

# OCTOBER 2014 REPORT: COOK ISLANDS GENDER PROJECT

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#### 1. GENDER PROJECT GOALS

<b>Activity Title</b>	Cook Islands Gender Equality and Women's Empowerment Project
<b>Goal</b>	To promote and coordinate two components of the Cook Islands National Policy on Gender Equality and Women's Empowerment Plan 2011-2016, specifically  1. to create an enabling environment for the full participation in economic development and 2. to eliminate violence against women

## 2. OCTOBER OUTPUTS

### 2.1 PROGRESS OF RESEARCHERS OF “BUSINESS NEEDS OF WOMEN ENTREPRENEURS IN THE COOK ISLANDS” (plus their involvement in the Gender Project Stakeholder meeting - 30 October, 2014)



#### 2.1.1 GENDER POLICY REVIEW

- contract signed, invoice and workplan received from Lynnsay Rongokea for first payment to be made
- individual meeting held to get an overview of the implementation of the workplan – I have been provided with update on proposed interviews and document review
- Lynnsay presented at the first Stakeholder Meeting – introducing the documents which will underpin the study, namely the Beijing Declaration and the CEDAW and their Cook Island updates.

#### 2.1.2 TRAINING AND CAPACITY BUILDING

- contracts, invoices and joint workplan were received from Tricia and Donna before I left for my overseas meeting
- Tricia and Donna have assigned different components of their research study. Tricia will focus on a study of training opportunities in formal institutions in both the public and private domain. Donna will concentrate on interviews with women in business, or women wanting to start up a business, investigating training and capacity building needs. Both
- both researchers have already commenced work on their respective assigned areas and some interesting information has been received from their groups of interviewees.
- Both Donna and Tricia will be making visits to the outer islands to involve outer islands women in contributions for their study. Tricia has begun work in Aitutaki during her USP visits, and will be making an extended stay after her next visit specifically to work on her research. Donna plans to visit Mangaia in mid Nov.

#### 2.1.3 REVIEW OF FINANCIAL SERVICES

Contracts, invoices and workplans for their respective studies from Alexis and Tunoa were received

- at the initial progress meeting, Alexis and Tunoa discussed an assignment of tasks and subject areas with Alexis concentrating on formal institutions in both the public and private sectors and what financial services they provide. Tunoa will concentrate on the expectations of MFEM taxes and levies. Tunoa raised the issues of eight different types of taxes that women entrepreneurs may find challenging when dealing with MFEM. Because Tunoa has the role of ensuring that this information can be engaging to the masses – of non English Speaking Cook Islanders – she has decided to introduce her topics using flowcharts which will not only help those who find financial systems difficult to understand but also . At the group meeting of the Gender Researcher Team held in the Project Coordinators office, the team were able to share concerns and issues as well as share where they could collaborate to get information without having to overlap with regards to interviews and common research topics. This resulted in Alexis being able to work on preparing a set of questions that Donna and Tricia can raise during their interviews.

Tunoa will also work with Alexis to translate this section into Cook Islands Maori for use of this important section by mainly outer island entrepreneurs.

#### **2.1.4 STATISTICS TECHNOLOGY SUPPORT**

Taggy has been off island for several weeks since the contract for Anonga Tisam was drafted according to the Consultancy Agreement that was provided by Bredina. Anonga made a presentation at the stakeholder community about the work that he will be involved in to assist the National Statistics Officer to retrieve gender data directly from related Ministries which is in most instances currently being sent to the NSO as a report on mainly aggregated data. The aim of phase one of this project will be to engage in a scoping activity that will investigate the different data collecting systems being used by the different Ministries and to ascertain how anonymous data can be extracted from each system so that it can be used more flexibly with other statistics. Ruta has informed us that Kim Robertson from SPC who is in the process of preparing a Gender Profile will be visiting the island next week. It would be helpful if we all visited the Ministries together so that Anonga can ask questions of both Kim and the Ministries to ensure that gender data is retrieved in a way that can be used appropriately for government reporting requirements.

#### **2.1.5 Additional Notes**

Each team member has been provided with a letter of introduction for use in their research interviews.

Each team has met both independently and as a group to share their findings and to try to cut down on any overlaps, so that potential participants are not overburdened by too many interviews. Lynnsay has visited key Ministry organisations to ascertain gender policies and is looking into what differences have resulted in the development of gender equality since the first workshop following the introduction of the National Gender Equality Policy. – Lynnsay noted that she has written several emails to GADD to obtain a copy of the first workshop report which provides the basis of her interviews with participants to elicit their views on progress of Gender which will help to create an enabling environment for social and economic development in the Cook Islands.

Tricia has visited Westpac Bank, BPW and DCD. Interestingly she has learned more about a (private) Women in Business company in Samoa which coordinates the building of businesses for women, offering a range of ideas for training, product development, marketing and sales. They believe that with the right personnel, the Gender Division could be a natural point of contact here in the Cook Islands to coordinate activities for women in business in collaboration with NGOs currently offering support in key areas - DCD (for grants), PPSEAWA, BPW and NCW. Dr Mat Porea at Agriculture has stated that there are lots of women working in the field but the agriculture service is full of men who cannot change their thinking about the type of support that women need for their agricultural interests. Because of her background as a grower, Lynnsay proved to be an ideal candidate for a case study in agriculture and the difficulties women have in accessing land – based on recent decisions made in court about the value of lease land remaining consistent regardless of the length of the lease. Alexis has provided both Donna and Tricia with a list of questions she would like them to ask about any barriers they have experienced with regards to financial access – this method will reduce two researchers accessing the same person for information.

#### **2.1.6 COMMUNICATION within the Gender Division**

Although we now have a weekly meeting to discuss the Gender project, there still exists a communication gap when the GADD team do not notify the project coordinator of meetings that might be related to the project and its outcomes. The arrival of Kim Robertson and her meetings with key Ministries, including Statistics, was to be an inclusive activity so that we are all on the same page with regards to the Cook Islands Gender Profile and how we can all contribute to an effective document.

### **3. OTHER ACTIVITIES IN OCTOBER**

#### **3.1 REPORT ON BUSINESS OPPORTUNITIES FOR WOMEN ENTREPRENEURS IN THE COOK ISLANDS**

I have had discussion with a member of the community who is putting together a resource in preparation for the 50<sup>th</sup> Anniversary of the Cook Islands. The resource is entitled “50 Successful Women Entrepreneurs in the Cook Islands”. The book aims to look at the success factors that make these Cook Islands Women successful business entrepreneurs, the challenges they faced and how they met these challenges in order to continue their momentum of success, and any advice they would give women entrepreneurs planning to enter into their type of business in the future. The challenges that we discussed during the introduction of this project matched the challenges that we are attempting to address as part of the needs analysis of Women business entrepreneurs in the research component of this project. There are more than 50 women entrepreneurs who are to be invited to provide their details for this production. Although 50 Cook Islands women entrepreneurs will be used for the book which they hope to produce for the 50<sup>th</sup> year celebration, there are assuming that there will be many others. The full complement of women, both Cook Islands women and others could be recognised in a separate report which will fulfil the second part of the reporting section of the project. To recognise the idea and the work that the leader of this project has and continues to put into the formal publication, the project can contribute to its actual publishing in readiness for the 2015 celebrations. The information however will become copyrighted to the Gender Project and we will be able to use it for our own reporting purposes, and expand on it to include more women entrepreneurs and their ideas that may be of value to the women entrepreneurs of the future.

#### **3.2 Proposed Business Incubator Programme**

One of the issues that has arisen during our discussions about new opportunities for business development for women entrepreneurs has been the concern about confidentiality. Potential business women are concerned about their ideas being used by other people should they become known widely through the project. The Strategic Planning Team and the Researchers who are not planning on putting forward a proposal, will compile the committee that will devise a way in which the programme will operate, to advertise, select and support potential start-up activities. I am to keep this restricted to a small group initially, so that the programme can develop until such time as we can support more of the applications that come to hand, if any.

#### **3.3 UNESCO Gender and Media Survey**

As the Cook Islands UNESCO Commissioner for Information and Communication, I was asked to coordinate a UNESCO survey to address gender in the media within the Beijing Declaration. This involved rewriting the pdf'd survey into an online survey that is now on the Ministry of Internal Affairs website @ [http://www.intaff.gov.ck/?page\\_id=602](http://www.intaff.gov.ck/?page_id=602). The Media Association and government departments, as well as private sector and NGOs have been invited to participate in the survey. It includes: \* Policy, Legal, Regulatory Framework and Monitoring; \* Employment and career development; \* Education, training and skills building; \* Research; \* Public Awareness and Dialogue; and \* Gender Media Content.

#### **3.4 Cook Islands Media Association**

As I contribute media articles on a fairly regular basis, I have been invited to join the CI Media Association in order to keep them up to date with what is happening in the project and with regards to gender activities in general. The group is chaired by Charles Pitt, and other members include Helen Grieg, Noeline Browne, Jaewyn McKay and Merita Wii-Kaitaia.

#### **3.5 Pacific Women in Business Conference Fiji**

I have been nominated by the Chamber of Commerce, along with two Cook Islands women in business to attend the Pacific Women in Business Conference in Fiji. Bredina has received my formal invitation from the organisers of the conference. The conference will be held in Nadi on 26-30 November. The other participants

will be Tutu Pirangi from Highland Paradise and Andrea Rongokea of WeddedBliss.com. The conference involves keynote speakers and discussion panels involving successful women in business from around the Pacific. Interestingly the only presentation from the Cook Islands will be Graham Matheson who will be presenting his Te Tika Range of products. With all the successful women entrepreneurs on the island it seems unusual that a male should be presenting on our behalf.

### **3.6 Training session for Rakahanga Welfare Officer**

The Gender Equality Project was included in the training programme of the Rakahanga Welfare Officer, Mahiriki Pihō, before she returns to Rakahanga. There was some discussion about the situation on the island with regards to potential business opportunities on the island, as well as support for any domestic situations that might arise. We have agreed to keep in touch for any ideas that may arise from her vāinetini meetings that they have each week as part of their church activities.

### **3.7 Update of the Ministry of INTAFF website**

This has become a regular activity as the staff of INTAFF become involved in community activities and updates arise relating to government activities now that Parliament has been sitting. A new development we are expecting is the public consultation of the Family Law Bill now that this has recently been tabled. The website is beginning to have a more inclusive and newsy feel as more contributions are being added to the site. The Labour department are regularly updating their documentation and these are changed as amendments are made. As events are held in the Gender Project, these too are recorded on the Gender Project page (including the new inclusion of the UNESCO Gender and Media Survey)

### **3.8 ICANN Meeting in Los Angeles**

Although unrelated to my work, as one of 7 women out of 15 global regional members of the At Large Advisory Committee (ALAC - <http://archive.icann.org/en/committees/alac/>), I attended ICANN51 in Los Angeles where I participated in a number of meetings of the ALAC, the At-Large Leadership Team and the Country Code Naming Support Organisation (ccNSO). I also attended meetings of working groups of which I am a member – the Asia Pacific Regional At-Large Organisation (APRALO - which is the electorate which appointed me to the ALAC); Capacity Building (training); Accessibility Taskforce (people with disabilities); and Metrics (performance reviews). I was absent for 7 ½ days much of which was leave without pay. Our next face-to-face meeting is in Singapore in February (other meetings in between are online).

## **4.FINANCIALS FOR THE MONTH OF OCTOBER**

- The request this month was to provide a cashflow statement to identify where costs have been assigned and spent. Because the project only has operational expenses this has provided a simple report however, it still requires some accounting skill in order to put it together.
- I have also been requested by DCD to provide ongoing financial balance information to the funding request forms to enable DCD to more easily follow expenditure patterns for the project. These have required additional time to coordinate accessing of the required updated report in order to complete this requirement. I also do not believe suitable experience currently exists within the GADD Division.
- I am requesting that another signatory is added for achieving signatures on funding request forms to reduce the delays that are created when the GADD director is not available to sign. I would like to include Taamo Heather, the INTAFF Financial Officer, who is now more closely situated to the activities of the project.
- I have requested information regarding VAW training programmes proposed for Jan-June 2015. Because these have not been forthcoming from GADD, I have requested that PTI work with

community organisations to prepare a training schedule. Unfortunately these were not completed when this report was being prepared although it is necessary for financial projections.

#### 4.1 Cashflow statement for July 2014-October 2014

Cash held by MFEM	\$	220,000.00	
Cash paid for:			
Administration (incl office equipment)	-\$	7,429.88	
Stakeholder Mtgs (incl adverts, room hire & catering)	-\$	3,566.38	
Research study (incl adverts, consult fees)	-\$	10,760.00	
<b>Net Cashflow from Operations as of Oct 31 2014</b>	<b>\$</b>	<b>198,243.74</b>	

#### 4.2 ACTUAL EXPENDITURE DURING OCTOBER

			<b>\$</b>	<b>208,393.74</b>
30/10/2014	3030 Cook Islands Television C	\$	150.00	
30/10/2014	4011 Tunoa Kaina - 25% Consult fee	\$	2,000.00	
30/10/2014	4016 Alexis Wolfgramm 20% Cons	\$	1,600.00	
30/10/2014	4017 Tricia Thompson 20% Consu	\$	800.00	
30/10/2014	4018 Donna Fox 20% Consult Fee	\$	800.00	
30/10/2014	4019 Lynnsay Rongokea-Francis	\$	1,000.00	
31/10/2014	Lorna Nicholas-catering	\$	200.00	\$ 201,843.74
31/10/2014	Donna Fox 40% Consult Fee	\$	1,600.00	\$ 200,243.74
31/10/2014	Lynnsay Rongokea-Francis 40% fee	\$	2,000.00	\$ 198,243.74
	<b>Total spend for October</b>	<b>\$</b>	<b>10,150.00</b>	

#### 5. PROPOSED NOVEMBER ACTIVITIES

- Week 1 – Monday meeting with Bredina and Ruta; Mtgs - Research Team as a group – discuss progress, collaborate on interviews with participants; Media Association; Kim Robertson; SPC Gender Profile; Business Opportunities Report
- Week 2 - Monday meeting with Bredina and Ruta: Mtgs – PTI, NCW on training programmes in outer islands; Police – Women Police Leadership programme; Research Team weekly meeting; BPW, BTIB, other business trainers re Dec training program Statistics – Ministry visits
- Week 3 Monday meeting with Bredina and Ruta: Mtgs – Organise logistics of Business Training program for December; Statistics Ministry visits; Research Team weekly meeting.
- Week 4 Travel to attend Pacific Women in Business Conference in Nadi, Fiji (26-30). Return 1 Dec. Stakeholder meeting to be held in Week 1 of December.

#### 6. PROJECT COORDINATOR EMPLOYMENT CONTRACT

I have raised on several occasions that I wish to transfer to a consultancy contract where I can work according to set outputs according to my workplan which follows in this report. I would also like the position to be job sized appropriately to include all the additional activities that have been involved in this project that are beyond that of “coordinating”. In order to implement the contract expectations, the activities require additional design and planning activities which are not included in a normal coordinating contract. At the same time the two year timeframe does not allow for TAs to be called in to do these additional activities, so that it has been essential to do these additional activities as well. I don’t mind doing them, as that is what my

background experience and qualifications enable me to do, but I would ask that the position be appropriately recompensed to take into account the many activities that are required of the position.

**Maureen Hilyard**  
**GENDER Project Coordinator**  
**Ministry of Internal Affairs.**  
**10 November 2014**

## 7. BUDGETS FOR QUARTERLY PROJECT ACTIVITIES – JULY 2014-JUNE 2015

Project 1 - NUBIZ Objectives	Outputs	July–September 2014	October–December 2014	January-March 2015	April- June 2105	Breakdown of costs	TOTAL: \$305,000
0.Governance and Administration		Stakeholder meetings Establish Project Workplan and Budget Steering Committee meeting in Sept	Stakeholder meetings Steering Committee meeting in Dec.	Stakeholder mtg Steering Comm, meeting in March <b>Women’s Trade Show</b>	Stakeholder mtg Steering Comm meeting in June. <b>Women’s Business Forum</b>		
Q1 28,000 Q2 14,000 Q3 19,000 Q4 29,000	Personnel Administration Media/Doco M&E	\$ 8,000 \$18,000 \$ 2,000	\$8,000 \$4,000 \$2,000	\$ 8,000 \$ 5,000 \$ 6,000	\$ 8,000 \$ 5,000 \$ 6,000 \$10,000	32,000 32,000 16,000 10,000	90,000
1. Research “Business Needs of CI Women” to identify support for women’s access to financial services to develop their enterprises	5.Needs of women entrepreneurs are identified 7.Study conducted to identify financial needs of women entrepreneurs 4.Data on women involved in economic activities in the informal sector collected	Strategic Planning Unit to assist with deliverables for research assignment. Advertisements and appointments made	Research and analyst consultants to deliver on research outputs. Report to stakeholder group monthly. To be completed by mid-Dec. Appointment of a database consultant to work with Statistics to harmonise govt data collection	Research paper completed – production of the information guide for new Cook Islands Women entrepreneurs. D/base prototype developed -enabling exchange of data flow to Stats Department	Prototype to be replicated in other govt Ministries dependent on time available.		
Q2 52,500 Q3 20,250 Q4 12,250	Research production Consultancy fees Database TA		\$ 2,000 \$40,000 \$10,500	\$ 8,000 \$12,250		10,000 40,000 35,000	85,000

2. Identify and research “New Business Opportunities for CI Women” in both formal and informal sectors.	1.Niche markets and new economic opps identified.	Develop proposal for Incubator programme	Identify niche markets and new business opportunity ideas. Complete business ideas study. Identify applicants for incubator programme.	Appointments made for incubator programme and a coordinator to organise programme and training	Support for incubator programme continues		
	6.Capacity of women in Pa Enea enhanced-market chain analysis						
	8.Access to markets by women in the Pa Enea						
Q2 2,000 Q3 40,000 Q4 13,000	Incubator Program		\$2,000	\$40,000	\$13,000	55,000	55,000
3. Support the development of business knowledge and skills through training and mentoring	3.Women’s small businesses from both the formal and informal sectors are promoted.		Initial business training opportunities for women. CVs, Business plan development, financial services Advertise for new initiatives for current business operations – based on value chain analysis	Business mentoring/ training programme to commence. Focus on product development and value chain analysis of on-going businesses.	Continuation of business mentoring and training. Focus on marketing and selling products.		
	3.Markets are made more accessible and value chain analyses conducted						
	9. BPW to be supported to provide training and technical assistance						
Q2 10,000 Q3 30,000 Q4 20,000	Mentor Training		10,000	30,000	\$20,000	60,000	60,000
4. Support the integration of women with a	2.Income generating activities for women		Business opportunities for women with disabilities will be included in research study. They too will be encouraged to participate in the incubator programme. Support will be requested from the				

disability into socio-economic development	with disabilities are identified		Disability Council, INTAFF Disability Unit and local Disability Organisations.				
Q2 5,000 Q3 5,000 Q4 5,000			\$15,000			15,000	15,000
		<b>Q1 28,000</b>	<b>Q2 \$83,500</b>	<b>Q3 114,250</b>	<b>Q4 79,250</b>		<b>305,000</b>
<b>BUDGET ALLOCATION FROM AUSAID (according to GFA)</b>		Aug 2013 <b>\$220,000</b> 30 June 2014 after progress report <b>\$235,000</b>					<b>\$455,000</b>

Proposed Gender Project Workplan July 2014 – June 2015					
Project 2 - VAW Objectives	July–September 2014	October–December 2014	January-March 2015	April- June 2015	BUDGET ALLOCATION
Legal frameworks, law enforcement and justice systems are strengthened	Stakeholder meetings with VAW-related organisations and Ministry HOMs to set tasks for 2014	GADD,NCW and PTI to report to monthly Stakeholder meetings on their respective involvements in project activities	GADD, NCW and PTI to report to monthly Stakeholder meetings on their respective involvements in project activities	GADD,NCW and PTI to report to monthly Stakeholder meetings on their respective involvements in project activities	
<b>BUDGET</b>		<b>\$3500</b>	<b>\$3500</b>	<b>\$3000</b>	<b>\$10,000</b>
<ul style="list-style-type: none"> <li>Family Law Bill</li> <li>Gender Equality</li> <li>CEDAW</li> <li>Family Health Survey</li> </ul>	Training of stakeholders identified on Rarotonga and Pa Enua with regards to Family Law Bill, Gender Equality, CEDAW and Human Rights	PTI & NCW: Training of men and women stakeholders on Rarotonga with regards to Family Law Bill, Gender Equality, CEDAW and Human Rights (Nani to coordinate)	PTI & NCW: Training of men and women stakeholders on Pa Enua with regards to Family Law Bill, Gender Equality, CEDAW and Human Rights	PTI & NCW: Training of men and women stakeholders on Pa Enua with regards to Family Law Bill, Gender Equality, CEDAW and Human Rights	
<b>BUDGET</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$30,000</b>
<ul style="list-style-type: none"> <li>Support for Police Services and Processes</li> </ul>	Police Commissioner requests support with current DV projects	PC has requested mentoring and coaching support for police women in leadership roles – starting with law enforcement	Specific support identified	Specific support identified	
<b>BUDGET</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>10,000</b>	<b>\$30,000</b>
<ul style="list-style-type: none"> <li>Support gender and domestic violence/ gender-based data collection by Statistics</li> </ul>	Employ a technical support person in Statistics to assess data collection needs within key Ministries (employment incorporated into Proj 1)	Equipment and additional support for <b>Statistics</b> to work with key Ministries (Health, Justice & Police) to collect relevant gender data	Equipment and additional support for <b>Statistics</b> to work with key Ministries (Health, Justice & Police) to collect relevant gender data	Equipment and additional support for <b>Statistics</b> to work with key Ministries (Health, Justice & Police) to collect relevant gender data	

<b>BUDGET</b>		<b>\$5000</b>	<b>\$5000</b>	<b>\$5000</b>	<b>\$15,000</b>
Services to the victims are improved and communities mobilised	GADD to establish a coordination mechanism for addressing VAW		GADD to ensure that all Ministries are operating this mechanism successfully		
<b>BUDGET</b>			<b>\$5000</b>		<b>\$5000</b>
• Communication material		GADD to work with PTI, NCW & Police to develop and distribute communication material on Rarotonga and Pa Enea about Family Law Bill and positive relationship behaviours			
		Proj Coord. to work with PTI, NCW & Police on an audio-visual e-Learning package and advertisements to support the promotion of information about the Family Law Bill and positive relationship behaviours (including support for men's organisations)			
<b>BUDGET</b>		<b>\$15,000</b>			<b>\$15,000</b>
• Develop services to support victims		GADD to work with PTI, NCW & Health to determine options to develop services that will accompany victims and support their recovery			
•		Proj Coord to work with PTI, NCW & Health regarding visits by psychological or psychiatric specialist to counsel those with behaviour management disorders (including support for men's organisations)			
<b>BUDGET</b>		<b>\$20,000</b>			<b>\$20,000</b>
• Build capacity in communities		GADD to work with PTI, NCW, Health & Police to build the capacity of communities to deal with domestic violence and protect the victims (Rarotonga and Pa Enea) - (including support for men's organisations)			
<b>BUDGET</b>		<b>\$20,000</b> (includes \$5000 for White Ribbon support)			<b>\$20,000</b>
• Provide free legal support			Proj Coord to assist the Ministry of Justice to negotiate with government and law society re progress with this objective		
<b>BUDGET</b>			<b>\$10,000</b>		<b>\$10,000</b>
<b>TOTAL BUDGET</b>				<b>TOTAL</b>	<b>\$155,000</b>