

10 February 2010

New Zealand Catholic Bishops Conference
PO Box 1937
Wellington 6140

Annual Report to NZCBC Conference

1. Governance and Administration

The first steps have been taken for establishment of the new governance structures, with our first introduction to the Mahitahi Board on 28 August 2009. In September I also met with the Commission for the Church in Society, and discussed priorities set for 2010. The process may now begin for formalising policies and procedures; Caritas have offered a copy of theirs which may serve as a template. Once this has been established, we may look to developing a strategic plan for the agency.

Mahitahi has also been under review by NZAID as we access funding via the KOHA-PICD fund for NGOs (Non-Government Organisations) involved in community development internationally. Independent reviewers were commissioned, and the final report is due later this month (Feb 2010). It was fortuitous timing that we had already begun the process of changes in governance structures, as this would have been high on their recommendations if we had not. The report will be forwarded to the Board for deliberation on actions recommended.

Director

No change to hours, although the agency has clearly grown to a point we I am operating at maximum capacity. With increased hours or staff, we would be in a position to increase the number of assistance requests responded to. This is a matter the Board once again will have to deal with.

Professional Development: I almost completed the **Certificate in Core Development Practice**, a two year programme involving eight one day sessions, offered by CID. Costs are subsidized (60%) by NZAID. This will strengthen Mahitahi's credibility in accessing NZAID funding grants.

Completed 2007:

Session 1: **Introduction to KOHA Fund**, Auckland, 14 February 2007

Session 2: **What is Development?** Auckland, 18 April 2007

Session 3: **What is Partnership?** Auckland, 8 August 2007

Completed 2008:

Session 5: **Rights based Approach to Development**, Auckland, 23 September 2008

Session 8: **Financial Management of Projects**, Auckland Scheduled for 23-24 April 2008.

Completed 2009:

Session 6: **Gender and Development**, Auckland or Wellington 28 May 2009
Session 4: **AM&E Outcome Mapping**, Auckland 14 Aug 2009

Scheduled for 2010:

Session 7: **The Treaty of Waitangi and International Development**, Auckland, June 9-10 2010

Workshops/Meetings attended:

- **CID Learning Circle** –Matched Funds with KOHA Workshop, Wellington 17 March 2009.
- **NZAID Forum –Sustainability- by whom, for whom?** Auckland 24-26 March 2009.
- **Human Resource Management**, (Jennifer Calvert) Auckland 17 Apr 2009
- **Media Presentation Skills** (Will Watterson and Gino Maresca) 29 Apr 2009.
- **NZAID Regional Meeting**, Auckland, 8 May 2009
- **Individual Grant Users PMC Meeting**: Wellington 19 May 2009
- **CID AGM** Wellington, 14 October 2009
- **NZAID AGM** Wellington, 15 October 2009
- **Micro-finance Workshop** (Greg Pirie) Auckland 28 October 2009

2. Financial

• **Mahitahi Accounts**

As a consequence of the new NZCBC structure, Mahitahi accounts are all been closed and all funds were transferred to NZCBC on 13 Feb 2009, including the COVS Reserve Fund of \$37943. Mahitahi accounts are now maintained by Jeanette Temelo of the NZCBC Financial Services. Mahitahi day-to-day expenditure is paid by Visa for which monthly statements are coded and accounted against appropriate budget lines.

• **NZAID: KOHA-PICD Fund**

Grants received 2009:

- Director's travel to Solomon Is –AM&E, \$4,000 - June 2009
- Director's travel to PNG –Partnership for Development Grant \$4550 Nov 2009

Reports have been submitted for:

- Director's travel June 2009 to Solomon Is AM&E–Sep 2009
- Director's travel to PNG –Partnership for Development Grant - Feb 2010
- San Isidro Care Centre, Aruligo, Solomon Is 2009, \$8,689 –Feb 2010.

Ongoing KOHA Projects:

- St Anne's RTC, Shortland Is, Solomon Is \$20,056 -received Dec 2008 for 2009. *Yet to be completed. Awaiting final report on expenditure of funds form partner.*

Applications made but declined or tabled:

- Tutu RTC Financial Administration Fiji -applied for \$3,128 –Jul 09 for year 2 of project – *tabled pending more information.*
- Emmaus Farm Project, Kiunga PNG –applied for \$22,127 Apr 09– *tabled pending more information which was obtained in Nov 09 visit. Project was amended and resubmitted Feb 2010 for \$20,753.*
- St Therese's Kindergarten, Vanuatu –applied for \$40,246 Apr 09. *Declined on grounds that Mahitahi is subject to an Organisational Review and no new project will be considered during that period.*

In July 2009 an updated Organisational Profile was also submitted, which formed the basis for the Organisational Review. The reviewers visited Mahitahi in Hamilton on 27 Aug 09, and in

Wellington on 28 Aug 09. A review meeting of the draft report was held on 4 Feb 2010 in Wellington.

- **Caritas grant \$10,000** was received to assist with projects not covered by NZAID funding. (In 2009 3 of the 11 projects were funded by NZAID KOHA).
- **PMS Grant US\$5000** was received, down US\$3000 on 2008, and with the reduced exchange rate (approx US0.67c to NZ\$1) this produced a sum of NZ\$7410, half the amount received in 2008, and back to the same level as was received in 2007. An application for US\$7,000 has been made for 2010.

3. Field Visits

Solomon Islands 15 June -2 July 2009

Archdiocese of Honiara:

- **Don Bosco Tech**, Henderson – visited volunteer **Patricia Larsen** (Curriculum Development) on site to evaluate project (Apr –June 09). Met with **Fr Ambrose Pereira**, Director; discussed potential projects: carpentry instructor, builder, electrical instructors.
- **St Joseph's Secondary School Tenaru**; met with volunteer **Alex Abela** (Business Manager) on assignment April 2009 – Feb 2010, and Cypriano Nuake, Catholic Educ Officer Archdiocese of Honiara.
- **Don Bosco RTC, Tetere** – met with **Fr Dominic Kachira** -discussed potential projects – youth radio programme animator [completed Oct-Nov 09 by Mahitahi volunteer **Cameron Bisley**], and builder/carpentry instructor.
- **Good Samaritan Hospital, Tetere** –met with **Sr Dany** (Director) and discussed volunteer assistance.
- **San Isidro Special Needs Centre, Aruligo**: visited volunteer **Angela Murray** (Sign Language Interpreter). Met with **Br George van de Zant**, Director. Discussed other projects: electrician to install a permanent generator, [which was completed in Sept 09 by Mahitahi volunteer **Marcel van Leeuwen**] and a rope pump engineer.
- **Archbishop Adrian Smith**: discussed potential building project: Mocaruka, Weather Coast, Guadalcanal.

Diocese of Auki:

- Met with **Bishop Chris Cardone** at Tetere (Guadalcanal) and discussed a youth development project.

Diocese of Gizo:

- **St Anne's Rural Training Centre, Nila, Shortland Islands**: Follow up past volunteers, **Peter and Marie Farrell**, who assisted with centre development Feb-Apr 09. Project assistance for a new ablution block for the new dorm requested. [Approval for a variation in original budget from the KOHA funding granted Sept 09]. Also interested in the Rope Pump as training for students and community.
- **Vanga Teachers College**: met with Miri Taqu (Principal) and Beata Jio (Gizo Diocese Educ Officer) re future of Vanga TC –current contract expires Oct 09. Miri requested volunteer assistance with training of graduating students 2009 and establishing new programme for 2010 if a new contract is signed.
- **St Dominic's RTC, Vanga Pt.** Met with **Philemon Ruia** (Principal) re volunteer assistance for project management, and interested in the Rope Pump.
- **Gizo Diocese Staff** –met with Diocesan staff leaders including women's desk–request for continued training/support in project design and management.

Papua New Guinea 12 -30 November 2009

Diocese of Daru-Kiunga

- **Emmaus Farm Project:** Follow up on Mahitahi volunteer **Mark Baird**, Nurseryman assigned June-Aug 09; appraise further assistance to this project.

Diocese of Bougainville

- Women's Development Project appraisal in partnership with Sr Jenny Laku smsm and women of Central Deanery, Arawa. Also met with Bishop Bernard Unabali.

Archdiocese of Rabaul

- **St Mary's Secondary School Vunakanau, ENB Follow up on past Mahitahi volunteers Anthony Munn**, Plumber Sep-Dec 2008, and **Elizabeth Connell**, Librarian, Apr-Aug 09.
- **St Mary's Hospital and Nonga Base Hospital: Malaria Project Trials** of an alternative treatment for Malaria, in partnership with **SCENZA** (Supercritical Extraction New Zealand and Australia Pty Limited) (Director, Garrick Wells), and PNG Pharmaceutical Board.

Diocese of Kavieng

Potential new projects at:

- **Kavieng Hospital: Malaria Project Trials** as for ENB.
- **Milamila Vocational Centre, Duke of York Islands, ENB**, financial and organisational management.
- **St Mary's Vocational Centre, Lemakot** financial and organisational management.
- **St Joseph's Technical Training Centre, Fissoa** -civil engineering re sea level rise.
- **Mongop High School** –computers and IT.

Archdiocese of Madang

- **Holy Spirit High School, Bogia** –media studies and IT.

Archdiocese of Port Moresby

- **Caritas PNG, Port Moresby** –financial management systems [negotiations are underway for setting Terms of Reference and recruitment of a volunteer].

4. Projects

Current or completed since January 2009

- **Br Terrence Costello** sm of Auckland –assisted the **Catholic Education Office Tonga** with **strategic planning**, 2 weeks, Jan 09.
- **Mike James** of Northcote, Auckland, **Accountant**, visited **Tutu Rural Training Centre, Taveuni, Fiji** twice, in January and July 2009, to continue assistance with management of project finances for a large externally funded mini-hydro development project. The new hydro station was commissioned in June 09. This project has had some NZAID funding support.
- **Peter and Marie Farrell** of Putaruru/Pukekohe with their two young children Evita (3yrs) and Lisette (1yr), assisted **St Anne's RTC, at Nila, Shortland Islands, Solomon Is**, for **organisational management and business administration**, Feb – April 2009.
- **Angela Murray, Deaf Interpreter** of Woodville/Wellington assisted at **San Isidro Care Centre at Aruligo, Solomon Islands** as a Sign Language Interpreter Feb-Nov 2009, and completed production of an illustrated booklet of Solomon Islands Pijin Sign Language. This project enjoyed NZAID KOHA funding.
- **Patricia Larsen, Curriculum Advisor** of Cheltenham, assisted **Don Bosco Technical Institute, Solomon Is**, with development of a carpentry syllabus, Apr-Jun 2009.
- **Elizabeth Connell, Librarian** of Greenlane, Auckland, assisted **St Mary's Secondary School in Vunakanau, PNG** with organisation and computerisation of their library, Apr –Aug 09.
- **Alex Abela, Business Manager** of Beach Haven, Auckland, assisted **St Joseph's Secondary School, Tenaru, Solomon Is** in financial management May-Nov 09.

- **Mark Baird, of Pt Chevalier, Auckland, horticulturalist** is assisting the **Emmaus Farm Youth Development Project in Kiunga, PNG** with establishing tree nurseries for various timber and fruit species.
- **Tim Gisler, Architect** of Te Awamutu, assisted **Don Bosco House of Prayer, Honiara, Solomon Is** with preparation of plans for a new building –Oct-Dec 09 (This project was conducted by email as Tim had visited Solomon Is in 2006).
- Marcel van Leeuwen, Electrician of Rotorua, assisted **San Isidro Care Centre at Aruligo, Solomon Islands** with installation of a new generator, Aug-Sep 09.
- **Cameron Bisley, Radio Programme Animator** of Wellington, assisted **Don Bosco RTC Tetere, Solomon Is** with training youth in radio work, Oct-Nov 09.
(A spreadsheet listing 2009 projects is attached.)

New Projects 2010:

- **Farm Project Manager** -Kiunga, PNG, 2 years
- **Health professional** –to conduct alternative Malaria treatment trials –PNG 2 months
- **Builder/project Manager** -Sissano Church, Aitape, PNG -1 year
- **Financial Systems Mentor** –Caritas PNG -3 months
- **Carpentry teacher** -Don Bosco Tech Institute, Honiara, Solomon Is. 2-3 months
- **Builder**, -Don Bosco Tech Institute, Honiara, Solomon Is. 2-3 months
- **Builder** -Makaruka Parish, Guadalcanal Solomon Is –3 months

5. Relationship with NZ stakeholders

Auckland Diocese

- **Beach Haven** Commissioning and slide show presentation for Alex Abela.
- **Pt Chevalier** Commissioning and slide show presentation for Mark Baird.

Hamilton Diocese

- **St Mary's Parish, Rotorua** - Slide show presentation by Marcel van Leeuwen, Sep 09.
- **Mt Maunganui CWL and Parish** - power point presentation to local community on Mahitahi projects March 09.
- **Morrinsville CWL and Primary School** - power point presentation Nov 09.

Palmerston North Diocese

- **Catholic Youth Festival** (Real Life! Real Power!) 5 Sep 09.
- **Council for International Development** –Mahitahi is a member.
- **Missionz** –Fr Paul Shannahan sm takes an active interest and supports the Mahitahi application to the Pontifical Mission Society.

6. Promotion of Mahitahi

- The Website **www.mahitahi.org** -a new website was launched March 2009 developed by Peter Ravlich of Ravlich Consulting.
- **Mahitahi Family** Email Group –continues to maintain links between past and present volunteers, their families, communities and friends. It is hoped we might hold one day gatherings in Auckland and Wellington sometime this year in order to allow returned volunteers to get together, share experiences, etc.
- **Diocesan Multi-mail** systems used for advertising vacancies.
- **NZ Catholic, Wel-com**–articles including a full page (sponsored) in NZ Catholic on 14 October 2009.

- **Parachute 2010** (29 Jan-1 Feb 10) held at Mystery Creek, Hamilton (attended by approximately 30,000 mostly young people). Mahitahi and Caritas joined with CWS (Christian World Service) and A Rocha to present a super stall entitled “**One World –For All**” and included a Pacific Experience entrance, a MDG (Millennium Development Goals), a jigsaw puzzle game, a Mine Field (raising awareness of land mine and cluster munitions) and a Challenge Well and a Thank You Wall. It was a very popular stall, and many valuable contacts were made. Mahitahi volunteers assisted with giving time to work on the stall. A very successful event.

7. General Comments

2009 has once again been a very full year. Mahitahi has clearly grown to its maximum capacity in its current structures. The establishment of the new governance structures pave the way for development to the next level, if that is deemed by the Board of the way to go. As always, we are led by the Spirit, and retain an open mind as to how and where Mahitahi may develop in the years ahead.

In the mean time, new and exciting projects continue to emerge over the horizon, and the sun sets on other projects successfully completed that do us proud. We are richly blessed with an increasing number of wonderful talented people from all walks of life who generously offer their skills in volunteer service. The data base has grown to over forty people.

Mahitahi wishes to thank the continued support received from a wide network of people connected via the Church throughout the country, people assisting in recruitment, interviewing, supporting volunteers, in publicity, technical support, administration and governance. The NZAID reviewers kept asking how I manage to run so many projects as the only staff person for Mahitahi, and the answer is “I don’t. I enjoy tremendous support from numerous people right across the board, both in New Zealand and in our partner countries.” It is indeed a privilege to work in such a dynamic living faith filled church.

I look forward to another year as a “humble servant in the vineyard of the Lord” as our Shepherd in Rome himself said.

Christina Reymer
Director