EU in the programme.

Knowledge Management

We developed a draft Knowledge Management and Communications Strategy which is yet to be finalized and approved. We also undertook various visibility activities such as the opening of Facebook and Twitter Accounts, documentaries of six projects under the Open Call Window which were aired on TV Stations. The documentaries were also uploaded on the website, and linked to Youtube. We upgraded and operationalized the website, and included information on both governance and programming. We held a Learning and Sharing Session for our grant partners on 22 and 23 January, 2020, and the session provided opportunities to grant partners to showcase their projects, achievements and results. They also shared lessons learnt and best practices from implementing the projects.

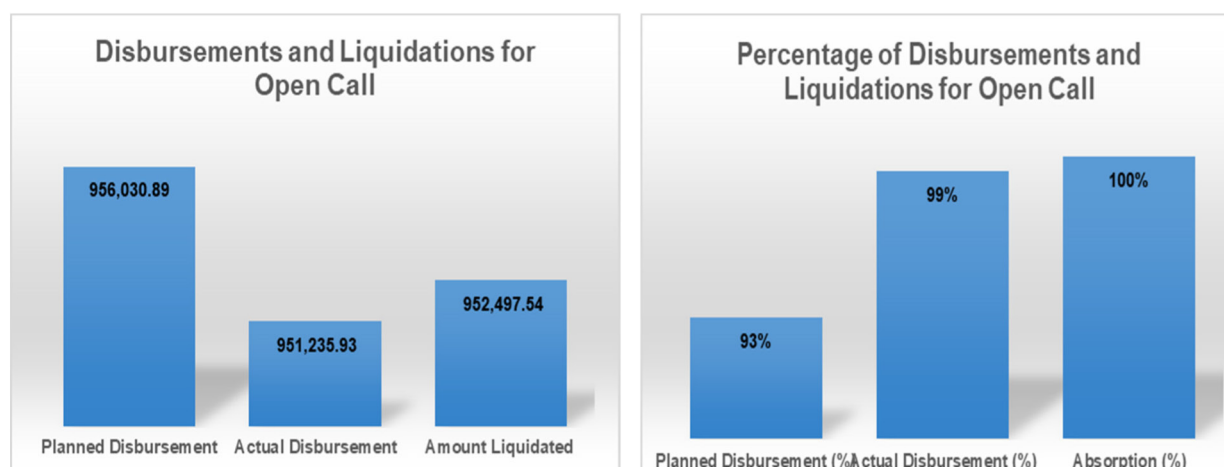


GRANT MAKING AND MANAGEMENT

The reporting marked the second year of implementation and operationalization of the grant contract with funding from EU and RNE. Implementation of projects was completed in February, 2020 and the period March – May, 2020 was focused on grant closure activities for both the grant partner projects and Tilitonse Foundation planned activities. Under the three strategic areas of the Foundation, the following were the outcomes that we focused on: Increased accountability, responsiveness and inclusiveness: Strengthened capacity of Tilitonse Foundation and grant partners; and Strengthened partnerships and networks on governance.

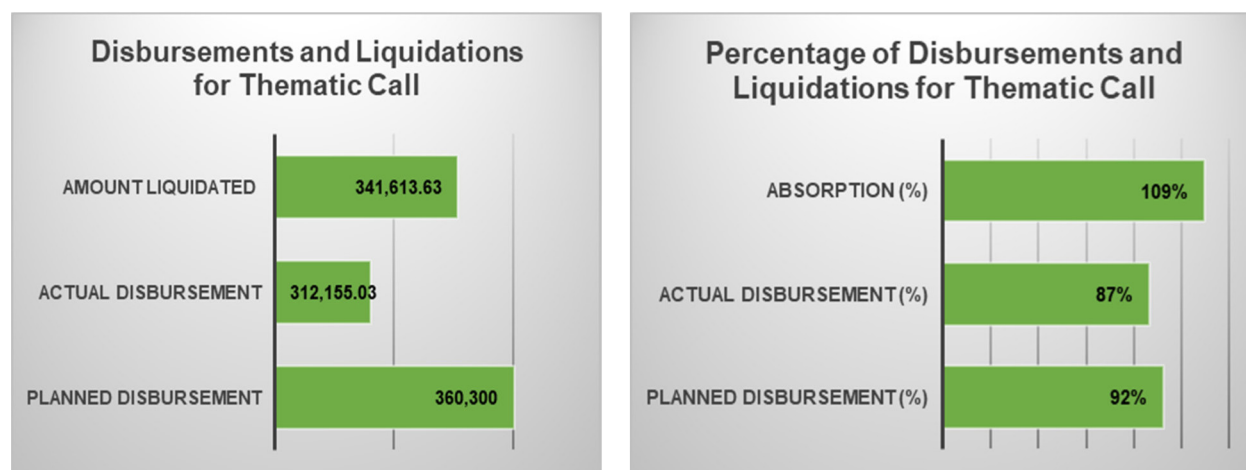
We achieved and registered various results at impact, outcome and output levels. These results are in line with the result areas of the Tilitonse Foundation, and they respond to the indicators in the logframe of the Action. All in all, we achieved the planned results in the period despite challenges which were largely from the reduced funding. We present the disbursements and liquidation status from the grants management for the Open Call I and Thematic Call II windows:

Disbursements and Liquidations for Open Call Window



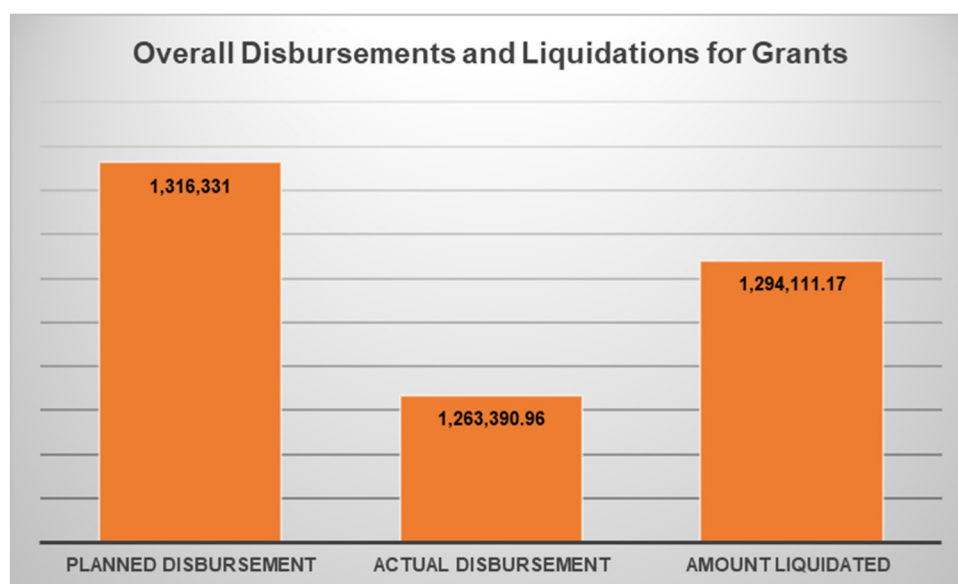
A total of **Euro 1,025,487.25** was earmarked for grants under the Open Call window to support 11 projects. The figures above show that a total of Euro 956,030 was planned to be disbursed with 5% being withheld to be disbursed after clearance of grants. An amount of Euro 951,235.93 was actually disbursed from a planned disbursement of Euro 956,030.89 representing 99% of the planned disbursements. A total of Euro 952,497 was liquidated by grant partners in the Open Call Window which is approximately 100% of the funds disbursed.

Disbursements and Liquidations for Thematic Call Window



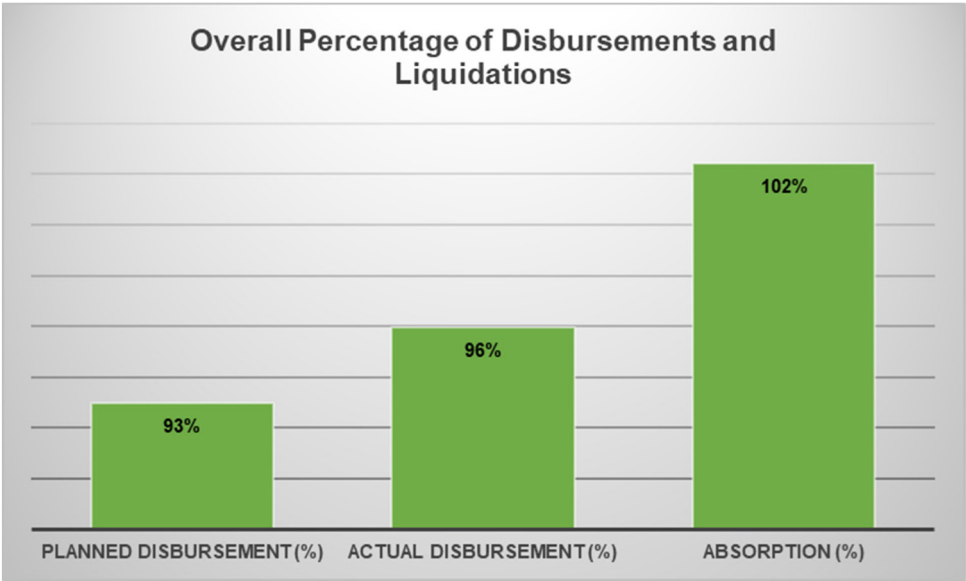
A total of **Euro 390,000** was earmarked for grants for Thematic Call Window. Out of this amount, Euro 360,300 was planned to be disbursed with 5% held to be disbursed to grant partners after completion of the projects. From the planned disbursements, Euro 312,155.03 was actually disbursed which is 87% of the planned disbursements. Out of the funds disbursed, grant partners liquidated Euro 341,613.63 which is above the funds disbursed, and this was 109% of the funds.

Overall Disbursements and Liquidations for Grant Partners



Overall, we earmarked **Euro 1,415,487.25** for grants. Out of this amount, Euro 1,316,330.89 was planned to be disbursed for implementation of the projects with 5% being held to be disbursed after the completion of the projects. The figure above shows that the amount actually disbursed was Euro 1,263,390.96 which is 96% of the planned disbursements. From the funds disbursed, Euro 1,294,111.17 was liquidated by the grant partners which is 102% of the disbursed funds. The over liquidation will be reconciled during the disbursements of the final 5% of the grants to the grant partners. Figure below shows the overall percentages of disbursements and liquidations for the Open Call I and Thematic Call II Windows.

Overall % of Disbursements and Liquidations for Grant Partners



Shared Learning Event

PROGRAMMATIC INTERVENTIONS

We have carried out various activities that are aimed at promoting citizens' engagement in democratic governance and upholding citizens' rights by the State. We have worked with organizations to mobilize citizens hold duty bearers and service providers accountable in local governance, economic justice and rule of law. We have also engaged in projects that promote gender and social inclusion in development initiatives.

Participation and Inclusion in Development

In a project implemented by Find Your Feet (FYF) entitled **Promoting Participation and Inclusive Development in Likoma and Rumphi District**, a social accountability club in Rumphi successfully demanded a refund from the Head teacher and School Treasurer at Mwanani Full Primary school who mismanaged MK106,000 and MK105,000 respectively. In Likoma district, citizens engaged the District Health Office (DHO) on disconnection of water supply to the main health facility due to unpaid water bills, and an unfinished project for Chiteko Under 5 clinic. The DHO facilitated reconnection of water supply at the main health facility and installed solar power plant at Chiteko clinic in Chizumulu using funds allocated to the district health office.

Transparency in Revenue Mobilization and Management

In a project by Nkhadze Alive Youth Organization (NAYORG) entitled **Increasing Transparency and Accountability in Revenue Mobilization, Use and Management** in Balaka District, the project activities focused on mobilization of revenue and facilitated allocation and use of the revenue for payment for a broken down Sewer Boozer which has been at the garage since 2016. The Sewer Boozer is now functional and providing services in the district. At Mpale Market, with resources mobilized amongst the vendors the Council has been able to fix a market borehole. In April, 2020, revenue in form of market fees jumped to MK10 million from MK7.5 million in February for the whole district. The Council has also started giving revenue collection reports to all local revenue stakeholders in the district through influence of the project.

In the project implemented by NAYORG in Balaka district, we have resuscitated the District Revenue Enhancement Committee (DREC), and re-vamped the Balaka District Liquor Board after 4 years of inactiveness. District level Grievance Handling Committee recently mediated to resolve differences between Kabanza Operators and the Council on a piece of land the operators occupied but belonged to a private firm.

Improved Public Service Delivery

In a project implemented by NICE Trust entitled **Strengthening Local Governance for Improved Service Delivery Through Civic Innovations and Crowdsourcing** in Thyolo, Blantyre, Balaka, Lilongwe, Kasungu, Mzimba and Karonga, we have registered the following results: Zolozolo Citizen Forum in Mzuzu mobilized citizens and advanced citizens voice on a bridge being constructed at Chingambo, and for Chiputula Bridge. Work on the bridge was expedited through the activity. The construction of the bridge was not making expected progress, and the citizens engaged authorities. The project facilitated dialogue in Mzuzu city that led to vendors restating paying of market fees after they had stopped due to poor sanitation and also lack of transparency in use of market fees in the Mzuzu Market. Citizens reported one case of corrupt practice on mismanagement of funds by Kanengo Water Users Association office in Lilongwe. Eventually, an officer from Lilongwe Water Board was arrested and the malpractice exposed. Water supply which was disrupted in the area was resumed and old Water Users Association was put back in office. We have also facilitated the development of health sector service charter in Karonga and Council Service Charter in Luchenza.

Medical Drugs and Supplies Monitoring

Under a project entitled **Influencing Health Governance Through Citizen Participation Against Drug Pilferage - Titeteze Umoyo Wathu** implemented by Development Communications Trust (DCT) in

Mangochi, Mchinji and Ntchisi districts the following results were achieved: At Chilipa in Mangochi, an anonymous person used the project mobile phone number to send a tip to Mangochi Police which led to the arrest of a man who was selling drugs illegally. The vendor was arrested and charged in court. Similarly, communities around Lukwa in T/A Chilooko in Ntchisi district also reported an illegal drug vendor to the Police through a mobile phone and he was apprehended.

Under the DCT project, in all the 16 targeted health facilities, citizens are recording and quantifying the amounts of drugs and medical supplies ordered at their local village clinic. The project has exposed high cases of drug stock outs due to inconsistency in supply chain management at national level. At Chalundu Village Clinic in Ntchisi, community mobilized and completed a house for Health Surveillance Assistant (HSA) to reside in area. Mphanga village clinic in Mchinji district engaged elected leaders, chiefs, decentralized structures, facility Ombudsman, and local Member of Parliament who committed part of first phase of Constituency Development Fund to be used for the completion of an HSA's house. In Mchinji at Chiosya health facility, the office of Ombudsman at the health facility witnessed increase in reported cases of abuse and mismanagement from 3 since 2017 to 102 accountability cases in December, 2019 due to a complaints box the project put in place.

Inclusive Health Service Delivery

Through a project implemented by SRHR Trust entitled **Governance for Health Development** implemented in Machinga in TA Mulomba, Mchinji in TA Mavwere and Rumphu in TA Chikulamayembe (Nkhamanga and Mayembe wards), the following results were registered: An ambulance was bought and delivered in TA Mavwere by Hon. Agness Nkusa Nkhoma, a Member of Parliament for the area as a result of an interface meeting on 21st August, 2019 where the young people demanded to reduce maternal deaths in the area. Youth Champions have broken the cultural norms in Machinga, they are now able to engage with traditional and religious leaders on their Sexual and Reproductive Health Rights. Young Champions in Bolero, Rumphu fought for justice for a 7 years old girl from Mwanjoyanga village who was defiled by a 42 years old man from the same village. The case was prosecuted and the perpetrator sentenced to 11 years imprisonment.

Under a project by SRHR Trust, young people have been allocated special rooms for Youth Friendly Health Service at the health facilities in TA Mulomba (Ntholowa and Mulomba) in Machinga, TA Mavwere (Kapanga, Namizana and Nkhwanzi) in Mchinji and TA Chikulamayembe in Rumphu (Bolero and Rumphu district hospital). There is youth involvement and engagement in development structures such as VDCs, ADCs, HACs to advance youth interests and promote access to Youth Friendly Health Services.

Justice for Vulnerable Populations

Under a project implemented by Catholic Commission for Justice and Peace (CCJP), Lilongwe Arch Diocese entitled **Promotion of Restorative Justice through Adult Diversion** which was working with Police establishments and Prisons in the two districts of Kasungu and Nkhonkhotakota, the project registered the following results: 432 petty offenders were diverted from the Criminal Justice System and resumed their normal lives outside the prison confinement; A total of 74 suspects on remand in the Police Cells and Prisons in the two districts were reunited with their families after being granted bail through the Camp Courts; A total of 61 individuals had their cases dismissed through Camp Courts, yet others acquired some technical skills through the Life Skill diversion program offered by the project; the congestion in the Police Cells and two Prisons were reduced by 132 inmates on remand detention at Kasungu and Nkhonkhotakota Prisons, and 439 inmates in 16 Police cells; the project contributed to a reduction of 180 case backlogs at the three Magistrate Courts of Kasungu, Nkhonkhotakota and Nkhonkhungu.

Access to Cervical Cancer Services

Foundation for Community and Capacity Development (FOCCAD) implement a project in Nkhonkhotakota and Salima districts entitled **Tilondole - Building Capacity of sex workers, women living with HIV and teen mothers to demand for quality cervical cancer interventions**. Under this project, the following results were registered: At inception, Nkhonkhotakota districts had two facilities offering the cervical cancer screening service out of 21 facilities. Now there are 12 that are offering the service representing 47.6% increment from 9.5% before the project implementation; As for Salima, before the project only 2 facilities

were offering the cervical cancer screening service. The district now has 12 facilities representing 70.5% of all health facilities in the district. Currently Nkhosakota and Salima have 9 facilities and 8 facilities respectively offering both cervical cancer screening and ART services; there is integration of cervical cancer screening with ART clinic which is aimed to reach out to more women who are living with HIV. Integration in Nkhosakota is at 42.1% and integration in Salima is at 51.3% of the health facilities; Visual Inspections with Acetic Acid (VIA) service delivery data for cervical cancer screening is now available in both districts. For instance, in 2018 Salima DHO only screened 1,028 people but data for 2019 indicates 3,840 people over the period, which is over 100% increase. While Nkhosakota district screened 2,035 women in 2018, in 2019 the district has screened 4,653 women, which is over 100% increase.

Under the project implemented by FOCCAD in Nkhosakota and Salima districts, with the influence of the project and collaboration with the District Health offices, the Ministry of Health has improved on the type of cancer treatment equipment used previously. Cancer therapy was previously done with equipment which completely depended on availability of gas and this was a challenge. Now all facilities offering treatment have been supplied with thermo-guns which are reliable to use.

Urban Governance and Management

Through a project implemented by Oxfam Programme in collaboration with CCJP (Lilongwe Arch Diocese) in Lilongwe City Council under the Thematic Call Window entitled **Promoting dialogue for improved policy harmonisation and strengthened institutional collaboration in urban governance**, the project facilitated holding of Town Hall meetings in Kauma, Kaliyeka, Chinsapo, Area 18 and Area 43. One result from these meetings has been the installation of street lights in Area 18 and the cutting grass along streets based on the basis of the complaints and issues discussed at the meetings.

Under the project implemented by Oxfam Programme in collaboration with CCJP (Lilongwe Arch Diocese), we supported development of Model Guidelines for City Centre Development for Lilongwe City. The project also developed Terms of Reference (ToRs) for Ward Development Committees and Block Leaders in the city, and established the Lilongwe City Civil Protection Committee (CPC) to coordinate all disaster response activities. It also developed ToRs for the CPC.

Under a project implemented by Nation Publications Limited (NPL) in Kauma, Lilongwe City entitled **Building and Strengthening Active Citizenship: A Case of Kauma Village**, the project trained Kauma Community Journalists. Through the journalists, 14 stories were published in Nation and Fuko newspapers in the project life time. One of the stories moved EU for cleaning exercise in Kauma which was led by the Head of Delegation, Ambassador Sandra Paesen.

Monitoring Public Procurements

Through a project implemented by Council for Non Governmental Organizations in Malawi (CONGOMA) which was implemented in Lilongwe, Rumphi and Balaka districts entitled **Civic Participation in Public Procurement for better Public Resource Allocation (CPPP-BPRA)**, the following outcomes were registered: Establishment of formal working relationships between CSOs and Directorate of Public Procurement and Disposal of Asset and Ministry of Local Government to engage and influence public procurement and disposal of assets policy, practice and process. The project has facilitated creation of a quasi-relationship between Councils and business community on engagements in regard to issues of public procurement and disposal of assets with focus on Council processes and registration requirements for bids and tenders. Through the project, there has been development of a monitoring and evaluation framework for data capture, analysis and reporting which will be used in the long term by CSOs to monitor and report in public procurement and disposal of assets

Improved Local Governance Systems and Structures

Through a project implemented by Malawi Local Government Association (MALGA) entitled **Strengthening the Capacity of Councillors and Local Councils for improved Service Delivery** implemented in Ntchisi and Dowa districts the Action registered the following: Developed a Code of Councils in the country; the project has established a National Resource Pool of Local Government Trainers with a training manual who will be used to train all councillors in the country, and also developed Terms of Reference for Council

Service Committees.

Accountability and Transparency in Mining

In the project implemented by Centre for Environmental Policy and Advocacy (CEPA) entitled **Promoting Responsive and Accountable Extractive Industries Governance** in Malingunde, T.A Masumbankhunda, Lilongwe district, we established a community structure called Malingunde Mining Committee and trained to act as the go-between, between citizens and duty bearers in the mining engagement processes. As an indicator of the state of empowerment of the communities through the committee activities, communities have taken part in lobbying for the expedited commencement of the Mines and Minerals Act 2019.

The project also facilitated the review and provision of inputs into the Malingunde draft ESIA report consultations. Some of the recommendations proposed include an increase in the buffering exclusion zone, demonstration of resettlement attainability, inclusion of a livelihoods restoration plan that accounts for issues raised by the community and demonstration of an effective management measure of seepage from the Tailing Storage Facilities (TSF) into the aquifers. We registered significant progress in influencing the operationalization of the Mines and Minerals Act through media engagements, establishment of a working relationship with the department of Mines and constant follow up on progress. We have also contributed to the speedy gazetting and approval of the revised Act as well as a progressive process in the finalisation of the mining regulations through advocacy engagement at national level.



KMC and M&E Training for Grant Partners

ORGANIZATIONAL DEVELOPMENT

Tilitonse Foundation Capacity

We operationalized financial and human resource management system and procedures after being installed during the establishment phase. These are a SAGE and Epay system for financial and human resource management. With these systems, we have been able to produce periodic financial reports (monthly, quarterly etc), manage staff leave, undertake performance management and produce payroll for the staff. The Foundation has produced the following policies and procedure manuals: Terms and Conditions for Tilitonse Foundation; Code of Conduct for Tilitonse Foundation; Grievance and Disciplinary Procedures; Tilitonse Foundation Vehicle Use and Management Policy; Staff Performance Management Handbook; Induction and Orientation Policy; Recruitment and Selection Policy; IT Policy; Anti – Fraud Policy; Procurement Policy and Standard Operating Procedures; Accounting Policies; Accounting Systems, Procedures and Controls; Procedure Statements on Activity Advances; Directors Remuneration Package. The Foundation has also been able to populate the Grants Management Information System (GMIS) and the Electronic Documents Management System. The Foundation with Development Partners have finalized the development of the Memorandum of Understanding (MoU), and the MoU has now been signed by EU and RNE, and the Tilitonse Foundation Directors. In the period, the Foundation has also opened Facebook Page and Twitter Account for communication and increased visibility.

Capacity Development for Grant Partners

Grant partners have produced and submitted financial reports throughout the grant period which have met the requirements of the Foundation. The following grant partners have been supported with capacity development which has resulted into the following outcomes:

- i. Under the CCJP (Lilongwe Arch Diocese) project on restorative justice, a total of 210 personnel from the Police, Prison, Media, Judiciary, Welfare Department, traditional leaders and NGOs have been trained on restorative justice. As a result, a number of experts in restorative justice have emerged and their mission is to promote adult diversion in Kasungu and Nkhosachota, and they will also act as resource persons.
- ii. In the project implemented by CONGOMA in Lilongwe, Balaka and Rumphi, a Procurement Monitoring System was developed which will be used by CONGOMA to collect data critical for influencing policy at district and national levels. CONGOMA will use the same system for future projects.
- iii. We currently have a Board of Directors comprising 8 Directors, and 5 of these are new who were incorporated in November, 2019. The Board has three committees on Grants, Finance and Audit, and Appointments. The Committees have been meeting every quarter in the period under review to review reports and plans for the Foundation, approve policies and make policy decisions.
- iv. We established a Joint Technical Team with the Development Partners, and the Team meets on quarterly basis. Two meetings have since been held in the reporting period (26 June and 16 October, 2019). The meetings provide a forum for sharing update from the Tilitonse Foundation and Development Partners, and making decisions on technical issues of the Action.
- v. With support from Chilungamo Programme, we developed capacity on monitoring and evaluation, and knowledge management and communication for all the grant partners This was a short term expert support for 100 days, and it also supported the Foundation to develop a Monitoring and Evaluation Framework, logframe and Knowledge Management and Communications Strategy.
- vi. We supported several grant partners with capacity development as follows: Financial Management Manual for MALGA; Information Management System for CCJP (Lilongwe Arch Diocese) and CONGOMA; Website Development for DCT and NAYORG; and Accounting package for CCJP (Lilongwe Arch Diocese); Corporate governance and leadership for all grant partners.

STAFFING LEVELS

The Foundation has a total of 12 (6 female and 6 male) staff members in various departments. There is one position which is yet to be filled after the person holding the position resigned, and this is Grants Officer:

Department	Staff Number	Positions
Executive	1	Chief Executive Officer
Grants and Partnership	4	Grants and Partnership Manager
		Monitoring and Evaluation Specialist
		2 Grants Officers
Governance, Research, and Development	2	Governance, Research and Development Manager
		Capacity Development and Mentoring Officer
Finance	2	Fund and Finance Manager
		Accounts Officer
Human Resource and Administration	3	Human Resource and Administration Manager
		Receptionist
		Driver

INCOME AND EXPENDITURE

	2020	2019
	MK	MK
Revenue	1,464,259,282	596,954,832
Royal Norwegian Embassy	846,670,866	345,174,021
European Union	617,588,416	251,780,811
Expenditure	1,467,672,684	596,954,832
Program and program related costs	1,043,595,140	229,463,932
Administration costs	127,119,852	83,180,126
Management costs	296,957,692	284,310,774
Grant advances to partners	11,429,400	291,249,596
Deferred income	371,044,314	965,305,150
TOTAL FUNDING (JUN 2018 - May 2022)	EUR	Percentage
European Union	2,000,000	42%
Royal Norwegian Embassy	2,741,861	58%
TOTAL	4,741,861	100%

TILITONSE FOUNDATION CONTACTS



Tilitonse Foundation
Plot No. 128, Lizulu Street,
Area 47 Sector 5
P.O. Box 31815, Lilongwe
MALAWI

Tel: +265 887 005797 / +265 991 796829

E-mail: info@tilitonsefoundation.org

Website: www.tilitonsefoundation.org

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