

# Income & Work

## Department Summary

*Please summarize your department's work this month*

- Worked with foreign volunteer to improve reporting process
- Updated Inventory report to make more accurate
- Created program Inventory Reports, to better manage and stay within budget.
- Participated in training sessions with partner NGO (Peaceful Family Training Session, Chab Dai Coalition; Livelihood Development, Chab Dai Coalition).
- Facilitated 2 women (NL, IM, YS) in VT cycle one to sew clothes for 2 partner NGO:
  - Action to End Exploitation
  - Who Will Organization

## Vocational Training

*Reporting: SOEUR Sokunthea*

### 1. Sewing

**Staff in charge: Ms. MARCH Samphas**

#### Highlights:

- One new student named P T was enrolled into the program. After graduation from NYEMO, she was accepted into our VT class. (Crisis case, any detail please see social work report)
- 6 students have dramatically improved their sewing ability (teacher's report)
- Over 70% of student behavior has changed positively (teacher's report)
- 35 uniform sets were made by students in VT program
- We obtained 1 new client: Action to End Exploitation
- Previous clients renewed our services: Who Will Organization and Asian Hope Organization.

#### Challenges

- Some students have recurring family issues that prevent them from attending class regularly.
- P.S. refused to attend the course after 2 weeks participation due to family wishes – she was required to look after other children at home.
- Many of our students work night shifts to earn extra money, so they come to our classes tired.
- When we had extra orders, students were unable to help the trainer because they had to go home to their families
- There are only a few strong students in the sewing class – therefore we had to outsource the making of some uniforms to 2 former students. This is good as they were able to earn some extra money, but we would like to prepare the department for rush orders so that in the future we do not have to outsource.
- Many of the women are still learning how to sew. This month, there were a few issues with the uniforms (size, etc) so we missed the deadline.
- On Thursday mornings we teach Life Skills to VT students. This month we were only able to teach 1 session due to urgent tasks.

#### Activities for Next Month

- Sew 100 uniform for RKF's students (budget has been approved)
- Work with our Vocational Training Coordinator and volunteer from Oxfam QC to sell our uniform services to more private schools, companies and NGOs.
- Work with Vocational Training Coordinator to conduct market research for ideas about future products we can sell. Specifically, we want to learn about the demand for baby clothes.
- Speak with 15 women in our Vocational Training classes about their ideas and reflections of our program. We will take their ideas and suggestions into consideration so we can improve our program.
- Participate in monthly meeting with micro-team

**Goals**

- Design prototype of baby clothes to use for our marketing survey.
- Urgent tasks are unexpectedly popping up; however the Thursday morning Life Skills sessions are very important. We want to teach at least 2 sessions a month.
- Working with the women who need additional help sewing so we do not have to outsource our jobs in the future.

**Activities This Month**

Activity	Date	Amount	Outcome
○			

**2. Handcraft**

**Staff in charge:** .....

*Due to some sudden changes with the program and new responsibilities, we were not able to recruit a Handcraft trainer as planned. Next month, we will re-visit this task and continue looking for a suitable person to take the role.*

**Job Placement**

**Reporting:** Ms. SOEUR Sokunthea

**Highlights**

- .....
- .....

**Challenges:**

- .....
- .....

**Plan for next Month**

- Visit Hagar for vocational training of 5 graduate GRGs

**Piecework (Boostraps)**

**Reporting:** SOEUR Sokunthea

**Highlights**

- 2 women had finished 6 weeks soft skill training at Hagar and start training VT as following:
  - KS to study Beauty Salon
  - SS to study Cooking at Royal Hotel
- CR got a job as a waitress while still studying

**Challenges**

- One students had health issues that prevented her from attending class regularly
- Floods may have prevented some students from attending classes regularly

**Activities Next Month**

- Speak with 15 women in our Vocational Training classes about their ideas and reflections of our program. We will take their ideas and suggestions into consideration so we can improve our program.
- Visit women and girls training at partner NGO
- Provide food box and pocket money to 6 women training outside

## **Financial Training Seminar**

### **Reporting: SOEUR Sokunthea**

#### **Highlights**

- Students from the Get Ready Boys and Get Ready Girls classes attended the 1<sup>st</sup> part of a 4 series workshop on Financial Management.
- The participants started to understand how to take notes about their daily expenses and plan ahead about their income and finances.
- Students were taught the importance of managing money.
- The participants were given a “Beginner Budget” kit that included a calculator, notebook, ruler and pen.
- Students were keen to participate and eager to share their experiences.

#### **Challenges**

- Some of the students only know how to write numbers, but cannot form sentences.
- The speaker does not speak Khmer, so a translator was needed.
- Participants are from different groups (Get Ready programs, Vocational Training Program) so the level of difficulty had to be modified.
- Some participants understood the lesson quicker than others.

#### **Next Month**

- Continue with the 2<sup>nd</sup> lesson of the program.

#### **Evaluations**

None Due

Yes, attached as \_\_\_\_\_ (file name)

## **Administration and Record Keeping**

### **Reporting: METH Savda**

#### **Highlights**

- Worked with foreign volunteer to improve reporting process
- Updated Inventory report to make it more accurate
- Created program Inventory Reports to better manage and stay within budget.
- Micro-department earned a profit of \$ 657.25 from handcraft products and school uniforms
  - \$ 27 from handcraft product sales
  - \$ 97 from facilitating 2 women in VT cycle. One made uniforms for 2 partner NGO (transportation and service)
  - \$ 533.25 from uniform sales to Who Will Organization
- There are 103 sets of uniforms remaining in stock
  - XL = 13 (Female: 8)
  - L = 28 (Female: 12)
  - M = 31 (Female: 12)
  - S = 31 (Female: 19)

#### **Challenges:**

- Organizational shifts and staff responsibilities were changed suddenly, so we were very busy trying to keep up with deadlines, tasks, etc.
- We missed weekly and monthly meetings normally held with the women in Vocational Training, due to all the changes

#### **Plans for next Month**

- Conduct monthly meeting with women in vocational training on the 1<sup>st</sup> week of October.
- Teach 2 life skill lessons to the Get Ready Boys
  - The Disadvantages of Joining a Gang

- The Dangers Associated with Gambling
- Conduct department meeting every Friday morning

**Loan**

**Reporting: METH Savda**

**Highlights**

- 6 clients paid back part of their loan.

**Challenges:**

- KK, TP, KS, KS, NN, OS, JM, PS, HS, SH, LC and SS asked to delay returning their loans because they need money for Pchum Ben day in October
- SM ask to delay loan repayment, because she need money for the delivery of her daughter’s baby
- HS stopped working at Cambodiana and asked to delay loan repayment to this month
- Ms. KP asked to delay her loan repayment because she need for her niece’s academic year at university

**Plan for next Month**

- Home visits and collect loans from clients

**Direct Cash Aid**

**Reporting: METH Savda**

**Highlight**

- 12 families of GRBs generation IV did an assessment
- 11 GRGs families receive DCA support
- 12 GRBS families receive DCA support
- 15 women in Vocation training receive Food box and Pocket money support

**Challenge**

- Two GRBs (NN and CB) and one GRG (KV) didn’t receive DCA support this month, because they enrolled in the project after the DCA assessment was completed.
- We provided DCA support behind activity plan due to new structure and arrangement in RKF (I don’t understand this sentence. Do they mean they are behind in provision of support due to changes in RKF?)

**Next Month**

*Please briefly describe activities planned for next month*

- Complete DCA assessment of remaining GRB and GRG
- DCA evaluation of 1 GRG and 2 GRB families
- Provide DCA support to RKF clients and GR program
- Provide food box support to women in vocational Training

**Direct Cash Aid support for Get Ready Girls Generation VIII**

No	Name	Sex	Relative to GRGs	Assessment Level	Direct Cash Aid Support
1	CS	F	Mother of B M	A	6.25 \$
2	PS	M	Uncle of P D	B	12.5 \$
3	PS	F	GRG	B	12.5 \$
4	KS	F	Mother of P S	B	12.5 \$

5	<i>LI</i>	<i>F</i>	<i>Mother of S L</i>	<i>C</i>	<i>18.75 \$</i>
6	<i>SS</i>	<i>F</i>	<i>Mother of S S</i>	<i>C</i>	<i>18.75 \$</i>
7	<i>P B</i>	<i>M</i>	<i>Father of C R</i>	<i>C</i>	<i>18.75 \$</i>
8	<i>T N</i>	<i>M</i>	<i>Father of T T</i>	<i>C</i>	<i>18.75 \$</i>
9	<i>K P</i>	<i>F</i>	<i>Mother of S C</i>	<i>C</i>	<i>18.75 \$</i>
10	<i>S K</i>	<i>F</i>	<i>Mother of M S</i>	<i>D</i>	<i>25 \$</i>
11	<i>T S</i>	<i>F</i>	<i>GRG</i>	<i>D</i>	<i>25 \$</i>
12		<i>F</i>	<i>K V</i>	<i>N/A</i>	

***Direct Cash Aid support for Get Ready Boy Generation IV***

<b><i>No</i></b>	<b><i>Name</i></b>	<b><i>Sex</i></b>	<b><i>Relative to GRGs</i></b>	<b><i>Assessment Level</i></b>	<b><i>Direct Cash Aid Support</i></b>
<i>1</i>	<i>CS</i>	<i>F</i>	<i>Mother of H B</i>	<i>A</i>	<i>6.25 \$</i>
<i>2</i>	<i>SS</i>	<i>F</i>	<i>Mother of V C</i>	<i>B</i>	<i>12.5 \$</i>
<i>3</i>	<i>LT</i>	<i>F</i>	<i>Mother of L B</i>	<i>B</i>	<i>12.5 \$</i>
<i>4</i>	<i>CR</i>	<i>M</i>	<i>Brother of C S</i>	<i>B</i>	<i>12.5 \$</i>
<i>5</i>	<i>BR</i>	<i>M</i>	<i>GRB</i>	<i>B</i>	<i>12.5 \$</i>
<i>6</i>	<i>SH</i>	<i>F</i>	<i>Mother of S M</i>	<i>B</i>	<i>12.5 \$</i>
<i>7</i>	<i>SS</i>	<i>M</i>	<i>Father of C S</i>	<i>B</i>	<i>12.5 \$</i>
<i>8</i>	<i>SS</i>	<i>F</i>	<i>Mother of P S</i>	<i>C</i>	<i>18.75 \$</i>
<i>9</i>	<i>SS</i>	<i>F</i>	<i>Represent parents of P S</i>	<i>C</i>	<i>18.75 \$</i>
<i>10</i>	<i>KY</i>	<i>F</i>	<i>Mother of K S</i>	<i>C</i>	<i>18.75 \$</i>
<i>11</i>	<i>ST</i>	<i>F</i>	<i>Mother of N D</i>	<i>C</i>	<i>18.75 \$</i>
<i>12</i>	<i>TP</i>	<i>F</i>	<i>Mother of T C</i>	<i>D</i>	<i>25 \$</i>
<i>13</i>			<i>NN</i>	<i>N/A</i>	
<i>14</i>			<i>CBL</i>	<i>N/A</i>	

