

SIKA-EAST WEEKLY PROGRAM UPDATE

No. 41

In preparation for the fifth SIKA Induction College, SIKA-East updated the program overview and stability planning presentation sessions to harmonize with SIKA-East's program implementation cycle. Stability planning sessions have been adapted to include interactive exercises used in similar district-level activities.

SIKA-East processed Baraki Barak and Saydabad District Project Portfolios (DPPs) produced in respective District Planning and Resourcing sessions. After compiling data, the DPPs were analyzed for stability-related and technical priorities; trends and patterns, including rankings of Sources of Instability (Sol) and root causes; types and rankings of diverse project solutions; anticipated external resource needed; SIKA-East areas of technical assistance; and SIKA-East preliminary grant eligibility. In addition to integrating this analysis in DPPs submitted to USAID, findings will be shared and shaped in collaboration with District Entities (DEs) and government authorities to inform understanding of respective responsibilities and target and coordinate district priority efforts. SIKA-East will continue with internal analysis to help the various Units to respond to needs and refine the SIKA-East stability planning module for rollout in new districts.



"Logar PRRD Director is addressing the DPP Session Participants"

In order to assist DEs and female stakeholders in understanding how to access and communicate with provincial line authorities on basic service interventions, SIKA-East conducted two-day resource dialogue session for Baraki Barak women in Pul-e-Alam district. The participants included Logar Director of Women Affairs, female District Development Assembly (DDA) members and representatives of several governmental and non-governmental service providers. The participants learnt about existing resources, services and ways to access these. Furthermore, the team presented the Service Provider Catalogue (SPC) to the participants and answered their questions accordingly. The second day of the workshop focused on assisting the women in developing strategies for communicating project ideas in an advocacy context.

Provincial Department Service Profile (PDSP) data collection from provincial Rural Rehabilitation and Development (PRRD), Provincial Departments of Education, Health, Agriculture and Livestock and Justice was also completed this week. The mentioned departments provided all the required data, such as on ongoing and planned projects, as well as challenges and problems they are facing. The PDSP will be cross checked with the line ministries in Kabul and will be used for the agenda development of provincial coordination meetings to design the capacity building workshops.

The preparation stage for conducting a Service Provider Fair (SPF) has been launched

in Maydan Shahr. Thus, provincial staff conducted meetings with several provincial line departments to seek their support in organizing the SPF event in Maydan Shahr. The SPF will bring all service providers, as well as DDA, CDC and local *shura* members together in Maydan Shahr to share information and establish a dialogue. Facilitating conversations among the different entities will improve access to different services in different areas of the respective provinces.

The hard copy of the Wardak Service Provider Dialogue – the SPC – was shared with Wardak PRRD Director for his review and endorsement. The director approved the SPC for further perusal in Wardak.

District profiles for Nerkh and Deh Yak were finalized this week while the Prepare and Orient Phases for the three newly approved districts continues to roll out.

In order to establish baselines for Performance Management Plan (PMP) indicators related on how District Entities (DE) communicate with the government and the public, the field staff surveyed 128 *hawza* members from the two districts where DPPs have been completed – Baraki Barak and Saydabad. The survey focused on how frequently the *hawza* members communicate with the general public; frequency of meetings with provincial authorities; and whether the DEs have communication strategies.

SIKA-East completed the Provincial Management Unit (PMU) cost table and reviewed National Solidarity Program (NSP) standard construction designs, identifying several corrections for discussion with the Ministry of Rural Rehabilitation and Development (MRRD). The SIKA-East Geographic Information System (GIS) layers request letter was submitted to MRRD for approval which is required for the Afghan Geodesy and Cartography Head Office (AGCHO).

With the finalization of DPP expected in September, SIKA-East is preparing for rollout of grants in the near future – this includes the finalization of procedural manuals; fact sheets and forms; designing and preparing for grantee training on eligibility requirements and application completion; and training of staff on the Grant Review Committee (GRC) processes and database entry. Specific procedural manuals, associated forms and templates covers all steps involved in the grant cycle and will be used as a day-to-day guide by field staff. A grantee handbook will be used by grantees to help manage, administer, monitor and report grant activities. A grant procurement manual will be used by SIKA-East procurement staff under in-kind grants. The grant application package will be used by potential grantees to submit their proposals. This package is designed for user-friendly database entry. The grant fact sheets will be used by both staff and grantees to answer common questions on USAID rules and regulations.

The SIKA-East team designed and scheduled training on the grant application completion, grantee application and eligibility, GRC and database training. The grant application completion was conducted from September 25 to 27, 2012 for Logar and Wardak SDU in order to provide them with the capacity to train CDC and DDA member in an acceptable level of application and proposal completion. This training includes a presentation on basic environmental requirements and forms.

Grantee application and eligibility training should be held in conjunction with the DDA packaging and filtering of project activities and project and grantee identification for stabilization projects and grants. GRC will evaluate the grant application package and selection criteria. Database training will be held for Kabul staff.

A team of two staff traveled to Mohammad Agha in order to meet the District Governor (DG) and ask for space to locate the SIKA-East office in the within the DG building. The

DG assigned three rooms and promised to provide a fourth room. The governor also promised that he will support the program in the district.

The Focus Group (FG) questionnaires were pre-tested in Muqur District of the Ghazni Province by the Rahman Safi Impact Consulting (RSI) teams. As a result it was decided to bring changes in the language of some questions. The final Pashtu translated versions of the FG questionnaires and the Field Manual were received from RSI – there are minor corrections that will be communicated back to RSI.

As a result of the recent change in priority implementation districts, SIKA-East had to change the FG baseline in Gorbuz District (Paktya) to Mohammad Agha District (Logar). This change has been communicated to RSI who have agreed and understood the decision.

SIKA-East has communicated its concerns on the upcoming baseline survey in a letter to Measuring Impact of Stabilization Initiative (MISTI) on September 19, 2012. MISTI responded to the SIKA-East concerns on September 26, 2012 and as a result, MISTI has invited SIKA-East to discuss the concerns in a meeting on September 30, 2012.

The security assessment for accommodation in Wardak Province was finalized. Four Afghan Public Protection Force (APPF) guards received first aid training. Additionally SIKA-East renewed the monthly civilian airport passes.

Human Resources (HR) filled one position for AECOM during the week.

FIELD ACTIVITY SUMMARY

Ghazni:

- Ghazni Provincial Management Unit (PMU) Manager conducted the weekly regular coordination meeting with the PRRD Director. The objective of the meeting was to share Ghazni SPC with the director and to obtain his opinion on better ways of collecting data;
- Ghazni provincial team finalized the participants list for the Deh Yak upcoming stability session. The list will be coordinated with PRRD for final approval. The team continued data collection for the district profile and the CDC/DDA profile; and
- The provincial capacity building officer and acting gender officer in Ghazni held a meeting with the National Area Based Development Program (NABDP) community mobilizer to discuss the gender activities and the status of women led DDAs and DEs in the province.

Logar:

- The DPP workshop, with the participation of CDC members, DDA and line ministry representatives was completed from September 18 to 20, 2012. During this workshop, the participants drafted the DDP for Baraki Barak district; and
- Logar PMU started working on the Mohammad Agha district profile. For data collection, the team met several governmental departments and DDA head in the district.

Wardak:

- The Saydabad District Support Unit (DSU) conducted a three-day-Planning and Resourcing Dialogue session with CDC and DDA members of six clusters in Saydabad from September 18 to 20, 2012. The objective of the session was to identify district-wide instability trends, systemic underlying causes and prioritize projects accordingly;
- Saydabad DSU prepared for conducting resource and communication dialogue training for women. A coordination meeting was conducted with the director of Department of Women Affairs (DoWA). During the meeting, the director was asked to suggest women participants; and
- The Chak DSU had a meeting with the district police commander regarding office location. The commander promised to facilitate a room for the team in the district governor's office.

Paktya:

- Paktya PMU has made significant progress in the data collection and data entry of SPC. The team contacted a total of 110 construction companies, NGOs and governmental directorates through phone and face to face meetings with the intention to obtain the required information to update and enrich the SPC;
- SIKA-East received official confirmation on the list of participants prepared for the rollout program from the Zadran district governor and PRRD director;
- The PMU manger updated the PRRD director on the program progress during a meeting; and
- The provincial capacity building officer and acting gender officer in Pakyta held a meeting with the newly hired director of women affairs to collect data of gender activities in the province.

NEXT WEEK KEY ACTIVITIES PROJECTION

- Resource Dialogue session for women in Saydabad will be conducted in the province;
- Communication baseline survey results will be reported;
- DPP will be analyzed to develop a recommended strategy and packaging of activities identified for grants;
- DPP will submitted to USAID;
- Monthly and quarterly report preparation will begin;
- The SIKA-East Induction College for 35 new staff; and
- Risk assessment for district staff lodging in Logar provincial capital.
- HR Department will continue recruitment of 56 staff:
 - 26 vacancies in process with AECOM;
 - One vacancy in process with Technologists, Inc (TI);
 - Eight vacancies in process with OSC; and

- Eighteen vacancies in process with IRD.

NEXT WEEK PROJECTED FIELD ACTIVITIES

Ghazni:

- Prepare participants list for upcoming SIKA-East rollout in Deh Yak and Ghazni capital; and
- Share the final participants list of Deh Yak stability session with the Kabul office for review and comments.

Logar:

- Collect data for Mohammad Agha profile;
- Conduct coordination meeting with PRRD and Baraki Barak DDA; and
- Set up Mohammad Agha district office.

Wardak:

- Conduct Resource Dialogue session for female DDA members;
- Collect data for SPC; and
- Nerkh team participate in the staff meetings for better coordination and arrangement of activities.

Paktya:

- Conduct coordination meeting with PRRD and other stakeholders.