



USAID | **IRAQ**
FROM THE AMERICAN PEOPLE

برنامج العدالة في متناول الجميع
ACCESS TO JUSTICE PROGRAM

IRAQ ACCESS TO JUSTICE PROGRAM WEEKLY REPORT #19

MARCH 19 – MARCH 24, 2011

MARCH 2011

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DISCLAIMER

The author's views in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

COMPONENT I

IMPROVE KNOWLEDGE OF LEGAL REMEDIES

The Iraq Access to Justice Program is United States Agency for International Development (USAID)/Iraq's three-year program designed to improve access to justice for vulnerable and disadvantaged peoples in Iraq. Included in this group are women, widows, orphans, detainees and the incarcerated, minorities (both ethnic and religious), the impoverished, and internally displaced persons and returnees.

WEEKLY HIGHLIGHTS

- Pilot Project meeting held in Access to Justice Conference room on March 24 was attended by ministries, government agencies and IADO representatives to outline the proposed strategy of Access to Justice to assist IADO to meet its goals which were articulated at the last meeting. The proposed strategy was met with enthusiasm by all participants.
- Administration: Access to Justice team members were able to obtain the assistance of the Council of Ministers to help all projects in the Mansour Compound to obtain initial one year visas for staff (all normal processing of visas at a stand- still as of two weeks ago). Some IZ badges will also be forthcoming for several compound residents as a result of this effort.
- A revised Performance Management Plan was submitted for review of the COTR and the Contract Specialist.

- **OBJECTIVE 1.1:** *Objective 1.1:* At the 3rd Pilot Project meeting, Component I confirmed initial steps with the Iraq Association of Disability Organizations (IADO) for a Short Term Technical Advisor and Component I Team to develop a Strategic Communication Plan and prepare for grant applications when necessary approvals are ready.
- **PSU:** Training and Communication Specialist worked with Component I to integrate lessons learned from the Needs Assessment workshop into training objectives and materials related to Strategic Communication Plan development.
- **ERBIL REGIONAL OFFICE:** The office will host strategic communication plan needs assessment workshops with Component I in early April.

IMPROVE LEGAL EDUCATION AND SERVICES

- **PILOT PROJECT:** The Component 2 team bore primary responsibility for planning and hosting the 3rd Pilot Project Meeting on March 24, 2011. Approximately 27 participants from IADO, IADO constituent organizations from three provinces, the Iraqi Jurist Union, the Ministry of Women, Ministry of Planning, the Ministry of Education, The Baghdad Provincial Council, The Ministry of Human Rights Council of Human Rights, a representative from the NGO ICAN, and the NGO Coordinator's Office of the Council of Ministers Secretariat attended the meeting, which confirmed partnership priorities for all three components of the Iraq Access to Justice Program (Program). For its part of the Pilot Project, Component 2 developed an agreement with IADO at the meeting that they will focus on implementing a survey that is in accordance with international best practices and in partnership with relevant parties so that it will contribute to advocacy efforts. In addition, Component 2 will develop grant proposals to support operational capacity of IADO so that they are positioned to manage the influx of assistance. In addition to confirming arrangements for the next steps in the Pilot Project, the meeting resulted in a better understanding of the large amount of data already collected by different government actors. The Program will try to accommodate these resources in planning for baseline surveys.
- **OBJECTIVE 2.3:** Component 2 circulated a draft assessment of law school curriculum reform efforts to date. The final version is expected next week.
- **ERBIL REGIONAL OFFICE:** ERO staff examined Salahaddin University, Ishik University, and Jihan University Colleges of Law in line with Component 2 assessment priorities, including the number of students and professors, academic titles, and contents of curriculum assessments made in the past four years.

COMPONENT 3

ADVOCACY AND IMPROVED GOVERNMENT SERVICES

- **PILOT PROJECT:** Component 3 confirmed with IADO that they will focus on a two pronged advocacy effort related to supporting IADO in their efforts to build consensus around Iraqi accession to the UN Convention on the Rights of People with Disabilities and on related domestic enabling legislation, policies and regulations. The first part of the effort will engender partnerships with Iraqi legal professionals that can review the current legislative framework and discuss implications for accession to the UN Convention. Secondly, Component 3 will be working to link IADO with disabled veterans groups from the U.S. that have built successful coalitions with government, the community, and civil society resulting in positive reforms.

GRANTS

- Delivered a training on “How to Write an Effective Grant Application” to 24 NGO participants. The purpose of the training was both informational and to test training materials and practice delivery methods in preparation for a full training schedule.
- *Pilot Project:* The Grants Administration team worked with a management team to develop a draft resource plan for the Pilot Project and related activities based on systems in the proposed Grants Manual.
- *M&E Officer / PSU:* The Grants team training also modeled the use of draft evaluation and monitoring forms developed in partnership with the M&E Officer.

M&E

M&E Specialist developed forms necessary to implement efforts described in the Performance Management Plan.

Training

Developed TOT course for Program staff to review for use with partners when training programs mature. The course focuses on developing skills for facilitating rather than teaching. Also, this week the Training and M&E Specialists worked together to develop tools for M&E considerations in the training plan.

Erbil Regional Office

Engaged with Nujeen Organization for Family Democratizing in Dahuk governorate, which focuses on gender and disabilities in its programming.

ADMINISTRATION/OPERATIONS

- General: a draft Policy and Procedure manual will be rolled out in the next few weeks to support staff in operational and programmatic efforts.
- Recruitment and Staffing: New local hires (Finance Officer, Accountant and Citizen Advocacy Advisor) started to work on Tuesday, March 22, 2011. Sent request to Erbil Office to provide documentation for their local hires. Confirmed pay rate with Home Office for the Professional Development Advisor and will be submitting offer package to USAID this week.
- Administration: Some IZ and USF-I badges should be completed this week. Initial one year visas for staff without documentation may be available this week through the assistance of the Council of Ministers (all normal processing of visas at a stand-still as of two weeks ago). Provided support to two events at the Program office in Mansour this week.
- Procurement: RFQ for web site development and hosting drafted. Supported two events at the Program office in Mansour this week.
- IT/Network: Testing basic antivirus on network server and continuing to support normal IT function. Note that problems with duplicate e-mails continue.
- Finance: March Financial report in progress and training of two new staff initiated.

UPCOMING ACTIVITIES NEXT WEEK (April 30 to May 5, 2011)

- Strategic Plan Training needs assessment workshop scheduled for Erbil in early April.
- Pilot Project Launch Function on March 31, 2011 at the Program Office, Mansour.
- RIPC Meeting on March 29, 2011.
Erbil Regional Office: Quantification of NGO Questionnaire data by transcribing data from interview sessions into a table developed with the Baghdad office. The form will assist in demonstrating the relative weight given to issues and vulnerable populations by Iraqi partners.

PENDING ITEMS/ISSUES

- On January 16, 2011, the Project Implementation Plan was submitted to USAID for review and comment.
- Last week, the COTR and USAID Monitoring Specialist responded favorably to a briefing on revisions to the PMP to date, and agreed verbally to the submission of a final draft at the end of the technical assistance. A final draft was submitted on March 25, 2011 and the COTR and Contract Specialist confirmed that they will review the document.
- Approval of STTA package for Joanna Finchley / Component I
- Still receiving applications for the following national staff positions (republished in February): Legal Education Advisor and Law Faculty Coordinators (three positions), Regional Office positions in Basrah.
- USAID approval of Revised Grants Manual (submitted on February 24, 2011 per guidance).
- The Program will be submitting recommendations for Component I Team Leader this week.

CALENDAR OF ACTIVITIES

SATURDAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
26	27	28	29	30	31	April 1
<ul style="list-style-type: none"> • COP / DOO Travel to Erbil with Comp 2 Team Leader (arriving from RRB) 	<ul style="list-style-type: none"> • Comp 1: Planning teleconference with ERO for Strategic Plan training needs assessment 		<ul style="list-style-type: none"> • Draft of Law School Curriculum Reform Assessment Formal Submission to USAID • March RIPC Meeting / COP to Discuss Curriculum Reform 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Last Thursday series – Pilot Project Launch Event /Voice for Vulnerable Populations at Program Office • AK on R&R 	
2	3	4	5	6	7	8
<ul style="list-style-type: none"> • AK on R&R 	<ul style="list-style-type: none"> • Comp 1 – Travel to Erbil 		<ul style="list-style-type: none"> • Office Manager – Basrah reports to work/Start of opening the Basrah office • Grants Training on PMP and Workplan (five days) 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	
9	10	11	12	13	14	15
<ul style="list-style-type: none"> • 				<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	