

5 key words:

El Salvador  
ATLACATL  
Analysis  
Tools  
Technical

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## AIDSTAR-Two Project Trip Report Template

### **1. Scope of Work:**

Destination and Client(s)/ Partner(s)	El Salvador ATLACATL and REDLEGAL
Traveler(s) Name, Role	Elden Chamberlain Network Capacity Building Specialist
Date of travel on Trip	14-20 March 2010
Purpose of trip	
Objectives/Activities/ Deliverables	<ul style="list-style-type: none"> <li>• Assist ATLACATL to determine focus level (e.g., regional or individual chapter) of technical support.</li> <li>• Assist ATLACATL to adapt appropriate Alliance analysis tools.</li> <li>• Participate in discussions with ATLACATL partners to gain a better understanding of the functionality of the EL Salvador Chapter of REDLEGAL.</li> <li>• Meet with USAID/El Salvador Mission to discuss project.</li> </ul>
Background/Context, if appropriate.	

### **2. Major Trip Accomplishments:** Should include the major programmatic goals realized, relevant metrics, and stories of impact from the trip.

<ul style="list-style-type: none"> <li>• Project focus determined - A decision was made to focus on the individual chapter level since it would be a start in working towards better coordination regionally.</li> </ul>
<ul style="list-style-type: none"> <li>• Alliance tools were identified and discussed. Process of adaptation of the selected tools is now underway to be completed by April 9<sup>th</sup>.</li> </ul>
<ul style="list-style-type: none"> <li>• Met with REDLEGAL El Salvador and gained a better understanding of their functionality. They are fully engaged with the project and had considered ways that they can support its implementation moving forward.</li> </ul>
<ul style="list-style-type: none"> <li>• Had a successful meeting with USAID/El Salvador. The Mission is fully aware of the project and commented that it met an identified gap and need in the region. The Mission is also aware of the AIDSTAR-Two mechanism and the potential for buy-in after the initial phase of the project.</li> </ul>

### **3. Next steps:** Key actions to continue and/or complete work from trip.

Description of task	Responsible staff	Due date
Finalize adaption and translation of the analysis tool	ATLACATL	April 8
Participate in teleconference to discuss and ratify analysis tool	E Chamberlain	April 9
Monthly follow-up/update to Mission on project progress	ATLACATL	Monthly

### **4. Contacts:** List key individuals contacted during your trip, including the contacts' organization, all contact information, and brief notes on interactions with the person.

Name	Contact info	Home organization	Notes
Odir Cortez	81 Av Norte y 13 Calle Pte No 749 Colonia Escalon San Salvador, El Salvador CA	ATLACATL	Director
Julio Ramirez	81 Av Norte y 13 Calle Pte No 749 Colonia Escalon San Salvador, El	ATLACATL	Alliance Project Coordinator

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### **AIDSTAR-Two Project Trip Report Template**

	Salvador CA		
Alexia Alvarado	aalvarado@pasca.org.gt	PASCA / Futures El Salvador	Representative
Maricarmen de Estrada	mestrada@usaid.gov	USAID	Manager Health Projects

**5. Description of Relevant Documents / Addendums:** Give the document's file name, a brief description of the relevant document's value to other staff, as well as the document's location in eRooms or the MSH network. Examples could include finalized products and/or formal presentations, TraiNet Participant List, Participant Contact sheet, and Meeting/Workshop Participant Evaluation form are examples of relevant documents.

<b>File name</b>	<b>Description of file</b>	<b>Location of file</b>
Network Capacity Analysis tool		Alliance tool available from alliance website <a href="http://aidsalliance.org">aidsalliance.org</a>

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