

**SIKA-EAST WEEKLY PROGRAM UPDATE**

No. 47

SIKA-East conducted Training of Trainers (ToT) for the Strengthening the Governance Foundation. This training, along with District Project Portfolio (DPP) Implementation workshops, is designed to prepare the joint Provincial Rural Rehabilitation and Development (PRRD) and SIKA-East field teams on assisting the District Entities (DE) to move from their DPPs to projects and grant applications. In addition, these trainings are meant to further develop the capacity of local District Development Assemblies (DDA) and Community Development Councils (CDCs) to design, manage, and monitor the projects. 31 SIKA-East field and Kabul-based staff and PRRD Social Organizers from Baraki Barak and Sayadabad attended the ToT.

Dovetailing on the ToT, SIKA-East conducted two workshops in Maidan Shahr for Saydabad DEs, including DDA, CDC, and DCC members and other influential people. During the sessions, the participants decided on the Cycle I of DPP projects, finalized Project Action Plans, and nominated members for Project Management Committees (PMC) who will ultimately manage and monitor grants funded by SIKA-East.

Logar PRRD Director eng. Rahman Rahmanee participated in the selection of the Logar SIKA-East Provincial Management Unit (PMU) Manager in Kabul. Subsequently, eng. Rahmanee met with SIKA-East management to discuss how to further strengthen the coordination between SIKA-East and PRRD at the provincial level and improve cooperation during future program implementation. The meeting was a valuable opportunity to address some of the past challenges and jointly agree how to address them in the next phase of SIKA-East engagement in Logar. Eng. Rahmanee expressed confidence that SIKA-East and PRRD will work more closely on all program-related activities, including the process of the DPP implementation.

Program units discussed and agreed revisions to the SIKA-East schedule, including the rollout timeline for Kabul ToT sessions and upcoming workshops in the pilot districts of Baraki Barak and Saydabad, as well as the new districts of Mohammad Agha, Deh Yak, and Nerkh.

SIKA-East will conduct a Service Providers Fair (SPF) in Maidan Shahr. The Wardak PRRD Director and SIKA-East team jointly designed the program. SIKA-East's Wardak Team briefed the Provincial Governor on the SPF and invited him to be the chief guest at the fair's opening. PRRD Director will extend invitations on behalf of the SIKA-East Program to Service Providers and other participants in the fair.

SIKA-East selected the company for logistic arrangements of the fair. Materials such as banners for the stage and booths, invitation cards for guests and service providers, and the inauguration session agenda have been handed over to the vendor for production. Ghazi Mohammad Krim Khan Hall has been booked for the venue. As of now, 45 service providers have confirmed their presence and will be setting up booths.

On November 7, Dr. Mojeeb Stanikzai, Deputy Chief of Party, and Jelena Sesar, Director of Stability Analysis and Planning Unit, had a wide-ranging telephone conversation with Naeem Rasooly, USAID ACOR. Major subjects and conclusions included the structure of the upcoming IDLG SIKA Coordination Unit, preparations for the Lessons Learnt workshop between USAID, SIKA-East and PRRD Directors from Logar and Wardak, as well as the progress updates on the Grants Manual and Communications Protocol between Implementing Partners and MRRD/IDLG.

SIKA-East plans to organize and facilitate coordination meetings among service providers at the provincial level in Logar Province. The main purpose of this meeting is to bring all governmental and non-governmental service providers together to improve working relationships and strengthen coordination among them. The meeting will provide them with an opportunity to share information with each other about their activities and to discuss challenges they are facing. The coordination meeting will be held in Pul-e-Alam, and the field staff assigned to meet with Provincial Rural Rehabilitation and Development (PRRD) and Deputy Field Program Officer

(DFPO) of Logar plan to discuss concepts and seek their advice on the following issues:

- Agenda, date, and venue for the meeting
- Consultation with Department of Economy
- Sharing the updated version of the SPC with Department of Economy for verification.

SIKA-East is starting Resource Coordination for the DPP activities both in Logar and Saydabad. SIKA-East is sorting DPP activities with provincial line departments, taking into account their mandate and current resources and using the local SPC. Once the division of activities is complete, it will be sent to the Logar PRRD and DDA to consult with line departments, Hawza and District Stakeholders to confirm the implementation of listed projects in the selected area are in lined with their planning and feasible to be carried out sooner than others.

SIKA-East completed an internal analysis of the Saydabad DPP from the perspective of grant rules and regulations. Analysis included the nature of proposed projects, suitable grant mechanisms, and classification into standard sector output codes. The sector output codes are derived from MRRD's NSP. The total number of proposed project activities is 79, of which 66 can be addressed through grants. The remaining 13 include three non-grant-related activities and ten restricted or special review activities.

SIKA-East staff met SIKA-South grant team members to discuss applicable documents, applications, and templates. It was mutually agreed to continue coordination and unification of procedures and documentation.

The Capacity Building Unit developed a draft SIKA-East Capacity Building Strategy and finalized the Field Training Manual, which will serve as a training guideline.

The acting provincial gender officers met the Department of Women Affairs (DoWA) Director in Logar and PRRD Director in Ghazni to collect data and information on women's activities and to compile a list of women-led district entities in their respective provinces. The gender unit in Kabul is preparing a Gender Service Provider Catalogue, which will serve as a departmental database and will ultimately be incorporated into the SIKA-East central database.

Rahman Safi Impact Consultancy (RSI) is conducting focus groups (FG) in all nine SIKA-East subcontracted districts. During the past week, 16 FGs were conducted in eight districts. In total, 73 FG have been completed; 60 FG sessions have been transcribed and 44 have been translated.

Monitoring, Evaluation, and Learning Unit (MELU) met with an RSI Research advisor this week to discuss the following points:

- Instead of submitting weekly scans to SIKA-East for proof of FG transcripts, the SIKA-East team will visit the office in November and review FG transcripts, photos, and phone numbers. All FG transcripts will be remitted to SIKA-East at the conclusion of the project.
- MELU has received a draft outline for each district FG report, and is reviewing and incorporating possible changes to capture and meet SIKA-East expectations.

**AfghanInfo** data for AID Effectiveness indicators have been cross-checked for FY 2012 Q4 with operational departments such as Finance, Human Resource (HR), Security, and Procurement. The data has been reported to the USAID portal.

MELU is in the process of procuring SPSS software for data analysis purposes. The purchase order for this procurement has been filed at OneSource and is awaiting approval.

Security Unit conducted security orientation on security procedures for newly hired staff. Additionally, they conducted a Security Risk Assessment (SRA) for staff accommodation in Logar Province.

The HR Unit filled three positions for AECOM during the week.

## **FIELD ACTIVITY SUMMARY**

### Ghazni:

- The Ghazni Provincial Management Unit (PMU) Manager conducted the regular weekly coordination meeting with the Provincial Rural Rehabilitation and Development (PRRD) Director. The manager updated the PRRD Director on SIKA-East achievements and plans and coordinated the expected program rollout in Deh Yak District.

### Logar:

- On November 5, the PMU Manager conducted a meeting with the Logar PRRD and a municipal official. The purpose of the meeting was to discuss the issue of a forthcoming coordination meeting among service providers and to assess the capacity of the municipal hall to accommodate 150 service providers at the same time.

### Paktya:

- The Paktya Capacity Building Officer collected a list of female entities at the province level. This information has been shared with CBGU Kabul.
- The Zurmat Community Development Officer contacted different sources and gathered required information regarding influential people in the community.

### Wardak:

- On November 4, the Wardak PMU Manger participated in a coordination meeting with the PRRD and its key stakeholders. The manager requested the PRRD to work with Saydabad DDAs to attend SIKA-East sessions. The representative of National Area Based Development Program (NABDP) promised to hold a meeting with the DDAs and get them attend to the sessions.

## **KEY ACTIVITIES PROJECTION FOR NEXT WEEK**

- Conduct SPF in Wardak;
- Finalize Zurmat District profile and share it with the executive office for submittal to USAID;
- Conduct Preparing for DPP Implementation ToT training in Saydabad;
- Prepare and conduct Grant Process and Project Design training for Kabul staff;
- Prepare for five-day Kabul-based Stability Analysis Methodology (SAM) staff training;
- Finalize SIKA-East Capacity Building Strategy;
- Finalize SIKA-East Gender Strategy;
- Develop a training outline for Field Measurement;
- Conduct a monitoring visit to the RSI offices for quality control of the FG documents;
- Collect actual expenditures data on training from Finance Unit for TraiNet FY 2012 Q4;
- Follow up with Procurement to procure SPSS software;
- Coordinate comments with RSI regarding the district report outline;
- License USAID-supplied armored vehicles;
- Continue training for APPF guard force and new hires;
- HR Department will continue recruitment of 68 staff:
  - Forty-three vacancies in process with AECOM;
  - Eight vacancies in process with OSC; and
  - Seventeen vacancies in process with IRD.

## **PROJECTED FIELD ACTIVITIES FOR NEXT WEEK**

Ghazni:

- Prepare for the program rollout in Deh Yak District.

Logar:

- Conduct a coordination meeting with the PRRD; and
- Prepare for service providers' coordination meeting.

Paktya

- Conduct a coordination meeting with the PRRD and different NGOs.

Wardak:

- Participate in regular coordination meetings with District Sub-Governor, DRRD Manager, and other government officials;
- Coordinate and facilitate the Nerkh District rollout; and
- Conduct a coordination meeting with the different NGOs regarding SPF.