

Annual Progress Report

Introduction

Project Title: “Towards the rehabilitation and social reintegration of prisoners to society with a focus on female prisoners.”

Progress report no: 2 – annual

Period covered: 1 August 2016 – 30 August 2017

Date of the report: 17 September, 2017

Report prepared by: Nermeen El Bahty - Manager

Report reviewed by: Nermeen

Table of Contents

Introduction.....	1
1. Executive summary.....	5
2. General development of the partner organisation.....	6
Staff	6
Life Foundation’s new premises and branches	22
Cooperation with the Ministry of Interior	22
Cooperation with the Ministry of Social Solidarity:.....	23
Cooperation with British Columbia Corrections.....	24

Discussions with UNODC 25

Networking with local NGO..... 26

Visibility 26

Proposal development for sustainability of current programme..... 27

3. Project activities and results achieved during reporting period..... 28

 Activities implemented during reporting period as planned 28

 A 1.1.1 Update and share information with prison staff and management on reintegration programme outcomes 28

 A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison case workers..... 30

 A 1.3.2 Assess and explore prisoner’s needs for transitional case plan of services needed upon release.31

 A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans and to define possible challenges in reintegration31

 A 1.3.4 Legal services provided to assist in prison release as needed.....31

 A 1.3.5 Transition case plan developed for every pre-release prisoner on services needed upon release including further assessments from prison 32

 A 1.3.6 Follow up the work between branches 32

 A 2.1.1 Trainings provided to psychosocial staff on mental health screening, counselling, group therapy techniques, life skills and brief interventions. .. 32

 A 2.1.3 Transition case plans reviewed and monitored 32

 A 2.1.4 Provision of group, individual, art and music therapy 32

 Activities implemented during reporting period that were not planned 33

 A 2.1.7 Psychotherapy Trainings 33

A 2.3.1 Workshop held with Life Foundation staff along with representatives from government agencies and CSOs 35

A 2.3.2 Develop, print and disseminate information, education and communication materials..... 35

A 2.3.3 Continued coordination with civil society organizations and gov. agencies to follow up and referrals and assess service utilization..... 36

A 3.2.1 Meetings with employers to establish MOUs with business and factories supporting small projects and employment for post-release prisoners . 36

A 4.2.1 Fundraising plan developed and implemented over the course of project duration 37

A 5.1.1 Develop a detailed monitoring and evaluation plan with detailed roles and responsibilities on data collection for indicators included in the log
frame 37

A 5.1.2 Train NGO staff on M&E as well as data entry and data analysis of assessments. This will address issues of confidentiality and anonymity 37

A 5.1.4 Purchase of PCs and laptops 39

A 5.2.1 Train selected staff on data entry, data analysis and data quality management 39

A 5.2.2 Develop baseline data for indicators 39

A 5.2.3 Develop clear procedures for how data is entered and for regularly cross checking and validating data.....40

Activities not implemented (but originally planned for implementation); reasons for not implementing; actions taken or planned to overcome these
reasons40

A.1.2.1 Training to selected prison management, prison medical professionals and other prison staff.....40

A 1.2.2 Training to police officers (2 days training workshop. 15 police officers in every training.).....40

A 1.2.3 Training for staff from Ministry of Social Solidarity, staff at the National Council of Women and HR, and other staff.41

A 2.1.2 More comprehensive risks and needs assessments undertaken to assess immediate risk factors and needs upon entry to the programme.41

A 2.1.5 Provide life skills education for women with a focus on violence prevention and conflict management. (2 days training for 15 women. Once every 3 months total 8 training).....41

A 2.1.6 Group activities with former prisoners and their families (2 activities per year) 2 activities per year: total: 6 social activities41

A 2.2.1 Training of legal staff on litigation and representation as well as the Minimum Standards for the Treatment of prisoners41

A 2.2.2 Legal services provided to post release prisoners as per transition case plan includes legal advice and representation 42

A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, pension cards, passports, birth certificates, etc. 42

A 3.1.1 Provide trainings specific to the job placement and communal projects 42

A 3.2.3 Assist groups of women in establishing the following communal micro-enterprise projects..... 42

A 3.2.4 Support in the registration of communal micro-enterprise projects into full-fledged companies..... 42

A 6.2.3 Annual newsletter issued and disseminated regarding the achievements and outcomes of the project (Newsletter 100 copies disseminated) 42

4. Opportunities and/or challenges 43

5. Recommendations/Next steps..... 46

Networking meetings with UNODC on HIV 48

In September 2017 the Foundation will implement 49

In October 2017 the Foundation will implement..... 50

In Nov 2017 the Foundation will implement 52

In December 2017 the Foundation will implement 53

In January 2018 the Foundation will implement 54

In February 2018 the Foundation will implement..... 56

6. Financial situation..... 57

Narrative summary of the overall financial situation of the project, describing 57

 During the period from the beginning of the project until March 2017 57

 Project activities have been suspended due to the financial audit and an error have been detected 7/5/2017 57

Narrative summary of the financial development during the reporting period, describing..... 58

Fixed asset payments have been increased to 18,500 pounds 58

Remaining in Life Foundation's bank (Egyptian Pounds) until 30/8/2017 (31,238.78 Egyptian pounds) 59

Devaluation of the EGP..... 59

1. Executive summary

Life Foundation for Development and Social Reintegration was established in May 2015 by a staff consisting of 8 individuals who believe in the idea of rehabilitation and social reintegration in Abu Hammad city, where it had the biggest number of released prisoners in the governorate. The project (Start life) was accepted by "Drosos Foundation" for funding and was approved by the "Ministry of Social Solidarity" (in August 2016). The target number of released prisoners that the project aims to reach is 300 with a focus on female prisoners from the prisons in El-Sharqia, Qalyubia, Beheira and Alexandria governorates. During the reporting period, 54 former prisoners met the criteria for programme entry and have been provided with services. Such services are quite unique as the targeted population is not reached by other civil society organizations. Life Foundation’s main governmental stakeholders are the Ministries of Interior and Ministry of Social Solidarity.

Life Foundation has been successful in kick-starting the project and implementing several important activities while embarking on new initiatives despite the fact that this is the first project that tackles the sensitive issues surrounding the rehabilitation of offenders. Probably the most important success has been the acceptance by the Ministries of Interior and Social Solidarity towards the project, its concept and

objectives. The project has particularly resonated with the Ministry of Social Solidarity who realized that women offenders do not fall under their target groups and that a specific national strategy needs to be developed and tailored to respond to the need of these women and to support them in recidivism prevention. The Prison Directorate under the Ministry of Interior is reviewing a final draft "MOU" to be signed with Life Foundation and has even indicated interest in forming a taskforce of NGOs to assess the rehabilitation needs of current prison inmates. This is quite an achievement, in view of the political climate in which civil society organizations have been operating in Egypt.

2. General development of the partner organisation

Staff

Life Foundation's original team consisted of a group of lawyers and other staff who had already received capacity building trainings under previous projects. Under the umbrella of this project, Life Foundation extended the contracts of 12 of its original staff and recruited 8 additional positions. This includes the following: Alexandria branch: secretary – 3 lawyers – art therapy specialist – IT and data entry specialist. Upon the project kick-start on 1st August 2016, team meetings took place to be oriented to the project and its work plan and whereby staff roles and responsibilities were assigned according to staff's terms of references.

A two day retreat was organized on 23 and 24 September 2016, at the Cataract Hotel at the Pyramids among Life Foundation's staff. The teams reviewed and discussed their work plans, and were also introduced with the Archive system developed by the Foundation's IT manager. Life Foundation's Project Manager coordinated the responsibilities of the different teams providing them with assigned work plans and reporting formats for their compilation.

A Technical Advisor was engaged by Life Foundation to support the implementation of the project through technical advice to Start Life Project Manager on implementation, monitoring and evaluation process. The advisor working on a part-time/pro-bono basis is responsible for providing strategic advice to Life on key programmatic issues pertaining to the rehabilitation of women offenders, as well as, sharing of best-practice materials. Other duties include support in the development of the project monitoring, evaluation and reporting system and forms and preparation of progress reports.

Life foundation contracted a consultant to raise funds during the first 6 months of the project, namely, Al Mahrousa Foundation to design a fundraising strategy for the concerned parties. Drosos also contracted a consultant to carry out the project's basic plan. Life foundation then signed the institution contract with the consultant of sustainable development, Dr. Islam Abou El-Magd, to follow up the fundraising plan and sustainability of the services of the Foundation.

In the second period of this report, the project was suspended in May and June pending the finalization of the financial audit and budget adjustment, some activities were added and back to work in July.

Staff List:

NO.	JOB DESCRIPTION	NAME	DATE OF EMPLOYMENT	TIME	NOTES
1	Executive manager	Nermeen Mohammed Ahmed	1/8/2016	100%	Insured
2	Executive general secretary	Amira Nabil AlSayed	1/8/2016	100%	Insured
3	Alexandria's branch secretary	Doaa Nabil Ahmed	1/8/2016	100%	Ceased working Date: 26/11/2016
		Zakaria Mohmed Osama	1/12/2016		Ceased working Date: 26/11/2016
		Esraa Hussien	1/5/2017		Insured by the foundation
4	General Accountant	Nada Hussieny Mahmoud	1/8/2016	100%	Maternity leave: Date: 30/04/2017
		Lamies Nabil Ali	2/5/2017		Insured by the foundation
5	General Legal consultant	Mohammed Gamal Mohammed	1/8/2016	100%	Insured by the Bar Association – Appeal

6	Alexandria's branch lawyer	Tamer AlSayed Ahmed	1/8/2016	100%	Insured by the Bar Association –Elementary
7	Lawyer Sharkia branch	Mohammed Adel Ali	1/8/2016	100%	Insured by the Bar Association –Elementary
8	Lawyer Sharkia branch	Amr AlSayed Shehata	1/8/2016	100%	Insured by the Bar Association –Elementary
9	Lawyer Sharkia branch	Noura Salah Al Komey	1/8/2016	100%	Insured by the Bar Association –Elementary
10	Lawyer Sharkia branch	Mohammed Saad	1/8/2016	100%	Resigned to study for PhD Date: 31/4/207
		Azeza Ahmed Mohamed	2/5/2017		Insured by the Bar Association – Elementary
11	Lawyer Sharkia branch	Taghreed Saber Khadeer	1/8/2016	100%	Resigned because of illness Date: 30/11/2016
		Mohamed Ali Alexandra branch	1/12/2016		Insured by the Bar Association – Elementary
12	General Psychological consultant	Alaa Abdul Hady	1/8/2016	50%	4 Times /Month Insured by the mental health hospital in Abbasiyah

13	General Psychological specialist	Waleed Abdul Moneam Tawfeeq	1/8/2016	100%	Insured by the foundation
14	General Psychological specialist	Alaa ALSayed Farouk	1/8/2016	100%	Resigned to get married Date: 31/4/2017
		Hala Fouad Abd Elfatah	2/5/2017		Insured by the foundation
15	General Psychological specialist art therapy	Rasha Saeed ALSayed	1/8/2016	100%	Insured by the foundation
16	Psychological specialist Sharkia branch	Dina Abdul Rahman	1/8/2016	100%	Insured by the foundation
17	Life skills	Hagar Magdy Moustafa	1/12/2016	100%	Dismissed due to constant absences and travelling
	General Psychotherapy and drug treatment	Doaa Abdelrahman Mostafa	3/8/2017		Insured by the foundation
18	General Referral official	Lina Amr	1/8/2016	100%	Insured by the foundation
19	General Programmer	Abdullah Mukhtar	1/8/2016	50%	contract

20	General Data entry	Hossam Al Deen Hassan	1/8/2016	100%	
21	General Training consultant	Atef Sayed Hafez	1/8/2016	50%	8 Times/ Month
22	General Financial consultant	Hassan Abdul Fattah	1/8/2016	50%	Dismissed due to issues in the budget
		Mohamed Fathy	2/5/2017		8 Times/ Month
23	Social worker	Amal Hessen Hassan	1/2/2017	100%	Insured by the foundation

- Organizational capacity building:

First: trainings schedule to elevate the qualifications of the staff

DATE	TRAINING TYPE	PRESENTED BY	OUTPUT	OUTCOME
30 August to 2 September 2016	Psychosocial care and protection from violence against women and girls A 2.3.1.	Trainer 1 – Mr. Nabil Shalaby Lawyer - Advisor to the National Council for Human Rights 2- Dr. Samah Fathi, Advisor to the National Council for Human Rights (Women's Committee)	Representatives of the National Council for Women, the National Council for Human Rights, representatives of the Social Solidarity and the General Secretariat of the Governorate of the Eastern and Alexandria Governorates), representatives of the civil society, associations and institutions concerned with the rehabilitation of women. The number of attendance was 23 trainees and the attendance was divided into 16 women 7 men. - Training on international conventions, the United Nations system and conventions on	A broader understanding of mechanisms to address violence against women: - Educating the trainees about the dangers of violence against women - knowledge of legislation to amend some legislation and activate existing legislation - Understand how to improve women's standard of living and generate income - Discussing the expansion of the establishment of centers to host the protection of women in the governors Women's awareness of the role they play in combating violence from awareness-raising and information seminars and the implementation of family-oriented programs within media programs Emphasize the need to provide financial resources to increase the role of hosting and housing for women and children Mechanisms of networking between institutions (Social solidarity - the Interior Ministry and all government agencies to activate their role)

			<p>women (relevant international conventions)</p> <p>- Training on violence against women (a) Types of violence and methods of protection (mechanism of response) (b)</p> <p>Women and Egyptian laws</p> <p>Preventive mechanisms of addiction and AIDS</p> <p>Networking and its role in achieving the objectives</p> <p>-</p>	<p>- Raising awareness and committing associations working in the field of protecting women and caring for their interests in psychological rehabilitation, training and employment in their respective fields. Signing protocols between the civil society and the Ministry of the Interior to facilitate the extraction of identity papers for those released.</p> <p>- Agreement on the work of rehabilitation groups for prisoners with all participants in the training.</p> <p>- Cooperating in the work of cooperative projects carried out by the target group for the work of the institution with the cooperation of associations and various governmental bodies with economic return</p> <p>- A broader understanding of ways to deal with HIV / AIDS patients and stigma associated with PLHIVs and networking of institutions in transforming patients for treatment.</p> <p>Training on the institutional archiving program for all the team in terms of:</p> <ul style="list-style-type: none"> • Write inside cells and modify them. • Prepare and coordinate tables. • Sort data. • Insert and format charts. • Create databases. • Create reports. • Create templates, add, edit, and delete records from them. <p>This was in addition to training in data entry (program explanation) and how to implement and enter data</p>
--	--	--	---	---

From 22 to 23 September 2016 at Cataract Saqqara Hotel	Data Entry Workshop A 5.1.2	Abdullah Mukhtar Programming Officer Lina Amr General Referral Officer	Training of the work team of Life Foundation for Development and Community Integration (Psychological Unit - Social Unit - Legal Unit - Accounts Unit - Administrative Unit) and 19 trainees on the supervision program in the institution	
From September 23 to 24, 2016 at Cataract Saqqara Hotel	Development of the work plan and evaluation of the project and the distribution of roles A 5.1.1	Atef Hafez, Training Advisor at the Foundation Nermin El-Bahtiti is the project's executive director	Training of the work team of Life Foundation for Development and Community Integration (Psychological Unit - Social Unit - Legal Unit - Accounts Unit - Administrative Unit) on Evaluation and Follow-up Methods and Distribution of the roles of the work team and coordination between units	The work tasks of each individual in the working team were determined, in addition to determining the target of each unit in the project, how to distribute the tasks without any conflict between them and coordination between the units. Training was also done on monitoring and documentation of the legal team and the fieldwork unit.
November 30 to December 2, 2016 at the Foundation	"Training on methods of prosecution and model rules for the treatment of	Nabil Shalabi National Council for Human Rights Mohamed El Behansi	Training the members of the team (the social unit - the legal unit) in Sharqia and Alexandria on the model rules for the	The trainees were able to identify all the legal bodies in the country. - Identify the jurisdiction of each judicial body.

<p>branch in Alexandria Governorate</p>	<p>prisoners" A 2.2.1</p>	<p>Lawyer</p>	<p>treatment of prisoners - Training lawyers on the methods of litigation in the field of debtors, unfair trials and adherence to international treaties before the courts</p>	<ul style="list-style-type: none"> - Knowledge of the problems of stampede and conflict of jurisdiction. - Practical applications on real issues. Standard Minimum Rules for the Treatment of Prisoners - Bangkok Rules for the Treatment of Women Prisoners Nelson Mandela Rules - Practical training with the legal team on how to attend the prosecution's investigations - dealing with the prosecution, parents, activists and media - proceedings before the court - pleading, writing memos and release procedures in a simulated manner.
<p>15 to 18 December 2016 at the Eastern Alexandria Hotel</p>	<p>" Development of the work plan, monitoring and evaluation system and role allocation A 5.1.1</p>	<p>- Tayssir Hossam El-Din, Consultant, Darouss Foundation for Evaluation and Follow-up Yasmin Refaat Life Consultant</p>	<ul style="list-style-type: none"> - Develop a plan to improve employee performance during the monitoring and evaluation of the services provided - Training the team to carry out the tasks of the project - Training in the project monitoring and evaluation 	<p>The rehabilitation and social integration project for prisoners in the community has been trained with a focus on female prisoners</p> <ol style="list-style-type: none"> 1. Monitoring and evaluation 2. Design the monitoring and evaluation system 3. What is a good indicator? 4. Training on the indicator 5 - tree indicators 6. Exit plan

			<p>program</p> <ul style="list-style-type: none"> - Develop data collection tools to implement the M & E plan - Develop the work plan for the project and work a baseline based on the results and the status of implementation of the current project 	<p>7. Data collection tools needed to implement the follow-up plan</p> <p>8. How to collect data for the project index and identify the target and responsible</p> <p>9. Re-develop the project work plan, amend the indicators and criteria for selecting cases according to the above</p>
<p>1 to 5 February 2017 Marrakech - Morocco</p>	<p>Prosecution, direct monitoring, rehabilitation and reintegration of prisoners A 2.1.1</p>	<ul style="list-style-type: none"> - Ms. Jamila Al-Sayouri (President of Adalah) - Mrs. Kabila Al-Levy, Director of Training Programs at the Mohammed VI Foundation for the Rehabilitation of Prisoners - Mustafa Al-Farakhi from the General Delegate for Prison Administration and 	<p>1 - Training to control the foundations and principles of the mechanisms of monitoring and investigation</p> <p>2 - Training on the methodology and techniques of visiting prisons and mechanisms of follow-up and evaluation, enabling them to nurture the sense of control against all violations of the law and violations that affect the rights of prisoners and prisoners and actively engage in monitoring</p>	<p>Rehabilitation and social integration project for prisoners in the community has been trained with a focus on female prisoners</p> <p>Recognition of the rights of prisoners and prisoners (right to health care - the right to security and physical integrity - the right to psychological and social rehabilitation and integration</p> <p>How to monitor violations of prisoners' rights and fact-finding (Mechanisms and stages of the monitoring and fact-finding process - Monitoring of places of detention Surveillance - Evaluation of reintegration programs and follow-up mechanism)</p> <p>To learn about the methodology and techniques of visiting prisons</p> <p>How to prepare for a visit to the prison (visit - questions - see files - visit - medical clinic - kitchen</p>

		<p>Reintegration</p> <p>- Fatima Okadoun - Juvenile Justice and Director of Juvenile Prisons in Rabat and President of the Mama Assia Association for Reintegration of Women Prisoners</p>	<p>and improve the conditions of these</p> <p>3 - Identify the means of action for the reintegration of prisoners and prisoners.</p>	<p>- discipline - records -</p> <p>Recognize the experience of the Kingdom of Morocco in the rehabilitation and integration of prisoners</p>
<p>From 19th-20th August 2017</p>	<p>Non-conventional psychotherapy Art therapy and evaluation of mental illness A2.1.7</p>	<p>Alaa Abd Elhady Osama Rizk</p>	<p>Art therapy sessions Venting using art therapy Treatment obstacles – Group therapy Practical training on art therapy sessions</p>	<p>Training and rehabilitation of the psychological team to deal with the cases and learn strategies of art therapy Establishing partnerships and activating transfers between Life Foundation for Development and the National Council for Women in Alexandria Training 19 psychologists and social workers from civil associations as well as from partners and the National Council for Women Training the staff of Life Foundation for Development and Integration</p>

Study groups				
Internal training by the Foundation's staff				
From 14/08/2016 Until 16/08/2016	Preparing a successful psychology specialist (Study group)	Mr. Waleed Abdul Moneam Al Domaty, psychology specialist	How to conduct clinical interviews, manage the sessions and discuss what makes the psychology specialist unique. Instruct on how to conduct a clinical interview and the question that are appropriate to ask in addition to the format that will make it easy for the target audience to understand.	Practical execution on the case study forum in the unit. Implementation of the clinical interview.
From 27/08/2016 Until 30/08/2016	Art therapy for personality disorders (Study group)	Ms. Sherahan Reda, has Masters and currently working on her Doctoral, and an art therapy specialist in the mental health hospital	Recognize the disorders that can be treated by abstract art. Know how to treat personality disorders with art therapy. Become aware of the artistic activities that can be used in art therapy.	How to help a psychology patient improve their mentality through artistic practices. To be introduced to the role of abstract art in the treatment of personality disorders such as depression, OCD, and impulse. How to develop the existential side that appears in the sensual conscience that leads to positive reaction with different stimuli in society. How to contribute in modifying the pattern of

				thinking and mentality of the target audience.
Thursday 1/9/2016	Stigmatizing and types of stigmatization (Study group)	Ms. Dina Abdul Rahman Al Bagri	Discuss the effect on the stigmatized, and the willingness of the stigmatized to return to crime if they were not rehabilitated into accepting the event and modifying their environment through the help of the psychological unit.	How to treat the stigmatized As well as providing psychological rehabilitation to the stigmatized.
13/10/2016	Depression (Study group)	Dr. Alaa Abdul Hady, clinical psychology therapist	Most important symptoms and types of depression and how to treat it	Practical training on the cases in the foundation
20/10/2016	Midlex test to measure neurological disorders	Dr. Alaa Abdul Hady, clinical psychology therapist	To identify it. Train on how to use it	Measures depression, anxiety, hallucinations, fears and schizophrenia

27/10/2016	Wechsler test to measure the intelligence of adults (Study group)		Identify the test and its tools. How to apply theoretical and practical implementation of the test	Implementation on the cases in the foundation
17/11/2016	Acute and trivial personality disorders (Study group) -	Waleed Eldamaty Group Therapy Specialist	Pinpoint the reasons that lead to this disorder and the reason it's widespread in the community.	Implementation on the cases in the foundation

- Study groups

There was a need for a structured monthly meeting within the framework of the rehabilitation and integration unit, in order to raise the efficiency of the team.

Second, civil society meetings were held to raise awareness of the role of Life Foundation of life in the integration and networking and the definition of the project Start Life

The aim of these meetings was to define the institutions of civil society with the objectives of the institution, the activities of the project, how to benefit and the ways of networking. Representatives of civil society, associations and institutions concerned with the rehabilitation of women participated in these meetings, namely Association of Women of the Tagammu Party, Social Socialists of the East, Association of Good People, National Council for Women and National Council for Human Rights and Social Solidarity departments on El-sharqia and Alexandria. These meetings showed many results

- To crystallize a common and clear concept of development
- To crystallize a new vision on the private sector
- Transition from the pastoral role and the provision of subsidies to an active role in development and in the process of social change
- Skills development, capacity building and training
- Building a civil society, creating spaces based on a conscious alliance, clear goals and a comprehensive vision for development

The Foundation considers the need to hold these meetings, which worked to identify the activities of the Foundation, the role of networking between the institutions and the frameworks through which it works.

First meeting A 2.3.3 6 was organized on December 2016.

On December 26, 2016, Life Foundation for Development and Community Integration held a meeting of civil society organizations in Sharqia Governorate. The aim of these meetings was to introduce the civil society institutions to the objectives of the Foundation, the activities of the project and how to benefit from them and ways of networking.

Second meeting A 2.3.3 was organized on 16 January 2017

Life Foundation for Development and Community Integration held a meeting of civil society organizations in Sharkia Governorate on January 16, 2017. These meetings aimed at introducing civil society organizations to the objectives of the Foundation and the activities of the project and how to benefit and ways of networking.

Third Meeting A 2.3.3 15 was held on March 2017.

Life Foundation for Development and Community Integration organized in cooperation with the Shabab Al Sharqiya Development Society its monthly meeting for civil society organizations, which was entitled "Development of Rehabilitation and Community Inclusion of Prisoners". The meeting was attended by 18 associations and non-governmental organizations from the governorates of Sharqia and Qalioubia.

Fourth Meeting A 2.3.3 was held on 8 April 2017.

Life Foundation for Development and Community Integration organized its monthly meeting for civil society organizations, which was entitled "Methods and mechanisms for reintegration and rehabilitation of prisoners Morocco model". The Foundation presented the experience of Morocco in the rehabilitation and integration process applied by the Kingdom of Morocco and how to benefit from it and try to apply it in Egyptian prisons and in cooperation with all the rehabilitation authorities. Nermeen spoke about the experience, explanation and the role of Mohammed VI in the implementation of the rehabilitation and integration system.

As part of the effort to achieve sustainable development, Life foundation is beginning to hold capacity building strategy to achieve the greatest possible programme impact through the best organisational practice, and we will initiate this within our governance scheme, which guides us to use a number of different strategies including advocacy, projects, research and information, networking, risk management, anti-corruption, fund forwarding, fund raising, procurement, code of ethics, etc.

The capacity building strategy aims at identifying a capacity building needs and further addressing this through various capacity building activities, encouraging exchange of resources, experience and information among all stakeholders and partners as well as guiding decision- makers to achieve our vision and mission.

In order to address the identified capacity building needs, comprehensive tools as well as complementary training workshops have been designed. The main objective of developing learning tools and delivering supplementary training is to strengthen the capacity of Life foundation, which in turn should strengthen the organisational structure for organisation best practices.

Life Foundation's new premises and branches

In order to accommodate for the project and its needs to receive 300 target audiences over project duration, Life Foundation rented out a new premise in its main branch in Abu Hammad in addition to opening new branches in Alexandria and Zagazig. All three offices were renovated and refurbished in August 2016 and provided with computers/laptops as per action plan. The premises will be rented for the three-year duration of the project and paid every semester.

Cooperation with the Ministry of Interior

Two introductory meetings were held in October 2016 between Life Foundation's management and the Prison Directorate as well as Human Rights Directorate under the Ministry of Interior to brief them on the project objectives and to seek their full cooperation and support. On 24th November 2016, a meeting was held with Mahmoud Diab, Vice-Director of the Prison Directorate and Brigadiers from the Human Rights Directorate of the Ministry of Interior to brief them on the project and its objectives. On 5th January 2016, a subsequent meeting was held with Brigadier Mahmoud Fouad, Director of Community Engagement and Brigadier Ashraf Abd-Allah, Vice-President for Human Rights to discuss a draft Memorandum of Understanding (MOU) seeking their support in the nomination of staff for the trainings, and the Directorate's support in providing the names of offenders that would be discharged within three months based on a list of criteria. During the meeting, it was also agreed that the Directorate would assign a Focal Point with which Life Foundation would be communicating with regarding project activities with regular meetings to take place between them.

Life Foundation is waiting for the approval of the MOU. Signing the MOU will allow the project team to access the prisons and meet with the pre-released prisoners to apply the screening criteria and start the reintegration process. The meetings also resulted in greater sensitization among the Brigadiers on the importance of reintegrating and rehabilitating of offenders to prevent their Re-offending and the Brigadiers suggested the possibility of creating a task force of 4 NGOs to assess the current rehabilitation needs of prisoners across Egyptian prisons to better provide to their requests. The Prison Directorate indicated that they see this as a partnership and would also like Life Foundation to contribute in the donation of computers to selected prison managers to better support them in their work.

A partnership has indeed been established with Banha Public Prison and Zagazig Public Prison after a donation has been made to the prisons, and help had been provided to implement an archive system for the prisoners' visitation schedules.

In addition, a community partnership unit was established consisting of the National Council for Human Rights, Life Foundation for Development, representatives from the prison sector, a representative of the aftercare, and two associations to activate the rehabilitation and community integration system in cooperation with Life Foundation.

Moreover, Life Foundation has been contacted by the Human Rights Sector at the Ministry of Interior to provide its services to 350 prisoners about to get released from the governorates' prisons, Life Foundation has selected 70 cases matching the criteria and is now preparing to meet them in the targeted prisons.

Currently, Life Foundation is waiting for the protocol signing date, in cooperation with the Ministry of Interior.

Cooperation with the Ministry of Social Solidarity:

The project was approved by the Ministry of Social Solidarity on 26th July 2016. Based on which the Alexandria's branch was opened since the approval is needed and that is the case in all governorates. The premise is rented from its landlord who is overseas and he has requested to receive the value of rent in the form of USD.

The management strategy of the hosting center was presented to the Ministry of Social Solidarity recently, where a number of Life Foundation's team was placed in the Board of Trustees of The Association for Prisoner's Care which was established in 1955 in the

governorate of El-Sharqia governorate, which will provide a building for the association to use as a hosting center for the released women. The board has been approved which allowed the association to prepare a plan to start working on the center. A meeting was also held with a number of foundations and associations that run specialized shelters for women to learn about their experiences in working within them, as well as the obstacles and management.

The following was approved by the Ministry of Social Solidarity:

Life Foundation has submitted to the Directorate of Social Solidarity in El-Sharqia to obtain the approval to enlarge the scope of its work to be at the level of the Republic under the decree No. 44 of 2017 on 28th August 2017.

This will provide for an adjustment to the list of the regulations of Life Foundation for Development and Community Integration restricted to no. 3312 for the year 2015 in the area of Bandar Abu Hammad, to enlarge the scope of its work to be at the level of the Arab Republic of Egypt in all its provinces.

The decision also included the addition of new activities to Life Foundation.

The decision included the addition of the following activities:

- Healthcare
- Addiction treatment
- Establishing specialized shelters
- Providing microcredit
- Care for homeless children

The decision also included adding the following fields in cultural and educational services:

- The decision to adjust the Board of Trustees of the foundation was made on 28th August 2017 and the appointment of Amira Nabil as Secretary General of the foundation.
- The public benefit decision was made on 23rd May 2017 No. 300 and this decision allows Life Foundation to assign any place by the government to use it for the public benefit without specifying the duration. It is also prohibited to seize the foundation's funds or confiscate them for the benefit of any party in the state.

Cooperation with British Columbia Corrections

With the aim of utilizing evidence-based interventions by Life Foundation for the effective rehabilitation of women offenders away from crime, Life Foundations sought to adapt and translate a curriculum developed by the Canadian penitentiary system. This recommendation came from the Technical Advisor who herself had the chance to observe the material and training during a practicum training in a high security jail in Canada. The curriculum was developed and researched by British Columbia Corrections (BC Corrections). The curriculum entitled Essential Skills to Success (ESS) is a series of skill building program modules offered for inmates. Modules that could be adapted to use locally include: Communication Skills, Money Management (how to manage personal budget and savings plan), Healthy Relationships (types of abuse and violence, cycle of violence, defining healthy relationships, impact of family violence), Mother and Child (defining healthy family relationships between parents and children, communicating with children across ages), Friends, making choices and healthy decisions (what makes good friendships and supportive networks, setting and keeping boundaries). Each module includes a participants' guide to be used by the prisoner and a facilitator's manual.

During the reported period Life Foundation sought with BC Corrections copyright permission for translating ESS to Arabic and adapting it to be utilized within its project in Egypt. This would be delivered by Life Foundation's social workers for women offenders in the community housed within Life Foundation's shelters. Special attention would be given to the monitoring, evaluation, reporting and documentation of this adaptation while measuring its impact on the rate recidivism of targeted women. Life Foundation will involve the Ministry of Social Solidarity through advocacy in support of the future utilization of the adapted materials in custody. A letter was received on 26 January 2016 by the Director of Programs at BC Corrections supporting the request for translation and adaptation of ESS for delivery to post-release women offenders. The costs of translating the content into Arabic will be covered by the Life Foundation. On-going discussions are taking place regarding the necessary involvement of the Ministry of Social Solidarity in this process. (Annex 2: Letter from BC Corrections)

During the period of July, a training course was approved to be held in January to train on the program. Translation of the program is currently underway as well as the organization and the correspondence to the Canadian Centre's trainer. Negotiations are still underway regarding copyright and logos as well as the participants in the training. Life Foundation is holding off the announcement of the trainer's name until the training gets participation approvals from the after-care sector in the Ministry of Interior.

Discussions with UNODC

During the reported period, meetings took place with the United Nations Office on Drugs and Crime (UNODC) to explore cooperation on the field of HIV prevention and care in prison settings. UNODC as a global leader in the fight against illicit drugs and international crime, works closely with governments and civil society to end the AIDS epidemic as a public health threat among people who use drugs and people in prisons. The cooperation will take place under the umbrella of the Drosos Foundation funded project supporting UNODC in promoting harm reduction in prison settings.

Life Foundation for Development was invited to a training program regarding AIDS in prisons and awareness from 9th to 13th October. The Executive Manager of Life Foundation was selected to attend training by the United Nations in Maadi. During the training period, the cooperation between Life Foundation and the United Nations will be determined, where it will be expected of the United Nations that they participate with the foundation in the training program of the Canadian Centre and assisting in translating along with helping with the hospitality centre's strategy and providing services within.

Networking with local NGO

With the aim of establishing the referral mechanism and to ensure cooperation with local NGOs involved with women and children, Memoranda of Understanding were signed with the following organizations: Youth Association in Sharkia, Al Madina El Menouwara Hospital in El-Sharqia, Spring Institute for Development and Training, Youth Association for Development, Women Association for Development and Culture in Alexandria and Alexandria Business Women Association.

A protocol of cooperation was signed with the Women's Development Foundation in Alexandria, where it was agreed through the protocol to assign a workshop to develop the skills of women in the field of handicrafts and sewing with a low monthly rent.

The Association for Prisoner's Care in El-Sharqia Governorate, which was established in 1955, has approved to include the participation of four staff members from Life Foundation in its new board of directors, enabling the foundation to utilize the vacant premises and use it as a shelter in Zagazig.

A protocol of cooperation was signed with the National Council for Women in Alexandria and the main centre was informed of the joint activities, including training and awareness as well as the participation in supporting the foundation's programs and transfers between Life Foundation and the Council to serve the target group.

The Executive Manager of Life Foundation was invited to attend the training regarding crime and rehabilitation of girls in Morocco - Casablanca from 23rd to 27th August by the Euro-Mediterranean Women's Foundation under the auspices of the European Union. IEMeD

Visibility

Upon the approval of the project by the Ministry of Social Solidarity on 26 July 2016, a press release was issued and published on several newspapers. Project initiation was also announced on Life Foundation's website and social media outlets. During the month of August 2016, Life Foundation designed new letterheads, envelopes and other materials that would be utilized for official correspondence.

The website and Facebook pages have been developed, a Twitter page was also developed and Life Foundation has been monitoring and reporting the number of visits and likes, the contacts established with the " Ministry of Internal Affairs" and the " Ministry of Social Solidarity", as well as, the publishing of all foundation related daily activities, and presenting an introductory presentation with many civil associations and targeted ministries.

At the second half of this report, support of the website was suspended In July through Drosos Foundation
The site is still publishing all the news of the Foundation in Arabic and English with the support of the Board of Trustees.

Follow-up report for the website is attached.

Proposal development for sustainability of current programme

An International Grants Official (from Al-Mahrosa Foundation) was recruited and a contract was signed for 6 months starting 1 October 2016. The Foundation will offer to work with the grant awarding officials (CARE - UNDP - German GTZ - British Embassy - Swiss Embassy - US Embassy - Swedish Institute in Alexandria - Embassy of Spain - Embassy of Denmark) in Egypt for the duration of the contract. Life Foundation is seeking to develop and undertake resource mobilization efforts towards the following target groups:

- Former Prisoners and their families
- People with ex-prisoners disabilities

- Women and girls who were victims of gender-based violence

The following projects were developed:

- Proposal submitted to the European Mechanism for Democracy and Human Rights (EIDHR):2016 Global Call for Proposals: An initial proposal was submitted on 21 January 2017 and was rejected for the failure to implement any projects to prevent torture in Egypt, although the call was directed specifically to prevent torture in Arab countries and Egypt.
- A proposal for a pilot project was sent to the Swedish Institute (Stockholm Office). The project presented was based on a training on the techniques of using drama to reintegrate former prisoners and victims of violence, with the assistance and support of artists from Sweden and Albania, and the project had been submitted on 25 January 2017, Still pending Co-operation also took place with the following organizations: Refraction Association in Albania and Art Agent in Sweden. A proposal was also submitted to Erasmus entitled *Dream pages* , Capacity Building in the field of youth at Risk, Egypt, Albania and Sweden, 2017- 2018.

During the months of July and August, two projects were submitted to IEMeD.

Regarding gender equality in services, and in particular, with the prevention of stigmatizing girls from prisoners' families and providing equal rights for women post their release. The project was submitted on 15th August and we are awaiting a response.

- Projects to empower of women post their release in the governorates of Al Dakahlia, Port Said and Tanta with the assistance of a number of associations working in the field of women's empowerment in these governorates. The project was submitted on 12th August 2017 and we are awaiting a reply.

Sexual Tourism campaign

Start Initiative for Rehabilitation and Training, organized a number of awareness-raising meetings in the framework of preventing Tourism Marriage campaign in the villages of Sharkia Governorate , the campaign's duration is 6 months as a pilot campaign funded by the Euro-Mediterranean Women's Foundation, the Euro-Mediterranean Institute in Spain and under the auspices of the European Union.

The Tourism Marriage campaign was concluded late August 2017.

3. Project activities and results achieved during reporting period

This section covers the respective reporting period. It provides a description of main activities implemented during the reporting period, compared to the work plan.

Activities implemented during reporting period as planned

A 1.1.1 Update and share information with prison staff and management on reintegration programme outcomes

During the reported period, the legal unit at Life Foundation collected information pertaining to the 4 selected prisons of Damanhour, Banha, Port Said and Zagazig, in addition to selected police stations in Sharkia, Port Said, Beheira and Qalyubia governorates from which prisoners are either discharged or transferred. This includes the number of wards in each prison, the number of prisoners, the times allowed for visits by lawyers, and the number of prisoners who will be released during the period October-December 2016. Lawyers were also able to get an indication of medical and health needs of some of the prisoners about to be released. Lists were developed with the names of officers who proved to be cooperative.

Damanhour and Banha prisons proved easy to be accessed by lawyers but not Port Said and Zagazig prisons, where a formal letter from the Prison Directorate was requested.

Through their 6 different meetings and encounters with law enforcement officers, lawyers provided information and awareness about Life Foundation, the project's objectives and how rehabilitation prevents recidivism of former offenders. Brochures developed by Life were also distributed in police stations, the selected prisons and Aftercare directorate. Aftercare directorates are responsible of post-release prisoners, and their role includes, monitoring them and offering post-release services, yet they don't carry out these tasks since dealing with the prisoners is voluntary.

Meetings were also held between Life Foundation's management and the Prison Directorate as well as Human Rights Directorate under the Ministry of Interior to brief them on the project objectives and to seek their full cooperation and support. It was also agreed that the Directorate would assign a Focal Point with which Life Foundation would be communicating with regarding project activities with regular meetings to take place between them. Life Foundation is waiting for the approval of the MOU. Signing the MOU will allow the project team to access the prisons and meet with the pre-released prisoners to apply the screening criteria and start the reintegration process.

This activity helped to achieve partnerships at the level of executives at the Ministry of Interior and provided the opportunity for the Foundation to facilitate communication with decision makers to follow up the implementation of the Protocol. The meetings also

contributed to the definition of the services of the Foundation and the progress achieved at the level of cases. This helped to increase the percentage of referrals from subsequent care and the prison sector and therefore from the targeted prisons of the project. The Foundation was able to convince decision-makers that there is a unit for rehabilitation and integration within the Ministry of the Interior. This was done through the establishment of the Community Participation Unit, which was issued by the Prime Minister's Decision No. 2904 of 2010 to establish a community participation council to support prisoners and their families. The Prison Service and the Ministry of the Interior, which works in the fields of care and rehabilitation of prisoners and assisting their families and reintegrating the released in society, including the ministries of (Information - Health - Social Solidarity - Manpower) and the National Councils Women - Motherhood and Childhood - General Union of NGOs), and a number of associations and civil institutions, foremost of which is Life Foundation for Development and Integration.

This activity has not been completed, since the Ministry of Internal Affairs has not signed the protocol with the foundation to apply the project's articles. The protocol includes training prison staff

32 Visits to protection and aftercare directorates between El-Sharqia protection directorate – Port Said – Al Ismailia – Al Qalubilyah
16 visits to courts and police stations between El-Sharqia Governorate – Alexandria governorate.

The purpose of the visits is to meet the needs of the prisoners. This is the purpose of the field work, which is carried out by lawyers and social workers. They are fully aware of the importance of re-integration, which was made during the visits. The centers were selected because they are among the targeted places in the project.

Current meetings are held with security authorities during July and August that will continue until September, to organize the protocol and the individuals responsible for entering the prisons in preparation for signing in October. It is worth noting that Life Foundation is the only one approved by the protocol and available to sign this year before the end of the year.

A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison case workers.

"Drosos Foundation" hired a Baseline and Capacity Building Consultant, to conduct a baseline situation analysis and M&E capacity building for the project staff. Two focus group discussions were conducted in Zagazig prison and one in Alexandria with former prisoners and family members of pre-released prisoners. In depth interviews were also conducted with 15 staff members from Life Foundation, 3 prison management staff, 6 potential partner NGOs and one staff from Ministry of Interior in Alexandria.

The conducted focus group discussions with former prisoners provided the needed baseline for the project. During these discussions they indicated that no one of them received pre-release preparation services in the prisons. On the other hand, lawyers from Life Foundation emphasized the fact that there is no rehabilitation process implemented with the prisoners to support them psychosocially or economically before release. Moreover, the interviews conducted with the management of BANHA prison indicated that there is no case transition plan developed for each pre-release prisoners to help the reintegration process or to identify type of service (medical, psychosocial, economic...etc.) they need at that stage.

Services received in the prison mainly a few vocational activities such as bakery, cooking, plumbing activities. They reported that the vocational activities are not enough to qualify them to be in professional in those fields.

However, the prison management expressed their willingness to cooperate with Life foundation, in terms of signing MOU with Life Foundation to facilitate the referral of pre-release prisoners to Life Foundation as well as the process of development case transition plan before their release to identify their actual needs and prepare them for the reintegration in the society. They reported that they have co-operated with Misr El-kheir NGO providing financial support to the prisoners.

A 1.3.2 Assess and explore prisoner's needs for transitional case plan of services needed upon release.

Meet and establish dialogue 2/3 times before release with 10 prisoners, with 5 transitional case plan.

A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans and to define possible challenges in reintegration

17 home visits with the families of former offenders and former offenders were conducted by Life Foundation's social workers. The social worker was able to provide the following services through the home visits: 4 target audiences received support for employment (4 former prisoners), Equipment aids, financial aid and medical assistance.

Families were referred to medical treatments and 2 formers offenders were given support for housing. , Also provided materialistic assistance, payment was made through donations to the Foundation for cases of trust receipts

Provide materialistic assistance for a case who does a knitting job after her release from prison and during psychological sessions

One of them also needs medical assistance, and had undergone (3) operations and a number of tests (dental-virus testing)

A number of cases also need residence (hospitality centre), and considering that it hasn't been completed, an apartment has been provided (2 units), and covered the rent for a month while searching for a better residence. The residence have been provided with furnishings and electrical appliances. She also needs economic empowerment (projects - employment).

Provided a profession for (4) cases, have been provided with an occupation at (a clothing factory in Abouhammad – clothing shop in Zagazig -English language translator- Worker at the Ministry of Health).

A 1.3.4 Legal services provided to assist in prison release as needed

56 cases to be followed

26 cases that were released before obtaining a legal service

44 Case we Provided Legal Support After Release

55 visits for the courts and tribunals such as (first and second Zagazig public prosecutions - Family Court - Court Belbeis - Zagazig Court – Rahmanian Court – Damanhur Court - Shoubra Alkhima Court , etc.)

3 case repayment of guarantees for release and 22 case for release procedures.

A 1.3.5 Transition case plan developed for every pre-release prisoner on services needed upon release including further assessments from prison

During this reporting period, Life foundation designed a release action plan for 5 cases of pre-release.

A 1.3.6 Follow up the work between branches

This activity will monitor and evaluate the work in the branches of the foundation as well as reviewing cases files, as well as review of financial expenses and items of disbursement and visitation from the Executive Director, Legal Counsel, Head of the Psychological Unit and one of the members of the financial department

A 2.1.1 Trainings provided to psychosocial staff on mental health screening, counselling, group therapy techniques, life skills and brief interventions.

Through this item, the psychological and legal training of the work team, which included a training in Morocco for training on the rehabilitation and reintegration system adopted by Mohammed VI Foundation, which is one of the most important programs for rehabilitation and integration. The team also conducted practical training to visit prisons and learn about the idea of the program And methods of implementation.

A 2.1.3 Transition case plans reviewed and monitored

The transition plan was implemented for 5 cases.

A 2.1.4 Provision of group, individual, art and music therapy

Activities implemented during reporting period that were not planned

A 2.1.7 Psychotherapy Trainings

According to the restructuring of the project work plan, we equip the rehabilitation and integration unit with psychotherapy trainings on unconventional psychological treatments including art therapy and patient evaluating training sessions. These trainings were carried out by the trainer Osama Rizk, in cooperation with the National Council for Women in Alexandria and a number of psychologists and partners in the institution as well as specialists of the National Council for Women were invited, then the training sessions were shared on the main website as well.

The training explored new ways to work with the cases and developed the art therapy program within the therapeutic program of the institution as a gateway to unconventional treatments, which proved its recent success in the field of psychological counseling and treatment of psychological problems resulting from shocks.

- The training on the man drawing test and testing of *Rorschach* test. It is one of the projection tests. It reveals the internal conflicts centered on the individual and the drawing of women test, through which the personal analysis of the target audience, and explore the best ways to social integration.

- Art therapy works on the symptoms and does not work on the disease and so it was important that the team is fully trained to implement art therapy sessions, and put the program within the plan for the cases in the foundation.

- The team is given a general training on arts by Rasha al-Suhaili – Art Therapy Specialist with an emphasis that the psychological program of cases is an integrated program which must include all Members of the team so that the team can know one of the types of general treatments within the training and see the role of art therapy in the treatment program.

Art Therapy provides other dimensions to work with our target audience, improving their psychological stability, social participation, self-assertion and pressure relief faster than other treatments.

Introduce techniques and develop new techniques to work with situations such as:

- **Closed group**
- **Open group**
- **Art therapy for personal disorders**
- **Fight stress**

These sessions (painting - origami - collage - stencil - glass coloration - beads - clay sculpture) were delivered by Dr. Osama Rizk under A 2.1.7 with support from the Drosos Foundation

Results achieved with target audiences:

- Add new methods, areas and strategies as unconventional treatments that help to provide psychological support for cases like Art Therapy, this training team was trained in rehabilitation and integration through training to use training in design
- Games in the treatment of art such as sand toy, which showed a rise in indicators of response cases where the use of sand and sculptures opened the way to feelings that we could not reach them by talking alone for people who tend to rely heavily on their thoughts to exclude their feelings. The physical movement of representative objects on the sand has had a beneficial effect on the body, especially in people who have experienced painful experiences - more than just talking about memories or thoughts. It is described where the emergence of very different sensations, so that the target audience sympathized with each other and tried to find solutions to make the stories constructed on the sand happy .
- Introducing new areas of fine art such as woodwork, which helped to plan and divide the roles and work within the team and thus contribute to solving the problem of rush and social isolation
- The use of different strategies such as vision, which is one of the most important strategies that made the cases more aware of what stands in the way of continuous mental growth or personal development as well as the strategy of imagination and the use of imagination in drawing forms that represent the significance and choose the appropriate colors and strategy to reuse neglected materials and turn them into positive things with the value of doing so to develop their abilities to solve problems and creative thinking and counter frustrations through the development of flexibility and fluency and originality and emphasize the idea of not need a booze

- Making cases create work from beginning to end. It helps to confirm the patient and develop his confidence in himself and develop a sense of success. During the technical work industry, he undergoes practical experience that modifies negative behaviors such as impulse, desire, perseverance and continuity through division of labor in successive stages. .
- The introduction of activities and skills in the workshops helped to acquire simple technical expertise that enable the cases to benefit from them in social and professional life
- Ability to face some of the problems you face when you work with situations and overcome them such as.
 - The problems of the patient and his psychological state overcome his technical abilities and solve this problem by encouraging the patient and choosing the activities of his mind to think about his problems
 - Fear of disclosing feelings and sensibilities through cooperative action between each team and feeling others, accepting differences and trying to solve their own problems within the group.
 - Target audience without previous experience in fine art was encouraged to try this and convinced that the goal of production is not a beautiful artistic product but the goal is to work and vent.
 - The work of remedial programs for art therapy depends on the work of the form of symptoms to be improved and then each presentation and choose the appropriate technical field and appropriate therapeutic technology and details of the program in terms of the number of sessions and details of each session and had this division the best impact on the cases where they knew what they should get rid of and control themselves During the implementation of the program.

A 2.3.1 Workshop held with Life Foundation staff along with representatives from government agencies and CSOs

A training entitled ‘ Health and psychosocial care and protection from violence against women and girls’ was organized by Life Foundation during the period 30 August to 2 September 2016 in Sharm El-Sheikh. The workshop was attended by representatives from CSOs working towards violence prevention among women, as well as the National Council on Human Rights, the National Council for Women and representatives from the Ministry of Social Solidarity and the Governorate of El-Sharqia and Alexandria. The workshop included an introduction on Life Foundation and the project and its objectives, it also provided an overview of UN policies related to the protection of women and girls from violence and how Egyptian law tackles the matter from a criminal justice perspective. The workshop provided an overview on forms of violence against women, and the available social services for protection. Working groups allowed participants to explore networking possibilities to allow for referral to services. Several recommendations were made to create better awareness on violence against women and girls in society, to improve laws and policies in Egypt to protect women, to establish shelters for women, to improve education on the rights of women and girls, to tackle violence prevention education to young couples, and to tackle domestic violence. The most important outcome of the workshop was

Awareness raising among trainees about international conventions, the United Nations system and conventions regarding women, as well as, networking rules by 95%. (This percentage was based on pre- and post-training evaluation forums, as well as an understanding indicator for the team to measure the understanding, its especially useful in the practical-based trainings and to evaluate the team's director.

A 2.3.2 Develop, print and disseminate information, education and communication materials

The foundation plans to distribute these publications to all concerned parties such as the National Council for Human Rights, the National Council for Women, the Ministry of Social Solidarity, the Solidarity Departments in the target governorates of the project, the civil society organizations in the targeted governorates, and the partner associations. Which is one of the most important goals of the project as it works to change the community's view of the former prisoner and the possibility of returning to society.

All the printing material is first shown to Drosos Foundation before printing to receive approval.

In order to support Life Foundation's meetings with law enforcement officials and CSOs, brochures were published and disseminated. Moreover, Life Foundation designed new letterheads, envelopes and other materials that would be utilized for official correspondence.

A 2.3.3 Continued coordination with civil society organizations and gov. agencies to follow up and referrals and assess service utilization.

With the aim of establishing the referral mechanism and to ensure cooperation with local NGOs involved with women and children, Memoranda of Understanding were signed with the following : Youth Association in El-Sharqeia, Al Madina El Menouwara Hospital, Spring Institute for Development and Training, Youth Association for Development, Women Association for Development and Culture, and the number of (5 external referrals) was transferred to Al Madina Al Khairi Hospital in Abu Hammad, and Zagazig University Hospital, as well as, the factories on the 10th of Ramadan mentioned above.

Three (3) training courses were transferred to Al-Madinah Hospital in Abohammad , Zagazig.

Civil society meetings were suspended at the end of the report period July 2017 as a result of budget redistribution and the existence of a new work plan for the project based on needs.

A 3.2.1 Meetings with employers to establish MOUs with business and factories supporting small projects and employment for post-release prisoners

Introductory discussions took place the Association of the 10th of October Investors which includes all CEOs of factories and companies in Sharqia governorate as well as the Association of Al Obour Investors. Life Foundation decided to postpone further discussions and meetings until it develops an internal strategy for employment and job creation for former offenders with the support of Drosos Foundation that will then be presented to CEOs.

Life Foundation met with 6 meetings at the 10th of Ramadan to explore whether they would be willing to employ former offenders being rehabilitated by Life. Unfortunately, this was met with resistance as the factories do not feel comfortable hiring staff with a history of criminal offenses. Life Foundation believes that bigger companies would be able to accept and employ former prisoners due to the large size of their labour force. Further meetings will take place with bigger companies once the strategy for employment and job creation is developed and once Life Foundation team has a clear strategy on how to advocate for this and tackle stigma and discrimination.

A meeting held with the Association of Youth for Development and Employment indicated openness to supporting former offenders in seeking jobs.

These meetings were suspended after a budget modification in March 2017 according to the modified implementation plan.

A 4.2.1 Fundraising plan developed and implemented over the course of project duration

A new consultant was hired during July from Identity Solutions for feasibility studies, Mr. Islam Abou E-Magd, PhD in economic empowerment, feasibility studies and projects, to complete the fundraising strategy and what did you do? Did he develop a fund raising plan or strategy? It is not important that someone was hired, focus please on the result

A 5.1.1 Develop a detailed monitoring and evaluation plan with detailed roles and responsibilities on data collection for indicators included in the log frame

The Baseline and M&E Consultant hired by Drosos Foundation supported in the development of a detailed M&E plan with baseline with the support of Life Foundation's Technical Advisor. The M&E plan was also translated to Arabic for ease of use by project staff.

The baseline was modified by Ms. Yasmin – Life foundation consultant. Some terms were amended according to the project that was presented at the beginning of implementation. A questionnaire was also prepared to measure the target audience's satisfaction, change the forms of the institution and change the name of the psychological unit and the social unit and integrate them into the rehabilitation and integration unit

A 5.1.2 Train NGO staff on M&E as well as data entry and data analysis of assessments. This will address issues of confidentiality and anonymity

Life Foundation organized a four-day monitoring and evaluation workshop provided to orient the staff on the project logical framework and assist them in finalizing and refining the project's M&E plan and tools. The training was delivered by Drosos Foundation's Baseline consultant and Life's Technical Advisor.

The workshop conducted in Alexandria during the period 15 to 18 December 2016 at Eastern Hotel in Alexandria, had 21 participants from Life Foundation. The aim of the workshop was to introduce participants to M&E concepts and terms, brief them on project cycle management and how to develop SMART indicators. The workshop allowed participants to review and finalize the selection criteria of post-release offenders for entry to the intervention program and assisted the participants in finalizing the M&E plan of "Start Life" project.

To achieve the workshop objectives, the trainers facilitated working groups through which participants were able to practice their newly acquired skills and knowledge. Participants were asked to develop a tree of objectives and indicators. This was particularly helpful for the group, as it simplified the project's main objective and outcomes in a very concrete approach. Working groups were also developed at the thematic level (legal, psychosocial and management groups) whereby each group reviewed thematic project indicators and identified different tools to collect required data for each indicator. During the working group, the participants also worked to modify or refine the existing tools they used by the organization. According to the received feedback from pre-post questionnaires, participants found the training objectives clear and the content relevant to their needs. The participants praised the organization and management of the training, and thought the trainer was well qualified.

During the workshop, it was agreed that the inclusion criteria for entry to the program include the following: pre-release prisoners and recently released prisoners (1 day 6 months post release), prisoners with sentences ranging from 6 months to 10 years, Egyptian and non-Egyptian prisoners –only if from another Arab country and with a valid residency permit, prisoners incarcerated in Zigzag, Port said, Banha

and Damanhour prisons, prisoners originally residing in El-Sharqia, Alexandria and Qalyoubeya, prisoners with not more than 3 previous charged crimes. Exclusion criteria: prisoners charged with political crimes or crimes related to terrorism. Moreover the Psychosocial team will also assess whether former offenders are fit to partake in the program to be undertaken post-release. Prisoners who use drugs would be allowed only after withdrawal from drugs and initiation of treatment.

During the workshop, Life Foundation's Technical Advisor trained the team on the Exit Plan. Developed by BC Corrections, the Exit plan is a very simple tool that can be utilized by both pre and post release offenders to think of their short term and long term life objectives. Using simple cognitive attitudes approaches, the plan supports the target audience in identifying his/her most immediate needs (financial, health, psychosocial and legal needs and to identify what are the steps they need to take in order to meet these needs. The Plan also supports the target audiences in thinking of the helpful resources, whether persons who can support them in achieving their goals or organizations and NGOs that they can reach out to.

A 5.1.4 Purchase of PCs and laptops

All the fixed assets have been documented in an asset registry, which is a mandatory registry decided on by the Ministry of Social Solidarity. Life Foundation for Development and Community Integration has documenting fixed assets as a standard procedure, based on their financial system.

The project equipment and equipment were purchased

The Foundation has purchased 4 offices for employees,

3 laptops, 3 desktop computers, 1 projector, 1 display screen, 1 audio device, 10 receiver chairs, 3 file cabinets, 2 reception counters and 3 printers.

During July, the foundation purchased a computer and air conditioner for the branch in Alexandria.

A 5.2.1 Train selected staff on data entry, data analysis and data quality management

Two workshops were organized by Life Foundation to train its staff on data entry on its Archive system, the first took place during the period 22 -23 September at the Cataract Hotel at the Pyramids and the second on 25 -26 October 2016 at the El-Sharqia branch.

During the first workshop delivered by the IT expert of the organization, the team were trained on data entry on the archive, how the M&E tools are related to the data cells of the archive, data extraction and report writing. The training also covered financial systems and accounting. During the second workshop the archive system was further amended with inputs from the Psychosocial team.

A 5.2.2 Develop baseline data for indicators

Drosos Foundation's Baseline and Capacity Building Consultant, conducted a baseline situation analysis for the project. Two focus group discussions were conducted in Zagazig prison and one in Alexandria with former prisoners and family members of pre-released prisoners. In-depth interviews were also conducted with 15 staff members from Life Foundation, 3 prison management staff, 6 potential partner NGOs and one staff from Ministry of Interior in Alexandria.

The conducted focus group discussions with former prisoners provided the needed baseline for the project. During these discussions they indicated that none of them received pre-release preparation services in the prisons. On the other hand, lawyers from Life Foundation emphasized the fact that there is no rehabilitation process implemented with the prisoners to support them psychosocially or economically before release. Moreover, the interviews conducted with the management of Banha prison indicated that there is no case transition plan developed for each pre-release prisoners to help the reintegration process or to identify type of service (medical, psychosocial, economic...etc.) they need at that stage.

However, the prison management expressed their willingness to cooperate with Life foundation, in terms of signing MOU with Life Foundation to facilitate the referral of pre-release prisoners to Life Foundation as well as the process of development case transition plan before their release to identify their actual needs and prepare them for the reintegration in the society. They reported that they have cooperated with Misr El-Kheir NGO providing financial support to the prisoners.

A 5.2.3 Develop clear procedures for how data is entered and for regularly cross checking and validating data.

Data program was updated with the team, developed code number and start program usage.

Authorized reports were obtained on the following through the electronic archiving program and then delivered to Drosos Foundation for the first year of the project, 23 of which were detailed and summarized.

Activities not implemented (but originally planned for implementation); reasons for not implementing; actions taken or planned to overcome these reasons

A.1.2.1 Training to selected prison management, prison medical professionals and other prison staff.

MOU with the Ministry of Interior has not been signed yet. Training will be delivered upon signatory of the MOU and nomination of participants by the Ministry.

A 1.2.2 Training to police officers (2 days training workshop. 15 police officers in every training.)

Nothing to report regarding these activities, as they will be implemented in the coming period of time. The memorandum of understanding was not signed with the Interior Ministry yet.

A 1.2.3 Training for staff from Ministry of Social Solidarity, staff at the National Council of Women and HR, and other staff.

Waiting for the approval of the Ministry of Social Solidarity to attend the employees training

A 2.1.2 More comprehensive risks and needs assessments undertaken to assess immediate risk factors and needs upon entry to the programme.

Although the baseline assessment was developed by Drosos Foundation Baseline Consultant, it was not possible to have more in depth discussions with current inmates or post-release offenders for more comprehensive risk and needs

Life Foundation's psychosocial team will be able to further assess this once they meet their first target audiences and based on the first year of project intervention. That will provide more in-depth information to further enrich the programme and amend it as the project carries on.

A 2.1.5 Provide life skills education for women with a focus on violence prevention and conflict management. (2 days training for 15 women. Once every 3 months total 8 training)

Same as above. This training will be amended to include training of women offenders on Essential Skills for Success developed by British Columbia Corrections. This will be undertaken after the curriculum is translated to Arabic and adapted to the Egyptian context.

A 2.1.6 Group activities with former prisoners and their families (2 activities per year) 2 activities per year: total: 6 social activities

Therapeutic trips: Two trips were carried out by Life Foundation. The branch in Alexandria took a number of 53 cases to a private beach in (Mamoura accompanied) with 4 supervisors, while the branch in El-Sharqia took 50 individuals with a number of 4 supervisors to (Al Danva Club) in Ismailia.

A 2.2.1 Training of legal staff on litigation and representation as well as the Minimum Standards for the Treatment of prisoners

During the period 30 November to 2 December 2016, training was organized by Life Foundation in its Alexandria branch entitled ‘Methods of Litigation and the Minimum Standards for the Treatment of Prisoners’ to the legal staff and social workers of the organization. The training took place in Life Foundation’s branch in Alexandria, covered the following: criminal justice institutions in Egypt and their roles, litigation processes, the UN Minimum Standards for the Treatment of Prisoners, and the UN Rules for the Treatment of Women Prisoners and Non-custodial Measures for Women Offenders (Bangkok Rules). The training also covered methods of investigations by prosecutors, litigations and court orders and discharge processes.

A 2.2.2 Legal services provided to post release prisoners as per transition case plan includes legal advice and representation

Legal representation of the number of 44 cases after their release, provided to post release prisoners as per transition case plan.

A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, pension cards, passports, birth certificates, etc.

18 civil documentations were issued for ex-prisoners and 3 for prisoners.

A 3.1.1 Provide trainings specific to the job placement and communal projects

Drosos Foundation will be supporting Life Foundation in developing a strategy for economic empowerment of former prisoners. Based on Life’s knowledge of the beneficiaries and outreach in the business community, Drosos will solicit the help if an external consultant expert on

job creation and job placement to support Life Foundation in the development of a specific internal strategy that will allow the organization in utilizing a systematic approach in supporting former offenders in advancing their employment opportunities.

A 3.2.3 Assist groups of women in establishing the following communal micro-enterprise projects

This activity was not held because the foundation did not provide economic empowerment services

A 3.2.4 Support in the registration of communal micro-enterprise projects into full-fledged companies.

During the month of September, the fish frying project will be officially registered for one of the cases.

A 6.2.3 Annual newsletter issued and disseminated regarding the achievements and outcomes of the project (Newsletter 100 copies disseminated)

The designer Ahmed Salem was hired, where he put together a scenario for the implementation of an innovative news bulletin about (A story of Life) telling the story of a woman prisoner and how Life Foundation helped her out of prison. The designs are currently being completed in preparation for printing and converting the idea into a short cartoon that will be up for viewing on the foundation's main website.

4. Opportunities and/or challenges

During the first reporting period, many collaborations have been established with civil society organizations as well as government agencies in quite a short period of time. Probably the most important opportunity has been the acceptance portrayed by the Ministries of Interior and Social Solidarity towards the project, its concept and objectives. This has particularly resonated with the Ministry of Social Solidarity who realized that women offenders do not fall under their target groups and that a specific national strategy needs to be developed and tailored to respond to the need of these women and to support them in recidivism prevention. The Ministry of Social Solidarity has also been very supportive in nominating representatives to attend the training on Violence Prevention among Women and Girls. The Prison Directorate under the Ministry of Interior is reviewing the final draft MoU to be signed with Life Foundation and has even indicated interest in forming a taskforce of NGOs to assess the rehabilitation needs of current prison inmates. This is quite an achievement, in view of the political climate in which civil society organizations have been operating in Egypt.

Life Foundation seeks to propose the development of a national strategy and system in place for the rehabilitation and integration model of former offenders. It also seeks to reach the targeted number of prisoners and hopefully increase that reach in the future that allows it to provide services to all the targeted released (prisoners) in the governorates, throughout the project. The factors of success that guarantees the achievement, are represented in the acceptance of the Foundation as a socially effective organization since its establishment, and to hold many meetings with the particular ministries, the appreciation and feedback that the Foundation receives and it's individuals through those ministries and the foundation's reputation inside the governorates and targeted prisons, where its the only foundation providing these services, as well as, a shelter for the released (prisoners) in all of Egypt.

In view of the delays in the signing of the MoU with the Ministry of Interior, access to prisons has not taken place yet, Life Foundation has yet to receive the lists of inmates about to be released to engage them in the program, trainings for law enforcement officials were not undertaken and some lawyers were denied access to some of the prisons. Aware of this, Life Foundation is engaging the Ministry of Interior with regular meetings to expedite the signing of the MoU.

Life Foundation's first encounters with former inmates have been very positive, specifically for the staff who perceived genuine eagerness from former prisoners and their families. The option being given to many of former women offenders to start a new life and to receive the necessary support to help them is very much needed. Most of former prisoners met so far indicated the need for legal and employment services above others. Many of them felt nervous about receiving psychosocial support due to the stigma surrounding mental health and mental health support. Instead group therapy has been found to be more effective as former prisoners also support one another.

Another opportunity provided by Life Foundation is that it seeks to provide services also to the families of offenders. Despite that these activities are not part of the Drosos funded project, Life has sought other external funds to support the larger societal network surrounding offenders.

Drosos Foundation's support in recruiting a Baseline and Capacity Building consultant has been valuable in contributing to developing a solid M&E plan and logical framework (also available in Arabic) and in providing the adequate training to Life Foundation's staff supporting their monitoring work throughout the implementation phase. The fact that Life Foundation had developed its own tools further facilitated the process of review and finalization.

An excellent opportunity has been the approval by British Columbia Corrections to translate to Arabic and adapt its curriculum Essential Skills for Success and the Exit plan, both tools used specifically for the rehabilitation of women offenders. Life Foundation is seeking the opportunity to further discuss this with the Ministry of Social Solidarity to receive their full endorsement in the adaptation and piloting process.

The biggest challenge for the project so far, has been the difficulty in finding a suitable shelter for women. Despite the attempts by Life and Drosos Foundation in meeting with the Ministry of Social Solidarity to assign a location that the Ministry can later 'adopt' after project termination, the process has been a conundrum. Life has also explored the possibility of renting the premise of a local NGO to enable it to run its services. A fruitful meeting took place during February 2017 with the Ministry, and based on which shelters could be identified during the next implementing period.

One of the challenges faced in the early stages of implementation has been societal stigma and discrimination surrounding former offenders. When Life Foundation explored the possibility of engaging former prisoners in employment with some of the local factories in Sharqeia, many employers did not agree to employ them. This is something the Foundation was aware of, yet it is important that an advocacy mechanism be put into place before engaging with further factories and companies.

Another challenge faced during implementation was in aligning Life Foundation's budget with that of Drosos Foundation. This was eventually finalized after meetings and discussions between Drosos and Life Foundation's accounts and finance managers.

The absence of a Communication/Media focal point for the project has proved challenging in the visibility of the project which is directly linked to the advocacy initiatives of Life Foundation. A Communication focal point would be responsible for advancing the image of former offenders among the various stakeholders and interlocutors that Life Foundation engages with.

The security concerns continued during July and August caused by the severe societal changes, terrorism and difficulties in entering the prisons as well as the presence of a large number of terrorism suspects in these prisons, making the foundation's work difficult thus making it impossible to determine the date of the protocol signing...Due to the reputation the foundation and it's workers' dedication to serve the target group, they were given the approval to enter Banha Prison and Zagazig Public Prison for the public defenders of Life Foundation for Development and work is underway to determine the date of signing the protocol.

Among the advantages the foundation has, that during the months of July and August, the foundation was publicized at the level of the Republic along with the addition of activities to it as well as the status of public benefit, this has caused a delay for signing the protocol of cooperation between the Ministry of Interior and the foundation because of the adherence not to provide a large number of features to a single foundation in a short period of time like all the achievements Life Foundation has accomplished.

A number of consultants working through Drosos Foundation in addition to the revision period of the long financial report as well as the length of time needed for the development of a new plan of action through of which contributed to delay the implementation of some activities of the project and sever communication with some quarters for a long time.

Some of employees were changed during July and August. All information is placed in the staff table
Life faced irregularities by workers in Alexandria due to the difficulty of obtaining specialists.

Within the framework of capacity building for the best practices and sustainable development of the foundation, we are planning to establish a sustainable development unit, consisting of the Unit Manager, fund raising specialist, public relations & media specialist, and advocacy specialist.

5. Recommendations/Next steps

- The Project needs to hastily implement the strategy of economic empowerment.
- Life Foundation needs training regarding collecting donations and managing grants
- The foundation needs a media consultant to provide the appropriate media coverage for the foundation on what will happen in the coming period.
- Signing a collaboration protocol with the Internal Affairs and the aftercare sector

- Signing a collaboration protocol with a number of factories to provide employment for the released
- Present aftercare requests with the implementation of the basic skills to success program and translation with the aftercare sector
- Correspond with the Social Solidarity to dedicate a Shelter
- Commence accessing the targeted prisons officially, through collaboration protocols with the Internal Affairs and following up on the cases
- Assigning of shelters with the approval of the Ministry of Social Solidarity
- Discussion on the adaptation of Essential Skills for Success with the Ministry of Social Solidarity
- There have been no agreement with the Ministry of Social Solidarity to implement the basic skills to success program, but the approval was made through the aftercare sector at the Ministry of Interior after the end of the reporting period and negotiations are underway to obtain approvals to participate in translation and implementation
- Provision of trainings for Life Foundation's Psychosocial Team
- The foundation receiving the status of public benefit as well as including the establishment of the hospitality center in the foundation's activities which has contributed to the principle of sustainability of services in it and contributed to the possibility of requesting state support for the hosting center and assigning a large place to it as a long term allocation.
- The foundation is in urgent of establishing a sustainable development unit including Unit Manager, fund raising specialist, public relations & media specialist, and advocacy specialist

Through the training held in the city of Alexandria on the date 15-18/12/2016, it was agreed to obtain a number of the following exercises and a separate budget

Training on the implementation of the specialized group therapy program

Trauma counseling - for sexual and gender based violence:

- Development of treatment plan
- How to ensure adherence to treatment
- Motivational interviewing training
- Art therapy
- Cognitive behavioral therapy
- Personal and Projective IQ Tests
- Cognitive Behavioral Therapy for Depression –
- Behavioral cognitive therapy for anxiety

- The basics of addiction treatment
- Personality Disorders

Networking meetings with UNODC on HIV

No training or meetings were held during the reporting period. A meeting was held on April 4th 2017 after the reporting period, during it there has been an agreement to exchange experiences and accumulation in providing the hospitality centre services and training to some members of the staff of the foundation to raise awareness about AIDS, and to exchange experiences regarding the economic empowerment of the AIDS affected groups.

Compare to Annex 4 .

In September 2017 the Foundation will implement

- A.1.1.1 Update and share information with prison staff and management on reintegration programme outcomes
- A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison caseworkers
- A 1.3.2 Assess and explore needs of prisoners for transition case plan of services needed upon release. Agreement to meet and establish dialogue 2/3 times before release.
- A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification
- A 1.3.4 Legal services provided to assist in prison release as needed

- A 1.3.5. Transition case plans developed for every pre-release prisoner on services needed upon release from prison including further assessments needed .
- A 2.1.2 More comprehensive risks and needs assessments undertaken to assess immediate risk factors and needs upon entry to the programme (1 week post release)
- A 2.1.3 Transition case plans reviewed and monitored
- A 2.1.4 Provision of group, individual, art and music therapy
- management
- A 2.2.2 Legal services provided to post release prisoners as per transition case plan includes legal advice and legal representation
- A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, work permits, pension cards, passports, birth certificates..etc
- A 2.3.3 Continued coordination with civil society organizations and gov. agencies to follow up on referrals and assess service utilization.
- A 4.2.1 Fundraising plan developed and implemented over the course of project duration
- A 6.1.1: Documentaries as well as case studies developed for increased sensitization on the impacts of stigma and discrimination faced by post release prisoners and their integration needs and shared among law enforcement agencies, employers and other NGOs

In October 2017 the Foundation will implement

- A.1.1.1 Update and share information with prison staff and management on reintegration programme outcomes (5 meetings during the project x 4 prisons: 20 meetings.
- A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison caseworkers
- A 1.3.2 Assess and explore needs of prisoners for transition case plan of services needed upon release. Agreement to meet and establish dialogue 2/3 times before release.
- A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans 100 Visit ×3 year
- A 1.3.4 Legal services provided to assist in prison release as needed 100 case × 3 year
- A 1.3.6. Follow up the work between branches
- A 2.1.4 Provision of group, individual, art and music therapy (2 sessions group therapy and 4 sessions individual therapy per month for every post release prisoner ×3 year)
- A 2.1.6 Group activities with former prisoners and their families (2 activities per yr) 2 activities per year: total: 6 social activities
- A 2.1.7 Unit Psychotherapy

- A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, work permits, pension cards, passports, birth certificates..etc
- A 2.3.1. Workshop held with Life Foundation staff, along with representatives from government agencies and CSOs
- A 2.3.2 Develop, print and disseminate information, education and communication materials
- A 3.2.2 Purchase of food consumables, machinery and tools to engage former prisoners in communal projects in communal projects
- A 3.2.4 Support in the registration of communal micro-enterprise projects into full-fledged companies
- A 6.2.3 annual newsletter issued and disseminated on the achievements and outcomes of the project (Newsletter: 100 copies disseminated every 6 months)

In Nov 2017 the Foundation will implement

- A.1.1.1 Update and share information with prison staff and management on reintegration programme outcomes (5 meetings during the project x 4 prisons: 20 meetings. 5 prison managers per prison per meeting)
- A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison caseworkers
- A 1.3.2 Assess and explore needs of prisoners for transition case plan of services needed upon release. Agreement to meet and establish dialogue 2/3 times before release.

- A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans 100 Visit ×3 year
- A 1.3.4 Legal services provided to assist in prison release as needed 100 case × 3 year
- A 1.3.6. Follow up the work between branches
- A 2.1.4 Provision of group, individual, art and music therapy (2 sessions group therapy and 4 sessions individual therapy per month for every post release prisoner ×3 year)
- A 2.1.7 Unit Psychotherapy
- A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, work permits, pension cards, passports, birth certificates..etc
- A 2.3.2 Develop, print and disseminate information, education and communication materials
- A 3.2.2 Purchase of food consumables, machinery and tools to engage former prisoners in communal projects in communal projects
- A 6.2.3 annual newsletter issued and disseminated on the achievements and outcomes of the project (Newsletter: 100 copies disseminated every 6 months)

In December 2017 the Foundation will implement

- A.1.1.1 Update and share information with prison staff and management on reintegration programme outcomes (5 meetings during the project x 4 prisons: 20 meetings. 5 prison managers per prison per meeting)
- A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison caseworkers
- A 1.3.2 Assess and explore needs of prisoners for transition case plan of services needed upon release. Agreement to meet and establish dialogue 2/3 times before release.
- A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans 100 Visit x 3 year
- A 1.3.4 Legal services provided to assist in prison release as needed 100 case x 3 year
- A 1.3.6. Follow up the work between branches
- A 2.1.4 Provision of group, individual, art and music therapy (2 sessions group therapy and 4 sessions individual therapy per month for every post release prisoner x 3 year)
- A 2.1.7 Unit Psychotherapy
- A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, work permits, pension cards, passports, birth certificates..etc
- A 2.3.2 Develop, print and disseminate information, education and communication materials
- A 3.2.2 Purchase of food consumables, machinery and tools to engage former prisoners in communal projects in communal projects
- A 6.2.3 annual newsletter issued and disseminated on the achievements and outcomes of the project (Newsletter: 100 copies disseminated every 6 months)

In January 2018 the Foundation will implement

- A.1.1.1 Update and share information with prison staff and management on reintegration programme outcomes (5 meetings during the project x 4 prisons: 20 meetings. 5 prison managers per prison per meeting)
- A 1.2.1 Training to selected prison management, prison medical professionals and other prison staff on the Standard Minimum Rules (3 days training workshop. 15 prison staff in every training. Total: 3 trainings x 15 trainees: 45 prison staff)
- A 1.2.2 Training to police officers (2 days training workshop. 15 police officers in every training. Total: 3 trainings x 15 trainees: 45 police officers)
- A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison caseworkers
- A 1.3.2 Assess and explore needs of prisoners for transition case plan of services needed upon release. Agreement to meet and establish dialogue 2/3 times before release.
- A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans 100 Visit ×3 year
- A 1.3.4 Legal services provided to assist in prison release as needed 100 case × 3 year
- A 1.3.6. Follow up the work between branches
- A 2.1.4 Provision of group, individual, art and music therapy (2 sessions group therapy and 4 sessions individual therapy per month for every post release prisoner ×3 year)
- A 2.1.6 Group activities with former prisoners and their families (2 activities per year) 2 activities per year: total: 6 social activities
- A 2.1.7 Psychotherapy trainings
- A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, work permits, pension cards, passports, birth certificates..etc
- A 2.3.2 Develop, print and disseminate information, education and communication materials
- A 3.1.1 Provide trainings specific to the job placement and communal projects. (6 training for 3 years 20 person per training One day)

- A 3.2.2 Purchase of food consumables, machinery and tools to engage former prisoners in communal projects in communal projects
- A 3.2.3 Assist groups of women in establishing the following communal micro-enterprise projects
- A 4.1.1 Identify shelters and assess refurbishment needs
- A 4.1.2 Refurbish the shelters to be able to accommodate women and their children at any point in time with tailoring centre and kitchen established
- A 5.1.3 Develop specific screening tools for prisoners, as well as, service satisfaction forms, confidential admission forms and questionnaires
- A 6.1.1: Documentaries as well as case studies developed for increased sensitization on the impacts of stigma and discrimination faced by post release prisoners and their integration needs and shared among law enforcement agencies, employers and other NGOs
- A 6.2.2 Annual conference and fund raising event held to promote the programme and shelters (3 events with 50 people per event)
- A 6.2.3 annual newsletter issued and disseminated on the achievements and outcomes of the project (Newsletter: 100 copies disseminated every 6 months)

In February 2018 the Foundation will implement

- A.1.1.1 Update and share information with prison staff and management on reintegration programme outcomes (5 meetings during the project x 4 prisons: 20 meetings. 5 prison managers per prison per meeting)
- A 1.3.1 Assess needs and circumstances of selected pre-release prisoners from prison caseworkers
- A 1.3.2 Assess and explore needs of prisoners for transition case plan of services needed upon release. Agreement to meet and establish dialogue 2/3 times before release.
- A 1.3.3 Home visits by social workers undertaken with family members to prepare for family reunification plans 100 Visit ×3 year .
- A 1.3.4 Legal services provided to assist in prison release as needed 100 case × 3 year

- A 1.3.6. Follow up the work between branches
- A 2.1.4 Provision of group, individual, art and music therapy (2 sessions group therapy and 4 sessions individual therapy per month for every post release prisoner ×3 year)
- A 2.1.6 Group activities with former prisoners and their families (2 activities per yr) 2 activities per year: total: 6 social activities
- A 2.1.7 Unit Psychotherapy
- A 2.2.3 Support provided in the issuance of civil documentations such as driving licenses, IDs, work permits, pension cards, passports, birth certificates..etc
- A 2.3.2 Develop, print and disseminate information, education and communication materials
- A 3.2.2 Purchase of food consumables, machinery and tools to engage former prisoners in communal projects in communal projects
- A 5.1.3 Develop specific screening tools for prisoners, as well as, service satisfaction forms, confidential admission forms and questionnaires
- A 6.2.3 annual newsletter issued and disseminated on the achievements and outcomes of the project (Newsletter: 100 copies disseminated every 6 months).

6. Financial situation

Narrative summary of the overall financial situation of the project, describing

During the period from the beginning of the project until March 2017

Total budget 558,286\$ at Exchange rate 8.52 Then adjusted exchange rate at the price 8.83 and the initial payment has received at date 24/8/2016 at the price 120,000\$ the second batch arrived on 25/12/2016 at the price 40,000\$ and thus the total budget which we have received 160,000\$. And what was spent from August until January 2017 121,877.89\$,So the rest during the period of the initial

report 38,123\$, and by the way we see that the comparison of the total budget within the frame work of the pre-agreed plan to spend on activities at this period , in accordance with the plan established during the initial reporting period , thus we see that the Annexes are comparable to the budget of the covered contract by the report are not exceeded at this definite period , and there are no expected effects on the total budget since the disbursement is done in time in advance in accordance with the terms with the agreed budget .

Project activities have been suspended due to the financial audit and an error have been detected 7/5/2017

- The supervisor and consultant of Life Foundation's accounts was changed on 1/5/2017 and a supervisor and consultant by contract were appointed for the rest of the duration of the project
- Formal appointment of Mr. Mohamed Fat-he as the new auditor of the accounts through the meeting of the Board of Trustees and the accreditation of social solidarity, where it is one of the principles of ascertaining the practice of auditing through it as provided by law.
- The accounts have been fully amended from the beginning of August 2016 until 30/6/2017
- The Egyptian bank account has been separated from the foreign currency and a currency account has been settled.
- Restructured the accounts of the project, taking into account the bank's statements in the local and foreign currencies with the existing documents.
- There were a number of limitations for the critical adjustments for the audit period
- A tax file has been opened with labor taxes, deduction taxes and surcharges.
- The financial statements of the foundation for the years 2015 and 2016 were reviewed and prepared.
- The auditor recommended the existence of an accounting program for the institution and is being followed up by the software company concerned.
- There is a month difference between the work plan that was recently modified and the revised budget. This will make the final period of the project take 7 months, not 6 months.

Narrative summary of the financial development during the reporting period, describing

The payments that reached us during the time were 160,000 dollars and the total of the declinable during the period of August 2016 to January 2017 is \$ 121,877.89 so the remaining for the time is 38,123 dollars and thus we see that the expenditure compared to the total budget in the framework of the pre-agreed plan in the disbursement of activities during that period, that there is no excess in the

disbursement of activities in accordance with the plan during the first reporting period. Thus, we see that the expenditures compared to the budget for the reporting period have no shortage or exceeded during that period.

Payments received by the foundation up to the date of this report on 30th August 2017

- The first was on 24/8/2016, amount of \$120,000
- The second on 25/12/2016, the amount of \$40,000
- The fourth on 4/7/2017, the amount of \$40,000

The total remaining payments amount to \$300,000

Expected to receive on 1/10/2017, amount of \$80,000

Fixed asset payments have been increased to 18,500 pounds

The amount of money in the Egyptian account at the time of the project's suspension (in May) was 24928 Egyptian pounds and the monetary amount in the dollar account \$2662.49

A new batch of Drosos Foundation grants was received on 4/7/2017. After two months of suspension, this sum of money was transferred 2,000 and 2,000 and 5,000.

A financial and administrative meeting was held with the Drosos Financial Advisor, where a new budget outline was drawn up and the details of the final financial report were agreed upon on 2nd- 7th July 2017. It was agreed on that the revised budget would start from July 2017 to work with and commence the activities of the project.

Remaining in Life Foundation's bank (Dollars) until 30/8/2017 (\$20,039.82)

Remaining in Life Foundation's bank (Egyptian Pounds) until 30/8/2017 (31,238.78 Egyptian pounds)

Devaluation of the EGP

In view of the recent economic policy decisions that led to the devaluation of the Egyptian pound and its free floatation, the USD exchange rate was left to free market demands. This had an implication on the project budget. In line with the clear guidance provided by Drosos Foundation on how to address this situation, Life Foundation reviewed its project budgets using the exchange rate of 1USD=EGP 15 to reflect a close to reality situation yet leave a margin of safety for fluctuation of the EGP. In view of the gain from exchange rate, and new needs arising in the project, activities were introduced after discussion with Drosos Foundation. This include: introduction of 11 capacity building trainings to the psychosocial team throughout project duration under A 2.1.1 Trainings provided to psychosocial staff on mental health; transportation and accommodation to allow for improved coordination meetings among staff between the different branches of Life Foundation, a training on vocational training and development of micro-enterprises, budget for more networking meetings with other local NGOs, development of Life Foundation's website, translation costs of reports and production of documentary films on the project. In the period from May 2017 until July 1st 2017, during the project suspension period there was no dealing with the bank. Once the project started again, the difference in exchange rate caused a change in the spending rate from the date of payment and the date of disbursement.

Some of the activities required by the foundation were also introduced and others were modified after cooperating with the financial consultant of Drosos Foundation:

1. Transfer and annex the amount attached to the budget for activity A 5.1.1 and A 5.1.2 to activity A3.2.2 for small projects
- 2 - Item No. 3.2.4 amounts to 180,000 and there is no need to register small projects more than 9,000 as the vision of the foundation falls under the framework of the implementation of companies complex cases and not individual projects and therefore is added to the remaining amount = 90,000 to item No.A3.2.2 for small projects, so that we can operate a company with a capital that allows individuals to earn at least 500 pounds per month.
Item No. 4.1.1 is to be increased to LE 150,000, as this item contains preparing the shelter so it needs wooden furniture, electrical appliances and furniture as listed in the detailed budget of the project since the beginning of approval. There are no other items we can dispense with and added to this item. (The item currently contains the amount of 60 thousand pounds only and we need the equivalent of 90 thousand until the value equals 150 thousand because the shelter's preparations cost 750 thousand pounds)
3. Item 3.2.3 for the meetings of women working in projects contains (40.500) and does not need more than ten thousand pounds to be implemented and the remaining amount of 30,500 is transferred to item No. 3.1.1, noting that it must be done in the period of the 6 Months starting in 2018.
- 4- The item that is increased by 30.500 is A.3.1.1, where a cooperation protocol is signed through the Ministry of Social Solidarity in El-Sharqia and Alexandria with the units of the families produced and economic empowerment, which is one of the departments affiliated to solidarity and responsible for training women for projects...

5 - The following items are redistributed to the need of the institution and the reality of work during the past months # A 1.3.2. A 1.3.4. A 2.2.3

Where item number A 2.2.3 contains an amount of LE 11,325 and the remaining amount of 89,240 has been transferred to item A 1.3.2. An economic empowerment strategy for the institution is currently under way, with a further adjustment to the budget and some changes in the psychological training.

In the coming period, the Foundation will endeavor to implement the strategy of economic empowerment and develop the strategy of hosting women who are released and it is expected that these activities will increase the budget during the next six report period.