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Working in partnership with communities to empower and support informed decision making for their own future development



PARTNERS IN COMMUNITY DEVELOPMENT FIJI 2011
ANNUAL REPORT





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Partners In Community Development Fiji

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PCDF project site pictures

### ABOUT US

### Mission

Working in partnership with communities to empower and assist with informed decision making for their own future development.

### Vision

Communities achieving equitable, holistic and sustainable livelihoods.

### **Values**

We are not just a non-governmental organisation; we are of the community and for the community.

We constantly endeavor to remain true to our values of justice, partnership and stewardship, manifested by our culture of:

- being sensitive to social, environmental and economic realities
- being a learning organisation, able to learn from our mistakes, review and adapt our position and methods to maintain performance.
- distinctive competence through costeffective use of resources.
- adopting an integrated approach by working in partnership with existing formal and informal local governance systems.
- sharing lessons learnt and practices with our primary stakeholders.

artners in Community Development Fiji (PCDF) have been working with communities in Fiji for over 30 years.

PCDF specialises in working with isolated rural communities. Taking a 'bottom-up' approach, we empower them to prioritise their challenges and aspirations and act upon them to become more resilient, sustainable and prosperous.

We support community leaders and demonstrate the effective inclusion of women, young people and minority groups, building local capacity to understand issues, take action and lead change.

Our activities cover natural resource management, training and good governance. Taking a holistic approach, we integrate environmental, social and economic issues to help deliver our 4 objectives:

- Promoting good governance and gender balance
- Protecting the environment
- Increasing self-reliance in rural communities
- Promoting healthy living and reducing the stigma attached to mental health issues

We work in partnership with Government, Provisional Councils and a wide range of International Agencies to deliver targeted impacts at the local level.

As well as delivering long-term projects, we maintain our partnership with communities beyond funding cycles. As part of the PCDF family, communities receive ongoing support, advice and guidance to ensure they maintain and build upon their progress.



### FOREWORD FROM THE PATRON



Greetings my brothers and sisters,

In 2011 Partners in Community Development Fiji (PCDF) celebrated its 32nd year of establishment. PCDF continued to demonstrate dedication and responsiveness in carrying out its work. I commend the excellent work and selfless dedication of each staff member, volunteer and donor.

The organisation plays an important role in helping the communities cope with the challenges of modern life. By providing professional projects, it helps those in need improve their individual wellbeing as well as enhancing relationships and family life. The value and

work of PCDF will no doubt become increasingly evident as our nation faces the world's economic downturn.

Reading the signs of time, global economic conditions as well as threats to the environment are likely to dictate the direction of development work to an increasing extent. As an organisation, PCDF will be exposed to greater complexities in raising funds and providing aid. Given our track record, however, I am confident that we will remain steadfast, employing creativity in fundraising as well as using funds effectively and efficiently.

It is my hope that the work of PCDF will inspire many more to come forth and lend their support to help alleviate the sufferings of vulnerable communities in Fiji.

I congratulate the organization on its accomplishments and I wish the Trustees, Members, Chairman, Board members, staff and volunteers much success in the future.

May the birth of the Messiah be an inspiration of life-giving service to all at PCDF and may our celebration of Christmas bring us a heart for the poor in 2012!

Vinaka Vakalevu and God Bless,

! belatice

Archbishop Petero Mataca

### MESSAGEFROM THE BOARD OF DIRECTORS



Greetings to you all.

n behalf of the Board, I am pleased with the results achieved by Partners in Community Development Fiji (PCDF) in 2011. We must continue the evolution into a dynamic, forward-thinking organization if we are to prevail over the new and ongoing challenges that 2012 will bring.

I wish to thank our funders, partners and stakeholders for their support to bring about change in our communities.

Looking ahead, long term strategic thinking will ensure that we continue to develop the organisation's capabilities. We have a strong capable Board and, importantly, a strong capable staff. Without their effort we would not have enjoyed the success we have had.

As I write this message, there is much change around us, presenting new challenges and opportunities. To address these we must continue to strengthen our programmes, building on our strengths as we also look for new collaborations and projects that will help people in difficult times.

PCDFs' contribution to communities far exceeds money invested in them by our donors. It goes above and beyond mere projects, providing bespoke support communities and individuals in the long term. It is heartening to note that the ratio of empowering women and youths in the communities is steadily increasing.

Our mission is directed towards empowering communities by assisting them to make informed decision for their future development. Through capacity building, training and workshops we influence communities within which we work, and encourage them to contribute to the development sector. By considering activities and expanding our collaborations, we strive to and add value to bring about change in the lives of our communities.

On behalf of the Board of Directors I would like to say that I am convinced that we have the committed management team and dedicated employees needed to continue to operate successfully. The Board is committed to working with them so that communities in Fiji are prepared and able to meet their own needs for their future developments.

Sashi Singh Chairman

### MESSAGE FROM THE EXECUTIVE DIRECTOR



Bula Re

CDF believes that Development can only thrive when people and institutions work together. In 2011 we have invested in our capacity and partnerships, strengthening them to deliver our strategic priorities of Education and Capacity Enhancement (ECE), Natural Resources Management (NRM) and Health Improvement (HI).

As a result, PCDFs' activities continue to bridge socio—economic gaps, enabling communities throughout Fiji to meet their needs develop and become more sustainable. We have trained community reps in finance and business management, agriculture, small engine repair and cottage industries. This investment has revived and established

micro enterprises for women and youths, facilitated the development of Community Management Plans, supported community forest projects, enhanced the management and monitoring of Marine Protected Areas (MPAs) and assisted communities with an array of community projects.

Communities' willingness to accept change; community participation, gender inclusion, contributing and working together are key indicators that people want to make a long lasting difference in their communities.

Working together as true partners – community people, donors /partners, stakeholders and PCDF – we can make a real difference. Linking with Government ministries is particularly satisfying, not only to network but to increase the benefit to communities by leveraging and complementing our resources. I congratulate PCDF staff (I call them "Champs and Heroes") – you made it. That's it … this is why we are here… to make it happen. Patron, Trustees, Board of Directors and PCDF Members - congratulations to a successful year.

Going forward, we will continue to work in partnership, create ideas, establish and use best practices to overcome development challenges, consistent with our goal of achieving equitable, holistic and sustainable livelihoods.

Tevita Tauni Ravumaidama Executive Director

### ACKNOWLEDGEMENTS

CDF would like to thank and recognize our Donors, without whose support PCDF cannot be facilitators for change in the community. Contributions were received from the following towards our activities in 2011:

- Australian Aid (AusAID)
- Canada Fund
- Evangelischer Entwicklungsdienst (EED)
- International Fund for Agricultural Development (IFAD)
- Vodafone ATH Foundation

We would also like to recognize the contribution and support of our partner communities, for their willingness to work with PCDF:

- 1. Kubulau District, Bua: Villages of Kiobo, Waisa, Navatu, Kilaka, Raviravi, Natokalau, Nadivakarua, Namalata, Nakorovou, Nasaisaivua.
- 2. Wailevu District, Cakaudrove: Villages of Nakoso, Vuadomo, Vatulele, Vunidawamoli, Valeni, Laucala, Naiqaqi, Nasareci, Natuvu, Naviavia, Keka, Vunibuabua, Nasavu, Nakorokacivi, Natua, Dawara.
- 3. Batiki District, Lomaiviti: Villages of Mua, Yavu, Naigani, Manuku
- 4. Moturiki District, Lomaiviti: Villages of Niubasaga, Uluibau, Naicabecabe, Yanuca, Navuti, Daku, Savuna, Nasauvuki, Wawa, Nasesara
- 5. Cicia District, Lau : Villages of Tarukua, Mabula, Naceva, Natokalau, Lomati
- 6. Moala District, Lau: Village of Keteira
- 7. Sigatoka District, Nadroga: Village of Nayawa
- 8. Veinuqa District, Namosi: Villages of Nasoqo, Wainilotulevu, Burotu, Wainiyavu, Vunidavo
- 9. Serua District, Serua: Villages of Culanuku, Yanuca, Serua, Naboutini, Vunaniu, Namaqumaqua, Navutulevu

...without whose support PCDF cannot be facilitators for change in the community...



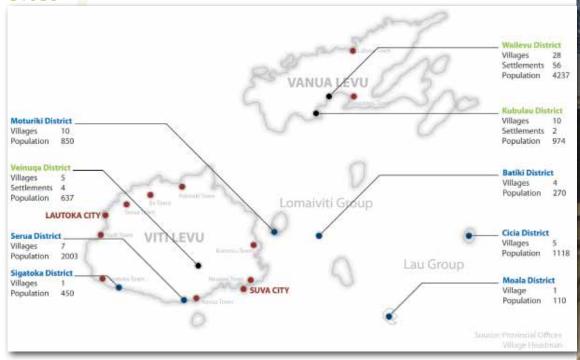
### OVERVIEW OF PROJECT ACTIVITIES

CDF projects work towards addressing 4 main focus areas of the organization. These thematic areas are:

- i. Mainstreaming Of Rural Development Innovation (MORDI)
- ii. Natural Resource Management (NRM)
- iii. Health and Sanitation
- iv. Institutional Development

In 2011, PCDF has delivered a wide range of project activities across 9 districts in Viti Levu, Vanua Levu, the Lau and Lomaiviti groups. Our work has directly and indirectly benefitted 10,649 people in many of Fiji's most remote and vulnerable communities. These activities have covered areas of land care and marine resource management, income generation, disaster management, community capacity building, life skills, water and sanitation, and nutrition improvement.

# Partners in Community Development Fiji's Project Sites



■ Town/City

NRM Sites

MORDI Sites



# I. MAINSTREAMING OF RURAL DEVELOPMENT INNOVATION (MORDI)

CDF is currently focusing efforts to educate and strengthen communities through our long-running MORDI programme, which aims to help halve Poverty in the Pacific in line with Millennium Development Goals.

Established by the International Fund for Agricultural Development (IFAD) in 2004, the programme operates in three regional countries: Fiji, Kiribati and Tonga. PCDF has been running the Fiji programme since its inception in 2006.

Taking a capacity-building approach, MORDI has demonstrated great success in supporting productive sustainable livelihoods for vulnerable communities in detached rural areas. MORDI helps communities to develop their ideas and aspirations, before supporting them to plan, build their skills and take action to achieve these. In doing so, individuals, families and communities have been empowered to lift themselves out of poverty.

### **Looking Back At 2011**

Investment in Community Facilitators continued to bear fruit in 2011. As trained MORDI representatives and leaders of change, they provide a sustainable, community-led approach through which a range of appropriate and effective local projects have emerged.

Community Facilitators have organised a wide range of training to meet local needs, with women and young people the main beneficiaries. This has supported them to take forward business and social projects for more resilient and prosperous communities. Community Facilitators are now beginning to access funding for these projects from a wider range of donors as well as facilitating the sharing of experiences and skills with new communities.

Having helped communities to refresh their development plans, MORDI support is being phased out from the districts of Veinuqa in Namosi, Kubulau in Bua and Wailevu in Cakaudrove. We will of course keep in touch with our partner communities, confident that they have the skills and infrastructure to manage their own development. With partners, we are now looking into how the MORDI concept can be applied to benefit more rural communities over the next 5 years.

### **Key Achievements**

- Burotu and Vunidavo villages (Namosi) were assisted to improve their water management systems
- Greenhouse, seedlings and rice farming machinery were provided to support agricultural diversification in Vunibuabua (Wailevu)
- Sanitation projects were delivered in Nadivakarua (Kubulau), Keka and Nakorokacivi (Wailevu)
- A new kindergarten school building was built in Kilaka Village (Kubulau)
- Fish Pond projects were implemented with Vunidavo Women's Club, Wainiyavu Women's Club and Burotu Youth's Club
- Vunidawamoli Youth Club was supported to establish a fishing enterprise to sustainably manage marine resources and increase income generation
- Memoranda of Understanding were established with Integrated Human Resource Development Programme and Centre for Appropriate Technology and Development to continue the MORDI concept on other remote areas in Fiji

### Challenges/Lessons Learned

- Communicating with remote communities can be a major problem given their isolation. This increases the importance of training and supporting high-quality Community
   Facilitators on sites
- Poor roads and electricity networks hinder communities' access to markets. Their ability to maximise returns on agricultural investments is further hampered by the inconsistency of mobile markets
- Severe flooding and drought conditions have damaged agriculture products, hindering food security and income generation efforts
- PCDF is using new media to enhance our advocacy and give a voice to vulnerable rural communities so they can influence policymakers

**Iokimi Nayau,** Vunidavo Village, Wailevu District.

### Training

"This is the first time for us to undergo with this kind of training especially dealings with our main sources of income – we were blind in that time, but now, we have known that, we are poor in our own state of rich in terms of resources, wealth & land."

### Highlights of 2011 - MORDI Programme

### Centre for Appropriate Technology and Development (CATD) Memorandom Of Understanding

The Centre for Appropriate Technology and Development (CATD) in Nadave and MORDI program signed a Memorandum of Understanding for the two parties to work together in the future. This was done after the program had engaged staff from CATD on Business and Management Training in 2010 for various communities in the MORDI sites.



### Wailevu District Women's Package Skills Training.

A total of 78 women from the district of Wailevu in Cakaudrove attended week long training in Dawara village, Cakaudrove. On the 11th – 14th of October, 78 participants and 6 facilitators from the Ministry of Women, Social and Poverty Alleviation and the Dorcas Society in Bua together with PCDF. The theme of the week was "Eliminate Poverty for all in 2015".



#### Text Books Assistance

A total roll of 213 students from Wainiyavu Primary School in Veinuqa, Namosi received text books and library books assistances from MORDI program through Canadian Fund. Wainiyavu Primary School in the remote rural area of Namosi province faced a lot of hardships in delivering training lessons to students due to limited books available for students and teachers. The boxes of text and library books for Wainiyavu Primary School will benefit the student's educational capacity level with only \$500 contribution towards the assistances.



### Small Engine Repair and Maintenance Training

30 youths from the district of Veinuqa, Namosi took part in the Small Engine Repair and Maintenance training in Wainiyavu village. The Centre for Appropriate Technology and Development (CATD) in Nadave and MORDI program facilitated this training on 1st - 4th November. There were many old brush cutter, generators, chainsaw....etc repaired by these 30 youths from the 5 villages in Veinuqa. At the end of the training, these old machines were all working and ready to be used."





### New Fishing Boat for Vunidamoli Youths

In October, the youth of Vunidawamoli in Wailevu reached such a milestone. The youth group had been saving since last year and were able to raise their own contribution, which released funding from our MORDI programme and triggered the release of a newly built fishing boat with fully fitted 40 Horsepower engine, oars and lifesaving gears.



### Agricultural and Livestock Training

40 participants from Veinuqa district in Namosi attended a 1 week workshop on Agricultural and Livestock Training in Vunidavo village on 5th – 9th September. The PCDF funded workshop facilitated the training in conjuction with the Ministry of Agriculture from Navua, Nacocolevu and Koronivia. The training was on Animal Health and Production, Research and Farming.



### ▶ New Community Facilitators (CF) Induction

The induction of new Community Facilitators (CF) training was held in Waisa village, Kubulau, Bua in conjunction with Business and Management Training. 10 new CF's from Kubulau district were inducted in this I week workshop. Community Facilitators is an individual in the community who is an ambassador/key people from the community to MORDI program working in line with other government departments and agencies targeting Millennium Development Goal.



#### Rural Women Basic Skills Training

24 women from Burotu, Wainiyavu, Vunidavo, Namuamua, Nasoqo and Wainilotulevu village in Veinuqa, Namosi attended a week long training on Rural Women Basic Skills Package Training workshop that was held at Burotu village on 24th – 28th October. The training was facilitated by staff from the Dorcas Society in Bua, Ministry of Women, Social Welfare and Poverty Alleviation, the Secretariat of the Pacific Community and PCDF.



atural resources are central to the livelihoods, wellbeing, culture and identity of Fiji's communities. In the face of growing environmental pressures, effective and sustainable resource management is a key challenge.

We work to strengthen community governance structures to be inclusive and empowering, supporting communities to plan their management of natural resources through a 'Ridge to Reef' approach that considers how impacts manifest across different ecosystems.

NRM also supports communities to develop appropriate business models and business plans to generate income from sustainable agricultural, sea farming and eco-tourism initiatives.

### Looking Back At 2011

The Community based 'Coral Reef Management Programme' has been the team's main focus in 2011. Strengthening existing partnerships and building new ones, the programme has built community capacity and influenced greater sustainability in how they manage their natural resources. We have encouraged training beneficiaries to share their experiences with other communities. Raising awareness of sustainable practices, this has highlighted what works well (as well as some of the pitfalls) and raises aspirations for new communities to achieve similar benefits.

We have strengthened our collaborations with other programmes, bringing resource management together with community development to address issues beyond NRM's focus. This has brought women and youth to the forefront, leading to projects supporting health improvement and small businesses providing essential income for their families.

The NRM team has delivered training on conservation project management, project planning, monitoring and evaluation, social analysis and workforce policies. We have also started working on sustainable land management to address land degradation in Batiki District. The complete banning of 'slash and burn' agriculture practice resulted in a quick recovery of vegetation around the island by the end of the year.

Dilkusha High Schools' winning performance at this year's 'Tadra Kahani' festival was another highlight. Sponsored by NRM, their focus on the environment with the theme "Death by Exploitation: The Choice is Yours" helped spread our message to new audiences in some style.



### **Key Achievements**

- Community groups in Batiki District were supported to develop their virgin coconut oil (VCO) business, satisfying the international APCC VCO standards for export
- Nayawa youth group were assisted to develop and market their honey products for sustainable local income generation
- Moturiki Environment Committee (MEC) were supported to establish a framework for companies who express interest in supporting community-led farming of second generation corals for export
- Established foundations for new sustainable NRM projects on the island of Cicia in the Lau Group
- Environmental and marine outreach programmes were delivered in Nacula District in the Yasawa Islands
- Conducted an inventory on the forests on Batiki Island as the basis to explore opportunities for sustainable forestry and the establishment of the Batiki district nursery for a district replanting program.
- Conducted 'SEEDS' for Success workshop with Ministry of Youth for the youth in Batiki, for the revival and strengthening of the youth groups in the 4 villages.

### Challenges/Lessons Learned

- Communication and travel are always a challenge when working on remote island sites. NRM staff often had to plan safety and contingency measures to deliver work in the face of unfavorable weather conditions.
- Availability of facilitators to attend training and workshop sessions in the communities, given their various responsibilities in their respective departments
- between stakeholders to ensure that all local activities are joined up to maximise their impact and the value for money being delivered.



Aisea Vereti, Manuku Village, Batiki Island.

#### Turtles and fish stock

"Batiki was known as a breeding ground for turtles. Because we had taken our fishing grounds for granted, there was a huge depletion in the stock of fish and other marine life. Now, after 14 years and after implementing our Marine

Protected Areas, we are finding that the stock is plentiful again and the turtles are returning to our shores to lay their eggs!"

### Highlights of 2011 - NRM Programme

#### 2011 Hibiscus Festival

PCDF involved women from current project sites in Batiki, Moturiki and Serua districts during the Hibiscus Festival. This was an opportunity for the women and youth to showcase their handicraft skills and sell their products. There were pottery making demonstrations by the women of Serua. The youth of Nayawa, who were managing a small bee keeping project, successfully sold all their honey during the Festival. During this time, the women and youth were also able to establish networks with keen members of the public who wanted to explore business opportunities and this has increased opportunities for sustainable income from their handircafts.



### New Water Tanks for Keteira Village

With the support of Canada Find, PCDF were able to implement the Good Governance and Water in Rural Fiji Project in the village of Keteira, Moala Island in Lau between January and March 2011. The water project assisted Keteira with 11 x 5000L tanks for the village and their community school, Uciwai District school. The water tanks came at much needed time when the village was experiencing challenges in accessing quality safe water for the 112 people in the village and this situation worsened during the dry seasons.



#### ▶ PCDF Bottled Batiki Virgin Coconut Oil

As a result of the sales of their virgin coconut oil (VCO) at the Hibiscus Festival in August and at the Lomaiviti Provincial Week in November, there was a demand for the VCO produced by the communities of Batiki Island. Through our networks and the media, we managed to work with the district women's group to sell more than 100 bottles of VCO to members of the public in Suva. There was also demand for these from interested buyers abroad and we're now working with the district women's group to securing a market for the Batiki VCO.



#### SEED Workshop

Youth from Batiki benefitted from a joint initiative between NRM and the Department of Youth when they participated in an empowerment workshop called the 'Seeds of Success' programme. This workshop took place from 1st – 3rd November. Totaling 38, the participants were representative of Batiki's four villages of Mua, Yavu, Manuku and Naigani.





### Preliminary Visit For Cicia Island

PCDF conducted a 2 week introductory visit to Cicia Island in April. This visit was to meet with the district elders and community leaders to introduce our environmental project and its focus. This was our very first project in the remote islands of the Lau province. With the support of the district representative or Mata ni Tikina, the team conducted community profiling of the 5 villages and informal discussion sessions with the 5 schools on the island.



### Batiki Forest Inventory

A forest inventory was conducted for Batiki, with a focus on dilo trees (Calophyllum inophyllum) since there was an opportunity to develop the dilo resources on Batiki into a potentially successful business. With the guidance of a local organic grower and a consultant recommended by the Department of Forestry, the inventory was conducted in April. Through this inventory, we were able to identify estimated volume of dilo trees, their general growth and population trends, the water source on Batiki island, the native forest areas, exotic tree species and landmarks.



### Bio - Monitoring for Yanuca Island

The annual bio monitoring for Yanuca island in Serua district was conducted in October. The monitoring was done by 2 staff together with the fish wardens, youth and village headman of Yanuca island. The fish wardens and the youth took the leading role in conducting the monitoring as they had undergone training in the past on the technique. Discussions also with the community revealed that they were living off the spill over from the Tabu areas and were satisfied with their decision 4 years ago to impose the tabu on certain areas of their fishing grounds.



### Native Seedlings for our PCDF Sites

With the increasing demand from communities for replanting programs, a local partner was sought to supply native tree and fruit tree seedlings to the project sites. Viwa island was identified through recommendations from our networks as they had in the past, supplied vesi seedlings to Worldwide Fund for Nature's (WWF) South Pacific Program for its Vesi project. Various fruit trees and native trees like Vesi were provided through this partnership. Viwa Island has supplied more than 1500 seedlings to PCDF project sites.

### LOOKING FORWARD... 2012 AND BEYOND

The global economic situation continues to have its impact on Fiji and the rising cost of food and commodities leaves our most vulnerable communities struggling to meet basic needs.

Poverty is worsened by urban drift and falling levels of income in rural households. Within the Government's Roadmap for Democracy and Sustainable Socio-Economic Development (RDSSED), we will continue to fight poverty and promote sustainable communities' by increasing food security and income generation from a diversity of sources.

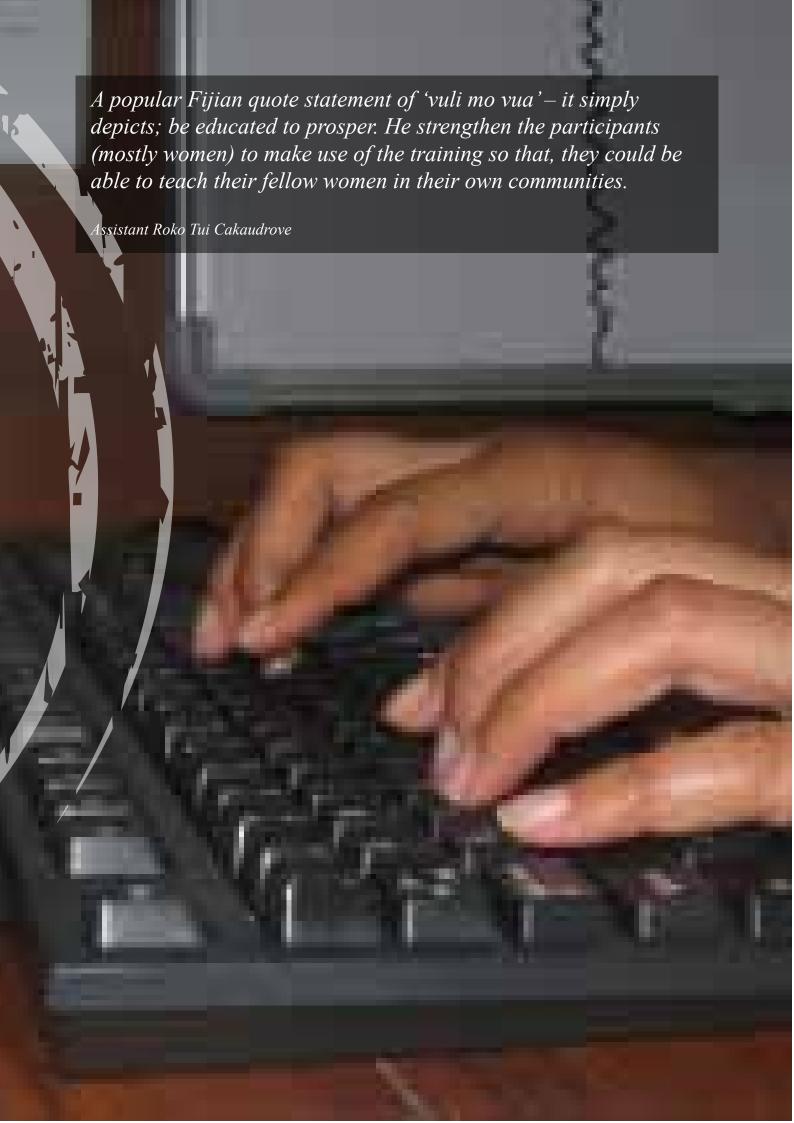
Climate change is perhaps the biggest issue we face, presenting immediate as well as long-term challenges. PCDF will continue to raise awareness and support community-led planning through which practical adaptation measures can emerge. Continuing our work on disaster preparedness and resilience, we also need to focus on delivering immediate assistance to communities in the aftermath of natural disasters.

Given the scale of the challenge, we will help communities learn from each other and facilitate application of good practice into new communities. We aspire to even greater levels of collaboration, engaging communities, partners and stakeholders under a 'co-creation' agenda in order to identify key issues, target and align our activities and maximise our impact on the communities we serve.

Change is never easy and effective governance is vital to maintain and build social cohesion. PCDF will continue to support leaders at all levels, promoting inclusive approaches to address key challenges. We are increasingly focused on strengthening our sector through training, research and evaluation. As with communities, we also want to facilitate processes through which development and community-based organizations can share and exchange knowledge in order to become more effective.

We strive to improve as individuals and as a team as we go forward with faith, optimism and confidence to meet these challenges.

PCDF will continue to support leaders at all levels, promoting inclusive approaches to address key challenges. We are increasingly focused on strengthening our sector through training, research and evaluation.





### FINANCIAL STATEMENT

Partners in Community Development Fiji Financial Statements For the year ended 30th September, 2011.

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## Partners in Community Development, Fiji

Statement by Board of Directors

We, the Board of Directors of Partners in Community Development, Fiji, state that in our opinion, the accompanying financial statements of the entity set out on pages 3 to 15 are drawn up so as to present fairly the state of affairs of the entity as at 30 September 2011 and the results, changes in accumulated funds, financial position and cash flows of the entity for the year then ended.

Dated at Sura this 13th day of December. 2011.

Signed in accordance with a resolution of the Board of Directors.

**Executive Director** 



#### INDEPENDENT AUDITOR'S REPORT TO THE DIRECTORS OF PARTNERS IN COMMUNITY DEVELOPMENT

We have audited the accompanying financial statements of Partners in Community Development Fiji, which comprise the balance sheet as at 30 September 2011, and the income statement, statement of changes in accumulated funds and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes as set out on pages 10 to 15.

#### Directors' and management's responsibility for the financial statements

Directors and management are responsible for the preparation of financial statements that give a true and fair view in accordance with Fiji Accounting Standards and for such internal control as the directors and management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements give a true and fair view of the financial position of Partners in Community Development Fiji as at 30 September 2011 and of its financial performance, statement of changes in accumulated funds and its each flows for the year then ended in accordance with Fiji Accounting Standards.

### Report on Other Legal and Regulatory Requirements

We have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of our audit.

In our opinion:

 i) proper books of account have been kept by the company, so far as it appears from our examination of those books;

ii) the financial statements are in agreement with the books of account.

13 December 2011

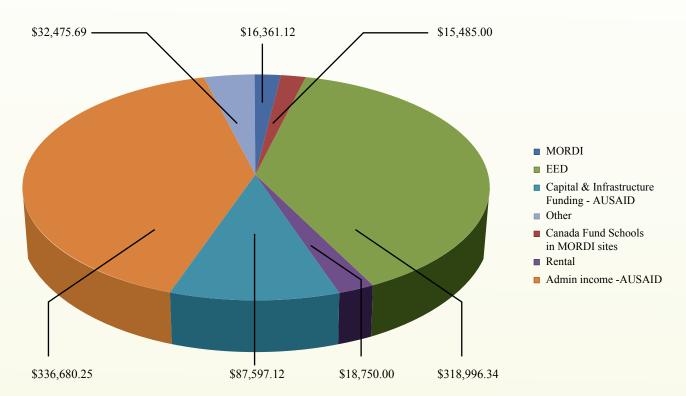
Suva, Fiji

KPMG Chartered Accountants

### Income statement

For the year ended 30 September 2011

n.	Note	2011 \$	2010 \$
Revenue			
Grant income – all programs		350,842	562,889
Rental income		18,750	21,250
Other income		456,755	133,214
		826,347	717,353
Expenses			
Depreciation expense	6	29,935	19,458
Program expenses – Fiji and Regional		306,576	366,547
Administration and operating expenses		425,574	381,149
		762,085	767,154
Surplus/ (deficit) for the year		64,262	(49,801)



The income statement is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 15.

# Statement of changes in accumulated funds For the year ended 30 September 2011

Accumulated funds	<b>2011</b> \$	2010 \$
Balance at start of year	480,292	530,093
Surplus/(deficit) for the year	64,262	(49,801)
Balance at end of year	544,554	480,292
Asset revaluation reserve		
Balance at start of year	140,458	140,458
Movements during the year	-	-
Balance at end of year	140,458	140,458
Total accumulated funds and reserves	685,012	620,750

The income statement is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 15.

### Balance sheet

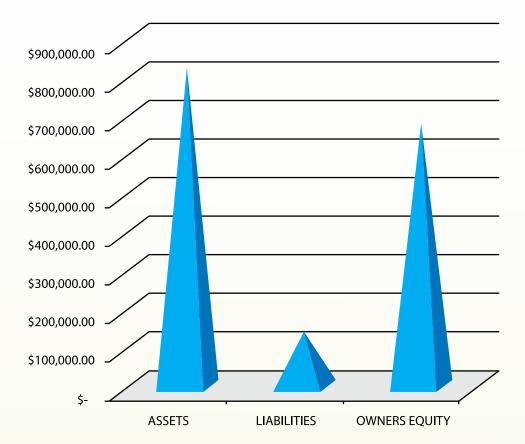
As at 30 September 2011

	Note	2011 \$	2010 \$
Current assets		Ψ	Ψ
Cash at bank	3	321,061	455,030
Receivables	4	30,955	3,673
Other assets	5	1,504	1,520
Total current assets		353,520	460,223
Non-current assets			
Property, plant and equipment	6	527,839	450,373
Total non-current assets		527,839	450,373
Total assets		881,359	910,596
Current liabilities			
Borrowings	7	53,627	44,840
Employee entitlements		9,068	11,101
Creditors and accruals	8	133,652	233,905
Total current liabilities		196,347	289,846
Total liabilities		196,347	289,846
Net assets		685,012	620,750
Accumulated funds and reserves			
Accumulated funds		544,554	480,292
Asset revaluation reserve		140,458	140,458
Total accumulated funds and reserves		680,012	620,750
Commitments and contingent liabilities	10		

For and on behalf of the board of directors:

Chairman

**Executive Director** 



The income statement is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 15.

### Statement of cash flows

For the year ended 30 September 2011

	Note	2011 \$	2010 \$
Operating activities		<b>3</b>	<b>D</b>
Cash receipts from donors		256,911	790,787
Cash receipts from other operating activities		425,739	143,464
Cash paid to suppliers and employees		(737,147)	(754,579)
Interest and other costs of finance paid		(3,358)	(4,864)
Cash (used in) /flows from operating activities		(57,855)	174,808
Investing activities			
Acquisition of property, plant and equipment		(107,401)	(64,568)
Proceeds from sale of property, plant and equipment		22,500	11,000
Cash used in investing activities		(84,901)	(53,568)
Net (decrease)/ increase in cash held		(142,756)	121,240
Cash at the beginning of the financial year		410,190	288,950
Cash at the end of the financial year	12	267,434	410,190

The income statement is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 15.

## Statement of functional revenue and expenses by program For the year ended 30 September 2011

	2011	2010	2011	2010	2011 Excess of	2010 Excess of
	Revenue	Revenue	Expenses	Expenses	revenue over expenses	
Function Program	<b>9</b> 9	<b>∻</b>	<del>≶</del>	<b>9</b>	<del>≶</del>	<b>∻</b>
- Human Resource Development	31,846	353,590	(184,198)	(256,302)	(152,352)	97,288
- Natural Resource Development	318,996	209,299	(122,378)	(110,245)	196,618	99,054
- Consultancy and Administration	475,505	154,464	(412,549)	(356,556)	62,956	(202,092)
Total Programs, consultancy and						
Administration Income/expenses	826,347	717,353	(719,125)	(723,103)	107,222	(5,750)
Administration expenses			(2,605)	(4,214)	(2,605)	(4,214)
Audit fees			(7,062)	(15,515)	(7,062)	(15,515)
Interest			(3,358)	(4,864)	(3,358)	(4,864)
Depreciation			(29,935)	(19,458)	(29,935)	(19,458)
	826,347	717,353	(762,085)	(767,154)	64,262	(49,801)
	,					

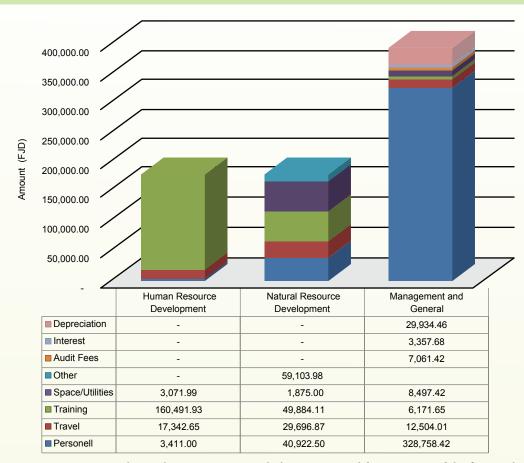
The income statement is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 15.

## Statement of functional revenue by program For the year ended 30 September 2011

1. Human Resource Development	<b>2011 \$</b>	2010 \$
FSPI Mental Health Grant	-	4,550
Mainstreaming of Rural Development Innovations (MORDI)	16,361	314,751
Youth Champs for Mental Health	-	34,289
Canada fund schools in MORDI sites	15,485	-
	31,846	353,590
2. Natural Resource Development		
Canada Fund Moala Project	-	22,934
AUSAID- Healthy Reefs	-	7,190
Evangelischer Entwicklungsdienst e.V. (EED)	318,996	151,112
EU Water Project	-	9,834
Rotary Water Project	-	18,229
	318,996	209,299
Total grant revenue for programs	350,842	562,889
- Consultancy and Administration		
Rental	18,750	21,250
Administrative income- AUSAID	336,680	103,598
Capital & infrastructure funding - AUSAID	87,597	-
Gain on sale of property plant and equipment	22,500	11,000
Other	9,978	18,616
	475,505	154,464
Total	826,347	717,353

## Statement of functional expenses by program For the year ended 30 September 2011

	Programs Administration			ion		
	Human Resource Development \$	Natural Resource Development \$	Total Programs \$	Management and General \$	Total 2011 \$	Total 2010 \$
Personnel	3,411	40,922	44,333	328,758	373,091	394,742
Training	160,492	49,884	210,376	6,172	216,548	284,011
Travel	17,343	29,697	47,040	12,504	59,544	34,822
Space	2,952	1,875	4,827	8,497	13,324	9,528
Other				59,224	59,224	4,214
Audit fees				7,061	7,061	15,515
Interest				3,358	3,358	4,864
Depreciation				29,935	29,935	19,458
Totals	184,198	122,378	306,576	455,509	762,085	767,154



The income statement is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 10 to 15.

### Notes to and forming part of the financial statements

For the year ended 30 September 2011

### 1. Statement of significant accounting policies

Partners in Community Development, Fiji is an organisation domiciled in the Fiji. The financial statements we authorised for issue by the directors on the 30th December, 2011.

A summary of the significant accounting policies which have been adopted by the entity in the preparation of the financial statements are:

### (a) Differential reporting

Partners in Community Development, Fiji qualifies for differential reporting under FAS 1 and elects to apply the same.

#### (b) Basis of preparation

The financial statements are presented in Fiji dollars, rounded to the nearest dollar and have been drawn up in accordance with the Fiji Accounting Standards and disclosure requirements of the Fiji Institute of Accountants. The financial statements have been prepared on the basis of historical costs and do not take into account changing money values or except where stated, current valuations of non-current assets.

The accounting policies have been consistently applied and, except where there is a change in accounting policy, are consistent with those of the previous year. Where necessary, comparative information has been reclassified to achieve consistency in disclosure with current financial year amounts.

### (c) Revenue recognition

Partners in Community Development, Fiji, receive support receipts (grants). These are recognised when the grants are actually received except in cases where the grant period extends beyond balance date in which case a portion may be recognised in the balance sheet as income in advance.

#### (d) Income tax

Partners in Community Development, Fiji, is exempt from income tax under section 17(5) of the Income Tax Act.

#### (e) Foreign currency

Grants received in foreign currencies are translated into Fiji dollars at the foreign exchange rate ruling at the date of receipt. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are translated to the Fiji dollar at the foreign exchange rate ruling at that date. Foreign exchange differences arising on translation are recognised in the income statement.

#### (f) Property, plant and equipment

#### (i) Owned assets

Items of property, plant and equipment excluding freehold land are recorded at cost or independent valuation less accumulated depreciation.

Certain items of property, plant and equipment acquired during the year are allocated directly to related projects and recognised as project expenses.

#### (ii) Depreciation

Depreciation is charged to the income statement on a straight line basis over the estimated useful lives of property, plant and equipment. Principal annual depreciation rates applied are as follows:

- ▶ Buildings 2.5%
- ▶ Motor vehicles 20%
- Furniture and fittings 10%
- Office equipment 20%

### (g) Employee entitlements

Employee entitlements are short term benefits that relate to amounts expected to be paid to employees for annual leave. Current wage rates are used in the calculation of the entitlement. Increases or decreases in this obligation are recognised in the income statement.

#### (h) Receivables

Receivables are stated at their cost. Allowances for doubtful debts are raised based on a review of all outstanding amounts at year end. Bad debts are written off in the period in which they are identified.

#### (i) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, cash at bank and bank overdraft. Bank overdrafts that are repayable on demand and form an integral part of the organisation's cash management are included as a component of cash for the purpose of the statement of cash flows.

#### (j) Trade and other payables

Trade and other payables are stated at cost.

#### 2. Principal activities

The principal activities of Partners in Community Development, Fiji, are to work with the peoples of Fiji in programs that assist in human and environmental development.

#### 3. Cash

	2011 \$	2010 \$
Petty cash	200	200
PCDF General	6,494	51,929
MORDI General	85,471	317,112
PCDF HRD		
Programme	115,734	4,830
NRM programme	13,960	33,736
MORDI Community		
Support Fund	15,687	3,642
Evangelischer		
Entwicklungsdienst	77.061	22.502
e.V. (EED)	77,061	32,503
Youth Champs for		
Mental Health	6,454	11,078
	321,061	455,030
	321,061	455,030

#### 4. Receivables

1. Heceivables		
	2011 \$	2010 \$
Grant receivable	-	69,496
Other receivables	11,211	9,252
Advance to employees	2,962	867
Allowance for doubtful debts	(6,446)	(75,942)
Employee business advance	23,228	-
	30,955	3,673
5. Other assets		

	2011	2010	
	\$	\$	
Refundable deposits	1,504	1,520	
	1,504	1,520	

### 6. Property, plant and equipment

Cost	Land at independent valuation	Building at independent valuation \$	Building at cost \$	Furniture fittings	Motor Vehicle \$	Office equipment \$	Total \$
Balance as at 1 October 2010 – at cost	_	_	87,474	29,606	56,000	187,902	360,982
Balance as at 1 October 2010 – at revaluation			-	,			
	165,000	210,000	-	-	-	-	375,000
Prior year adjustment	-	-	-	-	44,775	-	44,775
Acquisitions	-	-	-	-	61,655	45,746	107,401
Retirement	-	-	-	(7,200)	-	(177,535)	(184,735)
Disposals	-	-	-	-	(44,775)	-	(44,775)
Balance as at 30 September 2011	165,000	210,000	87,474	22,406	117,655	56,113	658,648
Accumulated depreciation							
Balance as at 1 October 2010	-	60,375	20,038	19,609	6,533	179,054	285,609
Prior year adjustment	-	-	-	-	44,775	-	44,775
Depreciation charge for the year	-	5,250	2,187	2,242	13,255	7,002	29,935
Retirement	-	-	-	(7,200)	-	(177,535)	(184,735)
Disposals	-	-	-	-	(44,775)	-	(44,775)
Balance as at 30 September 2011	-	65,625	22,224	14,651	19,788	8,521	130,809
Carrying amount							
At 1 October 2010	165,000	149,625	67,436	9,997	49,467	8,848	450,373
At 30 September 2011	165,000	144,375	65,249	7,755	97,867	47,593	527,839

Ragg and Associates International Limited completed an independent valuation of land and buildings on 1 April 1999. These valuations have been adopted in the presentation of land and buildings within the financial statements.

#### 7. Borrowings

Current	2011 \$	2010 \$
Administration account - Bank overdraft	53,627	44,840
	53,627	44,840

The above facility is secured by a registered first mortgage over the Lot 6 and Lot 8 Denison Road properties in Certificate of Title No. 7119 and 7147 respectively. The overdraft accrues an interest rate of 9.20% per annum and is subject to an annual review.

#### 8. Creditors and accruals

	2011 \$	<b>2010</b> \$
Trade creditors	24,729	31,051
Income received in advance	108,923	202,854
	133,652	233,905

### 9. Summary of program grants

### **Human Resource Development**

These grants promote programs that improve community support for rural education, human rights and good governance:

- FSPI Mental Health Grant
- ▶ Mainstreaming of Rural Development Innovations (MORDI)
- ▶ Youth Champs for Mental Health
- Canada fund schools in MORDI sites

### **Natural Resource Development**

These grants assist programs geared towards the preservation of tropical rainforests and marine ecosystems, better management and utilisation of existing natural resources and small business development:

- Canada Fund Moala Project
- ▶ AUSAID Healthy Reefs
- ▶ Evangelischer Entwicklungsdienst e.V. (EED)
- ▶ EU Water Project
- Rotary Water Project

### 10. Commitments and contingent liabilities

As at 30 September 2011, there were no commitments or contingent liabilities (2010: \$Nil).

### 11. Number of employees

There were 19 employees as at 30 September 2011 (2010: 19).

### 12. Notes to the statement of cash flows

#### Reconciliation of cash

For the purposes of the statement of cash flows, cash includes cash on hand and at bank, term deposits, and bank overdraft. Cash as at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

	2011 \$	<b>2010</b> \$
Petty cash	200	200
PCDF General	6,494	51,929
MORDI General	85,471	317,112
Human Resources Development	115,734	4,830
Administration (Services) account	(53,627)	(44,840)
Natural Resource Management	13,960	33,736
MORDI Community Support Fund	15,687	3,642
Youth Champs for Mental Health	6,454	11,078
Evangelischer Entwicklungsdienst e.V. (EED)	77,061	32,503
	267,434	410,190

## 13. Principal place of business

The organisation's principal place of business is at 8 Denison Road, Suva.

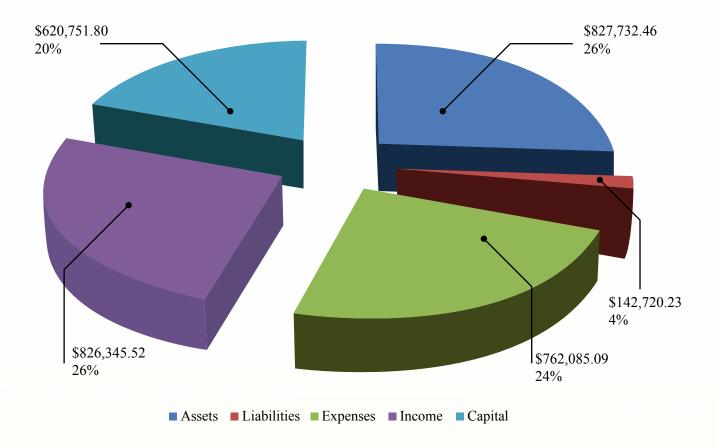
#### 14. Directors

The names of the directors at the date of this report are:

- Mr. Sashi Singh Chairperson
- Mr. Tevita Ravumaidama Executive Director
- Mr. Lionel Gibson
- Mr. Ilaitia Tamata
- Mr. Rajeshwar Singh

## **Trial Balance**

For the year ended 30 September 2011







# APPENDICES

## Content

- **40** Board of Directors
- **41** PCDF 2011 staff
- **42** Acknowledgement of partners
- 43 Golden Handshake
- **44** PCDF History

## **PCDF** Board of Directors

In our effort to ensure good governance is not just preached but practised at PCDF, a group of people from a wider section of our community in Suva, form PCDF's Members.

The Members select the Board of Directors at its annual meetings where audited financial accounts and programme reports are presented. Therefore, the Board is answerable to the Members who monitor the performance of the Board against PCDF's Constitution.

The Board in turn appoints the Executive Director and monitors the operations of PCDF via the operational handbook and policy guideline of the organisation

## Patron:

Archbishop Petero Mataca

## Trustees

- Verona Lucas
- Susana Tuisawau
- Adi Laufitu Malani

## **Board of Directors**

- Mr. Sashi Singh Chairperson
- Mr. Tevita Ravumaidama Executive Director
- Mr. Lionel Gibson
- Mr. Ilaitia Tamata
- Mr. Rajeshwar Singh

## **Members**

- (i) Mr. Sashi Singh Chairman
- (ii) Mr. Lionel Gibson
- (iii) Mrs Alisi Daurewa
- (iv) Mr Laitia Tamata
- (v) Ms Monica Raghwan
- (vi) Mr Rajeshwar Singh
- (vii) Mr Radike Qereqeretabua

## PCDF 2011 Staff



## Administration and Finance Team

Tevita Ravumaidama	Executive Director	
Ferine Bano	Personal Assistant to Executive Director	
Annie Madden	Office Manager	
Sereana Rakai	Accounts Officer	
Feke Serau	Programme Accounts/Admin Assistant	
Ilisapeci Whippy	Project Accounts Assistant	
Seruwaia Hoyte	Receptionist	
Susana Lewanituva	Admin Support Staff	
Moala Volau	Caretaker	
Marika Tuvasu	Security	
Solomone Bolenaivalu	Security	
Rachel Strapps	AYAD Volunteer	
Ged Acton	Volunteer	
Kenneth Gortz	IT T	
Filipe Waqairagata	Graphic Designer	
Education and Capacity Enhancement		
Iliapi Tuwai	MORDI Coordinator	
Talica Anderson	Training, Monitoring & Evaluation Officer	
Natural Resource Management		
Matilita Kedrayate	NRM Coordinator	
Tiriseyani Naulivou	Women & Youth Coordinator	
Ilisoni Tuinasavusavu	Programme Technical Officer	
Watisoni Sokiveta	Programme Technical Officer	
Setefano Nauge	Senior Community Trainer	

## **Acknowledgement of Partners**

PCDF would also like to recognize and applaud the contribution of our partners. The following Institutions, Government Ministries and Departments, Media and Commercial Enterprises were directly involved in helping deliver our work in 2011.

- Australian Foundation for Peoples of Asia and the Pacific Limited (AFAP)
- Bua Provincial Office
- Bligh Water Shipping
- British American Tobacco (BAT)
- Cakaudrove Provincial Office
- Centre for Appropriate Technology and Development (CATD)
- Commissioner Central
- Commissioner Eastern
- Commissioner Northern
- Commissioner Western
- Consort Shipping
- Department for Environment
- Department of Energy
- Department of Youth and Sports
- European Union (EU)
- Fiji Sun
- Fiji TV
- Fiji Broadcasting Corporation
- Foundation Development Corporation of Australia (FDC)
- Foundation of the Peoples of the South Pacific (FSPI)
- Integrated Human Resource
   Development Program (IHRDP)
- International Union for Conservation of Nature (IUCN)

- Koronivia Research Station
- · Lau Provincial Office
- Lomaiviti Provincial Office
- Nadroga Provincial Office
- Namosi Provincial Office
- Ministry of Finance and National Planning
- Ministry of Fisheries and Forests
- Ministry of Primary Industries
- Ministry for Social Welfare, Women & Poverty Alleviation
- National Center for Small Micro Enterprises
   & Development (NCSMED)
- National Disaster Management Office
- Pacific Islands AIDS Foundation (PIAF)
- Pacific Islands Financial Inclusion Program (PFIP)
- Patterson Shipping Limited
- Safeway Marine
- Secretariat of the Pacific Community (SPC)
- Shreedhar Motors
- South Pacific Applied GeoScience Commission (SOPAC)
- United Nations Children's Fund (UNICEF)
- Water Authority of Fiji Rural Water & Sanitation
- Wildlife Conservation Society (WCS)
- World Wide Fund for Nature Pacific Program (WWF)

## A Golden Handshake

PCDF received Infrastructure and Capital Grant from the Australian Government, AusAid to purchase a vehicle and office equipments. The grant has very much strengthened the organisation delivery of service to our communities.

Vinaka saka Vakalevu.



Mr Tevita Tauni Ravumaidama (left), Executive Director of Partner in Community Development Fiji
– PCDF show gratitude and appreciation to Australian High Commission Acting Head of Mission
Ms Judith Robinson.

## Partners In Community Development in history

## 1979 - F.S.P. FIJI registered

- 1982 Komiti for the Advancement of Nutrition and Agriculture (KANA) project
- 1983 Ra Maternity Hospital Project
- 1987 Village Health Project
- 1989 Boarding School Meals Project
- 1994 Sustainable harvesting of Pine Plantations
  - Kadavu Rural Health Project
- 1996 Kadavu Rural Health Project
  - Regional Forestry Project
- 1997 Navosa Rural Health Project
- 1998 Marine Environment Projects Coral Gardens and Wetlands
  - School Health and Nutrition (with schools in business)
- 1999 Capacity Building for Education
- 2000 Coral Gardens Project
  - -Waibulabula (Living Waters) Project
- 2001 Voices & Choices: Gardening Good Governance and Democracy in the Pacific
- 2002 Appoint first local Director
  - Restructure FSP Fiji close Lautoka Office
- 2002 Partners In Community Development Fiji registered

- DRAMA
- Human Rights Act Project
- 2003 Community Awareness & Media Project
  - DISASTER Project
  - Grassroots Opportunities for Action & Leadership (GOAL)
  - Youth, Mental Health & Violence
- 2004 Qelebulabula (Living Soils)
  - Blue Forests
- 2005 PRO POOR
  - Good Governance
  - Cakaubulabula
  - Nairai & Batiki Conservation Initiative
- 2006 Mainstreaming of Rural Development Innovations (MORDI) Programme
  - Healthy Reef Project
  - Corals for Conservation
  - Community Based Protection of Coral Reefs
- 2008 Capacity Building for Education
  - Just Water 1 Project
  - Maiwai Water Awareness & Management
  - Cuvu Community Environmental Initiative
- 2009 Just Water 2 Project
  - Grassroots Fiji Project
  - Civic Education (UNDP NICE Project)
  - 3 H Project March



#### ◆ Board Directors 1990-1995,

L-R Serupepeli Naqase, Rev. Finau Tuiholohaki, Father Jim Ross, Bryan Vanhorn, Eta Qereqeretabua, David Wyler, Verona Lucas, Simione Kaitani

### National Workshop for KANA >

Filipe Bole, Minister for Education, with Verona Lucas at the National Workshop for KANA, Bega Island, 1992





