

# **Fostering Opportunities in Rural Southern Areas- FORSA**

**Quarterly Report # 1**

**Year 2013**

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**Period from October to December 2012**

**Q1Y2**

**Grant Award**

**AID-263-G-11-00038**

**Pathfinder International**

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a global leader in reproductive health

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### **Grant Goal/Objectives**

The overall goal of this project—entitled “FORSA,” which means “opportunity” in Arabic—is to contribute to poverty reduction among vulnerable youth in rural Upper Egypt by applying an integrated approach that addresses health and wealth improvements, enhancing social protection. The specific objectives are the following:

1. Provide immediate employment opportunities for 1,500 youth in rural Upper Egypt by establishing a network of community health outreach workers to encourage greater access to health delivery services.
2. Build the capacity of women in rural Upper Egypt and assist them technically and financially to start their own businesses (microenterprises).

### **I- Executive Summary**

As the FORSA project was expecting this quarter to obtain the Minister’s approval of the Memorandum of Understanding (MoU), the FORSA team was informed that the MoU signature was being re-visited given the unsettled political circumstances and reservations regarding foreign funding of NGOs. An alternate strategy for implementation was suggested, whereby MoISA would nominate Umbrella NGOs (UNGOs) in Assuit and Souhag governorates to implement the project with Community Development Association (CDAs) in collaboration with and guided by FORSA, after obtaining MoISA approval on the UNGOs grants.

Due to the new strategy for implementation that MoISA suggested, the FORSA team held various internal technical meetings to review project strategy and activities to cater the project towards implementation of project activities through UNGOs. The FORSA team started working on producing a revised workplan that included the new tier of implementers, the UNGOs, while ensuring that the original project objectives and targets are met.

Accordingly, during Q1Y2, the FORSA team worked with MoISA at central and governorate levels to nominate, orient, and select UNGOs who would in turn submit grant proposals to MoISA for approval. The FORSA project undertook orientation of nominated NGOs and conducted the required pre-award institutional and financial assessments in collaboration with the MoISA directorates in Souhag and Assuit. Finally, three UNGOs from each governorate were selected. A “terrorist check” of the UNGOs is currently in progress.

As agreed with USAID, FORSA has begun to work on producing two workplan scenarios together with related budgets and Performance Monitoring Plans. The first scenario is to implement FORSA project’s original target of 75 CDAs in three batches with a no cost extension of twelve months. The second scenario is to redesign FORSA project with a reduction in the original target to 50 CDAs implemented in two batches in line with a no cost extension of nine months.

## II- Accomplishments

During Q1Y2, the project continued its close follow up and coordination with MoISA to approve and sign the Memorandum of Understanding (MoU) that FORSA submitted in Q3Y1 to allow for the implementation of its field activities. Annex 1 shows the detailed matrix of communication with MoISA during Q1Y2. Accomplishments during this quarter focused on fulfilling the following objectives:

1. Follow up with MoISA to obtain the approval on field activities.
2. Accommodate a new approach suggested by MoISA to start project activities.
3. Approach and orient MoISA officials in intervention governorates.
4. Conduct pre-award institutional and financial assessments of nominated NGOs and select potential partner Umbrella NGOs (UNGOs) accordingly.
5. Ensure continuous communication with USAID.

During October, even though there were several follow up phone calls to MoISA Social Care Department, there was no feedback regarding signature of the MoU. In the beginning of November, the FORSA team was asked to follow up with the NGOs Department. The FORSA team visited the Head of the NGOs Department, who clarified that the MoU, as a mode of implementation, was being re-visited given the turbulent political circumstances and the reservations regarding foreign funding of NGOs. In another meeting with all concerned departments, MoISA suggested an alternate path for implementing the FORSA project.

Based on the requested change in approach of implementing the FORSA project, several internal brainstorming meetings took place to insert a new tier, the UNGO, and to modify the workplan accordingly, without jeopardizing the achievement of project objectives and within the same budget.

According to the alternate strategy, MoISA would nominate UNGOs in Assuit and Souhag governorates to implement the project with CDAs under guidance of FORSA. As MoISA routinely receives NGOs' annual financial and technical reports, in addition to the evaluations it conducts of their activities, MoISA is well situated to nominate NGOs based on its knowledge of the NGOs' capacity to implement FORSA project.

By mid-November, the Head of the Social Care Sector had requested the MoISA directorates in Assuit and Souhag to nominate UNGOs. While waiting for a reply, the FORSA team decided to pursue a parallel path and meet with the Head of Minister's Technical Office to present the situation and status of FORSA project. Early in December, the FORSA team received copies of two letters sent by the Head of Minister's Technical Office to the undersecretaries of MoISA directorates in Souhag and Assuit governorates asking them to assist FORSA team by nominating active UNGOs as well as to facilitate and collaborate on the institutional and financial assessments to be conducted by FORSA team.

With these two letters in hand, the FORSA team made a field visit to MoISA directorates in Souhag and Assuit to orient them about the project and to lay the ground for field implementation and selection of UNGOs. The orientation meetings were attended by the undersecretaries and senior MoISA directorate

officials. Both undersecretaries had different views about how to go about nominating and orienting UNGOs. The FORSA team catered its activities accordingly.

The Souhag Undersecretary wanted nominated NGOs to attend an orientation meeting together. While there were many NGOs in Souhag, few would be capable of implementing the project. The Undersecretary nominated ten NGOs in order to attend the orientation meeting and to undergo the pre-award assessments. The Undersecretary and the Head of the NGO unit attended the orientation meeting, which was delivered by the FORSA Technical Advisor. The orientation meeting was also attended by the FORSA Project Manager and the Field Implementation Specialist. Field visits for performing pre-award financial and technical assessments of NGOs were scheduled during that meeting.

As for Assuit, the Undersecretary found it beneficial for the FORSA project to collaborate with ongoing development projects geared towards women's empowerment, literacy, health, etc. The FORSA team accepted and stressed the importance of coordination and synchronization with the other project to avoid duplication of efforts.

In Souhag and Assuit governorates, the assessments were conducted by the FORSA team in collaboration with MoISA representatives. As the assessments were conducted for Souhag NGOs, the FORSA team requested the nomination of two more NGOs. Thus twelve NGOs in Souhag were visited and assessed. The Undersecretary of Assuit nominated nine NGOs to implement the project. After conducting background checks on these, only seven NGOs were visited for orientation and pre-award assessment.

On 30<sup>th</sup> December, the FORSA selection committee<sup>1</sup> met to select the UNGOs based on the following criteria:

- Institutional and financial evaluation as per pre-award assessment visits
- Previous experience and potential to work as UNGO
- Previous experience managing foreign funds
- NGO portfolio of development activities including reproductive health, microenterprise projects, women's empowerment, etc.

Finally, six UNGOs were selected, three from each governorate. These UNGOs are undergoing terrorist checks. Annex 2 shows NGO assessments and selection report.

During this quarter, the FORSA project underwent some changes in its technical staff. The Monitoring and Evaluation/Reporting Specialist has left the project. However, the Monitoring and Evaluation Coordinator will undertake all required M&E tasks. On a related note, other technical staff such as the

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<sup>1</sup> The selection committee is comprised of the Project Manager, Financial Manager, Technical Advisor, Field Implementation Specialist, Project Coordinator, Financial Specialist and Field Implementation Assistant.

Souhag Field Implementation Specialist are expected to join with the start of project activities at the field level. Thus, recruitment is still in progress.

### **Communication with USAID**

During Q1Y2, continuous communication was ensured with USAID and several meetings with USAID staff took place. During those meetings, updates concerning the project's approvals and field activities based on the MoISA suggested new approach were shared with the AOTR. The main change in strategy of the project was the inclusion of a new tier in implementation, the UNGO, which would be nominated by MoISA. In order to be selected as a UNGO, the NGO would be oriented about the project and then go through a pre-award technical and financial assessment. Under the guidance of the FORSA team, the UNGOs would select, according to FORSA preset criteria and guidelines, the CDAs that would implement the project at grassroots level. The chosen UNGOs would be trained to write a FORSA project grant proposal, which would include the names of CDAs and communities where the project will be implemented. This would be submitted to MoISA for approval. After MoISA approval is obtained, sub-granting agreements would be signed between UNGOs and Pathfinder International in order to transfer sub-grants funding.

Basically, the main foreseen modification to the FORSA project's implementation approach is that the selected UNGOs would hire staff to undertake coordination and supervision of CDA staff to implement project activities. The UNGOs would receive training that would enable them to play such a role. Specifically, UNGOs would receive management and financial management training, training on Interpersonal Communication and Communication of Health Messages training as well as training of trainers on Egyptian Women Speak Out.

USAID expressed concern over the FORSA project's low spending rate. This was explained as due to the field activities, which only started recently. It was thought that any reduction in funds would have negative repercussions on the implementation of field activities, which would be detrimental to the project as FORSA is committed to MoISA and the Government of Egypt in return is welcoming the FORSA USAID project.

The USAID AOTR and FORSA team agreed to develop two scenarios for a revised workplan by mid-January 2013. The first scenario is to implement the FORSA project's original target of 75 CDAs in three batches with a 12 month no cost extension. The second scenario is to redesign the FORSA project with a reduction in the original target to 50 CDAs implemented in two batches, which would be in line with a shorter period of nine months of no cost extension. FORSA has started the process of developing two draft workplans for the two scenarios with their respective budgets and PMPs.

Details of activities achieved during Q1Y2 as per the workplan are listed in Table 1.

**Table 1: Achievements of Q1Y2 according to the workplan**

Activities	Expected Results	Quarter Achievement	Comments/Challenges
<b>Outcome 1: Personnel and Office Set up</b>			
Hire Staff	Project personnel recruited		<p>The Monitoring and Evaluation and Reporting Specialist has left the project this quarter and the M&amp;E Coordinator will take over all M&amp;E tasks.</p> <p>The project is yet to hire technical specialists based on needs and requirements with the start of field activities, e.g. Souhag Field Implementation Specialist. Thus the activity is still in progress.</p>
<b>Outcome 2 Technical Pavement for Project Implementation</b>			
Activities	Expected Results	Quarter Achievement	Comments/Challenges
Develop Project's Workplan	Project Workplan developed		MoISA has suggested a new approach to implement FORSA project. Accordingly, the workplan and project budget have to be revised based on that new approach.
Develop Performance Monitoring Plan (PMP)	PMP developed		MoISA has suggested a new approach to implement FORSA project. Thus the PMP has to be revised accordingly.
Submit Workplan and PMP to USAID	Project Workplan and PMP were		MoISA has suggested a new approach to implement FORSA

Activities	Expected Results	Quarter Achievement	Comments/Challenges
	submitted		project. Thus the workplan and PMP have to be revised accordingly.
<b>Field activities</b>			
<b>Batch 1</b>			
<b>Result 1: Jobs created among local CDAs in intervention areas</b>			
1.1.1 Approaching and orienting MoISA officials in intervention governorate	MoISA officials at the intervention governorates were approached and oriented about the project's mission, vision and goals. A continuous communication channel was established.	FORSA technical team oriented undersecretaries and concerned MoISA directorate senior officials in Souhag and Assuit about the project and obtained nominations of partner UNGOs.	Completed
1.1.2 Ranking and selection of intervention districts\communities	A list of intervention districts selected and ranked based on socio-economic and poverty indicators and agreed upon by MoISA officials	District /community nomination and selection at both Assuit and Souhag will take place according to the assessment and selection of CDAs.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
1.1.3 Project orientation meeting for all active CDAs in intervention districts\communities	Meetings conducted and CDAs oriented on the project objectives and the proposed interventions; interested CDAs submit a standard letter of interest to the project	Nominated UNGOs in Souhag attended a project orientation meeting conducted by FORSA technical team in cooperation with the Undersecretary and the NGO Unit Director.  Orientation of Assuit UNGOs was conducted at the premises of each UNGO by FORSA team.	As per the new approach for project implementation, there should be UNGO orientation prior to CDA orientation
1.1.4 Proposal writing	Conducted	FORSA technical team tailored	As per the new

<b>Activities</b>	<b>Expected Results</b>	<b>Quarter Achievement</b>	<b>Comments/Challenges</b>
workshop for interested CDAs	proposal writing workshop for all the CDAs that submitted letters of interest; Participants trained to prepare successful proposals that qualify them for the proposed sub-grants	the already developed proposal writing curriculum to train UNGOs.  Training on proposal writing will be conducted according to the amended workplan that will be submitted to USAID for approval.	approach for project implementation, proposal writing workshops would be for UNGOs not CDAs
1.1.5 Review and evaluate proposals	Submitted proposals by CDAs reviewed and evaluated by the project review committee, and are now ready for selection	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
1.1.6 Conduct a pre-award assessment	Conducted pre-award assessment of CDAs as to both institutional and financial capacities based on a standard "terrorist check"	Assuit and Souhag UNGOs pre-award assessment was finalized by FORSA team in collaboration with MoISA representatives.	As per the new approach for project implementation, pre-award assessments will be conducted for 1) UNGOs and then 2) CDAs.  The "terrorist check" on UNGOs will be conducted next quarter
1.1.7 Signing of sub-grant agreements	The project signed sub-grant agreements with CDAs that submitted successful proposals and passed the pre-award assessment	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
1.1.8 Awarded CDAs recruit the proposed staff with the	The awarded CDAs recruited their staff from	Since project field activities were halted until MoISA's approval to start field activities is obtained,	As the project will be implemented using a new approach, FORSA

Activities	Expected Results	Quarter Achievement	Comments/Challenges
help/guidance of Pathfinder	their respective communities, to include a project manager, finance manager, three outreach supervisors, and an average of 15 outreach workers. The number of recruited RRs depended on the size of the community and catchment area.	thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	team will re-design and re-schedule activities in an amended workplan.
1.1.9 Capacity Development of CDA staff based on training material developed	The FORSA project developed the capacity of awarded CDAs through two types of training, financial training and Outreach Workers training on interpersonal communication and counseling and on health messages.	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
1.1.10 CDAs start implementation of proposed activities	With completed capacity building of recruited CDA staff, home visits to implement project activities were started and are continuing in intervention communities.	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
<b>Result 2: Women owned microenterprises established in intervention areas</b>			
1.2.1 Identify and train a cadre of Trainers for the Egyptian Women Speak Out (EWSO)	The Project will select one RR supervisor from each CDA to	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be	As the project will be implemented using a new approach, FORSA team will re-design and

<b>Activities</b>	<b>Expected Results</b>	<b>Quarter Achievement</b>	<b>Comments/Challenges</b>
program	receive the EWSO TOT. The training will be held by consultants specialized in EWSO program implementation on field levels.	conducted according to the new workplan that will be submitted to USAID for approval.	re-schedule activities in an amended workplan.
1.2.2 Implement EWSO program in communities	EWSO training workshops for community members will be rolled out by the EWSO trained RR supervisor within her CDA catchment area.	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
<b>Batch 2:</b>			
<b>Result 1: Jobs created among local CDAs in intervention areas</b>			
2.1.1 Approaching and Orienting MoISA officials at intervention governorate	MoISA officials at the intervention governorates were approached and oriented about the project's mission, vision and goals. A continuous communication channel was established.	FORSA technical team oriented undersecretaries and concerned MoISA directorate senior officials in Souhag and Assuit about the project and obtained nominations of partner UNGOs.	Completed
2.1.2 Ranking and selection of intervention districts\communities	A list of intervention districts were selected and ranked based on socio-economic and poverty indicators agreed upon by MoISA officials	District /community nomination and selection at both Assuit and Souhag will take place according to the assessment and selection of CDAs.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
2.1.3 Project orientation meeting for all active CDAs in	Meetings were conducted and CDAs oriented	Nominated UNGOs in Souhag attended a project orientation meeting conducted by FORSA	As per the new approach for project implementation, there

<b>Activities</b>	<b>Expected Results</b>	<b>Quarter Achievement</b>	<b>Comments/Challenges</b>
intervention districts\communities	on the project objectives and the proposed interventions; Interested CDAs submitted a standard letter of interest to the project	technical team in cooperation with the Undersecretary and the NGO Unit Director.  Orientation of Assuit UNGOs was conducted at the premises of each UNGO by FORSA team.	should be UNGO orientation prior to CDA orientation
2.1.4 Proposal writing workshop for interested CDAs	Conducted proposal writing workshop for all the CDAs that submitted letters of interest; participants trained to prepare successful proposals that qualify them for the proposed sub-grants	FORSA technical team tailored the already developed proposal writing curriculum to train UNGOs.  Training on proposal writing will be conducted according to the amended workplan that will be submitted to USAID for approval.	As per the new approach for project implementation, proposal writing workshops would be for UNGOs not CDAs
2.1.5 Review and evaluate proposals	Submitted proposals by CDAs were reviewed and evaluated by project review committee, and are now ready for selection	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
2.1.6 Conduct a pre-award assessment	Conducted pre-award assessment of CDAs as to both institutional and financial capacities based on a standard "terrorist check"	Assuit and Souhag UNGOs pre-award assessment was finalized by FORSA team in collaboration with MoISA representatives.	As per the new approach for project implementation, pre-award assessments will be conducted for 1) UNGOs and then 2) CDAs.  The "terrorist check" on UNGOs will be conducted next quarter

<b>Activities</b>	<b>Expected Results</b>	<b>Quarter Achievement</b>	<b>Comments/Challenges</b>
2.1.7 Signing of sub-grant agreements	Project signed sub-grant agreements with CDAs that submitted successful proposals and passed the pre-award assessment	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
2.1.8 Awarded CDAs recruit the proposed staff with the help/guidance of Pathfinder	The awarded CDAs recruited their staff from their respective communities, to include a project manager, finance manager, three outreach supervisors, and an average of 15 outreach workers. The number of recruited RRs (Raedat Refeyat) depended on the size of the community and catchment area.	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
2.1.9 Capacity development of CDA staff based on training material developed	The FORSA project developed the capacity of awarded CDAs through two types of training, financial training and Outreach Workers training on interpersonal communication and counseling and on health messages.	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
2.1.10 CDAs start implementation of	With completed capacity building	Since project field activities were halted until MoISA's approval to	As the project will be implemented using a

<b>Activities</b>	<b>Expected Results</b>	<b>Quarter Achievement</b>	<b>Comments/Challenges</b>
proposed activities	of recruited CDA staff, home visits to implement project activities started and continued in intervention communities.	start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
<b>Result 2: Women owned microenterprises established in intervention areas</b>			
2.2.1 Identify and train a cadre of Trainers for the Egyptian Women Speak Out program	The Project will select one RR supervisor from each CDA to receive the EWSO TOT. The training will be held by consultants specializing in EWSO program implementation on field levels.	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
<b>Batch 3:</b>			
<b>Result 1: Jobs created among local CDAs in intervention areas</b>			
3.1.1 Approaching and Orienting MoISA officials at intervention governorate	MoISA officials at the intervention governorates were approached and oriented about the project's mission, vision and goals. A continuous communication channel was established.	FORSA technical team oriented undersecretaries and concerned MoISA directorate senior officials in Souhag and Assuit about the project and obtained nominations of partner UNGOs.	Completed
3.1.2 Ranking and selection of intervention districts\communities	A list of intervention districts were selected and ranked based on socio-economic and poverty indicators and were agreed	District /community nomination and selection at both Assuit and Souhag will take place according to the assessment and selection of CDAs.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.

<b>Activities</b>	<b>Expected Results</b>	<b>Quarter Achievement</b>	<b>Comments/Challenges</b>
	upon by MoISA officials		
3.1.3 Project orientation meeting for all active CDAs in intervention districts\communities	Meetings were conducted and CDAs oriented on the project objectives and the proposed interventions; interested CDAs submitted a standard letter of interest to the project	Nominated UNGOs in Souhag attended a project orientation meeting conducted by FORSA technical team in cooperation with the Undersecretary and the NGO Unit Director.  Orientation of Assuit UNGOs was conducted at the premises of each UNGO by FORSA team.	As per the new approach for project implementation, there should be UNGO orientation prior to CDA orientation
3.1.4 Proposal writing workshop for interested CDAs	Conducted proposal writing workshop for all the CDAs that submitted letters of interest; Participants were trained to prepare successful proposals that qualify them for the proposed sub-grants	FORSA technical team tailored the already developed proposal writing curriculum to train UNGOs.  Training on proposal writing will be conducted according to the amended workplan that will be submitted to USAID for approval.	As per the new approach for project implementation, proposal writing workshops would be for UNGOs not CDAs
3.1.5 Review and evaluate proposals	Submitted proposals by CDAs reviewed and evaluated by the project review committee, and are now ready for selection	Since project field activities were halted until MoISA's approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
3.1.6 Conduct a pre-award assessment	Conducted pre-award assessment of CDAs as to both institutional and financial	Assuit and Souhag UNGOs pre-award assessment was finalized by FORSA team in collaboration with MoISA representatives.	As per the new approach for project implementation, pre-award assessments will be conducted for 1) UNGOs and then

Activities	Expected Results	Quarter Achievement	Comments/Challenges
	capacities based on a standard “terrorist check”		2) CDAs.  The “terrorist check” on UNGOs will be conducted next quarter
3.1.7 Signing of sub-grant agreements	Project signed subgrant agreements with CDAs that submitted successful proposals and passed the pre-award assessment	Since project field activities were halted until MoISA’s approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.
3.1.8 Awarded CDAs recruit the proposed staff with the help/guidance of the Pathfinder	Awarded CDAs recruited their staff from their respective communities, to include a project manager, finance manager, three outreach supervisors, and an average of 15 outreach workers. The number of recruited RRs depended on the size of the community and catchment area.	Since project field activities were halted until MoISA’s approval to start field activities is obtained, thus this activity will be conducted according to the new workplan that will be submitted to USAID for approval.	As the project will be implemented using a new approach, FORSA team will re-design and re-schedule activities in an amended workplan.

### Collaboration with other CAs

Two of the selected UNGOs, one in Souhag (Tahseen Awdaa Al-Maraa wi Al-Tefl) and the other in Assuit (Tanmiet Al-Mogtamaa in Sahel Selim) work with Save the Children Health Project funded by USAID. However, these two NGOs have the capacity to work with FORSA in other communities, avoiding overlap. Accordingly, the FORSA team will be meeting with Save the Children to coordinate workflow and ensure smooth implementation of the two projects.

## Challenges:

Due to turbulent political circumstances and current reservations regarding foreign funding of NGOs, MoISA suggested an alternate path to implementing FORSA project. MoISA would nominate UNGOs in Assuit and in Souhag governorates to act as a new tier to implement the project with grassroots CDAs under the guidance of FORSA project management. The FORSA project has had to incorporate changes to its work strategy to include a new mode of implementation. The FORSA team has started to modify the workplan and PMP to cater to the new approach, while achieving the project goals and objectives within the same budget. The FORSA project plans to submit a revised workplan and PMP to USAID next quarter for approval.

### III- Success Stories

When UNGOs and CDAs start implementing technical activities; success stories will be demonstrated.

### IV- Activities for Next Quarter

Expected upcoming activities in Q2Y2, according to the two proposed scenarios of no cost extension (NCE) of 12 months and of 9 months, are listed in Table 2.

**Table 2: Pending project activities included in next quarter (Q2Y2)**

Activities	Next quarter: Q2Y2
<b>Outcome 1: Personnel and Office Set up</b>	
Complete Hiring Staff	Depending on technical needs, more staff will join as project field activities progress.
Develop Project's Workplan	A revised workplan according to the new approach will be developed.
Develop Performance Monitoring Plan (PMP)	A revised PMP according to the new approach will be developed.
Submit Workplan and PMP to USAID	The revised workplan and PMP will be resubmitted
Provide UNGOs with proposal writing training	This activity will be completed next quarter
Guide selected UNGOs in selecting partner CDAs on community level following FORSA preset criteria	This activity will be completed next quarter
Assist UNGOs in developing grant proposals to be submitted to MoISA	This activity will be completed next quarter
Submit granting proposals to MoISA by UNGOs	This activity will be completed next quarter
Sign subgrant agreements between Pathfinder International and UNGOs approved by MoISA	This activity will be completed next quarter
<b>Outcome 2:</b>	
<b>Batch 1</b>	
<b>Result 1: Jobs created among UNGOs and local CDAs in intervention areas</b>	
1.1.1 Hire UNGOs project staff according to job	This activity will be completed next quarter

Activities	Next quarter: Q2Y2
descriptions prepared by FORSA	
1.1.2 Provide UNGOs with managerial and financial administration training	This activity will be completed next quarter
1.1.3 Assist UNGOs and its partner CDAs to hire project staff guided by job descriptions prepared by FORSA team	According to the 3 batches 12 month NCE this activity will be completed next quarter. However, according to the 2 batches 9 month NCE this activity will be ongoing next quarter.

**V- Monitoring and Evaluation**

During Q1Y2, the monitoring and evaluation database was developed including SPSS programs to calculate indicators.

Due to changes in project implementation strategy, a revised PMP with modified targets will be submitted for USAID approval next quarter.

This quarter, eight indicators are to be reported on as per the workplan and the PMP. The eight indicators are:

Indicator #1: Number of jobs created for the implementation of FORSA project activities

Indicator # 2: Average percent change in knowledge gained among CDA trainees in FORSA outreach workers training

Indicator #2a: Average percent change in knowledge gained among CDA trainees in FORSA financial management training

Indicator #3: Number of people trained in FP/RH/maternal/newborn/child health/nutrition during FORSA outreach workers training

Indicator #4: Percentage of CDAs that submitted proposals scoring  $\geq 60\%$  in FORSA intervention areas

Indicator #5: Number of households visited by awarded CDAs outreach workers in intervention areas

Indicator #7: Average percent knowledge gain among RR supervisors trained in FORSA EWSO TOT

Indicator #8: Number of beneficiaries trained by CDA RR supervisors through EWSO programs in intervention areas

As field activities have just started during Q1Y2, only monitoring and evaluation (M&E) indicator #1 was calculated. Achievements of project indicators are described in Table 3.

Table 3: Achievement of project indicators

Indicator Number	Results Data	Baseline Year:	FY 1					FY 2					Total	Comments  (Explanation on a - / + 10% actual from target)
			Q1	Q2	Q3	Q4	FY1 total	Q1	Q2	Q3	Q4	FY2 total		
Indicator # 1	Target			18	527	1027	1027	1527				1527	1527	One FORSA full-time staff member left in Q1Y2. Another staff implementation specialist, will join with start of project activities.
	Actual			16	17	18	18	18						
Indicator # 2	Target				≥ 20%	≥ 20%	≥ 20%	≥ 20%					≥ 20%	NA= calculation not applicable as project activities did not start
	Actual				NA	NA	NA	NA						
Indicator # 2a	Target				≥ 20%	≥ 20%	≥ 20%	≥ 20%					≥ 20%	NA= calculation not applicable as project activities did not start
	Actual				NA	NA	NA	NA						
Indicator # 3	Target				1000	1500	1500	1500					1500	NA= calculation not applicable as project activities did not start
	Actual				NA	NA	NA	NA						
Indicator # 4	Target			50 %	50%	50%	50%	50%					50%	NA= calculation not applicable as project activities did not start
	Actual			NA	NA	NA	NA	NA						
Indicator #5	Target					37,500	37,500	75,000	112,500				112,500	NA= calculation not applicable as project activities did not start
	Actual					NA	NA	NA						
Indicator #7	Target					≥ 20%	≥ 20%	≥ 20%					≥ 20%	NA= calculation not applicable as project activities did not start
	Actual					NA	NA	NA						
Indicator #8	Target					1,000	1,000	4,000	6,500	7,500			7,500	NA= calculation not applicable as project activities did not start
	Actual					NA	NA	NA						

VI- Annexes

Annex 1: Detailed Matrix of Communication with MoISA during Q1Y2

Date	Description	Outcome
7 <sup>th</sup> October 2012	Phone Call	FORSA team received a phone call from the Social Care Department requesting copies of Pathfinder LLC registration papers. FORSA team sent all the requested documents.
8 <sup>th</sup> October 2012	Phone Call	FORSA team received a phone call from the Social Care Department requesting copies of Pathfinder previously signed MoUs with Governors. FORSA team sent all the signed MoUs.
9 <sup>th</sup> October 2012	Phone Call	FORSA team received a phone call from the Social Care Department requesting resending the copies of Pathfinder LLC registration papers to its Head. FORSA team resent all the requested documents.
10 <sup>th</sup> October 2012	Phone Call	A follow up phone call took place to MoISA Social Care Department, which informed FORSA team that all the requested documents were sent to the Legal Department and were currently being reviewed and that they would get back to FORSA once they received the Legal Department feedback.
October 16, 2012	Phone Call	A follow up phone call took place to MoISA Social Care Department, which informed FORSA team that the MoU and all related documents were currently being reviewed by the Legal Department and that they would get back to FORSA once they received the Legal Department feedback.
October 22, 2012	Phone Call	A follow up phone call took place to MoISA Social Care Department, which informed FORSA team that the MoU and all related documents were currently being reviewed by the Legal Department and that they would get back to FORSA once they received the Legal Department feedback.
October 31, 2012	Phone Call	A follow up phone call took place to MoISA Social Care Department, which informed FORSA team that the MoU and all related documents were currently being reviewed by the Legal Department and that they would get back to FORSA once they received the Legal Department feedback.
November 5, 2012	Phone call	FORSA team called the office of the Head of Social Care Sector to inquire about the Legal Department progress reviewing the proposed MoU. It was clarified that follow up should be with the NGOs Department which would be addressed by the Legal Department for further inquiries
November 6, 2012	Visit	FORSA team visited the Head of the NGOs Department to inquire about the Legal Department letter regarding the proposed MoU. It was clarified that the MoU was

Date	Description	Outcome
		still being revisited taking into consideration the turbulent political circumstances.
November 7, 2012	Phone call	FORSA team called the office of the Head of Social Care Sector to inquire about the Legal Department progress reviewing the proposed MoU, highlighting that the MoU was not finalized yet. FORSA was informed that all the affiliated departments were to meet to discuss the MoU with FORSA.
November 8, 2012	Meeting	FORSA team visited MoISA Head of Minister's Technical Office, and it was clarified that turbulent political circumstances and reservations regarding foreign funding for NGOs would force MoISA to drop the idea of signing a MoU. Nevertheless another implementation path was suggested. MoISA would nominate, to FORSA team, Umbrella NGOs (UNGOs) in both Assuit and Souhag Governorates based on FORSA criteria and according to their annual financial and technical reports and evaluations to ensure they were the best to work with.
November 19, 2012	Phone call	FORSA team called the office of the Head of the Social Care Sector to follow up on the nominations of the UNGOs in both Assuit and Souhag Governorates. The Head of the Social Care Sector informed FORSA team that the nomination letter has been sent to the governorates and that they were still waiting for their reply
November 20, 2012	Meeting	FORSA team met with the Head of Minister's Technical Office and discussed the status of FORSA project. The Head of Minister's Technical Office informed FORSA team that he would discuss the issue with the sector heads and get back to FORSA the following week.
December 2, 2012	Meeting	<p>Forsa team met with the Head of Minister's Technical Office to discuss the status of FORSA project. During the meeting the following decisions were made:</p> <ol style="list-style-type: none"> <li>1) A committee on the central level would be formed. This committee would include representatives from: <ul style="list-style-type: none"> <li>• Legal Department</li> <li>• Social Care Department</li> <li>• Women Department</li> <li>• NGOs Department</li> <li>• Pathfinder Representative in Egypt</li> <li>• Districts Managers in the governorates</li> </ul> </li> </ol>

Date	Description	Outcome
		<p>2) The role of the committee would be:</p> <ul style="list-style-type: none"> <li>• To be involved in the UNGOs selection process</li> <li>• To monitor and evaluate the project implementation activities within the UNGO</li> </ul> <p>3) It was agreed that a memo would be prepared by the Head of Minister's Technical Office and the NGOs Sector to be sent to her Excellency the Minister to take her approval on the formation of the committee.</p> <p>4) On the other hand, as the committee formation approval was in process, the Head of Minister's Technical Office would call the District Managers in the two governorates to ask them to nominate around 20 UNGOs from which the committee would select around 7 to work with.</p>
December 5, 2012	Meeting	<p>Forsa Team met with the Head of Minister's Technical Office to discuss the status of FORSA project. During the meeting FORSA team took copies of 2 letters that were sent to the undersecretaries of MoISA directorates in Souhag and Assuit governorates asking them to assist FORSA team by nominating active UNGOs to go through the institutional and financial assessments by FORSA team in collaboration with the directorates.</p>

**FORSA Project**  
**UNGOS Selection Report**

**Assuit Governorate:**

- ✓ Meeting with the Head of MoISA Directorate at Assuit Governorate on December 11, 2012, who nominated nine Umbrella NGOs (UNGOS) to work with FORSA project.
- ✓ The UNGOS' assessment was administered in collaboration with MoISA representatives.
- ✓ FORSA team started the background check, financial and institutional assessment process for the nominated Assuit UNGOS on December 19, 2012 till December, 21 2012.
- ✓ The assessment of each NGO started after orienting its board on FORSA project mission, vision and objectives
- ✓ Nine NGOs were assessed, seven NGOs were visited in five districts in Assuit Governorate as follows:

#	District Name	NGO Name	Notes
1	Al-Quosiya	Gabal Koskam in Rezket Deer Al-Meharak	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities</li> <li>• NGO has no experience working as UNGO before</li> <li>• NGO board was reluctant towards working as UNGO at this stage</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>
2	Al-Quosiya	Al-Khaireya Al-Islamiya in Sheikh Naguib	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities</li> <li>• NGO has no experience working as UNGO before</li> <li>• NGO has no experience in activities related to health</li> </ul>
3	Manfalot	Tanmiet El-Mogtamaa in Hawatka	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities including activities related to reproductive health and Microenterprises.</li> <li>• NGO has worked as UNGO in 3 previous projects covering 36 CDAs.</li> </ul>

			<ul style="list-style-type: none"> <li>• NGO has previous experience managing foreign funds</li> </ul>
4	Sedfa	Tanmiet Al-Mogtamaa in Sedfa	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has clear and functional institutional structure</li> <li>• Based on background check administered though FORSA team connections on the field level, it was highlighted that there were complaints from previous donors regarding delays in implementation and reporting</li> </ul>
5	Sahel Selim	Tanmiet Al-Mogtamaa in Sahel Selim	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities including activities related to reproductive health and Microenterprises</li> <li>• NGO has worked as liaising and networking NGO in previous projects</li> <li>• NGO has previous experience managing foreign funds</li> <li>• NGO is currently working with Save the Children Health Project funded by USAID yet has the capacity to extend its activities to other communities to avoid overlap of activities</li> </ul>
6	Assuit	Al-Khaireya Al-Islamia Itnmiet Al-Mogtamaa in Al-Bora	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities including activities related to reproductive health and Microenterprises</li> <li>• NGO has previous experience managing foreign funds</li> </ul>
7	Assuit	Al-Khaireya Al-Islamia Itnmiet Al-Mogtamaa in Awlad Serag	<ul style="list-style-type: none"> <li>• NGO has accurate financial records</li> <li>• NGO has no clear and functional institutional structure</li> <li>• NGO has no development activities</li> <li>• NGO has no previous experience working as UNGO</li> </ul>

### **Souhag Governorate:**

- ✓ Meeting with the Head of MoISA Directorate at Souhag Governorate on December 11, 2012, who nominated 10 UNGOs to attend an orientation workshop on December 18, 2012 about the FORSA project mission, vision and objectives prior to the institutional and financial assessment.
- ✓ After the orientation workshop FORSA team started the assessment process for Souhag UNGOs on December 22, 2012 till December 26, 2012.
- ✓ The UNGOs assessment was done in collaboration with MoISA representatives.
- ✓ FORSA team requested from Head of MoISA Directorate at Souhag Governorate to nominate more NGOs to be assessed as the 10 NGOs were not satisfactory.
- ✓ 12 NGOs were assessed in four districts in Souhag as follows:

#	District Name	NGO Name	Notes
1	Souhag	Al-Nesaaia Ltahseen Al-Seha	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO management is not following clear procedures as the institutional structure, though documented, yet not followed.</li> <li>• NGO implemented various development activities related to income generation and health</li> </ul>
2	Souhag	Sohbet Al-Kheer Ieltathkeef Al-Sehy wa Tanmiet Al-Mogtamaa	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities related to youth, income generation and health</li> <li>• NGO has six branches to implement the activities across the governorate.</li> <li>• NGO has a cadre of trained volunteers (more than 1000 volunteer)</li> </ul>
3	Souhag	Al-Masria Itanmiet Al-Mogtamaa Al-Insaneyya	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities related to reproductive health, women empowerment, children and Microenterprises</li> <li>• NGO has previous experience working as UNGO inside and outside Souhag.</li> <li>• NGO has a cadre of trained volunteers in most of Souhag districts</li> </ul>
4	Souhag	Tahseen Awdaa Al-Maraa wi Al-Tefl	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure with qualified staff</li> <li>• NGO implemented various development activities related to reproductive health, women empowerment, children and Microenterprises</li> <li>• NGO has previous experience working as UNGO</li> <li>• NGO is currently working with Save the Children Health Project funded by USAID yet has the capacity to extend its activities to other communities to avoid overlap of activities</li> </ul>
5	Souhag	Al-Shaheed Abdel Moneim Riad	<ul style="list-style-type: none"> <li>• NGO has no accurate financial records.</li> <li>• NGO has no clear and functional institutional structure</li> <li>• NGO implemented activities related to income generation only</li> <li>• NGO has no previous experience working as UNGO</li> </ul>
6	Souhag	Al-Rahma Ltanmiet Al-Mogtamaa	<ul style="list-style-type: none"> <li>• NGO has no activities and limited experience</li> <li>• The board is motivated, interested and willing to implement development activities</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>

7	Souhag	Reaya Al-Talaba	<ul style="list-style-type: none"> <li>• NGO has no accurate financial records.</li> <li>• NGO has no clear and functional institutional structure</li> <li>• The NGO implements limited income generation activities</li> </ul>
8	Souhag	Shabab Al-Neel Leltanmia	<ul style="list-style-type: none"> <li>• The board is motivated, interested and willing to implement development activities</li> <li>• The NGO implements some support activities for the handicapped</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>
9	Al-Maragha	Tanmiet Al-Mogtamaa in Nagaa Abou Awad	<ul style="list-style-type: none"> <li>• NGO has limited activities and limited experience</li> <li>• The board is motivated, interested and willing to implement development activities</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>
10	Al-Maragha	Tahfeez AlQuran Al-Kareem Wa Kafalet Al-Aytam in Shandaweel	<ul style="list-style-type: none"> <li>• NGO has limited activities and limited experience</li> <li>• The board is motivated, interested and willing to implement development activities</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>
11	Sakalta	Edaka Ltanmiet Al-Mogtamaa Al-Mahaly wa Mosanadat Al Maraa	<ul style="list-style-type: none"> <li>• NGO has limited activities and limited experience</li> <li>• The board is motivated, interested and willing to implement development activities</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>
12	Akhmeem	Muslim Bin Okail	<ul style="list-style-type: none"> <li>• NGO has limited activities and limited experience</li> <li>• The board is motivated, interested and willing to implement development activities</li> <li>• Might be selected as partner CDA and not as UNGO</li> </ul>

### **The selection:**

- ✓ Forsa selection committee met on December 30, 2012 including:
  - 1- Project Manager
  - 2- Financial Manager
  - 3- Technical advisor
  - 4- Field Implementation Specialist
  - 5- Project Coordinator
  - 6- Financial Specialist
  - 7- Field Implementation Assistant
  
- ✓ After the assessment forms, evaluations were analyzed and final selection (pre terrorist check) was made according to the following criteria:
  - Institutional and financial evaluation as per pre-award assessment visits
  - Previous experience and potential working as UNGO
  - Previous experience managing foreign funds

- NGO portfolio of development activities including Reproductive Health, Microenterprise projects, women's empowerment, etc.

### **Assuit Governorate:**

Three UNGOs were selected in Assuit Governorate.

#	District Name	NGO Name	Notes
1	Manfalot	Tanmiet El-Mogtama3 in Hawatka	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities including activities related to reproductive health and Microenterprises.</li> <li>• NGO has worked as UNGO in 3 previous projects covering 36 CDAs.</li> <li>• NGO has previous experience managing foreign funds</li> </ul>
2	Sahel Selim	Tanmiet Al-Mogtamaa in Sahel Selim	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities including activities related to reproductive health and Microenterprises.</li> <li>• NGO has worked as liaising and networking NGO in previous projects.</li> <li>• NGO has previous experience managing foreign funds</li> <li>• NGO is currently working with Save the Children Health Project funded by USAID yet has the capacity to extend its activities to other communities to avoid overlap of activities</li> </ul>
3	Assuit	Al-Khaireya Al-Islamia Itnmiet Al Mogtamaa in Al-Bora	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities including activities related to reproductive health and Microenterprises</li> <li>• NGO has previous experience managing foreign funds</li> </ul>

### **Souhag Governorate:**

Three UNGOs were selected in Souhag Governorate.

#	District Name	NGO Name	Notes
1	Souhag	Sohbet AlKheer Ieltathkeef AlSehy wa Tanmiet Al-Mogtamaa	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities related to youth, income generation and health</li> <li>• NGO has six branches to implement the activities across the</li> </ul>

			<p>governorate.</p> <ul style="list-style-type: none"> <li>• NGO has a cadre of trained volunteers (more than 1000 volunteer)</li> </ul>
2	Souhag	Al Masria Itanmiet Al-Mogtamaa Allsaneya	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure</li> <li>• NGO implemented various development activities related to reproductive health, women empowerment, children and Microenterprises</li> <li>• NGO has previous experience working as UNGO inside and outside Souhag.</li> <li>• NGO has a cadre of trained volunteers in most of Souhag districts</li> </ul>
3	Souhag	Tahseen Awdaa Al-Maraa wi Al-Tefl	<ul style="list-style-type: none"> <li>• NGO has accurate financial records.</li> <li>• NGO has clear and functional institutional structure with qualified staff</li> <li>• NGO implemented various development activities related to reproductive health, women empowerment, children and Microenterprises</li> <li>• NGO has previous experience working as UNGO</li> <li>• NGO is currently working with Save the Children Health Project funded by USAID yet has the capacity to extend its activities to other communities to avoid overlap of activities</li> </ul>