

## SIKA-EAST WEEKLY PROGRAM UPDATE

NO. 70

### SIGNIFICANT PROVINCIAL ACTIVITIES

#### GHAZNI

- This week the PRRD Manager approved a grant support letter, which was submitted to SIKA-East's Kabul office for further processing.

#### Andar

- The Andar District Support Unit (DSU) head met with representatives of the Education Department and Department of Agriculture, Irrigation, and Livestock (DAIL) to discuss Cycle 1 DPP projects in order to avoid duplication of projects during implementation.
- A planned communication committee meeting for the Andar District Development Assembly (DDA) was postponed until next week due to road blockages and other security measures in place in Ghazni.

#### Dih Yak

- The Dih Yak DSU updated the district profile and shared it with SIKA-East's Kabul office for further processing.

#### Jaghadu

- On April 15, the Ghazni Provincial Management Unit (PMU) Manager met with the Jaghatu District Governor (DG) in the Provincial Rural Rehabilitation and Development (PRRD) compound in Ghazni city. The manager briefed the DG on the SIKA-East implementation process. He also requested office space in the DG's office compound. The DG promised to support the program in the district.

#### Khwaja Umari

- On April 15, the Khwaja Umari stakeholder mapping process was launched by the core planning team, which included representatives from the DDA, District Community Council (DCC), PRRD, DG, Department of Women's Affairs (DoWA), and the local women's association. The program was explained to them, and they promised to support it.
- Work continued on the Khwaja Umari district profile, which is now 70% complete. The profile will be shared with the Kabul office at the beginning of the next week.



**April 15 stakeholder mapping session in Khwaja Umari District**

#### Qarabagh

- On April 16, SIKA-East's capacity building and training officer met with the Qarabagh District Governor to obtain information on district entities in Qarabagh. The DG promised full cooperation with program implementation in his district.

## KHOST

- Through a letter from the Khost Provincial Governor's office, SIKA-East staff were officially introduced to the DGs of Gurbuz, Tani and Jaji Maidan. The staff conducted several meeting with the DGs of the districts to briefly explain the program implementation process and to ask them to assign space for a SIKA-East office in their district.
- During the week, recruiting and hiring for the PMU continued. Three new staff joined SIKA-East and began work, while five previously hired staff received SIKA-East induction training. Meanwhile, a contract was signed with a local company to install the connex for the PMU office.



**Space provided for Jaji Maydan DSU by DG**

## LOGAR

- In preparation for the upcoming Service Providers Fair (SPF), the Logar PMU Manager met with the PRRD Director on April 16 to coordinate activities and share the agenda for the fair. The PRRD sent an official letter to the Chief of Police and National Directorate of Security (NDS) Department to seek their support in providing security during the fair. He also promised to share the agenda with the Provincial Governor.



**April 16 coordination meeting with PRRD Acting Director for Logar**

## Baraki Barak

- Between April 14 and 17, training in Grant Process and Application Development was conducted for an average of 55 men from the Baraki Barak DDA and CDCs.

## Khoshi

- On April 17, the PMU Manager met with the DG of Khoshi District to seek his support with program implementation. The DG promised to support SIKA-East in the district.
- Basic data has been collected about the status of the DDA, DCC, and CDCs in Khoshi District, and stakeholder mapping was launched.

## Mohammad Agha

- On April 15, the Mohammad Agha men's communication committee held its sixth meeting at the PRRD meeting hall. They shared the last meeting's updates with those attending. They also discussed the mechanism of tracking and monitoring implementation of a communication strategy once it has been approved by the larger body, and tasked committee members to identify specific actions in order to create a 6-12 month calendar that will be regularly monitored and progress evaluated.

- The women’s communication committee held its fifth meeting on April 16. During the meeting, committee members shared their activity report and reviewed the previously completed worksheets. They also finalized a draft communications plan.

#### **PAKTYA**

- Through a letter from the Paktya Provincial Governor’s office, SIKA-East staff were officially introduced to the DGs of Laja Ahmad Khail and Laja Mangal Districts. The staff met several times with the DGs of the two districts to talk about program implementation and to request space for SIKA-East’s office in their district.
- The Paktya PMU Manager was briefed on the activity plan prepared for the upcoming service providers coordination meeting in Paktya. Preparations for the meeting will begin next week.
- The PRRD Director met with SIKA-East’s PMU Manager on April 14. This meeting aimed to introduce SIKA-East to a new district, Gerda Serai. The PRRD Director, in coordination with the Provincial Governor, expressed his strong support for starting the program in that district.

#### **Zadran**

- On April 15, elders from Zadran visited the SIKA-East office to talk about forming a new DDA. The DDA was subsequently established, and a copy of the agreement has been filed in the DSU office.



**April 15 meeting with Zadran elders**

#### **Zurmat**

- In mid-week, SIKA-East DSU staff met three days in a row with influential men from all six hawzas in Zurmat. The men shared their comments and concerns, including the absenteeism of participants at the last meeting and its impact on program implementation. A large number of participants want the trainings to be conducted in Gardiz, as the venue for previous trainings, the district education department, has been allotted to the Zurmat NSP. The location for future trainings will be decided on later.

#### **WARDAK**

- On April 14, the PRRD Director conducted his regular coordination meeting, which the Wardak PMU Manager attended. During the meeting, SIKA-East was tasked with preparing resignation letters for those CDC members who are no longer willing to continue their membership in CDCs. The PRRD Director will then approve the endorsement letters. The PRRD emphasized that SIKA-East is not allowed to award grants to projects that are blacklisted for financial reasons.
- Saydabad and Nirkh grant applications are still pending PRRD endorsement of the alternate CDC officials for further processing. A positive solution is expected this week for the “non-problematic” CDCs.

#### **Chaki Wardak**

- The Chaki Wardak communication committee held its first meeting on April 17. The first meeting was introductory and discussed the agenda and topics to be covered in the next several meetings. The

committee discussed and agreed on two protocols, one for keeping the larger group updated and approving of decisions by the committee and a second one for regular community engagement by DDA+/DG. They also confirmed a schedule for the next four meetings.

- The Chaki Wardak DSU started to work with five CDCs on the development of grant applications. The pre-qualification survey has been completed, and CDC representatives provided the required documents -- namely NSP forms and copies of ID-*taẓkīra* -- to begin the vetting process.

### Nirkh

- The Nirkh men's communication committee held its fourth meeting on April 14. They presented their activity report to the meeting participants and continued to build on the previous meeting. They completed two more worksheets on identified resources to implement the communication plan and identify potential partnerships. The female communication committee also conducted their fourth meeting April 15 in DoWA office. They presented their activity report to the meeting participants. They also identified resources to implement the communication plan and filled out the relevant communication strategy worksheets.



**April 15 meeting of Nirkh women's communication committee**

### Saydabad

- (The first three bullets in this section were inadvertently left out of last week's report.) On April 8 and 9, SIKA-East conducted sub-coordination meetings between service providers and Saydabad DDA+ members. The main purpose of these meetings was to provide community members with an opportunity to identify gaps in service delivery and share their concerns with service providers. These meetings also gave community members an opportunity to lobby for the implementation of projects that address sources of instability. The meetings were held in two separate sessions for male and female DDA+ members.

The men's sub-coordination meeting was held on April 8 and included representatives from DAIL, the International Red Crescent, and the Department of Hajj and Religious Affairs. At the meeting, the DDA+ members, 11 in total, shared their concerns with the respective departments and received assurances that they would be dealt with.

The women's sub-coordination meeting was conducted on April 9. Fourteen DDA and CDC members met with representatives of the Department of Public Health, Women's Affairs, and Counter Narcotics. Although the agenda for each meeting was different, the women mainly discussed the way forward on implementation of some proposed projects in Saydabad.

- On April 9, the Saydabad men's communication committee held their fourth meeting at the PRRD meeting hall. The participants completed worksheets that they will share with the larger DDA+. For this meeting, the group took the larger objective and will frame a message, focusing on the activities the DDA+/DG is taking to bring stability to the district. This can mention a few specific projects, if they like, as examples, but it should be broad enough to be used not just with the community but up to the provincial government when the group advocates for district-wide projects.

- In a follow-up to previous meetings, women from the Saydabad DDA’s advocacy group met with representatives of the Afghan Women Education Center (AWEC) and Swedish Committee for Afghanistan (SCA). AWEC reaffirmed it would conduct literacy courses for women, and SCA promised to provide them with midwifery classes in the next three months.
- On April 17, the Saydabad women’s communication committee held their sixth meeting in the DoWA office. The committee members presented their activity report and identified specific activities for creation of a 6-12 month calendar. They also discussed developing a mechanism for tracking and monitoring implementation of a communications strategy.
- During the week, SIKA-East conducted resource development coordination meetings with Saydabad CDCs and DDA+. The team also conducted resource development visits with female DDA+ members working with line sector directorates.

### SIGNIFICANT KABUL-BASED ACTIVITIES

- From April 14 to 16, SIKA-East held a three-day workshop in Planning, Budgeting, and Project Implementation for all its PMU and DSU managers from Paktya, Logar, Ghazni, and Maidan Wardak Provinces. Among other things, the participants considered how to improve communication and coordination with the DGs, PRRD Directors, and other government line departments in their areas.

SIKA-East’s field staff also discussed challenges facing the program in Zurmat and Zadrán, where it was suspended for several weeks due to security challenges, and identified ways to address them.

They also reviewed technical successes and challenges and exchanged experiences to improve activity implementation in new districts and make adjustments in current districts. Issues explored included variable CDC coverage within districts with some areas having few or no functional CDCs; conflicts related to relations between CDC and non-CDC members of project management committees; and project delays contributing to corruption complaints against participating leaders (“what did you do with the money?”). Participants will confer with DDA+ members to develop workable options to move forward.

- On April 17 and 18, SIKA-East conducted the SIKA-East induction for newly hired staff. This workshop, which is part of the “prepare” phase of the SIKA-East implementation cycle, is designed to train the staff to conduct stability analysis workshops, understand the rules and regulations of the SIKA-East program, and learn how to work shoulder to shoulder with DGs, PRRD Directors, and district DDAs and influential people of the communities where the program is to be implemented. This training will be followed by the Stability Planning Process Training of Trainers (ToT).
- A memo to USAID was completed clarifying the use of FOGs for small community-based infrastructure projects. The language in the grants manual allows for these types of grants but will be clarified further in an upcoming revision.



**Three SIKA-East field staff managers take notes during a group session of the workshop.**

- The following trainings, which were facilitated by several units, was held during the week:

| Date        | Title   | Location              | Type                      | Men | Women |
|-------------|---|-----------------------|---------------------------|-----|-------|
| April 14-16 | Planning, Budgeting, and Project Implementation | Kabul                 | Training                  | 22  |       |
| April 14-17 | Grant Process and Application Development       | Baraki Baraki / Logar | Training                  | 55  |       |
| April 17-18 | SIKA Induction                                  | Kabul                 | Workshop/<br>Orientations | 42  |       |

- The current status of grant applications is summarized in the following table:

| District      | Applications under Development at Any Stage |           | Application Packages Submitted to SIKA-East |                    | Appl. under USAID Vetting | Appl. Vetted and Approval | Appl. Approved by GRC | Appl. Sent to USAID for Approval |
|---------------|---|-----------|---|--------------------|---------------------------|---------------------------|-----------------------|----------------------------------|
|               | M   | F         | Nr.   | \$                 | No.                       | No.                       | No.                   | No.                              |
| Saydabad      | 5   | 0         | 16  | \$529,989          |                           | 2                         | 14                    | 2                                |
| Nirkh         | 22  | 5         | 5   | \$275,642          | 4                         | 1                         | 1                     | 0                                |
| Mohammad Agha | 26  | 2         | 12  | \$519,456          | 2                         | 8                         | 7                     | 5                                |
| Dih Yak       | 5   | 3         | 0   | \$0                |                           |                           | 0                     | 0                                |
| Chak          | 4   | 1         | 0   |                    |                           |                           |                       |                                  |
| <b>Total</b>  | <b>62</b>                                   | <b>11</b> | <b>33</b>                                   | <b>\$1,325,087</b> | <b>6</b>                  | <b>11</b>                 | <b>22</b>             | <b>7</b>                         |

- The status of engineering design packages is as follows:

| Province / District |               |               | Designs                   |                        | Design Completion Status |                     |
|---------------------|---------------|---------------|---------------------------|------------------------|--------------------------|---------------------|
| S/N                 | Province      | District      | Total Designs in Progress | Designs Completed 100% | In Progress \$           | Completed \$        |
| <b>Batch A</b>      |               |               |                           |                        |                          |                     |
| 1                   | Logar         | Baraki Barak  | 0                         | 0                      | 0                        | 0                   |
| 2                   | Maydan Wardak | Saydabad      | 6                         | 24                     | \$ 86,871                | \$ 611,776          |
| <b>Batch B</b>      |               |               |                           |                        |                          |                     |
| 3                   | Ghazni        | Dih Yak       | 8                         |                        | \$ 376,346               |                     |
| 4                   | Logar         | Mohammad Agha | 11                        | 14                     | \$ 536,750               | \$ 764,510          |
| 5                   | Maydan Wardak | Nirkh         | 4                         | 9                      | \$ 252,263               | \$ 515,484          |
| <b>Batch C</b>      |               |               |                           |                        |                          |                     |
| 6                   | Ghazni        | Andar         | 0                         | 0                      | 0                        | 0                   |
| 7                   | Maydan Wardak | Chaki Wardak  | 0                         | 0                      | 0                        | 0                   |
| 8                   | Paktya        | Zadran        | 0                         | 0                      | 0                        | 0                   |
| <b>Sub Totals</b>   |               |               | <b>29</b>                 | <b>47</b>              | <b>\$ 1,252,231</b>      | <b>\$ 1,891,770</b> |
| <b>Grand Totals</b> |               |               | <b>76</b>                 |                        | <b>\$ 3,144,001</b>      |                     |

- Security Department conducted security risk assessments (SRAs) of Jaghatu and Qarabagh Districts of Ghazni Province. These were pre-rollout SRAs to get information on how safe the areas are and to advise the SIKA-East team that will be traveling to the districts on the security situation there and

procedures that will be put forward by Security Department. Additionally, the department finalized the SRA for Chaki Wardak District.

- Human Resource Department filled 13 positions during the week: nine positions for AECOM and four positions for IRD.

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

### **GHAZNI**

- Conduct regular coordination meetings with PRRD;
- Conduct Andar male and female communication committee meetings; and
- Conduct Dih Yak male and female communication meetings.

### **KHOST**

- Continue to recruit staff.

### **LOGAR**

- Conduct regular coordination meetings with the PRRD Director;
- Conduct Service Providers Fair;
- Conduct Grant Planning and Application Development training for Baraki Barak female CDCs; and
- Conduct Resource Dialogue and Advocacy training for Baraki Barak male and female DDA+ members.

### **PAKTYA**

- Hold regular coordination meetings with PRRD and involved organizations;
- Start arrangements for Service Providers Coordination Meeting in Paktya; and
- Review Stability Planning Process in Zadran.

### **WARDAK**

- Conduct coordination meetings with PRRD, DRRD, and program stakeholders;
- Conduct Saydabad men's communication committee meeting;
- Survey various projects in Chaki Wardak, Nirkh, and Saydabad Districts;
- Conduct Nirkh men's communication committee meeting;
- Fill out grant applications according to Grants and Sub-contracts Unit plan; and
- Arrange sub-coordination meeting of service providers and Chaki Wardak district entities.

## **PROJECTED KABUL-BASED ACTIVITIES FOR NEXT WEEK**

- Conduct Stability Planning Process training for newly hired staff;
- Conduct ToT on Resourcing Dialogue;
- Conduct training on online database for provincial capacity building officers;
- Prepare budget projection for May 2013;

- Continue grant application development for Saydabad, Nirkh, Chaki Wardak, Mohammad Agha, Dih Yak, and Baraki Barak Districts;
- Plan to organize a Grant Management ToT for Wardak and Logar field teams;
- Continue working on USAID vetting documents and cost price analysis of grantee BoQ budgets;
- Complete stakeholder mapping in Khoshi and Khwaja Umari Districts;
- Continue Cycle 1 project design and development in Saydabad, Nirkh, Mohammad Agha, and Dih Yak Districts;
- Follow up on office establishment in newly approved districts; and
- Continue recruiting to fill 132 positions:
  - 74 vacancies in process with AECOM;
  - 14 vacancies in process with OSC; and
  - 44 vacancies in process with IRD.