

CENTRE FOR AFRICAN JUSTICE,  
PEACE AND HUMAN RIGHTS

---

# ANNUAL PLAN

## 2023-2026

---

Centre for African Justice,  
Peace and Human Rights



# Table of Contents

**What We Do**

**The Centre Overview**

**The Capacity Building Team**

**The Women Empowerment Team**

**The Right to Quality Education Team**

**The Sexual Violence Team**

**The Social Media Team**

# What We Do

“Creating awareness is one of the main goals of the Centre for African Justice, Peace and Human Rights. The main way this is instituted is by conducting legal research through the Centre. Our team is composed by more than 30 multicultural professionals in various fields, working for us in the Netherlands and remotely. We conduct legal outreach, provide education, create awareness, offer training, organize campaigns, and host events. We are not only activists but aim to inspire others through education to join our Centre for African Justice army and fight injustice across all of our specialist areas.”

# Building Team

“On behalf of the Capacity Building Team, we would like to inform you about the activities of the Team. The Capacity-Building Team was established to create a hub of knowledge for legal professionals, aspiring legal professionals and judicial officers, etc. within the African continent and beyond. Through publishing books and magazines, organizing workshops, working visits, seminars, and other activities, our Capacity Building Team hopes to transfer knowledge of International Criminal Law to criminal law students and practitioners in Africa and around the world. We believe that an efficient criminal justice system (with well-trained judges, prosecutors and defense counsels) is the key to combating impunity and ending gross violation of human rights in Africa. Therefore, our organization uses this medium to contribute to the pursuit of accountability and the much-deserved administration of justice throughout the continent.

Our annual activities which we aim to carry out in pursuit of these objectives can be found in the plans below. ●●

# Mission

“Capacity Building is a process employed in most of the CAJPHR’s initiatives, which aims to equip actors across Africa with the necessary resources to create sustainable solutions against criminal impunity for just & fair African societies.

Our mission is to enable and empower criminal justice actors/stakeholders across Africa to investigate and prosecute violations of International Criminal & Humanitarian Law within the domestic jurisdictions.”



Centre for African Justice,  
Peace and Human Rights



# International Law Blog

Centre for African Justice,  
Peace and Human Rights



## Timeline for the International Law Blog

Period	Activity
First Quarter: Preparation	
23rd December 2022 - 11th February 2023	Expert Editors time to review articles received
12th February 2023	Receive reviewed articles from expert editors
13th February 2022 - 20th February 2023	Send articles with suggestions to writers and have them review and send back final versions by the 20th of February 2023
By 22th February 2023	Get writers to send their pictures and quotes for the purposes of promotion.
In April 2023	Publish Article 1 titled: <input type="text"/>
By 5th April 2023	Promotion of the IL Blog requesting for submissions
In May 2023	Publish Article 2 titled: <input type="text"/>
In June 2023	Publish Article 3 titled: <input type="text"/>
<b>Once received more than 3 new articles</b>	<b>Start editing process again</b>

The IL Blog will be having a recurring timeline that repeats every half an year, with the aim of the process being done in 4 quarters once the popularity of the blog increases. This process does not include the publishing cycle, but is only made up of the submission and review process. This is because the publishing of the articles, after this first cycle, will be running continuously throughout the year. For example the second semester of receiving submissions and reviewing the articles will start while the first semester of articles are being published every second week.

Lastly, looking for editors and the meeting with the marketing team does not have to be repeated every cycle but only whenever necessary due to loss of editors or need for more editors.

# Debate Team



## Timeline for the Debate Team

Period	Activity
First 4 months to third four months	
January 2023	Completion of the International Criminal Law debate competition.  (Malabo Protocol – Head of State Immunity)  Final Event: 27 <sup>th</sup> of January 2023
February 2023 - June 2023	International Human Rights Law debate  Topic: TBD  Final Event: 10 <sup>th</sup> of July 2023
July 2023 - December 2023	International Humanitarian Law debate/ Moot court  Topic: TBD  Final Event: 15 <sup>th</sup> of December 2023
<i>Repeats every 2 weeks</i>	Bi-monthly internal debates by the debate team in order to practice for the actual debate.

### New rules to be considered include:

1. Get a fixed coach/judge that works in the context of the CAJPHR instead of inviting a different one for every debate. Invitation of different speakers for training/debate course.
2. The organizers are excluded from participating in the actual debate.
3. There can be a summary of debate points to be published in the CBT magazine; to also kind of promote the existence of the event.
4. Creation of a guideline as to how to set-up the debate event and the expected timeline for future CBT members.
5. Organize lectures with experts of the specific debate topic, before each debate.

# Magazine Project

Centre for African Justice,  
Peace and Human Rights



## Timeline for the Magazine Project

Period	Activity
First Quarter: Preparation and Publication	
January 2023	<p>Send out interview invites to potential interviewees for the Magazine Project.</p> <p>Conduct meeting(s) with members of the Magazine Project to discuss the specifics of the interview process.</p> <p>Reach out to Project Managers and/or Administrative Staff to reconfirm their attendance for the interviews.</p> <p>Begin conducting interviews.</p> <p>Reach out to potential article contributors for the magazine.</p>
February 2023	<p>Continue conducting interviews.</p> <p>Begin transcribing conducted interviews and editing these (engage members of other teams who have editing experience e.g. Blog Project Team for their assistance).</p> <p>Look into publishing the videos of interviews (with the consent of the interviewee) as suggested by Ingrid Murariu.</p>
February 2023 - March 2023	<p>Continue transcribing interviews.</p> <p>Design template and cover for the magazine.</p> <p>Set up a meeting with the social media team in order to decide upon the steps to be taken to promote and publish the magazine.</p>
April 2023 - May 2023	<p>Send the magazine for final review to the social media team.</p> <p>Provisional Publishing Deadline: 1st May 2023</p>



# CB Book Project

Centre for African Justice,  
Peace and Human Rights



## Timeline for the Book Project

Period	Activity
First Quarter: Publication and Promotion	
March 2023 - May 2023	Gathering book reviews.  Publication of the book.
April - May 2023	Exploring the possibility of organising and conducting the book launch event

Following this official timeline, the book project may conduct certain follow up projects that could be conducted in regards to this project, such as webinars, book clubs, etc. This is not set in stone right now and it would be something to establish by the members at that time once the book has been published.

# ICC Case Briefs

## Timeline for the International Criminal Court (ICC) Case Briefs Project

Period	Activity
Publication and Promotion	
5 December 2022 - 9 February 2023	Collecting the ICC briefcase from each member- at this present moment there are 14 still to be posted and done which covers the next 14 weeks taking out the week of the Christmas break.
5 December 2022 - 9 March 2023	Posting 1 briefcase a week in collaboration with the Social media team.

# Publishing Dates



## Timeline for the Book Project

Period	Activity (ICC Case)
Publication and Promotion	
8 December 2022	The Prosecutor v. Joseph Kony and Vincent Otti
15 December 2022	The Prosecutor v. Uhuru Muigai Kenyatta
22 December 2022	The Prosecutor v. Walter Osapiri Barasa ICC-01/09-01/13
29 December 2022	The Prosecutor v. Ahmad Muhammad Harun ("Ahmad Harun")
5 January 2023	The Prosecutor v. Uhuru Muigai Kenyatta
12 January 2023	The Prosecutor v. Abdel Raheem Muhammad Hussein
19 January 2023	The Prosecutor v. Callixte Mbarushimana
26 January 2023	The Prosecutor v. Maxime Jeoffroy Eli Mokom Gawaka
2 February 2023	The Prosecutor v. Bosco Ntaganda
9 February 2023	The Prosecutor v. Sylvestre Mudacumura
16 February 2023	The Prosecutor v. Alfred Yekatom and Patrice-Edouard Ngaïssona
23 February 2023	The Prosecutor v. Jean-Pierre Bemba Gombo, Aimé Kilolo Musamba, Jean-Jacques Mangenda Kabongo, Fidèle Babala Wandu and Narcisse Arido
2 March 2023	The Prosecutor v. Saif Al-Islam Gaddafi
9 March 2023	The Prosecutor v. Walter Osapiri Barasa ICC-01/09-01/13

Every briefcase is requested a week before publication for feedback and final approval by Miss Sophia. Once the feedback is implemented and the final version is approved, the final version is requested on the Monday of every week and sent to the Social Media on Tuesday to be posted on the platform of the Foundation every Thursday.

# The Women Empowerment Team

“At the Centre for African Justice, Peace and Human Rights, we empower women who've migrated from Africa or different home countries to the Netherlands and are disillusioned or helpless, to the point it manifests incapacity to achieve their life/career goals. We also empower female entrepreneurs within the Netherlands who are encountering challenges setting up their small business with little or no knowledge about the Dutch Market. We achieve this by providing and connecting them with the tools that would enable them to achieve their highest potentials in life.

Our Research has shown that migration whether positive or negative has side effects on women. Many female migrants and refugees are exposed to unspeakable challenges; some of them have become victims of identity crisis, sexual and domestic abuse.”



# Mission

“CAJPHR organises events and workshops to train young women of African descent who have immigrated to Europe. The Project aims at providing them with tools to “Renew themselves, Re-state their goals, Re-brand their lives and Re-tell their stories”.

The objective is to rekindle the spirit of excellence in the minds of women who have been victims of abuse and may be struggling to settle into their new environment. The women empowerment project is about building female agents of peace.

”

# Quarterly Magazine

## PROJECTS

### PROJECT 1: Quarterly Magazine

Describe the GOALS of the project in details (What is the goal?)	ACTION Points/ Activities (What are the steps to take for achievement of the goal?)	Expected OUTCOME (Who will benefit from this goal & how would they benefit?)	Data Evaluation and MEASUREMENTS (What are the indicators to check the goal's progress & achievement?)	TIMELINE (What is the expected chronogram for the achievement of the goal?)	FOCAL POINT (who is responsible to follow up with the goal's progress)	RESOURCES Required (Financial resources, human resources, materials, partnerships, etc..)	Comments/Notes/ Additional Documents (Any other relevant information?)
1. Proactively write content and promptly publish the WE quarterly magazine	<ul style="list-style-type: none"> <li>Identify topical issues for the magazine</li> <li>Design interview questions</li> <li>Identify interviewees or respondents</li> <li>Editing and proofreading</li> <li>Engage SMT to support with design</li> </ul>	<ul style="list-style-type: none"> <li>African women will be inspired by the stories/interviews in the magazine</li> </ul>	<ul style="list-style-type: none"> <li>Number of people who have read the magazine</li> </ul>	<ul style="list-style-type: none"> <li>Publish one magazine every quarter</li> </ul>	Melitza, Melissa, Jurdainy and Azizat	<ul style="list-style-type: none"> <li>Collaborators</li> <li>Articles by collaborators or member of CAJPHR</li> </ul>	
2. Increase visibility of the WE team and its activities	<ul style="list-style-type: none"> <li>Timely publication of the magazine</li> </ul>	<ul style="list-style-type: none"> <li>WE team and its partners, beneficiaries, and followers (of CAJPHR) will benefit by being up to date with our activities</li> </ul>	<ul style="list-style-type: none"> <li>A magazine published each quarter</li> <li>Number of people who have read the magazine</li> <li>Number of people who have shared the magazine online</li> </ul>	<ul style="list-style-type: none"> <li>Publish one magazine every quarter and engage in campaigns</li> </ul>	Melitza, Melissa, Jurdainy and Azizat	<ul style="list-style-type: none"> <li>Collaborators</li> <li>Articles by collaborators or member of CAJPHR</li> </ul>	

# 4R Empowerment Project

### PROJECT 2 4R Empowerment Project (Mentoring)

1. To identify immigrant women (students and recent graduates) living in the Netherlands and provide them mentoring sessions on relatable topics and provide workshops to help improve their situation	<ul style="list-style-type: none"> <li>Undertake a baseline survey to identify key target groups and their demographics.</li> <li>Develop a basic baseline survey tool to help with data collection</li> <li>Identify and reach out to partner organizations</li> <li>Promote webinar to reach the targeted audience and for the benefit and participation</li> </ul>	<ul style="list-style-type: none"> <li>Immigrant women living in the Netherlands will be mentored and able to achieve their 4R (Renew mind, Restate goals, Rebrand life, and Retell story)</li> </ul>	<ul style="list-style-type: none"> <li>Number of attendees and feedbacks received from survey</li> </ul>	<p>Planning and organization January till May</p> <p>Promotion of the Webinar April 2023</p> <p>Cultural Intergration scheduled for May 16th 2023</p> <p>Appreciation, survey and overall report of event</p> <p>Preparation of the work plan and planning for the next webinar of Carrier mentorship</p>	Azizat, Maria Laura, Coleen	<ul style="list-style-type: none"> <li>Mentors with an established career in the Netherlands</li> </ul>	
--	---	---	--	---	-----------------------------	---	--

# Education for Girls

PROJECT 3 Education for Girls Project							
1. To collect secondhand books and laptops from donors and partner organizations and ship them to school in Africa.	<ul style="list-style-type: none"> <li>Research and identify key partners/sponsors/foundations supporting education programs in the Netherlands</li> <li>Write an introductory email to the organizations.</li> <li>Prepare and share proposal document requesting book donation</li> <li>Initiate an online book drive campaign</li> <li>Fundraise</li> <li>Find a sponsor</li> <li>Essential collaboration</li> </ul>	<ul style="list-style-type: none"> <li>Increased size of book donations received</li> <li>Collect/receive computers and laptops as much as possible.</li> <li>The beneficiaries will be vulnerable African women and girls living in Africa. They will benefit by being empowered and therefore feeling confident and capable of achieving their full potential.</li> </ul>	<ul style="list-style-type: none"> <li>Producing a proposal document for the book donations</li> <li>Number of emails or feedback received from potential partners/sponsors</li> <li>Number of people reached through the online book drive campaign</li> <li>Number of computers/laptops donated</li> </ul>	<p>To be completed by end of the last quarter</p> <p>It is a long term project which will be dependent on the resources we have and funds generated . Therefore, it may last till the following year.</p>	Azizat, Yasmin, Pamela	<ul style="list-style-type: none"> <li>Donations of books and laptops</li> <li>Possible fundraiser for delivery</li> </ul>	We will collaborate with the interested partners

# Fundraising for All Projects

PROJECT 4 : Fundraising for all projects							
Fundraising Project for Education for Girls project and the 4R last session on Career Mentorship	<ul style="list-style-type: none"> <li>Research on potential means of fundraising</li> <li>Hire a fundraising officer</li> <li>Create awareness on all social media platforms</li> <li>Organize fund raising campaign and events</li> <li>Reach out to potential sponsors</li> </ul>	<ul style="list-style-type: none"> <li>To aid the distribution of the collected books to our beneficiaries</li> <li>To create a physical event for the mentoring session</li> <li>Create a workshop where our audience can learn new skills and improve their knowledge of job search and career development</li> <li>An avenue for networking where job seekers can connect with mentors and recruiters</li> </ul>	<ul style="list-style-type: none"> <li>The number of books we ship to Africa</li> <li>The number of participants and sponsors</li> <li>A survey will be shared at the end of the event to determine the impact and success</li> </ul>	<ul style="list-style-type: none"> <li>Planning commences August 2023</li> <li>Fundraisers start September - December 2023</li> </ul>			



# Team's General Goals

Centre for African Justice,  
Peace and Human Rights



TEAM'S GENERAL GOALS							
Describe the team's general GOALS in details (What is the goal?)	ACTION Points/ Activities (What are the steps to take for the achievement of the goal?)	Expected OUTCOME (Who will benefit from this goal & how would they benefit?)	Data Evaluation and MEASUREMENTS (What are the indicators to check the goal's progress & achievement?)	TIMELINE (what is the expected chronogram for the achievement of the goal?)	FOCAL POINT (who is responsible to follow up with the goal's progress)	RESOURCES Required (Financial resources, human resources, materials, partnerships, etc.,)	Comments/Notes/Additional Documents  (Any other relevant information?)
1. To empower young girls in Africa through education	<ul style="list-style-type: none"> <li>Education for Girls Project</li> <li>Quarterly Magazine</li> </ul>	Women and girls in Africa. They will benefit by learning, being empowered, receiving education tools (books and laptops), and reading our quarterly magazine	<ul style="list-style-type: none"> <li>Number of people who have read the magazine</li> <li>Number of African women (beneficiaries) in the contact list</li> </ul>	The whole year		<ul style="list-style-type: none"> <li>Availability by the team</li> <li>Collaborators</li> <li>Articles by collaborators or member of CAJPHR</li> <li>Donations of books and laptops</li> <li>Possible fundraiser for delivery</li> </ul>	
2. To mentor African female students and recent graduates residing in the Netherlands	<ul style="list-style-type: none"> <li>Carry on the 4R Women Empowerment Project</li> <li>Undertake a baseline survey to identify key target groups and their demographics.</li> <li>Develop a basic baseline survey tool to help with data collection</li> <li>Identify and reach out to partner organizations</li> </ul>	<ul style="list-style-type: none"> <li>African students and recent graduates living in the Netherlands will be mentored and able to achieve their 4R (Renew mind, Restate goals, Rebrand life, and Retell story)</li> <li>A baseline survey report</li> </ul>	<ul style="list-style-type: none"> <li>Number of African women (beneficiaries) in the contact list</li> </ul>	The whole year		<ul style="list-style-type: none"> <li>Mentors and coaches with an established career in the Netherlands</li> </ul>	
		<ul style="list-style-type: none"> <li>on African women in the Netherlands</li> <li>A contact list of African women living in the Netherlands</li> </ul>					
3. To increase the visibility of the WE project activities	<ul style="list-style-type: none"> <li>Timely publication of the magazine</li> <li>Creating articles bi-weekly on topics such as women empowerment, peace, justice, and human rights</li> <li>Publish at least one impact story each quarter on the various communication platforms including: website, magazine, social media.</li> <li>Develop a communications strategy and establish a social media calendar for WE projects and UN observed days.</li> </ul>	<ul style="list-style-type: none"> <li>WE team and its partners, beneficiaries, and followers (of CAJPHR) will benefit by being up to date with our activities</li> <li>Increase the visibility of WE Team and CAJPHR on the various social media platforms..</li> </ul>	<ul style="list-style-type: none"> <li>Number of people who have read the magazine</li> <li>Number of people who have shared the magazine online</li> <li>A social media calendar</li> <li>A human interest story published each quarter</li> <li>Number of followers/like on Twitter and other social media</li> <li>Number of tweets and Facebook posts per quarter</li> <li>Number of human interest stories published on each quarter</li> </ul>	The whole year		<ul style="list-style-type: none"> <li>Collaborators</li> <li>Articles by collaborators or member of CAJPHR</li> <li>Availability of team members</li> <li>communications strategy</li> </ul>	

Note: All the projects listed are long term projects that are continuous and may be continued the following year but the theme for each project, like the magazine and the 4R Empowerment Project may change over the years depending on our target audience. It is difficult to provide an exact timeline for the project since our projects are majorly influenced by external factors which sometimes delay the accomplishment of our goals and objectives as planned.

# The Right to Quality Education Team

“

The Right to Quality Education Team falls under the Human Rights cluster of the Centre for African Justice Peace and Human Rights (CIPHR). Together with its partners, the team based in the Netherlands is formed of a group of volunteers from around the world working with African stakeholders to provide essential school facilities for students in impoverished communities. The Right to Quality Education Team supports communities to ensure a safe educational environment for all students that is non-violent and inclusive which removes barriers to effective learning. We support communities that lack the infrastructure to provide a safe education environment for their students by building and upgrading existing school facilities. Our team is guided by the United Nations Sustainable Development Goal 4. More specifically, we are focused on promoting lifelong learning opportunities by “building and upgrading education facilities that are child, disability, and gender-sensitive in order to provide a safe, non-violent, inclusive and effective learning environment” (UN, 2018).

”





# Mission

“CAJ at the RQE we aim to enhance public knowledge of key issues faced by children in Africa so that we can receive support from the community and hope to learn about more funding opportunities in the future. Our goal is to acquire enough funding—which is vital to our organisation—to implement our developmental project in building washroom and toilet facilities desperately needed in impoverished schools in parts of Africa.

Enough funding will enable us to improve our projects so that we can reach a wider audience and help as many people in achieving quality education.”

# 3 Year Planning

## Fundraising for Planned Projects

This document covers a 3-years plan. It aims to move the RQE Team from its current situation, with a total fund raised of around i.e., achieving its planned fundraising target. In addition, it seeks to set out ways for funds to be made more predictable, which will allow for more advanced planning. This document also examines the overall context in which fundraising for the RQE will take place, and move forward appropriately.

We will be conducting research about the Right to Quality Education, the relationship between children's education and Human Rights, the lack of quality sanitation facilities in schools in Africa; This research is important to support our initiatives and will ultimately create awareness to institutional organizations and informs the public not only in African countries but also in Europe where the CAJPHR is based and around the world.

In 2023, we will focus on our current project, called the Matinza School project in Kisoro Uganda. The Matinza Primary School Project is targeted towards 934 children, ages 7-13, whose right to education and to health is severely violated. The goals of the project are the renovation and construction of sanitary facilities at the Matinza Community Primary School and the establishment of a running water system performed by local contractors. The project aims at sustainable change. It trains teachers in liquid soap making and increases knowledge about the use and maintenance of sanitary facilities.

Once our fundraising goal and renovation of the school will be completed, another school project will be developed in another African country. "As previous projects supported Western and Eastern African regions (Nigeria and Uganda), we will focus on another African country/region with an enhanced need for safe and quality education. Experience gained throughout the year will be captured for future projects and the development of the RQE Team. As explained above, these RQE projects happen every year with different topics or focus areas, and beneficiaries are selected on a rotational or need-based basis.

The focus of activity over the first one-year period will be on networking/fundraising. The key will be to develop relationships and convince prospects of the value of the CAJPHR & RQE in countries where it operates. This will require the concerted effort of the RQE Team and the CAJPHR members. It also calls for the recruitment of a group of high-level volunteers at RQE Team, who can act as influencers on key decision makers and open doors for the RQE Team activities. The RQE Team is also working to develop partnerships with student associations in the Netherlands. A secondary function will be to help with networking among wealthy individuals and corporations. This fundraising planner sets the base for the growth and diversification of funding to increase support for schools and education in Africa.

To achieve this goal, increased visibility and awareness are required. The RQE Team and its partners will communicate through the RQE Magazine supported by active and up-to-date research on health, sanitation and quality of education.

Furthermore, the RQE Team will attend events, develop publications and organize webinars to promote the goal and mission of safe and quality Education.

# January



JANUARY			MEMBERS
1	Development of Partnership	Formalise our Partnership strategy	RQE Team I DO Team
	Organise Meetings with I DO Team	Develop formal agreement with I Do Team students	
2	Fundraising	Collect necessary documents for applications for fundraising. Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).	RQE Team
3	Recruitment	Focus on recruiting new members due to the departure of former fundraising assistant and Team Leader	RQE Team & Administering Team
		Develop Spreadsheet for organisation and recruitment of new members	
4	Magazine	Liaise with authors for articles to be published in our Magazine	RQE Team
5	Events	Start discussing possible events to promote the School Matinza project	RQE Team
6	Communication	Start organising communication plan in line with fundraising and events	RQE Team



7	<b>Research Activities</b>	Plan research activities about the Right to Quality Education, the relationship between children's education and Human Rights, the lack of quality sanitation facilities in schools in Africa; This research will support our initiatives and create awareness to inform public and stakeholders	RQE Team
---	----------------------------	--	----------

# Feburary

FEBRUARY			MEMBERS
1	<b>Development of Partnership</b>	Formalise our Partnership strategy	RQE Team I DO Team
		Develop formal agreement with I Do Team students	
	<b>Organise Meetings with I DO Team</b>	Weekly meetings with the I DO Team are organised for follow ups and updates on work to be done.	
2	<b>Fundraising</b>	Plan work on the existing fundraising platform after recruitment of fundraising assistant	RQE Team
		Collect necessary documents for applications for fundraising	

3	<b>Recruitment</b>	<p>Focus on recruiting new members due to the departure of a former fundraising assistant and Team Leader.</p> <p>Develop Spreadsheet for organisation and recruitment of new members</p>	RQE Team
4	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine	RQE Team
5	<b>Events</b>	Continue discussing possible events to promote the School Matinza project	RQE Team
6	<b>Communication</b>	Start organising communication plans and strategies in line with fundraising and events. Liaise with our stakeholder in Uganda	RQE Team
7	<b>Research Activities</b>	Plan research activities about the Right to Quality Education, the relationship between children's education and Human Rights, the lack of quality sanitation facilities in schools in Africa; This research will support our initiatives and create awareness to inform public and stakeholders	RQE Team




# March



MARCH			MEMBERS
1	Partnership	Formalise our Partnership  NDA Agreement signed with I Do Team	RQE Team  And I Do Team
		Organise Meetings with I DO Team	
		Develop our collaboration with I DO Team	
2	Fundraising	Start developing a Fundraising and communication strategy and plan for agreement by Chair of CAMPHOR . Collect necessary documents for applications for fundraising	RQE Team
3	Recruitment	Focus on recruiting new members due to the departure of former fundraising assistant and Team Leader	RQE Team & Administering Team
4	Magazine	Liaise with authors for articles to be published in our Magazine	RQE Team
5	Events	Attend Event with association of African students in Rotterdam	RQE Team
6	Communication	Continue developing communication plans and strategies in line with fundraising and events. Liaise with stakeholder in Uganda	RQE Team

7	<b>Research Activities</b>	Plan research activities about the Right to Quality Education, the relationship between children's education and Human Rights, the lack of quality sanitation facilities in schools in Africa; This research will support our initiatives and create awareness to inform public and stakeholders	RQE Team
---	----------------------------	--	----------

# April

APRIL			MEMBERS 
1	<b>Partnership</b>	Finalise MoU agreement with I DO Team students	RQE Team I DO Team
		Develop our collaboration with I DO Team	
		Organise Meetings with I DO Team	
2	<b>Fundraising</b>	Continue developing a Fundraising and communication strategy and plan for agreement by Chair of CAMPHOR  continue to work on the existing fundraising platform	RQE Team
3	<b>Recruitment</b>	Focus on recruiting new members for more manpower.	RQE Team & Administering Team
4	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine	RQE Team



<b>5</b>	<b>Events</b>	Debriefing of March Event to Gain experience with future Events organised and promote the School Matinza project	RQE Team
<b>6</b>	<b>Communication</b>	Continue developing communication plan and strategy in line with fundraising and events with support of new Communication assistants	RQE Team
<b>7</b>	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# May

<b>MAY</b>			<b>MEMBERS</b>
<b>1</b>	<b>Partnership</b>	Continue Partnership activities	RQE Team I DO Team
		Organise Meetings with the I DO Team. Liaise with stakeholder in Uganda	
<b>2</b>	<b>Fundraising</b>	Finalise Fundraising and communication strategy and plan for agreement by Chair of CAMPHOR  Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).	RQE Team
<b>3</b>	<b>Recruitment</b>	Focus on recruiting new members  Collect necessary documents for applications for fundraising. Onboarding for new members	RQE Team & Administering Team

4	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine	RQE Team
5	<b>Events</b>	Organise walk for water event with I Do Team – Target date for event in June  Attend the Networking event to promote the CAMPHOR and RQE Team	RQE Team
6	<b>Communication</b>	Finalise communication plan and strategy in line with fundraising and events with support of new Communication assistants  Social media posts to promote activities around Matanza school Project  Develop and update the RQE website with support of I Do Team	RQE Team
7	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# June

JUNE			MEMBERS
1	<b>Partnership</b>	Continue Partnership activities	RQE Team I DO Team
		Organise Meetings with I DO Team Liaise with stakeholder in Uganda	Uganda Stakeholders
2	<b>Fundraising</b>	Implement plan according to Fundraising strategy  Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).	RQE Team



3	<b>Recruitment.</b>	Focus on recruiting new members . On boarding of new members Collect necessary documents for applications for fundraising	RQE Team & Administering Team
4	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine Publication of RQE Magazine	RQE Team
5	<b>Events</b>	Implement event plan according to Communication strategy  Organise walk for water event with I Do Team – Target date for event in June	RQE Team
6	<b>Communication</b>	Finalise communication plan and strategy in line with fundraising and events  Organise events and webinar according to the agreed plan  Social media posts to promote activities around Matanza school Project  Finalise the RQE website with support of I Do Team	RQE Team I DO Team
7	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# July

JULY			MEMBERS
1	<b>Partnership</b>	Continue Partnership activities	RQE Team I DO Team
		Organise Meetings with I DO Team Liaise with stakeholder in Uganda	Uganda Stakeholders

<b>2</b>	<b>Fundraising</b>	<p>Implement plan according to Fundraising strategy</p> <p>Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).</p>	RQE Team
<b>3</b>	<b>Recruitment.</b>	<p>Focus on recruiting new members. On boarding of new members Collect necessary documents for applications for fundraising. Develop Spreadsheet for organisation and recruitment of new members</p>	RQE Team & Administering Team
<b>4</b>	<b>Magazine</b>	<p>Liaise with authors for articles to be published in our Magazine</p> <p>Publication of RQE Magazine</p>	RQE Team
<b>5</b>	<b>Events</b>	<p>Implement event plan according to Communication strategy</p> <p>Organise second walk for water event with I Do Team – Target date for event in October</p>	RQE Team
<b>6</b>	<b>Communication</b>	<p>Finalise communication plan and strategy in line with fundraising and events</p> <p>Organise events and webinar according to the agreed plan</p> <p>Social media posts to promote activities around Matanza school Project</p> <p>Finalise the RQE website with support of I Do Team</p>	<p>RQE Team</p> <p>I DO Team</p>
<b>7</b>	<b>Research Activities</b>	<p>Start and continue research activities with the support of the stakeholders</p>	RQE & Stakeholders

# August

<b>AUGUST</b>			<b>MEMBERS</b>
<b>1</b>	<b>Partnership</b>	Continue Partnership activities	RQE Team
		Organise Meetings with I DO Team Liaise with stakeholder in Uganda	I DO Team Uganda Stakeholders
<b>2</b>	<b>Fundraising</b>	Implement plan according to Fundraising strategy Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).	RQE Team
<b>3</b>	<b>Recruitment.</b>	Focus on recruiting new members. On boarding of new members Collect necessary documents for applications for fundraising. On boarding of new members Ensure appropriate handover	RQE Team & Administering Team
<b>4</b>	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine Publication of RQE Magazine	RQE Team
<b>5</b>	<b>Events</b>	Implement event plan according to Communication strategy	RQE Team
<b>6</b>	<b>Communication</b>	Finalise communication plan and strategy in line with fundraising and events Organise events and webinar according to the agreed plan Social media posts to promote activities around Matanza school Project Finalise the RQE website with support of I Do Team	RQE Team I DO Team
<b>7</b>	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# September

SEPTEMBER			MEMBERS
1	Partnership	Continue Partnership activities	RQE Team I DO Team Uganda Stakeholders
		Organise Meetings with I DO Team Liaise with stakeholder in Uganda	
2	Fundraising	Implement plan according to Fundraising strategy  Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).	RQE Team
3	Recruitment.	Focus on recruiting new members. On boarding of new members Collect necessary documents for applications for fundraising. On boarding of new members Ensure appropriate handover	RQE Team & Administering Team
4	Magazine	Liaise with authors for articles to be published in our Magazine  Publication of RQE Magazine	RQE Team
5	Events	Implement event plan according to Communication strategy  Organise second walk for water event with I Do Team – Target date for event in October	RQE Team

<b>6</b>	<b>Communication</b>	<p>Finalise communication plan and strategy in line with fundraising and events</p> <p>Organise events and webinar according to the agreed plan</p> <p>Social media posts to promote activities around Matanza school Project</p> <p>Finalise the RQE website with support of I Do Team</p>	<p>RQE Team</p> <p>I DO Team</p>
<b>7</b>	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# October

<b>OCTOBER</b>			<b>MEMBERS</b>
<b>1</b>	<b>Partnership</b>	Continue Partnership activities	<p>RQE Team</p> <p>I DO Team</p>
		<p>Organise Meetings with I DO Team</p> <p>Liaise with stakeholder in Uganda</p>	Uganda Stakeholders
<b>2</b>	<b>Fundraising</b>	<p>Implement plan according to Fundraising strategy</p> <p>Continue to work on the existing fundraising platform by including key information (links, documents to present, deadlines etc.).</p>	RQE Team
<b>3</b>	<b>Recruitment.</b>	Focus on recruiting new members due to the departure of former fundraising assistant and Team Leader Develop Spreadsheet for organisation and recruitment of new members	RQE Team & Administering Team



4	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine  Publication of RQE Magazine	RQE Team
5	<b>Events</b>	Implement event plan according to Communication strategy  Organise second walk for water event with I Do Team – Target date for event in October	RQE Team
6	<b>Communication</b>	Organise events and webinar according to the agreed plan  Social media posts to promote activities around Matanza school Project	RQE Team I DO Team
7	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# November

NOVEMBER			MEMBERS
1	<b>Partnership</b>	Continue Partnership activities	RQE Team
		Organise Meetings with I DO Team Liaise with stakeholder in Uganda	I DO Team Uganda Stakeholders
2	<b>Fundraising</b>	Implement plan according to Fundraising strategy  Continue to work on the existing fundraising platform by including key information (links , documents to present, deadlines etc.).	RQE Team
3	<b>Recruitment.</b>	Focus on recruiting new members Team Leader. On boarding of new members.  Ensure appropriate handover	RQE Team & Administering Team



<b>4</b>	<b>Magazine</b>	Liaise with authors for articles to be published in our Magazine  Publication of RQE Magazine	RQE Team
<b>5</b>	<b>Events</b>	Implement event plan according to Communication strategy  Organise second walk for water event with I Do Team – Target date for event in October	RQE Team
<b>6</b>	<b>Communication</b>	Organise events and webinar according to the agreed plan  Social media posts to promote activities around Matanza school Project	RQE Team I DO Team
<b>7</b>	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

# December

<b>DECEMBER</b>			<b>MEMBERS</b>
<b>1</b>	<b>Partnership</b>	Continue Partnership activities	RQE Team I DO Team
		Organise Meetings with I DO Team Liaise with stakeholder in Uganda	Uganda Stakeholders
<b>2</b>	<b>Fundraising</b>	Implement plan according to Fundraising strategy  Continue to work on the existing fundraising platform by including key information (links , documents to present, deadlines etc.).	RQE Team
<b>3</b>	<b>Recruitment.</b>	Focus on recruiting new members Team Leader. On boarding of new members.  Ensure appropriate handover	RQE Team & Administering Team

<b>4</b>	<b>Magazine</b>	Liaise with authors for articles to be published in our next Magazine  according to the communication plan  Start preparation of next Magazine	RQE Team
<b>5</b>	<b>Events</b>	Implement event plans according to Communication strategy.	RQE Team
<b>6</b>	<b>Communication</b>	Organise events and webinar according to the agreed plan  Social media posts to promote activities around Matanza school Project	RQE Team I DO Team
<b>7</b>	<b>Research Activities</b>	Start and continue research activities with the support of the stakeholders	RQE & Stakeholders

The same activities will be implemented for a next project in 2024 and 2025

\*Throughout the year there will also be weekly meetings and engagement with stakeholders.

# Violence

“

“



# Mission

“

In order to break the silence and create awareness of the stigma surrounding this form of violence, the SV Team strives to conduct research, create publications, maintain a sexual violence database with all the latest resources, host annual conferences, network with various stakeholders, engages policymakers in conversations on the subject, advocate for legislative change in domestic jurisdictions where sexual violence against men and boys is not recognised and where there are several barriers in relation to accessing justice.


By achieving the above aims, it is our hope that (as a team) we are able to provide a platform for survivors to be able to raise their voices and for those actively working in this area to engage in the promotion and exchange of best practices. Naturally, achieving these objectives through a vast array of projects requires planning our year in advance to ensure nothing is overlooked. With this in mind, please find the annual plan for the SV team, for 2023, below.

”

Centre for African Justice,  
Peace and Human Rights



# January

JANUARY - JULY (JANUARY)			MEMBERS
1	Annual Conference 2023	Implementation of social media strategy (commence with posts on social media).	Conference Team  
		Sending out invites to speakers, chair(s) and attendees.	
		Creation of conference programme.	
		Creation of authorisation to share involvement etc.	
		Open registrations for attendees.	
2	Fundraising	Continue to work on the existing fundraising excel sheets by including key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	
3	Sexual Violence Toolkit	Drafting the chapter 'Principles Guiding the Creation and Operation of the Toolkit', including the following sub-chapters, 'Do No Harm'; Survivors-Centred Approach; Gender Sensitivity; Informed Consent; Respect; and Awareness.	One-Two Team Members
		Drafting the chapter 'Documenting and Reporting Sexual Violence', including the following sub chapters, Documentation Tools and Rules.	
4	Mali Ground Report	Discuss the concept of the report and the structure. Divide up the sections amongst members.	Four-Five Team Members
5	Project(s) Guide & Spreadsheets	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
6	SV Database	Review and update of existing databases.	All Team Members



7	<b>SV TEAM/CIPHER Presentations</b>	Finalise concept documents in relation to the potential to make presentations about our team and the Centre at universities etc. Create PowerPoint and script that can be used.	One-Two Team Members
8	<b>SV TEAM Webinar</b>	<p>Start the implementation of the social media strategy</p> <p>Send Round 2 of invites to speak (along with introduction letter and concept note)</p> <p>Disseminate event flyer/promotional poster to different networks to help gain participants.</p> <p>Create the program of the event</p> <p>Obtain confirmation of speakers that will take part in the event</p> <p>Create the script of the event</p> <p>Send authorisation and programme to confirmed speakers</p> <p>Draft a thank you email</p> <p>Send script to speakers and chair, and request PPTs or other content from speakers</p> <p>Publish program on social media</p> <p>Countdown posts on social media</p>	Three-Four Team Members



9	SV Book Project	Team meeting to discuss the concept and underlying focus	Four-Five Team Members
		Compile all information from previous conferences into key documents or spreadsheets	
		Start to compile concept notes.	
10	5 <sup>th</sup> SV Magazine	Finalise draft of magazine (including all articles and interviews).	All Team Members
		Send final draft of magazine for approval and if received, disseminate accordingly.	

# February

FEBRUARY			MEMBERS
1	Annual Conference 2023	Continue with registration of attendees.	Conference Team
		Obtain confirmation from speakers.	
		Creation of the script.	
		Send authorisation and programme to confirmed speakers.	
		Send approved script to speakers and chair(s) and request PPTs or other content from speakers.	
		Publish programmes on social media combined with other ongoing posts.	



		Draft a thank you email.	
2	<b>Country Spotlight</b>	Members to select countries, research and fill-out existing templates.	Two Team Members
3	<b>6<sup>th</sup> SV Magazine</b>	All members reflect upon and suggest themes for the 6 <sup>th</sup> magazine.	All Team Members
4	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
5	<b>Sexual Violence Toolkit</b>	Drafting the chapter 'Gaps which the Toolkit needs to fill', including, the drafting of the sub chapter: awareness programs.	One-Two Team Members
		Drafting the conclusion, recommendations, (foreword?) and a word of thanks.	
		Review of drafted toolkit.	
6	<b>Mali Ground Report</b>	Continue research on respective sections.	Four-Five Team Members
7	<b>Project(s) Guide &amp; Spreadsheets</b>	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
8	<b>SV TEAM/CIPHER Presentations</b>	Compile list of universities / organisations that we would like to present to (and send for approval).	One-Two Team Members



9	<b>SV TEAM Webinar</b>	Have a meeting to coordinate the event with the chair and involve <u>CAJPHR</u> members for the functioning of the event.	Three-Four Team Members
		Ensure that all content (music, slides, videos, etc.) to be shared during the event is finalised and tested.	
		Test of venue offered to speakers and chair (online test PPT sharing, microphones, etc.)	
		Host Webinar.	
		Host debriefing session following webinar.	
10	<b>SV Book Project</b>	Continue working on concept notes for the magazine and the draft structure of each chapter which will then be sent for review.	Four-Five Team Members
		Point of actions table to be completed on how to progress moving forward.	
		Starting drafting invitations to potential contributors which will then be sent for review .	

# March

MARCH			MEMBERS
1	<b>Annual Conference 2023</b>	Continue with posts on social media and close registration of attendees.	Conference Team
		Ensure all content to be shared during the event has been acquired, finalised and tested (also speaker/chair dependent).	
		Host conference in July (including different test runs during the week to ensure all works smoothly). Host debriefing meeting after conference.	

2	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	
3	<b>Sexual Violence Toolkit</b>	Implementing feedback.	One-Two Team Members
		Commence research and finalise a draft list of experts that can assist with the toolkit.	
		Draft email to send to experts and send it for feedback.	
4	<b>Mali Ground Report</b>	Start to draft respective sections.	Four-Five Team Members
5	<b>6<sup>th</sup> SV Magazine</b>	Concept note for the magazine to be drafted. Spreadsheet to be created containing list of potential contributors and interviewees to be finalised by the end of this month.	All Team Members
6	<b>Project(s) Guide &amp; Spreadsheets</b>	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
7	<b>SV Database</b>	Review and update of existing databases.	All Team Members
8	<b>SV TEAM/CIPHER Presentations</b>	Start to reach out and make arrangements to commence with presentations.	One-Two Team Members
9	<b>SV Book Project</b>	Different members will be assigned to the four five different sections.  Start sending out invitations to the list of speakers from each conference	Four-Five Team Members



# April

APRIL			MEMBERS
1	Annual Conference 2023	Complete draft of conference report.	Conference Team
		Ensure thank you letters sent to speakers, chair(s) and attendees.	
		Create and send out post-event surveys.	
		Send out thank you gifts to speakers and chairs.	
2	Country Spotlight	Members to select countries, research and fill-out existing templates.	Two team members.
3	Fundraising	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	
4	Sexual Violence Toolkit	Implement feedback, if necessary, send email to experts.	One-Two Team Members
		Start drafting funding proposals (based on preliminary drafts pertaining to breakdown of costs already completed).	
		Research funding opportunities.	
		Review funding proposal draft and send it for approval.	
5	Mali Ground Report	Respective sections to be reviewed and any subsequent feedback incorporated.	Four-Five Team Members
6	6 <sup>th</sup> SV Magazine	Draft email and request to interview or to contribute to be created and sent for review alongside the concept note. Implemented feedback.	All Team Members



7	<b>Project(s) Guide &amp; Spreadsheets</b>	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
8	<b>SV TEAM/CIPHE R Presentation s</b>	Presentations.	One-Two Team Members
9	<b>SV Book Project</b>	Continue reaching out to the list of speakers from each conference (members which each be assigned a different year/conference to focus on).	Four-Five Team Members

# May

<b>MAY</b>			<b>MEMBERS</b>
1	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).  Collect necessary documents for applications.	Two-Three Team Members
2	<b>Mali Ground Report</b>	Draft of the report to be created in Canva template (also to be designed). Final report to be reviewed and sent for approval.	Four-Five Team Members
3	<b>6<sup>th</sup> SV Magazine</b>	Requests to contribute/interview to be sent at the beginning of the month. Drafts to be reviewed as received and interview questions to be drafted upon positive responses. Interviews to be conducted or questions to be sent (for those who have opted for written responses).	All Team Members



4	<b>Sexual Violence Toolkit</b>	Implementing feedback.	One-Two Team Members
		Sending out funding requests .	
		Continually update funding spreadsheet and spreadsheet pertaining to experts as responses received.	
5	<b>Project(s) Guide &amp; Spreadsheets</b>	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
6	<b>SV Database</b>	Review and update of existing databases.	All Team Members
7	<b>SV TEAM/CIPHE R Presentation s</b>	Presentations.	One-Two Team Members
8	<b>SV Book Project</b>	Tasks to depend on progress thus far.	Four-Five Team Members

# June

JUNE			MEMBERS
1	<b>Country Spotlight</b>	Members to select countries, research and fill-out existing templates.	Two team members.
2	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	



3	<b>6<sup>th</sup> SV Magazine</b>	Compile responses received from contributors and interviewees, and placed into Canva design.	All Team Members
4	<b>Mali Ground Report</b>	Report to be sent to the social media in the relevant template with the relevant details.	Four-Five Team Members
5	<b>Annual Conference 2024</b>	Identifying/defining the topic/focus and drafting a concept note. (Define the magnitude of the event to organise, select the desired venue, the target audience, and profile of participants). Determine suitable date and duration. Send details for approval.  Shortlist potential venues and approval, contact said venues to see if they are available and what this would entail cost wise.	Conference Team
6	<b>Project(s) Guide &amp; Spreadsheets</b>	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
7	<b>SV TEAM/CIPHER Presentations</b>	Presentations.	One-Two Team Members
8	<b>SV Book Project</b>	Tasks to depend on progress thus far.	Four-Five Team Members



# July

JULY (1)			MEMBERS
1	Annual Conference 2023	Continue with posts on social media and close registration of attendees.	Conference Team
		Ensure all content to be shared during the event has been acquired, finalised and tested (also speaker/chair dependent).	
		Host conference in July (including different test runs during the week to ensure all works smoothly). Host debriefing meeting after conference.	

JULY (2)			MEMBERS
1	Fundraising	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	

2	Ground Report 2	Decide on a country and discuss the concept of the report as well as the structure. Divide up the sections amongst members.	Four-Five Team Members
3	Annual Conference 2024	Create promotional posters. Research expert profiles and create spreadsheets. Draft introduction letter and start to think about the promotion strategy. Sent suggested experts for review. Continue correspondence about venue and book as soon as possible.	Conference Team
4	Project(s) Guide & Spreadsheets	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer





5	6 <sup>th</sup> SV Magazine	Final draft to be reviewed and sent for review. Following approval, the magazine to be sent to the social media team in the required format for upload.	All Team Members
6	SV TEAM/CIPHER Presentations	Presentations.	One-Two Team Members
7	SV Book Project	Tasks to depend on progress thus far.	Four-Five Team Members

# August

AUGUST			MEMBERS
1	Country Spotlight	Members to select countries, research and fill-out existing templates.	Two team members.
2	Fundraising	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members

		Collect necessary documents for applications.	
3	7 <sup>th</sup> SV Magazine	All members reflect upon and suggest themes for the 7 <sup>th</sup> magazine. Theme will be decided upon and sent for review before the month concludes.	All Team Members
4	Mali Ground Report	Continue research on respective sections.	Four-Five Team Members
5	Project(s) Guide & Spreadsheets	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer

6	<b>SV TEAM/CIPHER Presentations</b>	Presentations.	One-Two Team Members
7	<b>Annual Conference 2024</b>	Draft invitations for speakers, chairs and attendees/participants and send them for review. Meet with the social media to discuss the conference report and strategies for promotion. Continue with venue search, once confirmed, need to look into other logistics such as catering etc.	Conference Team
8	<b>SV Book Project</b>	Tasks to depend on progress thus far.	Four-Five Team Members

# September

SEPTEMBER			MEMBERS
1	<b>7<sup>th</sup> SV Magazine</b>	Concept note for the magazine to be drafted. Spreadsheet to be created containing list of potential contributors and interviewees to be finalised by the end of this month.	All Team Members
2	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	
3	<b>Ground Report 2</b>	Start to draft respective sections.	Four-Five Team Members
4	<b>Annual Conference 2024</b>	Send the first round of invitations to all different stakeholders and start implementation of the social media strategy (at the beginning of the month). Towards the end, the second round of invitations can be sent.	Conference Team



5	<b>Project(s) Guide &amp; Spreadsheets</b>	Project spreadsheets to be continually updated with relevant statistics and progress.	Project Manager and Project Officer
6	<b>SV Database</b>	Review and update of existing databases.	All Team Members
7	<b>SV TEAM/CIPHE R Presentation s</b>	Presentations.	One-Two Team Members
8	<b>SV Book Project</b>	Tasks to depend on progress thus far.	Four-Five Team Members

# October

<b>OCTOBER</b>			<b>MEMBERS</b>
1	<b>Country Spotlight</b>	Members to select countries, research and fill-out existing templates.	Two team members.
2	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.) Collect necessary documents for applications.	Two-Three Team Members
3	<b>7<sup>th</sup> SV Magazine</b>	Draft email and request to interview or to contribute to be created and send for review alongside concept notes. Implemented feedback.	All Team Members
4	<b>Ground Report 2</b>	Respective sections to be reviewed and any subsequent feedback incorporated.	Four-Five Team Members
5	<b>Annual Conference 2024</b>	Creation of authorisations, event programme and open registration for attendees (depending on the date). Continue taking care of logistical aspects connected to the venue.	Conference Team

6	SV TEAM/CIPHER Presentation s	Presentations.	One-Two Team Members
7	SV Book Project	Tasks to depend on progress thus far.	Four-Five Team Members

# November

NOVEMBER			MEMBERS
1	Fundraising	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	
2	7 <sup>th</sup> SV Magazine	Requests to contribute/interview to be sent at the beginning of the month. Drafts to be reviewed as received and interview questions to be drafted upon positive responses. Interviews to be conducted or questions to be sent (for those who have opted for written responses).	All Team Members
3	Ground Report 2	Draft of the report to be created in Canva template (also to be designed). Final report to be reviewed and sent for approval.	Four-Five Team Members
4	Annual Conference 2024	Continue taking care of logistical aspects connected to the venue. Continue correspondence with speakers, chairs and attendees as required.	Conference Team
5	SV Database	Review and update of existing databases.	All Team Members



6	<b>SV TEAM/CIPHER Presentations</b>	Presentations.	One-Two Team Members
7	<b>SV Book Project</b>	Tasks to depend on progress thus far.	Four-Five Team Members

# December

<b>DECEMBER</b>			<b>MEMBERS</b>
1	<b>Country Spotlight</b>	Members to select countries, research and fill-out existing templates.	Two team members.
2	<b>Fundraising</b>	Continue to work on the existing fundraising excel sheet, including the key information (links, documents to present, deadlines etc.).	Two-Three Team Members
		Collect necessary documents for applications.	
3	<b>7<sup>th</sup> SV Magazine</b>	Compile responses received from contributors and interviewees, and placed into Canva design.	All Team Members
4	<b>Ground Report 2</b>	Report to be sent to the social media in the relevant template with the relevant details.	Four-Five Team Members
5	<b>Annual Conference 2024</b>	Obtain confirmation from speakers/chairs and other relevant participants. Send authorisation to confirmed speakers. Send scripts to speakers and publish programmes on social media. Establish a technical support team for the event. Continue taking care of logistical aspects connected to the venue.	Conference Team



6	SV TEAM/CIPHE R Presentation s	Presentations.	One-Two Team Members
7	SV Book Project	Tasks to depend on progress thus far.	Four-Five Team Members

Throughout the year there will be also be weekly meetings, engagement with the NL CRSV Network along with other stakeholder engagements

# The Social Media Team

“

This multidisciplinary team supports all of the Centre for African Justice, Peace and Human Rights' (CAJPHR) activities and works directly on the goal of creating awareness about the African situation and challenges shared by African states through our digital platforms. The team is engaged in creating virtual designs, promoting events, publishing magazines, structuring quotes for international celebrations, posting social media content, recording/editing videos, and managing the Foundation's website and the Database's website. The Social Media Team's efforts contribute to the improvement of the Centre's engagement with the society, increases our visibility to third parties, and encourages partners to join our work. Follow us on the following platforms to see more of our work

”

Centre for African Justice,  
Peace and Human Rights





# Mission

“

Collaborate and connect to continuously increase awareness of the 'Centre for African Justice, Peace & Human Rights' brand by creating content for relevant social media which will expand the organization's network. Reach all who wish to contribute to bolstering justice, peace and human rights in Africa.

”



Centre for African Justice,  
Peace and Human Rights



# Communication

The Social Media Team is responsible for communication with our stakeholders and our followers online. We communicate the work and activities that the organisation does and it is important that we maximise our potential to reach as many people as possible to spread our message and raise awareness to the issues facing Africa.

Some points of action that we would like to enforce as a team both for communication within our team and with the other teams of the organisation are as follows:

- Clear communication of who our team's administrative officer is (Claudia Gangotena) and to ensure that teams inform her of requests for content creation, promotion of events and campaigns, meetings, etc. to be done by the content creators.
- When emailing the SM team regarding requests for content creation, teams need to ensure that they CC the relevant members of the team in emails. Teams should look through the newsletter to know who is in the team and who does which role to ensure that relevant information is provided to the team when requesting content creation or editing.
- Each team needs to provide at least 2 specific people who should contact the team about requests and who we can communicate with regarding said content requests to ensure quick and efficient communication.

- When sending requests for content creation, the request should be written in the request template to ensure that all relevant information is provided to content creators and to ensure consistency and ease of information.
- When distributing the monthly newsletter the pdf document with all our social media handles should be distributed as well to ensure that new members follow our pages and that old members remember to like and share our posts as well.
- Regarding meetings to plan campaigns, initiatives, content creation, teams should ensure that content creators responsible for their teams specifically are able to attend these meetings so that ideas, suggestions and plans for posting can be coordinated accordingly. Content creators will attend team meetings at least once a month to keep up to date on their plans.



# General Team Initiatives

As a team we also came up with general initiatives for all teams and the Centre in general to try and implement in 2023 to increase our engagement and reach. Over the last 2 years due to the pandemic physical meetups and in person events were limited greatly, this year we would like to change that. Some of the initiatives we thought of include:

- Physical meetups with all the teams will be a great way for the Centre members to get to know each other and also as a way to show our stakeholders and followers that we are more than just an online community but a physical one as well.
- Collaborations with African organisations in universities to get more people involved. African student associations are a good way of connecting with more Africans and also with a more active and young audience that can be instrumental in giving the Centre more reach and attention.
- Have booths / stands at events with our published magazines, reports, projects, campaigns, etc. to get people more engaged physically. Universities are a great place to get interns and volunteers as students are always looking for organisations to work / volunteer for. The Hague University has an employee network event every year with stands/booths for different organisations to recruit interns and this would be a great way for us to get volunteers. It will also be a good way to get more people to know about who we are and what we do.
- We should also get more involved in events hosted by the City and other human rights organisations as collaborators and co-hosts instead of as just guests or attendees.



- We should have a newsletter for general updates and news on what we do as an organisation. This can be a way to inform our followers of what events we have attended, what projects and campaigns we are working on, and what our upcoming events and activities we will be engaging in. This can be done quarterly or bi-annually with contributions from all the teams.
- We could increase engagement for the organisation as a whole by promoting our fundraisers physically instead of just online. I think the fundraising initiatives that the organisation has are really essential because it shows substance within the organisation and brings more awareness to problems we are raising funds for. By printing flyers with information and a QR code that will allow people to donate directly, will improve efficiency and also expand the reach.

## Team Initiatives

As a team we have assigned each content creator to a team to make the work more manageable, easier for the content creators to focus on the tasks of a specific team, ease of communication and for consistency in content.

Additionally, for 2023 we have decided as a team to come up with and implement initiatives for each team that will increase their reach and impact on social media. Our aim this year is to incorporate more physical activities and events for all the teams and have more collaborations with other organisations. Each content creator will come up with and work with their assigned team to implement these new initiatives.



# Capacity Building Team

The Capacity Building Team is focused on creating sustainable solutions against criminal impunity for a just and fair Africa. We should try and incorporate this more into our initiatives and focus on informing our followers. We can do this by:

- Continuing to provide information through individual cases as done through the ICC Case Briefs that are posted weekly. An easier way to access the source links posted at the end of the case brief would be to put links that are accessible as currently you can not click on them..
- I think we should also potentially explore the impact companies have on injustices within the African continent. Corporate responsibility is an important aspect of justice that we can focus on, articles and cases on companies or organisations being held accountable would be valuable information to share. This could also expand and introduce more knowledge within our database and inform people on a greater scale on the current situations within African countries.
- The showcase debate that the Capacity Building Team hosted in January was a great way to garner a larger audience on the issues that the team deals with. Similar debates with other organisations will be a good way to get more people talking about African issues and also a way to collaborate with other organisations.



- Centre for African Justice,  
Peace and Human Rights



# Team

Women's month is observed in the month of March internationally with Women's day celebrated on the 8th of March. In previous years the team has had a focus week whereby content is created specifically to celebrate and raise awareness about women's issues and issues surrounding gender equality.

The theme for Women's day in 2023 is "Innovation and technology for gender equality", therefore the focus week should follow this theme as well.

- Throughout the week we should create posts related to news and articles about women in the tech industry and who are making an impact, book suggestions on influential women, and collaborations with organisations that focus on encouraging girls and women to enter the tech industry.
- We can conduct interviews with women in related fields, and if possible members of the Centre to give insight or advice to other women and girls. We could make this a monthly occurrence by having a 'Woman of the month', this could either be a woman within the Centre or a woman who the team think should be highlighted for their work in empowering and raising awareness about women's issues.

- Whilst the overall theme of the month has a focus on technology I think it would be a good idea to also focus on women in other fields who are making innovative contributions to their fields. A few areas we could focus on raising awareness are:

1. Interviewing African women currently in law school as the Centre has a general focus on law.
2. Having an event specifically for women and others on Women's Day to meet and network, these would be a good way for the team to interact with other organisations, other women in different fields and also a chance to raise awareness of the activities and projects that the team is working on.
3. Possibly collaborating with African student associations at different universities to celebrate and raise awareness about the day and hosting an event with speakers, activities, etc. For example, The Hague University of Applied Sciences (THUAS) has a student association called SV Tribes that focuses on empowering and educating students of African descent and in the diaspora. If we could have a joint event about Women's Day we could bring awareness and recognition to both organisations.

# Education

Rooted in the belief of bettering the quality of education and improving the awareness surrounding key education issues in Africa, the Right to Quality Education team strives to enhance not only public knowledge of these key issues, but to improve and expand support with our partners and local community workers in Africa to develop our funding and developmental projects in African communities pertaining to education, children's opportunities, and public knowledge.

In order to achieve this, we can strive for the following initiatives in 2023:

### Improved public awareness campaigns:

- Such as we have already been doing with our social media posts regarding the Matinza Project, sharing infographics and information regarding specific issues and problems faced by young children in the African communities we are involved in aids in the broader public understanding of such issues.
- Wider education and knowledge campaigns pertaining to the projects we want funded will increase our donation reach and message.
- Moreover, an increased usage of photographs and visual media aids in the effect of our message, and increases the chances of longer lasting relationships with our partners and community workers/projects.

### Increased Fundraising Initiatives:

- By expanding our fundraising techniques and broadening our reach, a greater focus on donation and sustainable project building will emerge.
- While initiatives like our Walk For Water campaign and our Matinza Project fundraising have helped, we must further expand our reach by improving not just online fundraising campaigns, but also physical campaigns such as walking in the Hague centre with donation boxes.
- We believe that by getting more involved in physical fundraising, we can draw far much more attention to our projects and increase our fundraising capacity. Such initiative could be done by getting involved at student fair events and education-focused events. Moreover, by doing so, this would give us further online content to promote on our social media platforms and to further expand our message of improving quality education and our WASH initiatives in Africa.

## Connecting to Universities and Students:

- As the Right to Quality Education team, we have a unique opportunity in spreading and connecting our message to younger generations and university students. It is paramount that we take advantage of this position and truly connect to such universities by getting involved in student-led events, and raising awareness of our education projects through the circles of education in Dutch colleges and cities.
- By starting off slow and steady through social media awareness, we can then expand into in-person events and student fairs, and then get involved in students groups to spread our message and improve public knowledge and awareness surroundings our educational projects in Africa, and getting across the key message of why this is also important to students here in the Netherlands, and what they can do to help.

### Social Media Push Utilising Education Tools:

- One of the most engaging social media assets is to promote content through the lens of pre-existing books that pique the interest of social media users/followers. As the RQE team, it would be an apt use of our engagement to utilise books centred around education, equal opportunity, and education in Africa within our social media posts, and to perhaps coincide such posts with UN days and international days pertaining to learning, education, children's days, and equal opportunity,
- Posts could consist of the following:
  1. Books recommended by our own members at the Centre, with short notes on why the chosen books are relevant to the topic at hand, and how they platform learning and quality education.
  2. Some brief examples of such content to platform could be: Quality Education as a Constitutional Right: Creating a Grassroots Movement to Transform Public Schools; Quality education for all: a human rights issue; The Right to Learn: a Blueprint for Creating Schools that Work; The Spirit Level: Why Equality is Better For Everyone.
  3. We can utilise book suggestion centred posts in multiple ways: firstly, book
  4. suggestions are an engaging and interesting way to attract interest in a topic, and strengthen our social media engagement through sharing opinions in comments and adding to stories, and secondly, by utilising it as a tool to broaden our ability to share knowledge and increase awareness around the importance of access to education through one of education's most important tools: books and reading.
  5. The posts could be part of a monthly post, stylised as CAJPHR's/RQE'S Monthly Book Club.

# Sexual Violence Team

The Sexual Violence Against The Male Gender Team focuses on raising awareness about the issue of sexual abuse and violence on men in African countries, especially those which are currently experiencing political instability and warfare. We should raise awareness about this issue in a general and interesting way to reach a variety of audiences, we could do this by:

- Posting more frequently but less complex posts which would be more attractive to different audiences, who are not particularly knowledgeable about the subject.
- Sharing more general information about the issue to outline the roots of the problem as it is not a common one to encounter on social media
- I believe that it is very important to shed light on the issue and am certain that there is a great number of people who are completely unaware of it, thus we should make the posts visually appealing and accessible to the general public
- I think that short posts with powerful statistics or facts would be a great start of increasing interest in the team's message, not overwhelming the viewer but shocking them and thus catching their attention
- Conceptually we could also look at the psychological and post-traumatic experiences which are also an enormous part of sexual violence yet less talked about, looking at interviews and direct sources from victims could really improve this.