



# HELP & SHELTER



# ANNUAL REPORT 2000

Help & Shelter, Homestretch Avenue, Georgetown, Demerara, Guyana, South America.

Tel: 225 4731; 227 3454; 227 8353 (& fax). E-mail: [hands@sdpn.org.gy](mailto:hands@sdpn.org.gy). Web site: <http://www.sdpn.org.gy/hands>

# INDEX

ACKNOWLEDGEMENTS		Page 3
1.0 INTRODUCTION		Page 4
2.0 OUR MISSION, GOALS, OBJECTS AND RELATED AREAS OF ACTION		Page 4
3.0 THE CRISIS SERVICE		Page 5
3.1 Introduction		Page 5
3.2 Physical Infrastructure		Page 5
3.3 Administration		Page 5
3.3.1 Board of Directors		Page 5
3.3.2 Staffing		Page 6
3.3.3 Volunteers		Page 6
3.3.4 Volunteer Lawyers		Page 7
3.3.5 Annual Award		Page 7
4.0 THE SHELTER		Page 7
4.1 Introduction		Page 7
4.2 Administration		Page 7
4.2.1 Staffing		Page 7
4.2.2 Pre-Opening Activities		Page 8
4.2.3 Opening		Page 8
4.2.4 Title		Page 8
4.3 Sustainability		Page 8
5.0 TRAINING		Page 8
6.0 PUBLIC EDUCATION/OUTREACH		Page 9
7.0 NETWORKING		Page 11
8.0 FINANCES		Page 12
9.0 FORMAL REQUIREMENTS		Page 13
AUDITED FINANCIAL STATEMENTS		Pages 14-20
APPENDIX 1	- Donors	Page 21
APPENDIX 2	- Client Data for 2000	Pages 22 & 23
APPENDIX 3	- Cumulative Client Data	Pages 24 & 25
APPENDIX 4	- Child Abuse Cumulative Data	Pages 26 & 27
APPENDIX 5	- Cumulative Perpetrator Data	Pages 28 & 29
APPENDIX 6	- Volunteer Counsellor Attendance	Page 30

## ACKNOWLEDGEMENTS

Help & Shelter would like to thank the following persons and organisations for their assistance in 2000:

- All staff and volunteers
- All the resource persons who assisted with training in counselling and public education skills
- Attorneys-at-Law Dela Britton, Rosemarie Choo-Shee-Nam, Wayde Bardswell, Reita Pendry and others for providing free legal advice to clients.
- Funding partners for financial and technical assistance, including SIMAP, CIDA, the Basic Needs Trust Fund, the Building Community Capacity Project, United Nations Development Programme, Ministry of Human Services & Social Security and Food for the Poor
- Ministry of Housing & Water for rent free accommodation
- All national, regional and international governmental and non-governmental agencies and organisations, with whom we collaborated
- All individuals and companies who gave donations in cash or kind.
- All those who organised and supported our fundraising events

And all others who contributed to Help & Shelter's work in 2000.

## **1.0 INTRODUCTION**

The year 2000 was significant in a number of ways. Most importantly, it saw the realisation of one of our main goals, namely the opening of a shelter for abused woman and their children.

The value of the work we do was recognised in February, when His Royal Highness Prince Charles, The Prince of Wales, visited the crisis centre. He met the board and staff, was briefed on our operations and talked privately with some of our clients.

The facilities at the crisis centre were improved in a number of ways, including the furnishing and equipping of a special counselling room for children.

## **2.0 OUR MISSION, GOALS, OBJECTIVES AND RELATED AREAS OF ACTION**

### OUR MISSION:

To contribute to bringing about a society where attitudes to the use of violence (sexual, physical or psychological) have been transformed.

### OUR GOALS:

1. To work to build respect for the rights of women, children, youth and men to live free of violence and the threat of violence.
2. To assist women, children, youth and men to develop alternative ways of handling power and resolving conflict.
3. To widen options for victims of domestic violence.
4. To establish a resource base to ensure the sustainability of Help & Shelter.

### OUR OBJECTIVES:

#### For Goal 1:

To actively foster a high level of awareness among all sectors, governmental and non-governmental, about the prevalence, causes and costs of violence, including violence in the home and other personal relations, and about alternatives to the use of violence.

#### For Goal 2:

To provide progressively enhanced counselling for victims and perpetrators of violence.

#### For Goal 3:

1. To provide temporary shelter for abused women and their children, with training that can develop psychological and practical skills needed for increased self-sufficiency.
2. To contribute to improved recourse for victims of domestic and sexual abuse.

#### For Goal 4:

1. To work towards the economic self-support of the shelter.
2. To develop, staff and implement a well-articulated fundraising plan.

Related Areas of Action:

1. Public education, advocacy and networking with like-minded individuals and groups, including men, youth and children/children's advocates organising against violence.
2. Provision of counselling, including a 24 hour crisis hotline.
3. The establishment and maintenance of a shelter.
4. Lobbying for the strengthening of relevant laws and implementation mechanisms where necessary.
5. Fundraising.

## **3.0 THE CRISIS SERVICE**

### **3.1 INTRODUCTION**

Services provided during the year were counselling, court support, referrals, legal advice and dissemination of information about domestic violence.

Our doors were opened at 8:00 hrs., with counselling being provided from 8:30 hrs. to 16:30 hrs. The hotline service operated on a 24-hour basis.

The number of persons seeking the services of Help & Shelter for the year was 1052, bringing the cumulative total for November 1995 to December 2000 to 3271. Our statistical data is set out in Appendices 2 to 5 inclusive.

Recruitment and training of new volunteers was also an ongoing activity.

### **3.2 PHYSICAL INFRASTRUCTURE**

We are still in rent-free occupation of the offices at the bottom flat of the building that used to be known as the Ministry of Housing Annex and continue to share space with Women Across Differences (WAD)..

As a result of assistance received from funding partners, our computer equipment was increased to adequate levels and we were able to acquire a fax machine.

### **3.3 ADMINISTRATION**

#### **3.3.1 Board of Directors**

At the Annual General Meeting held on Saturday 8<sup>th</sup> July 2000 the following members were re-elected to sit on the board for the financial year 2000/2001:

- Denise Dias – Chairperson
- Vidyaratha Kissoon – Vice Chairperson
- Josephine Whitehead – Secretary/Treasurer
- Elizabeth Cox
- Dela Britton

- Lisa Thompson

Two persons became new members of the board, namely

- Yvonne Quintin – Volunteer Representative
- Sylvia Conway

The two members who did not seek re-election because of heavy work commitments are:

- Andaiye
- Lance Hinds

### 3.3.2 Staffing

The following members of staff were with us throughout the year:

- |                                   |   |                       |
|-----------------------------------|---|-----------------------|
| ◆ Crisis Service Coordinator      | – | Lynette Seabra        |
| ◆ Counsellor/Training Coordinator | – | Lisa Thompson         |
| ◆ Research/Clerical Assistant     | – | Roxanne De Florimonte |
| ◆ Assistant                       | – | Kevin Massiah         |
| ◆ Security Officer                | – | Irma Gibson           |
| ◆ Cleaner                         | – | Claudia Alexander     |

Pat Sheerattan, Fund Raising/Marketing Manager from January to May, left to take up an appointment in Switzerland. Juliet Solomon then joined us from April to July, leaving to take up a previously applied for appointment in the Rupununi. Dhanmattie Sohail (July to December) also left to take up another appointment.

Through a 1-year contract signed with the Building Community Capacity Project for funding under the Sub-Project “Strengthening Support Services for Victims”, the following persons have also become staff members:

- ◆ Merle Fredericks – to give court support to clients and give counselling on non-court days.
- ◆ Carol Inniss-Baptiste & Petal Baboolall – part-time hotline counsellors working 2 days each and giving an additional ½ day voluntary work per week.

### 3.3.3. Volunteers

Volunteers fell under four main categories during the year: face-to-face counsellors, hotline counsellors, public education counsellors and those who assisted in the office.

Those who counselled at office were:

Merle Fredericks	Yvonne Quintin	Carol Inniss-Baptiste
Petal Baboolall	Vidya Kissoon	Rosica Mohamed
Danuta Radzik	Monica Fordyce	June Baird
Colleen Ng		

The Hotline Counsellors included:

Phillip Adams	Rosica Mohamed	Petal Baboolall
Zairol Neisha	Denise Lewis	Carol Inniss-Baptiste
Kenzena Romao		

The Public Education Volunteers included:

Patricia Noel	Rosica Mohamed	Danuta Radzik
Carole Garraway	June Baird	Colleen Ng
Vanessa Thompson		

Those who assisted in the office:

Wonica Bacchus	Martha Jones	Ingrid Newton
Yvonne Ismond	Shirley Philander	

#### 3.3.4 Volunteer Lawyers:

Wayde Bardswell, Dela Britton, Rosemarie Choo-Shee-Nam and Reita Pendry provided valuable service in the area of legal advice.

#### 3.3.5 Help & Shelter Annual Award

At our Annual General Meeting held in July, the annual Help & Shelter Award for Outstanding Contribution was made to June Baird. Danuta Radzik, Yvonne Quintin, Merle Fredericks and Monica Fordyce received special mention.

## **4.0 THE SHELTER**

### **4.1 INTRODUCTION**

The shelter building having been completed in late 1999, the keys were formally handed over in February, with representatives of CEMCO, the Caribbean Development Bank, and the Basic Needs Trust Fund present.

Efforts were then concentrated on acquiring the necessary furniture, fixtures and fittings, and thanks to donations in cash or kind from GUYSUCO, CIDA, Food for the Poor, SIMAP, Inner Wheel of Georgetown, Dominique Dias & team, Micro Design Technology and other generous individuals, and the '2000 for 2000' Campaign (see Fundraising), the shelter was sufficiently equipped for opening in November.

### **4.2 ADMINISTRATION**

#### 4.2.1 Staffing

Sheila Cho-Yee served as Matron from April to May and in August, Gwen Dalgetty joined us in this position.

Cleaner/checker Ms. Bernadette Nelson was employed in February, as were two security guards, Messrs. Fernandes and Marshall. Malcolm Barnes and Seedath Tularam subsequently replaced these guards.

Sydney Duncan was employed for a short period as relief security guard, prior to Cedric Hunt assuming this position.

#### 4.2.2 Pre- Opening Activities

- An Open House and Bar-B-Que was held for prospective donors in March.
- The British High Commissioner, Mr. Edward Glover and Ms. Audrey Glover visited the shelter in September. Approval of funding of 50% of the Poultry and Garden Project by the British Government was subsequently given.
- Agencies were approached for assistance with the upkeep of the shelter. Thanks are extended to all those who responded positively. Please see our list of donors appended.
- As a result of a visit by Youth Challenge personnel Chris Currew and Simon Francis, an offer was made for 6 Challengers to spend 2 weeks building benches, erecting a roof for a workshop and working on the garden.

#### 4.2.3 Opening

Following the acquisition of adequate furniture etc. and the development of administrative forms and procedures, the shelter was opened on 13 November.

Due to the nature of the shelter, there was no opening ceremony, but governmental and non-governmental agencies and organisations were advised that the shelter was ready to provide temporary accommodation for female victims of abuse and their children.

#### 4.2.4 Title

The process of obtaining title for the land which houses the shelter is moving at a relatively slow pace. It is however hoped that this will conclude before the end of the year 2001.

### 4.3 **SUSTAINABILITY**

As the costs of running a shelter are not ones which donor agencies are generally prepared to cover, an application for assistance from the Lottery Fund was made and a donation of \$6 million was received as a result of the intervention of the Minister of Human Services & Social Security, Hon. Ms. Indra Chandarpal. It is hoped that further grants will be made available from this source.

With a view to the self-sustainability of the shelter, a Poultry & Garden Project was developed and an application for assistance to the British Government was approved to the extent of 50% of the start-up costs. Assistance with the project was also received from Youth Challenge International and Bounty Farms Limited.

It is expected that once the project is up and running, it will supply the shelter's meat, vegetable and fruit requirements, enable us to assist others in the area and provide us with income from the sale of the excess.

### 5.0 **TRAINING**

- Merle Fredericks participated in a 'Train the Trainers' Counselling Workshop at Ocean View Convention Centre organised by Lifeline



Counselling Service in collaboration with Pan-American Health Organisation (PAHO) from 27<sup>th</sup> – 30<sup>th</sup> March.

- Vidya Kissoon and Lisa Thompson participated in the Regional Domestic Violence Training Programme for Police/Social Workers and representatives of Non-Governmental Organisations. The programme was funded by the IDB and various donors and managed by CAFRA. The involvement included training in Trinidad, Jamaica and working with the Guyana Police Force in implementing their programme.
- Lisa Thompson attended a 2-day workshop for board members on 5<sup>th</sup> & 6<sup>th</sup> May held by BCCP at the Main Street Plaza. Josephine Whitehead served as a facilitator on session dealing with legal issues.
- Kenzena Romao, Rosica Mohamed and Denise Lewis attended a Counselling Workshop organised by BCCP from 2<sup>nd</sup> – 5<sup>th</sup> May.
- Merle Fredericks attended a 1-week AIDS Counselling Session in Trinidad & Tobago organised by Lifeline Counselling in June.
- Eight volunteers participated in a Suicide Workshop at School of the Nations, organised by the Varqua Foundation in June.
- June Baird, Cheryl Forde, Zairol Neisha and Pat Noel attended a Results Based Management Course from 18<sup>th</sup>–20<sup>th</sup> July sponsored and organised by Building Community Capacity Project (BCCP).
- Lisa Thompson and other volunteers participated in a Workshop re Presentation of Research Findings held by the Faculty of Social Sciences of University of Guyana at Hotel Tower in October.
- Eleven volunteers participated in HIV Awareness Programme on 11<sup>th</sup> November organised by Lifeline Counselling.
- Dhanmattie Sohail attended a 1-month Leadership Training Programme in North Carolina, sponsored by BCCP in November.
- Kevin Massiah was sponsored by Help & Shelter to pursue a complete computer course at Global Technology. He completed the course with a distinction.
- Pat Noel attended a Radio Training Programme organised by CIDA at the Human Rights Office.

## **6.0 Public Education/Outreach**

- Denise Dias, Vidya Kissoon, Lisa Thompson, Elizabeth Cox, Yvonne Quintin, Dela Britton, June Baird, Carole Garraway and Pat Sheerattan appeared on a number of television and radio programmes to sensitize the public to the issue of domestic violence.
- Orientation sessions for new volunteers were conducted during February and August.
- Vidya Kissoon and Pat Sheerattan held an awareness session in Essequibo in February.
- We facilitated two sessions with the Roadside Baptist Literacy & Skills Training Centre in Region 6. This collaboration was made possible through BCCP and UNDP.
- Outreach was done at School of Nations, Nursery School Teachers' Workshop at Philadelphia, , Campbellville Satya Sai Centre, Women Reaching Out, Women's Millennium Caucus, Youths of CIOG and with various youth groups

- Lisa Thompson addressed students of Critchlow Labour College on Domestic Violence on June 10<sup>th</sup> and Cyril Potter College of Education on June 12<sup>th</sup>.
- Dela Britton addressed students of Critchlow Labour College on June 10<sup>th</sup> and Cyril Potter College of Education on June 12<sup>th</sup>.
- Lisa Thompson and Elizabeth Cox visited Mahaicony Police Station in July, to begin a series of training programmes in July.
- Vidya Kissoon, Penny Ramdeo and Heather Harkheck of Crossroads International attended a school on the East Bank of Essequibo in July and conducted a workshop on domestic violence.
- Pat Noel worked with the students of North Ruimveldt Multilateral School
- Penny Ramdeo and Heather Harkheck, accompanied by Rosica Mohamed addressed Form 2 students at Patentia Secondary School. Penny, Heather, Rosica and Carole Garraway also had subsequent discussions on domestic violence with a Women's Group at West Demerara.
- Dela Britton, accompanied by Penny Ramdeo and Heather Harkheck, visited Mahaicony Police Station to conduct training sessions on Domestic Violence.
- Vidya Kissoon and Colleen Ng, attended a meeting at Sunbeam Tabernacle Youth Club at Shirley Field-Ridley Square and discussed domestic violence.
- Vidya Kissoon and Martha Jones were resource persons at a World Day of Prayer Workshop on Domestic Violence held at the Diocesan Youth Centre for young women from the Regions on 4<sup>th</sup> November.
- Training of Hotline Volunteers began on 10<sup>th</sup> November and lasted through to the end of the year at weekends.
- Lisa Thompson was guest on the radio programme 'Conversation Tree' on 9<sup>th</sup> November for a discussion on child abuse.
- Carol Inniss-Baptiste and Leroy Skeete attended and participated in a workshop organised by the Guyana Postal & Telecommunication Workers Union at their HQ in East Street on 21<sup>st</sup> November in observance of 'International Day Against Violence Against Women'.
- Lisa Thompson attended and addressed a meeting in the compound of the Ministry of Human Services & Social Security to launch 'International Day Against Violence Against Women'.
- Lisa Thompson, Pat Noel, Arlene Richards, Leila Hutson and Isha Husain-Singh participated in the National Forum on Child Abuse at the Le Meridien Pegasus in November.
- Lisa Thompson was the facilitator at a 2-day programme for community workers in Region 2, Anna Regina in Essequibo. Opportunity was also taken to have domestic violence sessions with schools in the area. Lisa also did outreach work in Region 9 – Rupununi, sponsored by the Women's Affairs Bureau.
- Vidya Kissoon worked with the Business & Professional Women's Club of Grand Cayman on activities to commemorate the 16 Days of Activism against Gender based violence. The BPW also made a donation to Help & Shelter.
- Cecilia Mc Almont of the University of Guyana History Society spotlighted Help & Shelter on the radio programme 'Living History' in December.

## 7.0 NETWORKING

- Students from the University of Guyana, the Critchlow Labour College, Institute of Distance & Continuing Education visited throughout the year to obtain information on the work of Help & Shelter.
- Help & Shelter represented by Carol Inniss-Baptiste attended a 2-day National Meeting for Women's Affairs Committees and brought back a 'National Plan of Action for Women' year 2000 – 2004.
- There was a meeting with representatives from BCCP to discuss their programme for April 2000 – March 2001 and to meet their new Director, Ann-Marie Chagnon.
- We were represented at a meeting at the Umana Yana to discuss with Minister Chandarpal, the formation of a National steering Committee to assist the development of a National Outreach Plan to end violence against women and girls.
- We participated in a consultation on the Family Code.
- Launching of Women's Studies Book by CAFRA at Tower Hotel.
- Participation in the 'Signature Campaign' and picketing exercise at the spot where Monica Reece was killed. This was organised by Red Thread.
- Meeting with Commissioner of Police re assistance and training re the shelter.
- Discussion with Ms. Margaret Johnson of CIDA Head Office in Canada and Vanda Radzik re the work of the Crisis Counselling Centre.
- Meeting with Isla Patterson – CIDA Representative, International Development Consultant and Mr. Sandiford – Manager, CIDA. Discussed the preparation of projects for funding and the Gender Equity Fund.
- Represented at Women's Millennium Caucus on 15<sup>th</sup> April at Tower Hotel. Discussion areas – Women in Politics and Public Life; Women in Business and Economic Development; Law reform and Implementation.
- Representation on sub-committees of the National Steering Committee of the National Programme for the Prevention and Reduction of Family Violence e.g. 'children who are abused' – Danuta Radzik; 'Working with perpetrators' – Merle Fredericks; 'Advocacy and Awareness' as well as the 'Steering Committee' – Vidya Kissoon; 'Monitoring and Data Collection' – Carol Inniss-Baptiste.
- Participation in Technical Group Meeting in Boardroom of CARICOM re National Preparatory Committee's Beijing +5 Guyana Report. – Women 2000 – Gender Equality, Development & Peace. This took place on 8<sup>th</sup> April and was attended by Dela Britton.
- Participation in Presentation of the findings of an IDB/Red Thread Project on Violence Against and Women's Reproductive Health and a Book Launch at Tower Hotel 17<sup>th</sup> April, represented by Vidya. Kissoon and Carol Inniss-Baptiste.
- Meeting with Judith Wiley, BCCP Consultant, to discuss linkages.
- Canadian Crossroader, Heather Harkheck joined H&S for 3 months as a volunteer. Her main focus was public education.
- Elizabeth Cox attended the Annual General Meeting of the NGO Forum.
- Rachael Fowler – Programme Coordinator of the Carter Centre held a meeting with representatives of H&S re networking.

- Penny Ramdeo – University Student from Canada, did her practicum with us during August. Lisa Thompson supervised her. Her focus was ‘public education and ‘domestic violence’.
- Twenty-two new Youth Challengers paid a 1-hour visit to H&S to learn about our operations.
- Melissa Roberts and Celeste Mulling – students of IDCE came on a 1-day placement.
- Three public health nurses from Canada - Geeta Singh, Jennifer D’Andrade and Sunita Persaud - came on a fact-finding mission. They visited doctors who came to perform surgery on patients. Their concern was that even though figures show that women are more abused than men, only men come forward to have plastic surgery.
- H&S participated in meetings at Women’s Affairs Bureau to plan a programme for International Day Against Violence Against Women.
- The contract with BCCP for funding of the Sub-Project titled ‘Strengthening Support Services for Victims of Domestic Violence’ was signed.
- H&S participated at the meeting of the Guyana Association of Women Lawyers at the Georgetown Club to discuss launch of and the second edition of the ‘Law and You’.
- Assistance was given in advertising a play staged on 3 evenings at the National Cultural Centre. The objective was to contribute part of the proceeds to H&S. It was held by a Canadian based Guyanese and his team.
- Minister of Health, Dr. Henry Jeffrey, launched a referral system, Problem Solving for Better Health (PSBH), set up between Help & Shelter and the Public Hospital Georgetown, on 12<sup>th</sup> April. The objective of the system is to reduce the waiting time of abused women and achieve privacy and improved specialized care.

## **8.0 FINANCES**

The challenge during 2000 was not only to obtain sufficient funding to keep the Crisis Service running but to find the resources to equip and run the shelter. That we were successful despite the depressed economic climate and the increasing competition among NGOs for assistance from both donor agencies and the commercial sector, is, we believe, an indication of the reputation Help & Shelter has achieved both in terms of the work that it does and its high standard of financial accountability

In addition to the ‘\$2000 for 2000’ Campaign (during which persons were asked to contribute \$2,000 during the year 2000 to help equip the shelter), that realised in excess of \$500,000, a ‘Salute to Mothers and Grandmothers’ dinner dance was held in conjunction with the Gentlewomen’s Home on Saturday 13<sup>th</sup> May 2000 at the Georgetown Club.

## **9.0 MATTERS REQUIRED BY SECTION 168 OF THE COMPANIES ACT**

**9.1** The following persons were directors of the company during the period 1 January 2000 to 31 December 2000:

Denise Dias  
Andaiye  
Elizabeth Cox  
Vidyaratha Kissoon  
Lisa Thompson  
Dela Britton  
Lance Hinds  
Sylvia Conway  
Yvonne Quintin  
Josephine Whitehead

**9.2** The principal activities of the company are:

- (a) the provision of crisis counselling and other intervention;
- (b) training in counselling skills;
- (c) public education and advocacy against all forms of violence;
- (d) working towards the establishment of a shelter; and
- (e) fundraising to support the above activities.

**9.3** The changes in the fixed assets of the company are reflected in the audited financial statements.

**9.4** The company did not issue any shares or debentures during the period 1 January 2000 to 31 December 2000.