



ANNUAL WORK PLAN

EDUCATIONAL PROGRAM 2024

Cambodian Children's Advocacy Foundation
Organization (CCAFO)

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Vision

We wish to see a happier and better Cambodia in a better world.

Mission

To help vulnerable children and families by utilizing village based preschool, foreign language, life skill training, primary health care, nutritious meals, scholarship and an emphasis on children's rights. Funds will be available for children and their families. Program funding is provided by the donations of individuals and humanitarian organizations.

Values

Responsibility, Accountability, Respect, Compassion, Team Work, Empowerment, Empathy and Economic Opportunity.

1. **Preface:** Cambodian Children’s Advocacy Foundation Organization (CCAFO) see that the growth of economic in-country resulted from knowledgeable people. Among the contribution from all non-governmental organizations, government agencies, donors (groups and individuals), profit enterprises, CCAFO plays its role in the area of educational program including the village-based preschool and English language to rural students for 17 years as well coordinating fund from iherb charitable Foundation to NGOs (sub-grantees) that are operating educational related program in Cambodia.
2. **Logical Framework Development Statement:** Our rationale for adopting a Logical Framework lies in recognizing its role as an indispensable planning and management tool for projects. This structured framework enhances clarity, focus, and alignment of project components, facilitating measurable outcomes, effective risk management, and serving as a foundation for monitoring and evaluation. The systematic approach supports communication, resource allocation, and documentation, ensuring adaptability throughout the project lifecycle. This commitment to a Logical Framework is crucial for the project team to ensure effective and efficient project implementation, contributing significantly to overall project success and impact. The Logical Framework 2024 is collaboratively developed with the active participation of all CCAFO Project Teams
3. **Programs Intervention** : Educational Programs for Rural Cambodia Children and Adults
 - a. **Projects under the programs** : To achieve the statement of the program intervention above, CCAFO run two direct different projects (**Project A**) and coordinate fund to support the NGOs in Cambodia (**Project B**) including:
 - A. Direct Project Implementation:**
 - i. The Community Preschool Project for a better life of the children in Kampot, Kampong Speu, Takeo and Kampong Chhnang provinces. The project which is implemented by CCAFO in partnership with commune council in the target areas.
 - ii. The English Language Project for a Better Life of the Children in Kampong Speu Province.
 - B. In-Direct Project Implementation:** The educational program for children and adults is executed by NGOs (sub-grantees) and is funded by the iHerb Charitable Foundation (iCF).

4. Map of Program Target Area

Sub-Grantees:

Discover Your Possibilities (DYP) Organization

Pagna Cambodian Education Fund (PCEF)

PEPY Empowering Youth

Feeding Dreams Cambodia

Sub-Grantee: Go Ahead Organization

English Language Project

Community Preschool Project



Part I. General Supporting Program for CCAFO, Funding Partners and Sub-Grantees.

In this phase, the dedicated team, comprised of the Chief Executive Officer, Administrative and Finance Officer, Senior Accountant, and Administrative Assistant, collaborates closely with the project teams overseeing the Community Preschool and English Language initiatives, as well as with NGOs (sub-grantees). This collaborative effort is crucial to ensure the seamless operation of the projects. The team is actively engaged in coordinating activities, monitoring progress, and addressing any challenges that may arise. Their commitment to effective communication and efficient collaboration contributes significantly to the overall success and impact of the initiatives. Through their collective efforts, the team plays a vital role in fostering a supportive environment for the projects and sub-grantees, ensuring that objectives are met and operations run smoothly.



Photo Left: CCAFO CEO, alongside the iHerb Charitable Foundation Charity Coordinator, conducting a financial management monitoring session at GoAhead Organization, a sub-grantee.

Photo Right: CCAFO CEO, in collaboration with the iHerb Charitable Foundation Charity Coordinator Consultant, holds a meeting to review the financial management status of Discover Your Possibilities Organization.



Photo Left: CCAFO CEO, conducts a workshop on strategic plan development with Discover Your Possibilities Organization team and Feeding Dreams Cambodia Organization team.

Photo Right: , CCAFO Head Office Team conduct a meeting to review the financial management status of Pagna Cambodian Education Fund team.





Photo Top: CCAFO CEO performs financial management monitoring session at Feeding Dreams Cambodia Organization.

Photo Below: CCAFO Head Office Team conduct a meeting Finance Manager of PEPY Empowering Youth to review the grant financial management status.



Photo Top: CCAFO CEO, alongside the iHerb Charitable Foundation Charity Coordinator and Consultant, conducting a meeting for annual plan of a sub-grantee.

Photo Below: CCAFO Head Office Team conduct visit to evaluate the living condition of a beneficiary in Ratanakiri province before sponsorship is implemented.





Photo Top Left: CCAFO Head Office Team conduct visit to preschool and library project in Thnuh, Takeo Province.



Photo Top Right: CCAFO Head Office Team join the meeting with PricewaterhouseCoopers (Cambodia) Ltd. team to discuss the plan for Financial External Audit for CCAFO.



Photo Left and Right CCAFO Head Office Team and English Language Project Team visit and hold a meeting with SUNWAH Senior Manager and Officer on partnership between the two institutions.



1. Logical Framework 2024

Hierarchy of Objectives	Indicators	Means of Verification	Assumptions	Inputs
<p>Project Goal: Educational Programs for Rural Cambodia Children and Adults, which are implemented by CCAFO and Sub-grantees maintained.</p>	<p>Students gained their knowledge, and vulnerable adult beneficiaries have improved their lives through the support from funding partners and services provided by grantees.</p>	<ul style="list-style-type: none"> Narrative Reports Photos Statistics Record 	<p>Communities and donors will support organizations as they see the progress of beneficiaries.</p>	<p>Budget, staff, transportation, and materials.</p>
<p>Objective 1: During 2024, Partnership with icF maintained.</p> <p>Objective 2: By 2024, five organizations received grant from icF through CCAFO.</p> <p>Objective 3: In 2024, all projects of sub-grantees under the grant of icF are monitored .</p> <p>Objective 4: By 2024, the annual strategic review and development new plan will be implemented.</p>	<p>Toward all objectives:</p> <ul style="list-style-type: none"> Local NGOs that received grants from icF via CCAFO achieved the goal of their programs. Sub-grantees followed the grant agreements and fulfilled the inquiries as indicated in the grant approved work plan. CCAFO management team can manage the programs. Financial records and report complied with the government and donors' inquiry. 	<p>Toward all objectives:</p> <p>Reports and photos</p>	<p>Toward all objectives:</p> <p>Supporters/ collaborators will provide excellent support.</p>	<p>Budget, staff, transportation, and materials.</p>
<p>Anticipated Outputs:</p> <p>1. Partnership with icF, sub-grantees, and others maintained.</p>	<p>Toward all outputs:</p> <p>1. Programs of CCAFO and all partners & sub-grantees foundation functioned.</p>	<p>Toward all outputs:</p> <ul style="list-style-type: none"> Achievements reports. Others: Certificates of training attendance, 	<p>Toward all outputs:</p> <p>Supporters/ collaborators will provide excellent support.</p>	<p>Budget, staff, transportation, and materials.</p>

<p>2. The capacity of management team strengthened.</p> <p>3. NGOs/collaborators' network strengthened and increased.</p>	<p>2. Participation in NGOs/collaborators networks amplified.</p>	<p>FaceBook, website, and reports.</p>		
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2. Main Activities Implementation Schedule:

Activity #	Description of Activities	Month of 2024												Implementation of body
		1	2	3	4	5	6	7	8	9	10	11	12	
1.	Implement the monthly monitoring of the programs that run by CCAFO and sub-grantees.	X	X	X	X	X	X	X	X	X	X	X	X	Management Team
2.	Conduct strategic planning review and development the following year plan.						X			X				Management Team
3.	Creation and implementation of the fundraising plan.	X	X	X	X	X	X	X	X	X	X	X	X	Management Team
4.	Accounting firm completes auditing of the CCAFO finances.												X	Finance staff
5.	Participate in the workshop with commune councils in target areas for integration the preschools into the government.			X								X		Management Team
6.	CFO and Senior Accountant continue to join the English Language courses wih ACE School	X	X	X	X	X	X	X	X	X	X	X	X	Management Team
7.	Implement other activities including: meeting with local authorities, NGOs network, lines ministries, participate in management trainings.	X	X	X	X	X	X	X	X	X	X	X	X	Management Team

-End Part I-

Part II. The Community Preschool Project for a better life of the children in Kampot, Kampong Speu provinces, Kampong Chhnang Province and Takeo Province.

Preface: The project is aimed at providing pre-education services to children living in the rural CCAFO target area. The goal of the project is to lessen the workload of vulnerable households, including widows, persons living with HIV/AIDS, and persons with disabilities who have low income so that they can participate in income-generating activities.

Community preschool education is provided to children aged 5 to under 6 years old. This provides better preparation for students upon entry to primary education and encourages entry at the age of 6. The Ministry of Education, Youth, and Sport of the Royal Government of Cambodia has stated that expanding early childhood education is key to addressing late entry into primary schooling, reducing levels of grade 1-2 repetition and grade 4-6 dropouts, increasing completion rates, and improving student performance. With funds from donors, particularly the iHerb Charitable Foundation and the Buddhist Cambodia Project, among others, we are coordinating 23 different preschool classes (five of which meet the minimum standard for preschools).

Main Goal: Rights of children to take part in education, healthcare, nutrition, and arts program increased.

Strategy: We will encompass a multi-faceted approach. We will collaborate with local educational institutions to enhance access to quality education, ensuring that every child has the opportunity to learn and develop. Moreover, our strategy will engage stakeholders, including parents, community leaders, and others to raise awareness and support for the rights of children.



Summary of Expected Outcomes:

1. Strengthened the teachers capacity building and supplying resource for classes:

- **Enhanced Teaching Skills:** Improved pedagogical techniques and teaching methodologies among teachers.
- **Increased Resource Utilization:** Efficient use of teaching materials, leading to more engaging and effective classroom instruction.
- **Empowered Teachers:** Boosted confidence and motivation among teachers through capacity-building activities.
- **Quality Teaching Materials:** Availability of high-quality teaching materials for diverse subjects and age groups.



2. Enhanced educational Access:

- Increased enrollment and attendance rates.
- Improved literacy and numeracy skills.



3. Improved health and well-being:

- Overall enhancement of children's health through handwashing and teeth cleaning.



4. Increased arts and cultural engagement:

- Greater participation in arts programs.
- Fostering creativity and self-expression.
- Development of skills in various art forms.



5. Community advocacy and awareness:

- Strengthened community awareness for children's rights.
- Empowered communities supporting children's well-being.
- Conducted home visits.



- 1. Number of Community Preschool:** 23 preschools which are:
1. 16 preschools in Kampot Province: 12 preschools in Banteay Meas District, 2 preschools in Kampong Trach District, 1 preschool in Chhuk District, 1 preschool in Chum Kiri District.
 2. Kampong Speu Province: 2 preschools in Odongk District
 3. Kampong Chhnang Province: 4 preschools in Kampong Laeng District
 4. Takeo Province: 1 preschool in Traing District

Minimum Standard Preschool: Among the 23 preschools, 5 preschools have become the minimum standard preschool which are recognized by the Ministry of Education, Youth and Sport. CCAFO is not responsible for salary for these 5 teachers, because the teachers receive the financial support from commune councils and Ministry of Education, Youth and Sport. However, CCAFO continues to support these 5 schools that need additional support on teaching materials, teacher upgrade training and classroom maintenance.

In-Direct Supporting: Among the 23 preschools, 4 preschools need additional support on teaching materials, teacher upgrade training and classroom maintenance, which are required the support from CCAFO.

2. Target beneficiaries : Children between the ages of three to under six-year-old.

3. Number of Students: Planned 455 (233 girls) students

4. Projects Map of the target area

4.1 Map of Cambodia

4 preschools: (2 preschools receive support including salary, and teaching materials, and other 2 preschools receive teaching materials from CCAFO)

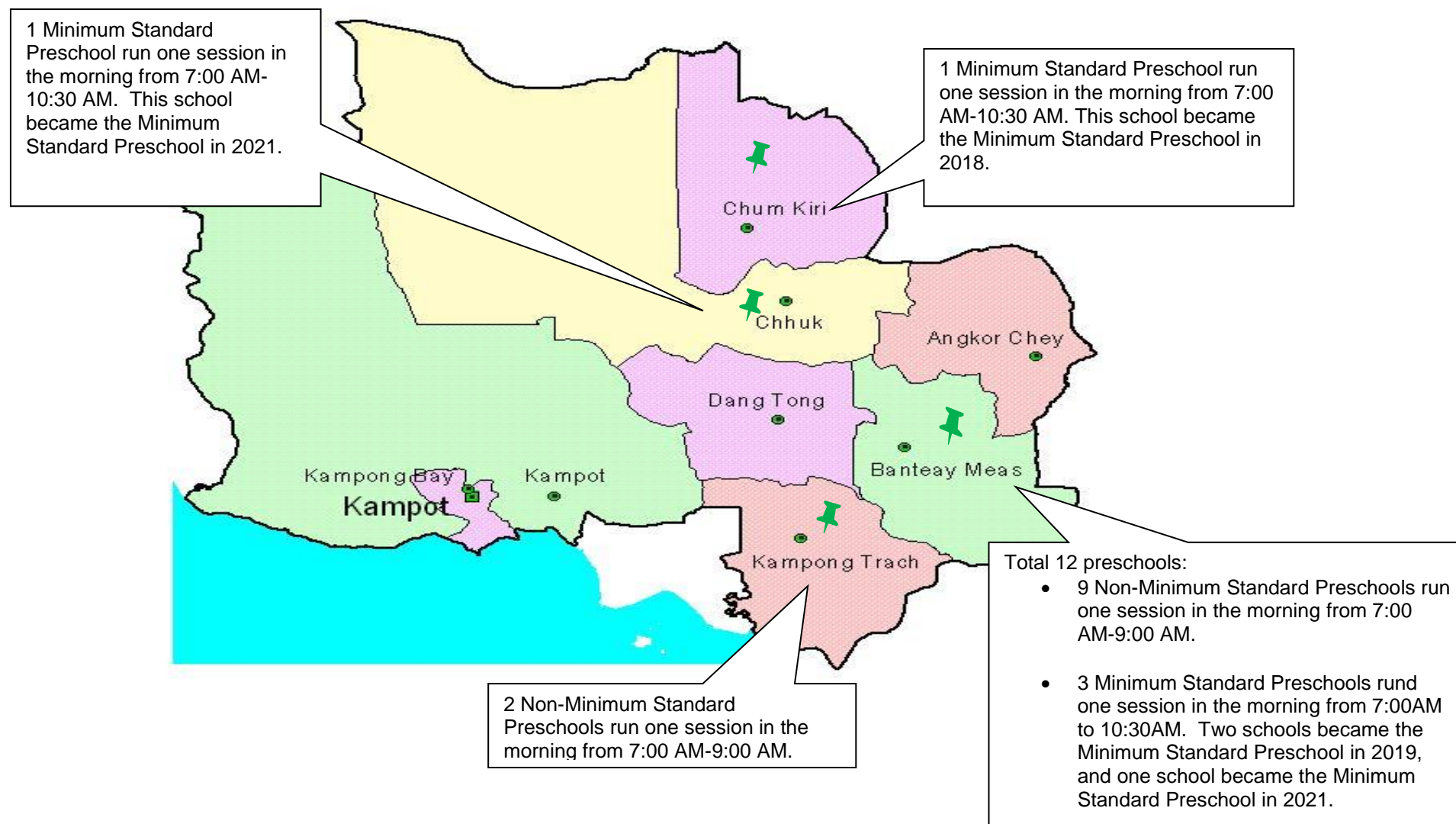
2 preschools: These preschools receive support including salary, and teaching materials.

16 preschools: (9 preschools receive support including salary, and teaching materials, and other 7 preschools receive teaching materials from CCAFO)

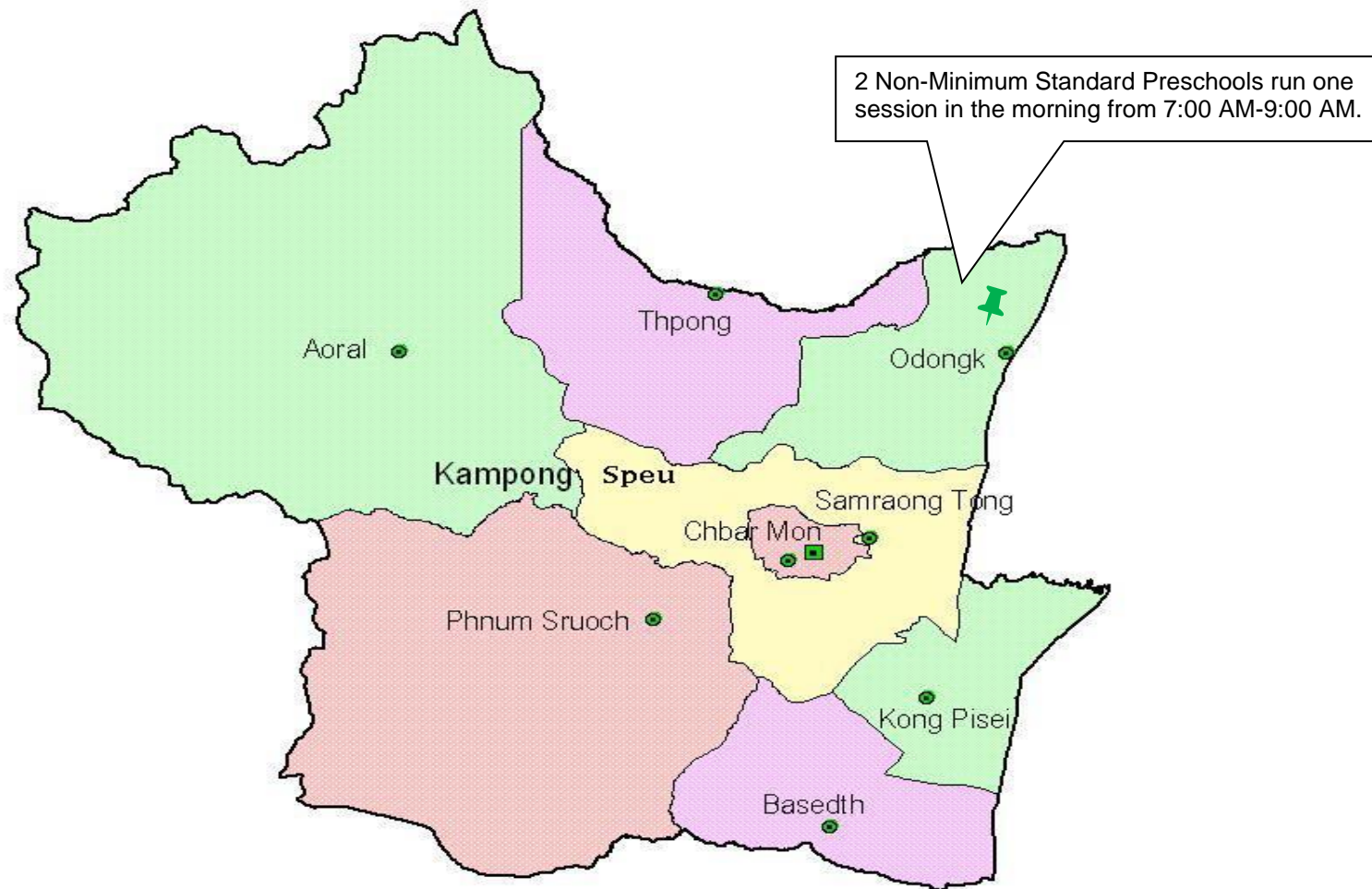


1 preschool: This preschool receive support including salary, and teaching materials

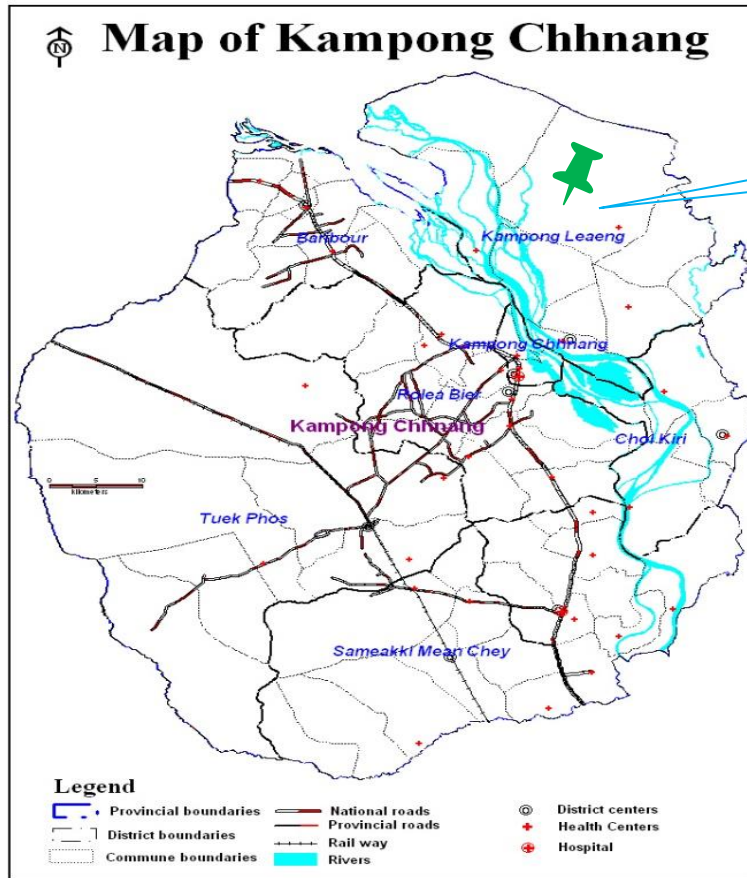
4.2 Map of Kampot Province



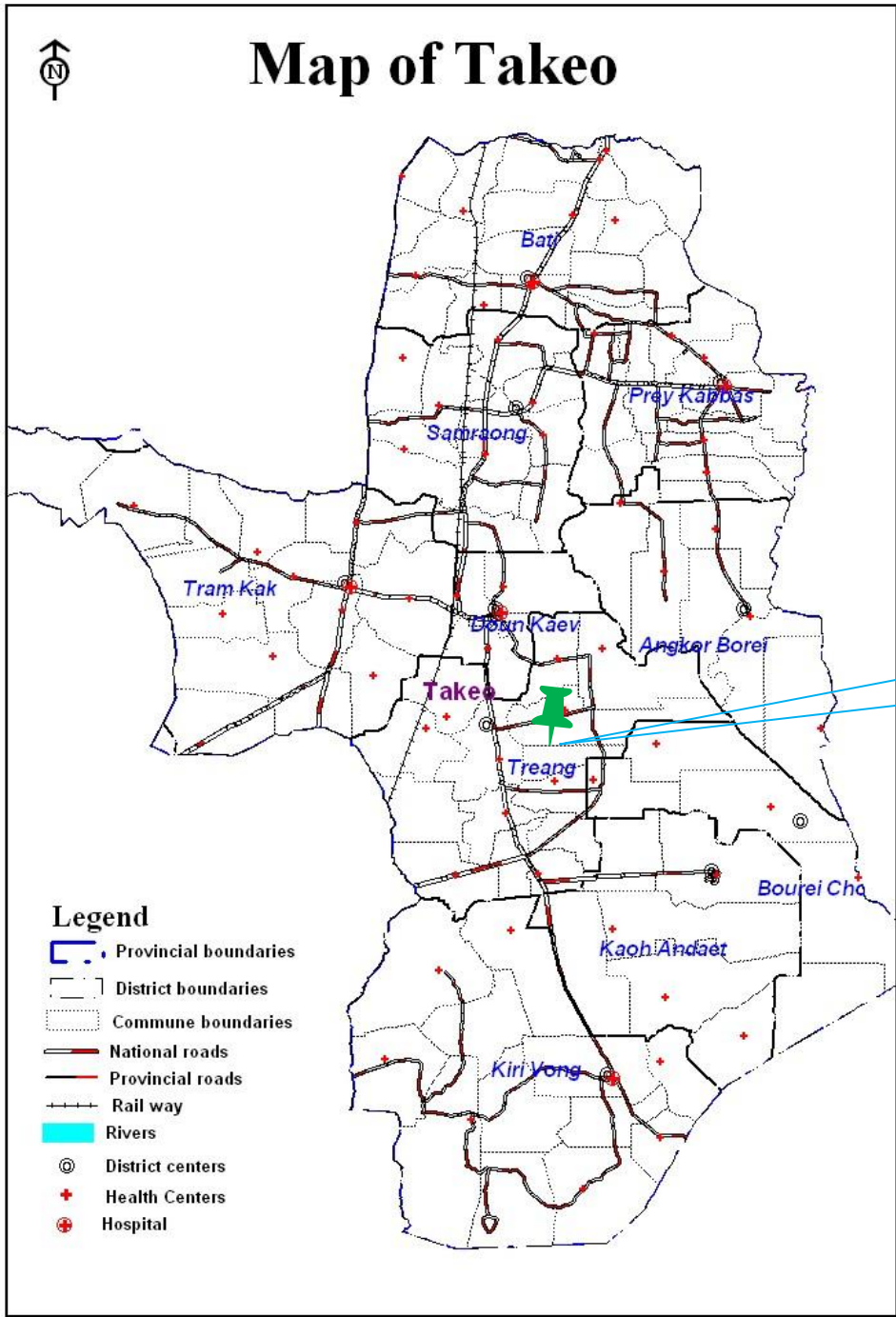
4.3 Map of Kampong Speu Province



4.4 Map of Kampong Chhnang Province



4 Non-Minimum Standard Preschools run one session in the morning from 7:00 AM-9:00 AM.



1 Non-Minimum Standard
Preschool run one
session in the morning
from 7:00 AM-10:00 AM.

5. Logical Framework 2024

Hierarchy of Objectives	Indicators	Means of Verification	Assumptions	Inputs
<p>Project Goal: Rights of children to take part in education, healthcare, nutrition, and arts program increased.</p>	<ul style="list-style-type: none"> Communities respect the rights of children. Children live in harmony. Children gained knowledge Reduction in sickness 	<ul style="list-style-type: none"> Case study Statistic record 	<ul style="list-style-type: none"> Communities and donors will support CCAFO as they see the progress of children. Improvement in knowledge and health of children are the direct result of the educational programs. 	Budget, staff, transportation, and materials.
<p>Objective 1: During the academic year 2023-2024¹, at least 455 children participated in Early Childhood Development Programs run by 23 preschool classes in Kampot, Kampong Speu, Kampong Chhnang and Takeo provinces.</p> <p>Objective 2: By 2024, through monthly technical meeting, the knowledge and teaching skill of 23 teachers increased.</p>	<p>Toward all objectives:</p> <ul style="list-style-type: none"> On-going village-based preschools functioned. In the school year 2023-2024, at least 115 students (under six-year-old) completed preschool and transitioned into grade 1 at the state schools for school year 2024-2025. 23 teachers have comprehensive teaching skills through attending technical meeting and or in-house training. Knowledge of 455 students increased, which resulted from the 	<p>Toward all objectives:</p> <ul style="list-style-type: none"> Attendance records Achievements/knowledge indicator reports Others: Case Studies, Photos, certificates of training attendance, FaceBook, website, and reports. 	<p>Toward all objectives:</p> <ul style="list-style-type: none"> Parents and children will participate in programs. Supporters/ collaborators will provide excellent support. 	Budget, staff, transportation, and materials.

¹ New Academic Year begins in the first of December of the current year and finish at the end of October of the following year 2025.

	<p>commitment, knowledge, and skill of teachers.</p> <ul style="list-style-type: none"> At least 115 students who are 5 to under 6-year-old attended knowledge test. 			
<p>Anticipated Outputs:</p> <ol style="list-style-type: none"> Responsiveness of parents, teachers, and other communities for the Rights of Children and educational program increased. Community preschool project for children implemented. Oral health care and hygiene activities for students implemented. Pedagogy of teachers improved. NGOs/collaborators' network strengthened and increased. 	<p>Toward all outputs:</p> <ol style="list-style-type: none"> Change in knowledge and awareness on the rights of children and gender equality among: <ul style="list-style-type: none"> teachers and other staff parents other community members Quality of education improved; thus, knowledge of children increased. The health of children improved. Participation in NGOs/collaborators networks amplified. 	<p>Toward all outputs:</p> <ul style="list-style-type: none"> Attendance records Achievements reports Others: Case Studies, Photos, certificates of training attendance, FaceBook, website, and stories. 	<p>Toward all outputs:</p> <ul style="list-style-type: none"> Parents and children will participate in programs. Supporters/ collaborators will provide excellent support. 	<p>Budget, staff, transportation, and materials.</p>

6. Main Activities Implementation Schedule:

Activity #	Description of activities	Month of 2024												Responsible and Implementation of body		
		1	2	3	4	5	6	7	8	9	10	11	12			
1.	Students join their learning at the 23 communities preschools	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Teachers
2.	Preschool project coordinator through the collaboration with official of the office of education, youth and sport in district level conduct the monthly meeting-teaching skill workshop.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Executive Team
3.	Transition students (age under 6), who completed preschool classes, to join grade 1 at the government schools.												X			Teachers
4.	Students' enrolment for the school year 2024-2025												X			Teachers
5.	Conducting monitoring to see the knowledge progress of teachers and students.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Executive Team
7.	Management team joins the monthly meeting, strategic planning review, and development activities workshop with all teachers.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Executive Team
8.	Teachers conduct the knowledge test of students who are five to under six year-old.	X			X			X		X				X		Preschool teachers
9.	Teachers and preschool project coordinator participate in meetings with commune councils in target areas for the preschool projects.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Executive Team and teachers
10.	Implement other activities including: meeting with local authorities, NGOs network and lines ministries	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Executive Team

-End Part II-

Part III. The English Language for a Better Life of Students in Project Target Area.

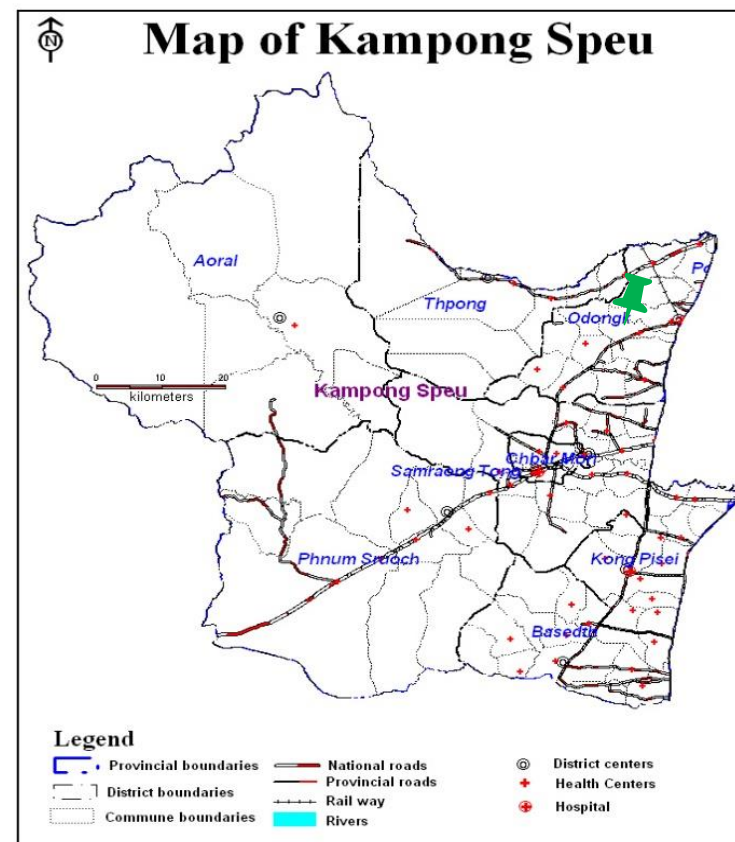
Preface: At the primary school in the project area, the lack of an English teacher means that students do not have the opportunity to learn English, unlike at the secondary level. This results in primary school students having difficulty in learning Advanced English when they move up to secondary school. Therefore, we run a Basic English project for primary school students to supplement their knowledge and help them succeed in their studies.



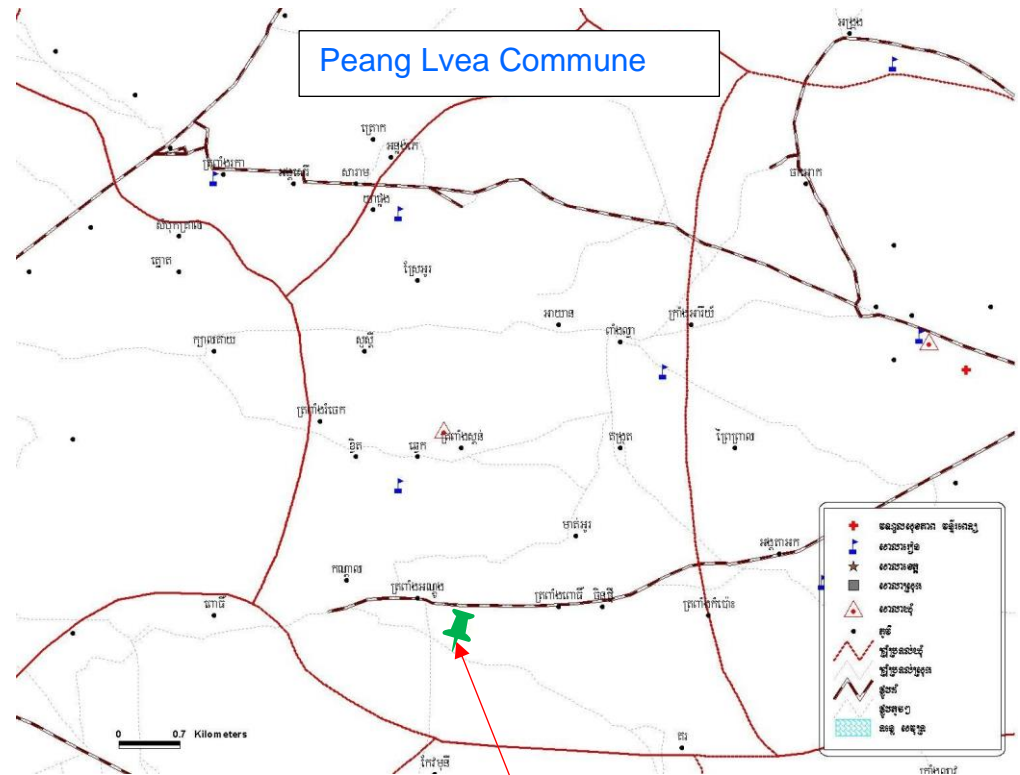
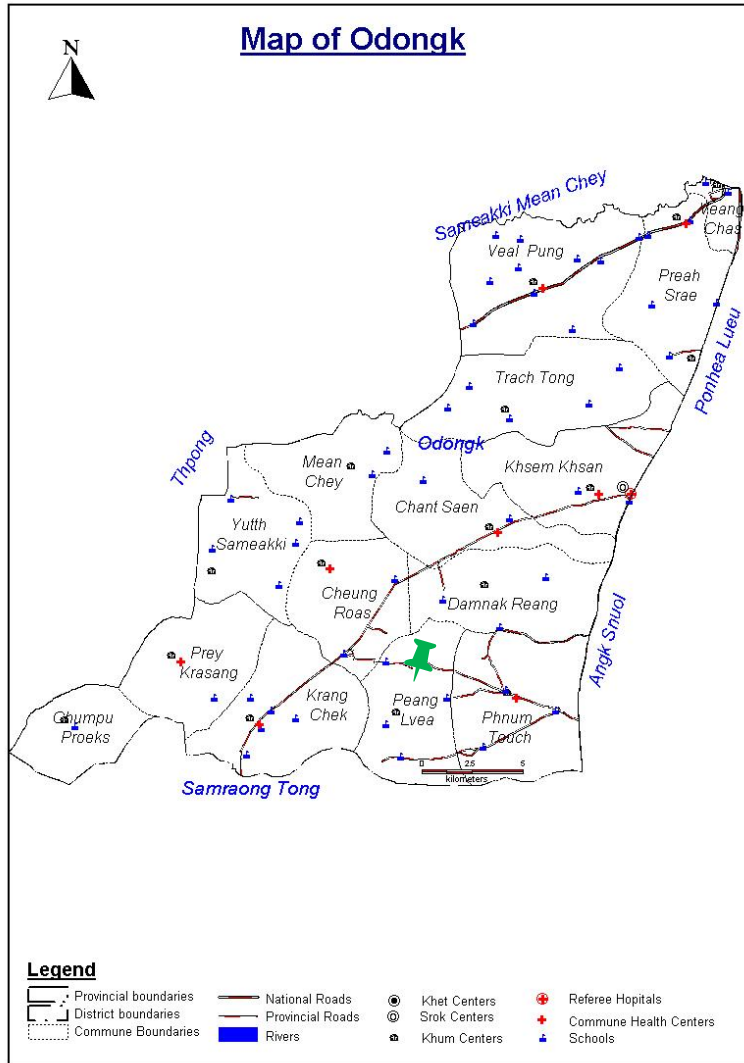
- 1. Project location** : CCAFO established a center called “Motherland Cambodia Education Center (MLC)” which it is a center where to implementing the project. It is located in Trapeang Andong Village, Peang Lvea Commune, Samaki Monichey (formerly Oudingk) District, Kampong Speu Province, Cambodia.
- 2. Target beneficiaries** : Children between the ages of six to seventeen-year-old.
- 3. The number of target Beneficiaries** : It is estimated that 350 students.

4. Project Map of the target area

4.1 Map of Cambodia and Kampong Speu Province



4.2 Map of Odongk District and Peang Lvea Commune



English Language Project (Motherland Cambodia Education Center): Trapeang Andong Village, Peang Lvea Commune, Samaki Moni Chey (formerly Odongk) District, Kampong Speu Province, Cambodia

5. Logical Framework 2024

Hierarchy of Objective	Indicators	Means of Verification	Assumptions	Inputs
<p>Project Goal: Rights of children to take part in education, healthcare, nutrition, and arts program increased.</p>	<ul style="list-style-type: none"> • Communities respect the rights of children. • Children live in harmony. • Children gained knowledge • Reduction in sickness 	<ul style="list-style-type: none"> • Case study • Statistic record 	<ul style="list-style-type: none"> • Communities and donors will support CCAFO as they see the progress of children. • Improvement in knowledge and health of children are the direct result of the educational programs. 	<p>Budget, staff, transportation, and materials.</p>
<p>Objective: During the academic year 2023-2024 (2024), 320 students obtain English language program, oral basic health care, basic health care for girls, sport, arts and obtain nutritious snacks while attending classes.</p>	<ol style="list-style-type: none"> 1. Children's knowledge improves through English language learning, reading books, learning through YouTube, and participating in life skills activities. 2. Children are in better health and safety. 3. The school is sustainable through the support of donors and the care of communities. 	<ul style="list-style-type: none"> • Attendance records • Achievements reports • Others: Case Studies, Photos, certificates of training attendance, FaceBook, website, and reports. 	<ul style="list-style-type: none"> • Parents and children will participate in programs. • Supporters/ collaborators will provide excellent support. 	<p>Budget, staff, transportation, and materials.</p>
<p>Anticipated Outputs</p> <ol style="list-style-type: none"> 1. The focus of parents, teachers, and communities for children's 	<p>Toward Outputs 1 to 3:</p> <ol style="list-style-type: none"> 1. Change in knowledge and awareness on the 	<p>Toward all outputs:</p> <ul style="list-style-type: none"> • Attendance records 	<p>Toward all outputs:</p> <ul style="list-style-type: none"> • Parents and children will participate in programs. 	<p>Budget, staff, transportation, and materials</p>

<p>rights and education programs has increased.</p> <p>2. The English program through the use of textbooks, YouTube, students and teachers interaction activities, library activities, art, music and sports events, primary healthcare & hygiene activities that related to English language program for students applied.</p> <p>3. The network of NGOs / partners strengthened and increased.</p>	<p>rights of children and gender equality among:</p> <ul style="list-style-type: none"> • teachers and other staff • parents • other community members <p>2. Quality of education improved, thus, knowledge of children increased.</p> <p>3. Participation rural small children in English, healthcare, arts, and other social activities increased.</p> <p>4. Participation in NGOs/collaborators networks amplified.</p>	<ul style="list-style-type: none"> • Achievements reports • Others: Case Studies, Photos, certificates of training attendance, FaceBook, website, and reports. 	<ul style="list-style-type: none"> • CCAFO supporters/ collaborators will provide good collaboration. • Donors will continue to support CCAFO. 	
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6. Main Activities Implementation Schedule:

Activity #	Description of activities	Months of 2023		Months of 2024												Implementation body	
		11	12	1	2	3	4	5	6	7	8	9	10	11	12		
1.	Students continue their English language learning.		X	X	X	X	X	X	X	X	X	X	X	X	X	X	Teachers
2.	Conducts monthly in-house teacher training		X	X	X	X	X	X	X	X	X	X			X	Head of teacher and project manager	
3.	Carry out student's enrolment for academic year 2024-2025													X	X	Head of teacher and Teachers	
4.	Conduct monthly fundraising	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Project Manager and CEO.	
5.	Conduct monthly monitoring of project	X	X	X	X	X	X	X	X	X	X	X	X	X	X	CCAFO Management Team	
6.	Conduct monthly meeting and annual strategic planning meeting.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	CCAFO Management Team	
7.	Submit the reports to stakeholders	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Project Manager	
8.	Implement other activities including: meeting with local authorities, NGOs network and lines ministries	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Project Manager	
9.	Implement the basic health care for students.		X	X	X	X	X	X	X	X	X	X	X	X	X	MLC Staff	
10.	Provide school snack for students one every week during school year 2023-2024 (2024)			X	X	X	X	X	X	X	X			X	MLC staff		
11.	Implement basic health care for girls (one time per week during the school year 2023-2024)		X	X	X	X	X	X	X	X	X			X	MLC staff (Phal Sreyneag)		

-End Part III-

Part IV. Thnough School Library Project.

Preface: The library is an annex to the Thnough School and it provides students and the community with a wide range of storybooks for their reading and studying. The library also has a place for students and the community to read books, but they can borrow them for reading at home. The library is also open to preschool students who enjoy listening to storytelling by librarian. in 2022 and 2023, the project has been supported by Faye Dorcas Yung (2022) and together with Long Tat Lam for year in 2023.

Project Target Area: Thnough Village, Angk Kaev Commune, Treang District, Takeo Province, Cambodia.

Logical Framework:

Goal: The library project is to provide a space for communities to gather and access books, resources, and knowledge, in order to promote education, growth, and community engagement.

Objective: During the period in 2024, at least 600 communities have access to the library for reading books.

Strategy: By securing financial support from Faye Dorcas Yung and her friends abroad, the library will have the resources to maintain its operation through the continued supply of books for the community to read in the library and also to borrow for reading at home.

Expected outcome: Through accessing the library and reading books, the communities, particularly students, will gain knowledge and build skills that can be applied in various areas of life.

Time Frame: January to December 2024



-End Part IV-

-End-