

SIKA-EAST WEEKLY PROGRAM UPDATE

No. 37

This week the Stability Planning and Analysis team drafted an agenda and finalized the list of participants for the upcoming lessons learned workshop that is going to be conducted on September 2.

Stability Planning and Analysis, along with Community Development & Service Delivery teams, finalized *Hawza* Project Portfolios (HPPs) and reviewed all the projects to ensure they are linked to Sources of Instability (SoI). Stability Planning and Analysis team planned preparation of Stability Analysis Methodology (SAM) for Monitoring & Evaluation (M&E) summit to be held on September 5th.

Resource Development team designed a template for field staff to start data collection in order to develop Provincial Department Service Profile (PDSP). Using the template provincial staff will collect data from key provincial entities such as the ministries of Education, Health, Agriculture, Rural Rehabilitation & Development and Justice. Resource development also conducted the resource dialogue workshops with a one-day session for Padkhawb *Hawza* members linking HPPs to service providers identified by the team.

Communications & Outreach team conducted a one-day workshop on communications for Padkhawb *Hawza* members who have already completed SoI analysis, developed an HPP for their *Hawza* and linked projects to potential service providers. This workshop focused on assisting *Hawza* members in developing specific and targeted communication plans to assist them in achieving funding and high-level support for implementation of the plans. Additionally, Communication & Outreach field staff traveled to Kabul for a two-day staff training to prepare them for upcoming field trainings on communications and outreach for *Hawza* members. This training included a lessons learned section from the lead trainer in Baraki Barak on the first training organized earlier in the week.

Grants revised grant application forms and presented them to ICT Team as a final draft for incorporation into the grant database. The revised forms are more user-friendly and suitable for use within the database.

The Program Support Unit (PSU) sent a team to Logar province for introducing the new Provincial Management Unit (PMU) Manager to SIKA-East Logar field staff, Logar Provincial Rural Rehabilitation & Development (PRRD) Director, District Development Assembly (DDA) members and Community Development Council (CDC) heads. During the meeting with the PRRD, the issue of better implementation of the program was discussed and the PRRD director pointed out that from this point forward, SIKA-East, PRRD and DDA members and CDC heads will conduct regular coordination meeting on weekly basis to discuss the program related issues.

Information & Communication Technology (ICT) team completed Communication & Outreach interim database and ICT software document verification. ICT also attended several senior management meetings to update them regarding community development interim database design and development progress.

PSU Translation & Editing subunit translated the Service Provider Catalogue (SPC) for Logar province and the Baraki Rajan Project Portfolio from local languages to English and vice versa.

Monitoring & Evaluation (M&E) improved and updated the activity list for the coding system. The team is working with finance and capacity building to pilot test the codes with the financial system. The team also began moving towards initiating the focus groups by sending a questionnaire to Rahman Safi Impact Consulting (RSI) for review and comment.

From August 27 to 29 Capacity Building facilitated a three-day grants and compliance training in Kabul with participation of 17 provincial and district personnel from Logar and Wardak provinces. The training covered USAID rules and regulations, catalog of annexes, forms and templates, Grants Operational Manual, and Grant Policy Manual. These trainings are designed to further educate staff as well as provide a “train-the-trainer” exercise in preparation for training of potential and actual grantees.

To start an initial dialogue and as part of building a relationship, in consultation with PRRD, the Provincial Capacity Building Officer in Wardak met Sayyidabad DDA members, provincial government Human Resource (HR) Department and Directorate of Women’s Affair (DoWA) to discuss training and capacity building needs.

Gender Unit is supporting Communication & Outreach and Resource Development Units in planning Resource Dialogue sessions, tailored to reach out to female populace in Logar and Wardak. The training sessions will be held at the provincial level in mid to late September.

Security conducted training for field staff on August 12th. The team supported 36 field trips of SIKA-East staff to the field.

Human Resources (HR) filled two positions for AECOM and one for Overseas Strategic Consulting, Ltd. (OSC) during the week.

FIELD ACTIVITY SUMMARY

Ghazni

Ghazni PMU Manager conducted weekly regular coordination meeting with the PRRD acting director and updated him on Ghazni SIKA-East team achievements and planned activities in program implementation.

Logar

As mentioned in the narrative, resource dialogue sessions were conducted in Baraki Barak in conjunction with PRRD. The first day was lead by Resource Development and the second by Communication and Outreach. Several line ministries attended and the session was formally closed by the PRRD director for Logar.

Logar PMU Manager conducted a meeting with PRRD Director and Baraki Barak DDA executive members. The purpose of the meeting was to discuss increasing coordination between PRRD, SIKA-East staff and DDA members.

Stability program officer from Baraki Barak traveled to Kabul to assist the team in finalizing the Hawza stability plans currently in process.

Maidan Wardak

Chak-i-Wardak DSU Manager worked on collection of Chak-i-Wardak clusters data for future district roll-out purposes. The data includes available CDC members’ names, contact details, district community and traditional elder’s names and contact details.

Paktya

Paktya PMU conducted a meeting with PRRD Director to update him on the SPC. The team also visited the departments of Education, Water Management, and Telecommunication in Paktya province to obtain necessary information about their ongoing and planned projects in Zurmat and Wuza Jadran districts. This was in order to update and enrich SPC information and find out which extent their projects would help stability in mentioned areas.

The Capacity Building officer visited the Education and Public Health Departments to find out the percentage of female students and kind of health care services provided for women in Zurmat and Wuza Jadran districts

PROGRAM NEXT WEEK KEY ACTIVITIES PROJECTION

The Stability team will discuss the challenges and their potential solutions they are facing in Baraki Barak and Sayyidabad districts. The team will also discuss criteria for project prioritization with Community Development & Service Delivery. Stability Analysis Methodology training for district staff will continue next week.

Resource Development will conduct Resource Information sessions as part of Resource Dialogue in Baraki Barak and Sayyidabad. Additionally the team will follow up on Service Provider Fair (SPF) coordination with governmental entities at the provincial and national level.

Communications & Outreach will lead trainings in two Hawzas in Sayyidabad and two Hawzas in Baraki Barak on the same topic introduced at the Padkhawb Hawza training.

Community Development will discuss Hawza project concept process and emerging project portfolios with Hawza leaders. The team will design “Owning a Stake in Stability” and place it on the training schedule. Along with Resource Development and Grants Unit the team will open discussions with International Rescue Committee’s (IRC) National Solidarity Program (NSP) Team to learn more about how NSP is managed in Logar and Khost.

ICT will finalize grant database structure. The translation unit will translate Baraki Rajan, Shah Mazar and the Hawza Stability Plans developed during the women stability workshops.

Grants will continue working on the grants database by providing feedback and requested information to the database team. The team will also work on procurement systems, Grantee Handbook and grantee training modules.

M&E plans to conduct alignment of the data collection tools with database. The team will work on M&E training manual.

Capacity Building will commence employee skill development assessment process from all SIKA-East employees based in Kabul and provinces.

Security Department will conduct training for the field staff.

HR Department will continue recruitment of 47 staff. The details are below:

- Twenty vacancies under process with AECOM;
- One vacancy under process with Technologists, Inc;
- Nine vacancies under process with OSC; and

- Seventeen vacancies under process with International Relief and Development (IRD).

FIELD ACTIVITIES

Ghazni

- Prepare for SIKA-East rollout in Ghazni; and
- Install VSAT in Deh Yak and Andar DSU offices.

Logar

- Conduct Resource Information sessions.

Maidan Wardak

- Coordinate and facilitate Nerkh district roll-out;
- Conduct coordination meetings with PRRD; and
- Collect data for SPC.

Paktya

- Conduct meeting with different government departments to find out the number and type of ongoing and planned projects at provincial level particularly Zurmat and Wuza Jadran districts.