

5 key words:

Haiti
Interviews
Site Visits
OVC
Strengthening

This report was made possible through support provided by the US Agency for International Development, under the terms of Contract Number **GHH-1-00-07-00068-01**. The opinions expressed herein are those of the author(s) and do not necessarily reflect the views of the US Agency for International Development.

AIDSTAR-Two Project Trip Report

Process for completing trip report

1. This **trip report** must be completed by the traveler and distributed to the supervisor, relevant activity manager (Yadira for field support), and AdCo within 5 business days of the traveler's return to their home office.
2. The traveler will schedule a **debriefing** with their activity manager and, if appropriate, the project team within 10 business days of their return to their home office. This meeting will highlight content for the trip report. If the traveler is an activity manager, they will meet with the relevant members of the project team. The appropriate activity manager can serve as a resource to determine who else should be present at the debriefing.
3. Trip reports and addenda should be saved by the AdCo with the relevant TDY documents in sub-project eRoom.
4. Completion of the trip report and scheduling debriefings is the responsibility of the traveler.
5. The traveler must have the report **reviewed and approved by the activity manager**, who will submit to the COTR.
6. When the entire template is completed, email the report along with all relevant documents to the relevant Activity Manager and AdCo. AdCo will determine if trip report and which documents should be sent to **Institutional Memory and will update trip report submission logs**.
7. Save this report using the following naming protocol: sub-project name_ traveler's name_ destination_program year_departure month (i.e. Honduras-Bautista- Honduras -2009-6).

AIDSTAR-Two Project Trip Report

1. Scope of Work:

Destination and Client(s)/ Partner(s)	Port-au-Prince, Haiti USAID/Haiti OVC Focal Point, Desinor Olbeg and Tamika Allen
Traveler(s) Name, Role	Cardno staff unless otherwise noted: Charlene McKoin, Sr. Technical Advisor, Team Lead John Fay, Senior Manager, Inventory Leslie Flinn, Sr. Technical Advisor / Workshop Lead Jason Wolfe (USAID/EGAT), Inventory and Strategy
Date of travel on Trip	September 20th – October 7th
Purpose of trip	Conduct inventory (through interviews and site visits) on in-country activities related to household economic strengthening and orphans and vulnerable children. Develop strategic recommendations for increasing HES OVC programming in Haiti. Conduct one-day workshop for USAID staff, implementing partners, international agencies and global and local NGOs on key issues in HES for OVC in Haiti.
Objectives/Activities/ Deliverables	See above. Deliverables include: Inventory and Strategic Recommendations Report, Workshop Materials
Background/Context, if appropriate.	Aidstar-Two is working closely with the OVC TWG to strengthen the capacity of mission staff to design, manage and evaluate HES activities targeted at OVC. This activity is one of four in-country assignments following a capacity building workshop for USAID mission health officers and implementing agencies held in February 2010.

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

Completed interviews with 20-25 interviews with USAID and USG staff, other international agencies, international and local NGOs.
Facilitated one-day capacity building workshop (agenda and participant list attached per Section 5 below)
Developed initial strategy recommendations – to be finalized in deliverable

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

Description of task	Responsible staff	Due date
Finalize and submit draft report	Leslie Flinn	10/25/10
Finalize and disseminate final report	Casey Santiago	11/22/10
Present activity at COTR meeting	Leslie Flinn	11/3/10

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
Shannon Rogers	srogers@usaid.gov	Program Manager, USAID/Haiti, Security, Peace and	Interview

The contents of this report are for the use of AIDSTAR-Two staff only and should not be shared without permission from the individual who completed the report.

AIDSTAR-Two Project Trip Report

		Economic Growth	
Carleene Dei	cdei@usaid.gov	Mission Director USAID/Haiti	Briefing meeting
Tony Chang	achan@usaid.gov	Deputy Director USAID/Haiti	Briefing meeting
Stephanie Fields	sfields@usaid.gov	Protection Program Officer USAID/Haiti	Briefing meeting
Olbeg Desinor	odesinor@usaid.gov	Health, OVC Focal Point, USAID/Haiti	Briefing meeting, interview, debrief, main technical contact
Tamika Allen	taallen@usaid.gov	Health/ Child Protections USAID/Haiti	Briefing meeting, interview, debrief, main contact
Julee Allen	jeallen@usaid.gov	Education Team Leader, USAID/Haiti	Briefing meeting and interview
Carrell Laurent	claurenthaiti@usaid.gov	Food for Peace Program Manager, USAID FSHA	Interview
Mare Josee LaForest	mлаforest@usaid.gov	Humanitarian Assistance Officer, USAID FSHA	Interview
Regina Dennis	rdennis@usaid.gov	FFP Disaster Manager, USAID FSHA	Interview
Victor Legros	vlegros@usaid.gov	USAID FSHA	Interview
Hubert Sylney	hsylney@usaid.gov	USAID Haiti/Policy Coordination and Program Support Office	Interview
Christina Torsein	ctorsein@unicef.org	Child Protection Specialist, UNICEF	Interview
Silvia Danailov	sdanailov@unicef.org	Senior Recovery Adviser, UNICEF	Interview
Tham Truong	ttruong@usaid.gov	Acting Economic Growth Director USAID/Haiti	Interview
Isaac Michel	imichel@usaid.gov	USAID/Haiti Economic Growth	Interview
Brian Oakes	boakes@ht.mercycorps.org	Country Director Mercy Corps	Interview
Dr. Marie Marcelle Deschamps	+509 2513-3378	Director, Ghiesko	Interview
Ellen Powell	+509-2246-7381	Child Protection Program Manager, CRS	Interview
Jude Jacotin	jjacotin@ht.crs.org	Micro Finance Program Manager, CRS	Interview
Hermione	hcherubin@crshaiti.org	Social Assistance	Interview

The contents of this report are for the use of AIDSTAR-Two staff only and should not be shared without permission from the individual who completed the report.

AIDSTAR-Two Project Trip Report

Cherubin		Program Manager, CRS	
Myrelene Chrysostome	mchrysostome@usaid.gov	Natural Resources & Environment Manager, USAID economic growth	Interview
Antonio Cruciani	cruciani@ilo.org,	ILO Coordinator for the Reconstruction in Haiti, ILO	Interview
Jaime Arevalo	g2socpol@ilo.org,	Social Security Actuary , ILO	Interview
Alejandro Bonilla Garcia	bonilla@ilo.org	Coordinator of Social Protection, ILO	Interview
**Additional individuals contacted include Workshop Participants, and are listed (with contact info and organization) on the Participant List (see 5. below)			

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.

File name	Description of file	Location of file
Haiti HES OVC Workshop Evaluations 10052010	Scanned evaluations from one-day workshop	E room: http://eroom.msh.org/eRoom/L/AIDSTAR-Two/0_71ecf
Haiti HES OVC Workshop Agenda 10052010	Workshop Agenda	E room: http://eroom.msh.org/eRoom/L/AIDSTAR-Two/0_71ecf
Haiti HES OVC Workshop Participant List 10052010	Participant List	E room: http://eroom.msh.org/eRoom/L/AIDSTAR-Two/0_71ecf

AIDSTAR-Two Project Trip Report

1 Day Workshop

Household Economic Strengthening for Orphans & Vulnerable Children

Port-au-Prince, Haiti

October 5, 2010, 8 am – 3:45 pm

- | | |
|-------------------------|--|
| 7:45 – 8:00 am | Sign-In |
| 8:00 – 8:15 am | Introductions |
| 8:15 – 9:00 am | Definitions <ul style="list-style-type: none">- A quick introduction to key terms and definitions |
| 9:00 – 10:30 am | Introduction to HES <ul style="list-style-type: none">- A discussion of HES concepts & principals- A brief introduction to the HES Framework |
| 10:30 – 10:45 am | COFFEE BREAK |
| 10:45 – 12:15 pm | Critical Issues in HES <ul style="list-style-type: none">- What are the critical issues and barriers to successful program implementation for OVC, Protection, Social Safety Nets, and Livelihoods.- How do you develop appropriate indicators? Appropriate M&E systems? |
| 12:15 – 1:00 pm | LUNCH |
| 1:00 – 2:45 am | HES Program Strategies <ul style="list-style-type: none">- Discussion of best practices of good programming/interventions, as well as lessons learned.- Discussion of strategy and models going forward |
| 2:45 – 3:00 pm | Discussion of Potential Further Training Needs <ul style="list-style-type: none">- A discussion to identify additional training needs and how Cardno and/or other partners in Haiti can meet those needs. |
| 3:00 – 3:15 pm | Wrap-up and Goodbyes (and Coffee!) |