



USAID | **AFGHANISTAN**
FROM THE AMERICAN PEOPLE

**SERVICES UNDER PROGRAM AND PROJECT OFFICE
FOR RESULTS TRACKING PHASE II PROGRAM
OPTION YEAR 2**

FOURTH QUARTERLY & ANNUAL REPORT

Agreement No AID-306-C-12-00012



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I. PROJECT OVERVIEW

The Services under Program and Project Office for Results Tracking Phase II (SUPPORT-II) Program is implemented by Checchi and Company Consulting, Inc. under the terms of USAID Contract No. AID-306-C-12-00012, this final quarterly and annual report under Option Year 2 (OY-2) covers the period July 5, 2014 - July 4, 2015.

SUPPORT-II provides a host of key services through USAID/Afghanistan's Office of Program and Project Development (OPPD) to improve the efficiency of programs implemented by the Mission's Technical Offices. OY-2 SUPPORT-II services to OPPD include the following:

- Assessments, performance evaluations and gender analyses;
- Logistical support for hosting conferences, meetings and workshops;
- Management information and reporting;
- Mapping services and products;
- Performance Management Plan (PMP) and related activities;
- Independent monitoring; and
- Translation and interpretation services.

SUPPORT-II subcontractors include Danish Translation Services, Social Impact Inc., Social Development and Legal Rights, Synergy International Systems, Inc., and Overseas Strategic Consulting, Ltd.

II. EXECUTIVE SUMMARY

2.1 KEY ACHIEVEMENTS

During OY-2, SUPPORT-II successfully accomplished the following activities in support of USAID/Afghanistan's goals and objectives:

- Completed seven assessments, including a Mission-wide data quality assessment (DQA) with recommendations provided to OPPD to increase implementing partners' (IPs) data precision, ensure data integrity and harmonize indicators, and an independent DQA of one IP's data and reporting procedures.
- Undertook 14 performance evaluations, including 13 completed evaluations and the Afghan Trade and Revenue (ATAR) mid-term performance evaluation continuing in OY-3.
- Completed three gender analyses for the Mission's Gender Unit.
- Monitored & verified (M&V) the activities and beneficiaries of 12 projects identified by OPPD and the Mission's Technical Offices.
- Recruited and hosted 34 expatriate short-term technical consultants (STTA) who undertook the above mentioned assessments, evaluations and gender analyses.
- Recruited 74 Afghan STTA to assist the above mentioned expat STTA.
- Recruited and trained 64 Afghan monitors for short-term objective monitoring (STOM) who travelled throughout Afghanistan without any security-related incidents.
- Provided logistical support for a Regional Energy Symposium in Dubai and for two major events in Kabul involving the US Embassy and the Afghan President's Office.
- Hosted 14 conferences and workshops for USAID and its IPs, with over 890 participants.
- Translated 55 documents for USAID and 79 documents from SUPPORT-II STTA.
- Provided IPs, STTA and staff with 352 mapping products.

2.2 CONSTRAINTS AND CRITICAL ISSUES

One of the most critical challenges facing SUPPORT-II is the ability to recruit qualified consultants amidst a deteriorating security situation. Most successful consultants possess a rare combination of writing and technical skills, experience conducting evaluations, and familiarity with Afghanistan and USAID. While many SUPPORT-II consultants have done excellent work, a few have performed poorly, resulting in less than expected quality. SUPPORT-II continues to improve quality control measures and improve recruitment and screening of consultants. In the meantime, SUPPORT-II is working with USAID to design an evaluation training course targeted Afghan technical experts who might one day play a larger role in evaluation teams. The training course is scheduled to be delivered in the fall of 2015 at American University in Kabul.

SUPPORT-II provided critical monitoring and verification support during OY-2 through STOM. One challenge faced in the implementation of STOM was the evolving timeframe of the activity. Originally envisioned as a stop-gap measure, STOM will have been implemented for at least a year and half by this fall. If the full timeframe had been realized at the beginning of the efforts, there may have been an opportunity to introduce even more technological solutions. For example, the current online data entry system

could have been introduced as a system that IPs and COR/AORs could access. Nevertheless, the team has adapted well to the changes.

The quality of the draft scopes of work (SOWs) that OPPD receives from Technical Offices has improved over the last year. Similarly, the Technical Offices have been more responsive in providing program documents for STTA in a timely manner.

Most SOWs limit the review period for technical offices to comment on draft final reports to two rounds of comments. The first round is typically due within ten days of submission of the initial draft report, and the second and final round takes place after STTA have addressed the first round of comments. However, additional rounds may result when a technical office staff member goes on leave and passes responsibility for reviewing a draft to other staff. Such delays can extend the review process by several months, and may increase the actual cost of a specific assessment or evaluation. An effort should be made by each responsible technical officer to finalize their comments prior to going on leave.

The indicator definitions used in the Performance Monitoring Plans (PMPs) of many IPs are not in harmony with the indicator definitions on which USAID is required to report. As has been recommended, SUPPORT-II can provide training for USAID staff and its IPs to address these issues.

SUPPORT-II has provided excellent gender analyses over the last few years, including three well-received products during OY-2. However, the number of requests from the Mission has dropped sharply over the last few quarters as the Gender Unit has become highly focused on the Promote projects. SUPPORT-II looks forward to working with the Gender Unit to develop and implement new SOWs in the future.

III. ACTIVITY IMPLEMENTATION

3.1 OY-2 INDICATORS /ACTIVITY PERFORMANCE

SUPPORT-II is not a traditional USAID development project, as the project is driven by the evolving management demands of OPPD. In this regard, SUPPORT-II's performance monitoring plan and indicators cover seven of the 13 specific tasks identified in the contract and two additional output indicators, as shown below.

Option Year 2 Actual Results to Date												
Indicator #	Level	Description of Indicator	Source of Data	Frequency	Baseline	Intended Target	Q1/FY15	Q2/FY15	Q3/FY15	Q4/FY15	Totals	Responsibility
1	Output	Task #1 PMP related activities	COR	As directed by COR	2011-2015 PMP	TBD	Mission DQA	Mission DQA	MIAD DQA		2	COP/DCOP/PDTL
2	Output	Task #4 Field Based Project Monitoring	COR	As directed by COR	N/A	TBD		4	4	4	12	PDTL/DCOP/COP
3	Output	Task #6 Performance Evaluations	COR	As directed by COR	AEP	15 per year		5	6	3	13	PDTL/DCOP/COP
3.1	Output	STTA Level of Effort (LOE) Number of expat and CCN days LOE	Checchi (C) Home Office	Quarterly	Expat 2,000 days LOE & CCN 2,000 days LOE	90% used	Expat C 289.75 Expat SI 35 Expat OSC 29 CCN 1,015.5	Expat C 456.625 Expat SI 75 OSC 31.5 CCN 2,413	Expat C 233.18 Expat SI 84 Expat OSC 6.75 CCN 2,237	Expat C 329.37 Expat SI 31 CCN 1,563.5	Expat C 1,308.93 Expat SI 225 Expat OSC 67.25 CCN 7,228	COP/DCOP/PDTL
3.2	Output	Number of SOWs & Reports assessed against USAID's checklists and will include all interviewees contact data & meeting notes	COR	For each activity's SOW & Final Report	N/A	TBD	3	5	6	4	18	PDTL/DCOP/COP
3.3	Output	Percent of M&E Activities* which are complete by the target deadline (reported in Activity Tracker)	Checchi Quarterly Reports	As directed by COR	N/A	90%**	100%	100%	100%	100%	100%	COP/DCOP/PDTL
3.4	Output	Number of M&E Activities* led by a CCN	Checchi Quarterly Reports	Quarterly	N/A	1 in OY-2; 2 in OY-3; 3 in OY4**	4	4	4	4	16	PDTL/DCOP/COP

3.5	Output	Number of CCN STTA or staff who contribute significantly to exit briefings for M&E Activities*	Checchi Quarterly Reports	Quarterly	N/A	4 in OY-2; 8 in OY-3; 12 in OY4**		5	5	13	13	PDTL/DCOP/ COP
4	Output	Task #9 Field Assessments Number of Gender Analyses performed	COR	As directed by COR	N/A	TBD		3			3	PDTL/DCOP/ COP
5	Output	Task#10 Logistical Support Number of events hosted	COR	As requested by COR	N/A	Most events as requested	1	4	5	4	14	Logistics Coordinator & DCOP/COP
6	Output	Task #12 Translation Services Number of translations performed	COR	As requested by COR	N/A	Provide translations as requested	35	67	18	14	134	Translators & DCOP/COP
7	Output	Task #13 Information & Mapping Services Number of maps produced	COR	As requested by COR or Technical Office(s)	N/A	Provide mapping products as requested	30	160	116	46	352	GIS/MIS Specialist & DCOP/COP

*M&E Activities include Performance Evaluations, Assessments, Gender Analyses, and Field Monitoring Assignments.

**Indicator added in the OY-2 PMP; targets apply to OY-2 and beyond.

3.2 KEY ACTIVITIES ACCOMPLISHED

Key task-related accomplishments during OY-2 included the following:

TASK 1 PERFORMANCE MONITORING SUPPORT

Task 1: The Contractor shall collaborate with OPPD and the Mission's technical offices to establish a Performance Management Plan (PMP) for the Mission, and revise PMPs at the Assistance Objective and program area levels to respond and adhere to new standard indicators and other relevant guidance for Afghanistan, with final approval by the Mission.

Deliverable 1: Revised USAID/Afghanistan PMP 2011-2015 and annual updates for the remaining years of the contract.

Deliverable 2: Updates to the Mission's PMP through the semi-annual portfolio review process to reflect changes in strategy, targets and/or activities. This deliverable is due semi-annually.

Deliverable 3: Semi-annual PMP Data Quality Assessment (DQA) Report. This deliverable is due 30 days after each semi-annual portfolio review.

Deliverable 4: A report recommending streamlined processes and procedures for generating data and/or information reports that require multiple formats as required by USAID/Washington, the State Department, GIRoA, and other USG agencies as applicable.

Status: At the request of the COR during this last quarter, SUPPORT-II reviewed the DQAs performed in 2010-2014 and mapped indicators against OPPD's Master List of 102 on-budget and off-budget active projects. As reported on May 5, 2015, only 21 of the 102 projects have had a DQA performed in the last three years, and the remaining 81 projects may require a DQA of each project's indicators in 2015 if any indicator(s) are going to be reported in the Mission Performance Plan Report.

The project assisted OPPD and the Office of Economic Growth and Infrastructure (OEGI) during the fourth quarter in drafting a Monitoring and Evaluation (M&E) Plan for the \$968 million Power Transmission and Electrical Connectivity (PTEC) project implemented by Da Afghanistan Breshna Sherkat (DABS), the Afghan government's electrical utility. The first M&E plan draft was submitted to DABS/PTEC and USAID on April 29, 2015. At the request of OEGI and OPPD, three indicators for the Kajaki Dam Unit-2 (KJU-2) project were incorporated in the M&E plan. A final draft incorporating 16 indicators for DABS/PTEC and the three indicators for KJU-2 was submitted to DABS/PTEC and OEGI/OPPD on June 21, 2015.

Similarly, during the fourth quarter SUPPORT-II provided the Ministry of Economy's General Directorate of Planning and Coordination Department with training and mentoring in M&E and field verification and reporting. A detailed summary of this activity is provided in Section IV.

During OY-2, the project also conducted a Mission-wide DQA for 32 indicators. The DQA began on November 4, 2014, and the 32 indicators were finalized from a list of 56 indicators provided by OPPD. The DQA team conducted interviews with 22 implementing partners

reporting on these indicators, and made field visits to their provincial offices in Kabul, Jalalabad, Herat, Kandahar and Mazar. The hard copies of signed checklists and the final report were submitted to the Mission on December 8, 2014 and the report was approved on March 22, 2015.

TASK 2 PROGRAM RESULTS DATA

Task 2: The Contractor shall collaborate with relevant USAID/Afghanistan staff to track program results against indicators, targets, and baselines in the PMP. The Contractor shall collect data on a quarterly basis from the Government of the Islamic Republic of Afghanistan (GIROA), other donors, and public data sources, and shall identify data that needs to be collected and reported by USAID implementing partners (contractors, grantees, non-governmental organizations (NGOs), GIROA) to establish baselines for all indicators. The Contractor shall provide guidance to USAID implementing partners on data specifications, and shall provide them with training as needed to ensure that PMP-related data is being captured and reported. The Contractor shall collect, collate and analyze data presented by USAID implementing partners in their periodic reports and updates.

Deliverable 1: This activity is related to Task 1 and will be determined and requested by the COR.

Status: There was no activity during this reporting period.

TASK 3 INFORMATION REPORTING

Task 3: The Contractor shall analyze the Mission's procedures for generating information for periodic reports and data calls, including but not limited to the PPR, OP, Mission Strategic Plan (MSP), and the various formats required for each report. The Contractor shall prepare recommendations on how to streamline management and reporting of the data/information, and use of program information systems to improve efficiency and reduce the amount of time spent on preparing related reports and responding to data calls.

Deliverable: Recommendations on how to streamline the management and reporting of data and information and use of program information systems to improve efficiency and reduce the amount of time spent on preparing related reports and responding to data calls. This activity is related to Task 1 and will be determined and requested by the COR.

Status: As previously mentioned under Task 1, the project assisted OPPD with preparations for the Mission's annual DQA.

TASK 4 MONITORING

Task 4: The Contractor shall provide short and long-term technical assistance for the purpose of conducting field-based project monitoring. The Contractor shall provide monitoring teams with the necessary skills and experience for USAID/Afghanistan COR concurrence; provide logistical support and quality control to visit project sites in the field and monitor project performance and project activities; facilitate presentations to the Mission, GIROA, and other donors and partners on the findings, and solicit feedback on recommendations; and finalize monitoring report in coordination with OPPD and the relevant technical office.

Deliverable: Field based monitoring of programs as identified and requested by the COR.

Status: Throughout the fourth quarter, the project continued its short-term strategic monitoring (STOM) and verification activities of four projects that included:

1. ODG's Afghan Civic Engagement Program (ACEP). The M&V activities consisted of site visits to 19 training events and interviews with 42 beneficiaries.
2. OEGI's Afghan Workforce Development Program (AWDP). The monitors verified 48 training events sponsored by the IP with 292 female participants and 484 male participants. The monitors also conducted 268 telephone interviews with former trainees.
3. OEGI's Multi-Input Area Development Global Development Alliance (MIAD-GDA). The monitors verified that the four hand-washing campaigns were conducted at the locations reported by the IP. Similarly, 36 beneficiaries (individuals that participated in these events) consisting of ten males and 26 females were interviewed. The monitors also verified that the eHealth mobile phone consultations occurred as reported by the IP through the IP's records and data in Faizabad, Ishkashim and Shughnan districts, Badakhshan province. The monitors also traveled to Ishkashim and Shughnan districts to interview ten beneficiaries in Ishkashim district and 22 beneficiaries in Shughnan district. Due the road and weather conditions, the monitors did not travel to Nusai district in the far north of the province. Those interviewed in Ishkashim included four females and five males. The Shughnan district interviews included 11 females and nine males.
4. Textbooks funded by USAID through the *Textbook Component* of the Ministry of Education's (MOE) Basic Education, Literacy and Technical-Vocational Education and Training (BELT) program. This activity focused on verifying MOE's distribution of textbooks in the provinces of Badghis, Ghor and Herat in schools that were closed during previous verification activities due to their winter schedules.

In addition to the above M&V activities, OSSD requested a rapid verification of 11 Kabul-based printing firms that had responded to the MOE's request for proposals under an emergency textbooks printing activity funded by the Danish International Development Agency and USAID. Each printer's equipment was verified for accuracy against their respective proposal submission. This activity began on May 31, 2015 and was completed on June 21, 2015. Following the M&V, OSSD requested that SUPPORT-II monitor the 11 printing firms that were contracted by the MOE on July 1, 2015 to print 2.2 million textbooks for the emergency procurement. This activity began on July 1, 2015 and is on-going during OY-3.

During OY-2, 12 projects operating in 22 provinces were included under the STOM M&V activity, of which ten projects operated country-wide and three projects operated within defined regional platforms or a single province. All of these projects are listed below with their respective geographical areas:

1. OAG's country-wide Agricultural Credit Enhancement/Agricultural Development Fund (ACE/ADF) project.

2. OAG's Incentives Driving Economic Alternatives, North, East & West (IDEA-NEW), a project focused on regional platform East (RP-E).
3. OAG's Regional Agricultural Development Program in the South (RADP-S), focused in the southern provinces of Helmand, Kandahar and Zabul.
4. ODG's country-wide Afghan Civic Engagement Program (ACEP).
5. OEGI's country-wide Afghan Trade and Revenue (ATAR) project.
6. OEGI's country-wide Afghan Workforce Development Program (AWDP).
7. OEGI's Assistance in Building Afghanistan by Developing Enterprises (ABADE), a country-wide project.
8. OEGI's country-wide Financial Access for Investing in the Development of Afghanistan (FAIDA) project.
9. OEGI's Multi Input Area Development Global Development Alliance (MIAD-GDA), a project focused only in Badakshan province.
10. OSSD's on-budget country-wide Basic Education, Literacy and Technical-Vocational Education and Training (BELT) project with the MOE.
11. OSSD's on-budget country-wide Partnership Contracts for Health Services (PCH) project with the Ministry of Health.
12. OSSD's country-wide TB CARE 1 project.

For monitoring each of the above projects, SUPPORT-II designed survey tools tailored to the specific needs of each technical office. For example, tools have included questionnaires for beneficiaries, checklists for facilities, and guides for observation. Event verification consisted of reporting the date and place of each event, the number of participants at the start and end of each event, and a checklist of questions related to the organization and effectiveness of the event. All survey instruments were approved by the various technical offices and pilot tested in the field wherever possible. Monthly or weekly reports for each of the activities monitored were submitted to the respective COR and OPPD.

The M&V for the OEGI/ATAR project consisted of verifying events and Afghan participants at internationally recognized industrial expositions. These included the Stonemart in Jaipur, India, the Aahar Food Exposition in New Delhi, India, and the Gulf Food Fair, in Dubai, UAE. Separate reports for each event verified were submitted to OEGI in February and March 2014 and were approved.

In conducting the Afghanistan-based M&V activities, SUPPORT-II hired a total of 62 short-term Afghan monitors. Forty monitors were directly hired by the project and 22 monitors were provided by the project's approved subcontractor, Social Development and Legal Rights. Each monitor participated in a two-three day training session designed for each specific project being monitored. Each training session also included a day of field testing with the monitors before the monitors traveled to the field.

As shown in Table 1 below, the STOM monitors conducted over 4,600 interviews and successfully completed over 6,000 individual tasks in 22 provinces. For example, for OSSD's BELT textbook distribution verification effort, monitors were required to conduct five separate interviews at each school visited, resulting in over 1,100 interviews with school officials, shopkeepers, students, and village elders.

For OSSD's PCH project M&V effort, the monitors visited and surveyed 266 health clinics located in ten provinces. Many of these clinics were in very remote and insecure areas. Similiarly, to verify the distribution of textbooks by the MOE the monitors visited 154 schools in four provinces prior to the onset of winter in December 2014, and surveyed the remaining 140 schools in three provinces during the fourth quarter (April-June). In the three southern provinces of Helmand, Kandahar, and Zabul, the monitors verified 43 RADP-S training events and interviewed 215 farmer-beneficiaries at 36 RADP-S demonstration farms.

Table 1 Summary of 12 STOM Activities Monitored and Verified in OY-2.

M&V Activity	V-1	V-2	V-3	V-4	V-5	V-6	V-7	V-8	V-9	V-10	V-11	V-12	
Beneficiary Interviews (Phone & In-Person)	ACEP	ADF	ATAR	AWDP	BELT	FAIDA	IDEA/NEW	MIAD	PCH	TBCARE	RADP-S	Printers	Totals
Attempted Interviews				99				5					104
Completed Interviews	2,380		233	395	1,145			63	196		215	11	4,638
Company/Equipment Verifications												11	11
Grantee Verifications		1					12						13
Training Event Verification													
Monitor attended and event did not occur	30												30
Monitor attended a training Session	476		7	51		1					43		578
Facility Verification													
Demonstration Farms Verified											36		36
Veterinary Field Units Verified											13		13
Schools Visited & Surveyed for Textbooks					229								229
Health Clinics Verified & Surveyed									266	167			433
												Total	6,085

TASK 5 RECOMMENDATIONS

Task 5: The Contractor shall coordinate with OPPD and relevant technical offices to recommend when program evaluations should be conducted based on third party monitoring. The Contractor shall identify the following situations, which could also trigger the need for an evaluation:

- Performance information indicates an unexpected result (positive or negative) that should be explained (such as gender-differentiated results);
- Informed feedback from customers, partners or others suggests that there are implementation problems, unmet needs, or unintended consequences or impacts;
- Issues of sustainability, cost-effectiveness, or relevance have been cited in the portfolio review or PMP monitoring process; or
- The validity of Results Framework hypotheses or critical assumptions are questioned, e.g. due to unanticipated changes in the host country environment.

Deliverable: Recommendations for conducting evaluations based on third party monitoring findings and conclusions, including the above criteria.

Status: After completion of the previously mentioned DQAs and review of several evaluation SOWs, the following recommendations were presented for consideration by USAID:

1. Organize a training workshop for IPs and on-budget Ministry representatives on the DQA process, with suggestions for strengthening their monitoring procedures.
2. Assist USAID in following up with CORs whose programs have incomplete PMPs and/or indicator definitions that are substantially different from USAID's reporting indicators.
3. Provide training sessions for technical office staff on drafting evaluation SOWs and harmonizing PMP indicators.
4. Undertake final performance evaluations before projects are closed out.

TASK 6 EVALUATIONS OF MISSION FUNDED PROGRAMS

Task 6: On an annual basis, the Contractor shall perform at least 15 interim or final evaluations of Mission-funded programs, projects and/or activities, analyzing progress made, lessons learned, issues and challenges encountered during implementation, and relevance to USAID/A's Assistance Objectives.

Deliverable: At least 15 interim or final performance evaluations, including assessments and gender analyses of Mission funded programs.

Status: During OY-2, SUPPORT-II completed 13 performance evaluations. The evaluation of OEGI's ATAR program was initiated during OY-2 and will be completed during the first quarter of OY-3. OY-3 The 13 evaluations are listed below:

1. The final performance evaluation of OSSD's Disease Early Warning System (DEWS) program was completed and approved in January 2014.
2. The performance evaluation of OEGI's Engineering Quality Assurance and Logistical Support (EQUALS) program was completed and approved on July 7, 2014.

3. The final evaluation of OEGI's Commercialization of Afghanistan Water and Sanitation Activity (CAWSA) was completed and approved on July 10, 2014.
4. The performance evaluation of OSSD's Strengthening Pharmaceutical Services (SPS) program was completed and approved on October 27, 2014.
5. The final evaluation of OEGI's Support to Economic Growth and Governance Initiative (EGGI) was completed and approved on November 23, 2014.
6. The final evaluation of OEGI's Land Reform in Afghanistan (LARA) program was completed and approved on December 8, 2014.
7. The final evaluation of OSSD's TBCARE project was completed and approved on December 23, 2014.
8. The performance evaluation of OEGI's Assistance in Building Afghanistan by Developing Enterprises (ABADE) project was completed and approved on April 15, 2015.
9. The OAG Agriculture Credit Enhancement (ACE) evaluation report was submitted on July 6, 2015 and approval is pending.
10. The evaluation of OEGI's Financial Access for Investing in the Development of Afghanistan (FAIDA) program was completed and the final report was submitted on July 16, 2015 and approval is pending.
11. The final evaluation of OAG's IDEA/NEW project was completed and a revised report submitted on July 19, 2015. Approval is pending a review by OAG.
12. The mid-term performance evaluation of ODG's Assistance to Legislative Bodies of Afghanistan (ALBA) project was completed and the final report approved on July 20, 2015.
13. The mid-term performance evaluation of OEGI's Afghan Trade and Revenue (ATAR) program began on June 22, 2015 and is scheduled to be completed in August of OY3.

The ODG/Afghanistan Electoral Reform and Civil Advocacy (ACERA) performance evaluation was rescheduled to OY-3. The attached *Activity Tracker* provides a list of all assessments, events, evaluations and gender analyses undertaken and completed in OY-2.

TASK 7 ANNUAL REVIEW OF ASSISTANCE OBJECTIVES

Task 7: The Contractor shall provide short and long-term technical assistance to conduct and complete annual reviews of each of USAID/Afghanistan's Assistance Objectives, measuring progress of activities against established intermediate results, and analyzing whether the activities under an Assistance Objective are working cohesively to address the Assistance Objective's overall goal. The review shall also include a comprehensive statement of the overall impact of the USAID/Afghanistan-supported program.

Deliverable: This task is related to Task 1 and requests for support services and specific deliverables will be identified and requested by the COR.

Status: There was no activity during the reporting period.

TASK 8 ANDS TRACKING TASK

Task 8: The SUPPORT Contractor shall track USAID's contributions against ANDS benchmarks & timelines, and shall help the Mission to mesh them with USAID's own targets and indicators where it is appropriate to do so.

Deliverable: This task is related to Task 1 and requests for support services and specific deliverables will be identified and requested by the COR.

Status: There was no activity during the reporting period.

TASK 9 FIELD BASED ASSESSMENTS

Task 9: The Contractor shall conduct field-based assessments, particularly in post-conflict and transitional environments, and draft performance-based SOWs, from which it shall provide short-term technical assistance for accomplishment of the tasks listed above.

Deliverable: Draft and obtain approvals for performance based SOWs, recruit and provide STTA to undertaken field based monitoring, and submit report on each activity.

Status: SUPPORT-II successfully completed seven field-based assessments during OY-2 including the assessment of OEGI's Turquoise Mountain program which was completed in the fourth quarter and three assessments of gender-related activities for OPPD's Gender Unit. A description of each assessment is provided below.

Gender Assessments

1. An anti-corruption gender analysis began on April 10, 2014 and the final report was completed and approved on July 15, 2014.
2. An early grades reading gender analysis started on May 13, 2014 and the final report was completed and approved on September 29, 2014.
3. A nutrition gender analysis that began on August 8, 2014 was completed and approved on February 9, 2015.

OPPD and Technical Office Assessments

1. OPPD's Organizational Assessment of the Ministry of Labor, Social Affairs, and Martyrs and Disabled (CAPAA) began in OY-1 on May 20, 2014 and was completed and approved on August 18, 2014.
2. OPPD's assessment of selected GIROA ministries' monitoring and evaluation systems began on June 19, 2014 in OY-1 and was completed and approved in OY-2 on December 14, 2014.
3. OAG's Irrigation and Watershed Management Assessment/Preliminary Irrigation Assessment (PIA) began on October 18, 2014 and was completed and approved on January 28, 2015.
4. OEGI's Turquoise Mountain sustainability assessment began on May 30, 2015 and the final revised report was submitted on July 6, 2015. Approval is pending.

TASK 10 LOGISTICAL SUPPORT FOR CONFERENCES/WORKSHOPS

Task 10: In support of USAID/Afghanistan’s training and donor coordination activities, the Contractor shall organize and facilitate workshops, conferences and meetings for USAID staff and their implementing partners.

Deliverable: Provide secure conference facilities to the Mission and its Implementing Partners, with a facilitator as required. As requested by the COR, organize presentations as discussed above.

Status: SUPPORT-II’s conference facilities include two rooms, each with a seating capacity of 40-60 people. SUPPORT-II also provides several smaller meeting rooms. During this reporting period, SUPPORT-II hosted nine events at the compound. In addition to providing on-site logistical support, the project assisted USAID with off-site logistics for the following four major events:

1. The PROMOTE launch on November 8, 2014, with over 300 guests and VIPs at the US Embassy compound.
2. The Engaging Men Conference on November 27, 2014 in cooperation with the Ministry of Women’s Affairs, with 150 participants.
3. The USAID/Washington Office of Afghanistan and Pakistan Affairs’ Regional Energy Symposium, held in Dubai on May 31–April 1, 2015 at Le Meridien Hotel and Conference Center. Thirty-eight senior USAID staff participated in this two-day event.
4. The USAID/Call to Action conference with the Ministry of Health, held in Kabul on April 10-12, 2015 with over 350 participants.

Annex I provides a list of all conferences and events hosted or supported by the project.

TASK 11 COMMUNICATIONS AND OUTREACH SUPPORT

Task 11: The Contractor shall maintain website contents publishing and update, as well as writing and editing support on a number of information product tasks.

Deliverable: As previously mentioned, this task has been eliminated from SUPPORT-II’s services.

Status: During the fourth quarter, the project was tasked with assisting the Development Outreach and Communications Office (DOC) to develop a Public Awareness Campaign (PAC) that builds on the Mission’s 2015-2016 Afghanistan Strategic Communications Plan in support of the Mission’s *Afghanistan Implementation Plan for Transition, 2015 – 2018*. The PAC is designed to increase understanding among the Afghan people, and the broader international audience, of the purpose and the impact of USAID investments around three objectives for Afghanistan’s development: creating the foundation for sustainable agricultural-led economic growth; sustaining and building on the social gains made in the past 13 years, especially for women and girls; and, improving the performance of the GIRoA, especially in the areas of equitable delivery of quality services and measurable reductions in corruption.

With its emphasis on elevating the profile of USAID as a thought leader in development in Afghanistan, the PAC activities will enhance the Mission's ability to form partnerships and leverage resources with other donors, the private sector, and the Afghan Government.

Increasing participation of Mission staff in communications activities is a major component of the plan, as is direct engagement of Afghan counterparts from the government, the private sector, and civil society in communications coordination, planning and implementation.

A revised workplan and budget were submitted on July 2, 2015 and these are being revised by the DOC and OPPD.

TASK 12 TRANSLATION SERVICES

Task 12: The Contractor shall provide translations of technical and legal documents (into English, Dari and/or Pashto), and intermittent short term interpreters available on short notice and able to function in all of these three languages and in the technical areas of the USAID portfolio. They shall accompany Mission staff to official meetings and meetings in the field, have (or easily qualify to obtain) security background checks, and shall be able to accurately discuss development topics in the Mission portfolio in Dari, Pashto and English.

Deliverable: Translations and/or translators as requested by the COR.

Status: SUPPORT-II undertook 55 translations on behalf of the Mission during OY-2 in addition to 79 translations for short-term consultants conducting assessments and/or evaluations. Examples of the over 1,300 pages of translated materials are listed below and Annex II provides a list of all OY-2 translations:

- Engaging Men Report for the Mission's Gender Unit, 114 pages translated from English to Dari and Pashto.
- Counter-Trafficking in Persons Report for the Mission's Gender Unit, 187 pages translated from English to Dari.
- Over 80 pages translated from English to Dari and Pashto for the Gender Unit's PROMOTE launch ceremony.
- Over 110 pages translated from English to Dari and Pashto for the Mission's Call to Action ceremony with the Ministry of Public Health.
- Over 110 pages translated from English to Dari for OSSD/Health's Procedures for Decontaminating and Disposing Materials used During Mycotoxin Analysis.

TASK 13 INFORMATION MANAGEMENT

Task 13: To support the USAID/Afghanistan Information management needs, the Contractor shall provide information management services, systems, and other resources that help to effectively manage the demand for information and information products.

Deliverable: Mapping products and other data and/or information as requested by the COR.

Status: SUPPORT-II provided a total of 352 mapping products in response to requests from USAID's IPs, and SUPPORT-II STTA. A complete list of all mapping products/services is provided in Annex III.

IV. COLLABORATION WITH GIROA, OTHER DONOR PROJECTS OR OTHER USAID PROJECTS

4.1 LINKS WITH GIROA

As mentioned above under *Task 1*, during this last quarter OPPD requested that the project assist the Ministry of Economy (MOEC) with capacity building and logistics for conducting evaluations and M&V related activities at the provincial level. SUPPORT-II held a two-day evaluation training workshop at the MOEC on March 8-9, 2015, and followed up with four additional training sessions in Kabul and field visits to Jalalabad during March. The Jalalabad training included provincial staff from Kunar, Laghman, and Nangahar provinces.

Unfortunately, the MOEC department responsible for evaluations was unresponsive and a significant opportunity was lost. As a result of this situation, SUPPORT-II was directed to the MOEC's General Directorate of Planning and Coordination (GCCD), which demonstrated an interest in improving its staff's M&V capabilities. On April 5, 6, and 19, Kabul provincial staff visited health clinics in Mir Bachakot and Paghman districts, and attended an AWDP event. On May 2-6, 2015, SUPPORT-II held a five day training event in Herat, with provincial staff attending from Badghis, Ghor and Herat provinces. Site visits were made to a cold storage facility under construction, health clinics, two AWDP events, and several schools to verify textbook distribution. On June 3, 2015, Badakhshan provincial staff attended a half-day training session using the MAID program as an example, and on June 8-10 and again on June 22, 2015, Kabul provincial staff monitored several infrastructure projects with SUPPORT-II staff.

As a result of these activities, the GCCD requested continued assistance and mentoring from USAID through the SUPPORT-II project, and negotiations are ongoing between USAID and the MOEC to continue these activities in OY-3 with a focus on USAID on-budget programs with GIROA.

4.2 LINKS WITH OTHER DONORS

SUPPORT-II staff collaborated with DfID (UKAID), World Bank, and UN staff on evolving monitoring and evaluation activities and data acquisition.

4.3 LINKS WITH OTHER USAID PROJECTS

SUPPORT-II staff has met with USAID's MISTI project staff on a quarterly basis throughout OY-2 to share lessons learned from both projects' experiences with independent remote monitoring tasks. Additionally, SUPPORT-II staff frequently met with the Chief of Parties and M&E staff from other projects to discuss monitoring observations, data quality and security issues, and shared lessons learned.

V. MANAGEMENT & ADMINISTRATIVE ISSUES

5.1 PERSONNEL

Hoppy Mazier stepped down from the COP position in September 2014 and rejoined SUPPORT-II as a senior M&E Specialist the following month.

Michael Lechner joined SUPPORT-II in December 2014 as Chief of Party (COP).

Aimee Rose left the position of Project Design/M&E Team Leader (Technical Director) in November 2014, but continued to provide technical support to the project from the Checchi home office through the end of the reporting period. Ron Santos replaced Aimee as Project Design/M&E Team Leader at the beginning of January 2015.

Naseema Noor replaced Lisa Jenkins as Communications Specialist in October 2014.

Ron Santos left the project in June 2015.

5.2 ADAPTION OF THE ACTIVITY

The previously mentioned M&V activities and the PAC activity are both excellent examples of the project's ability to adapt to the evolving needs of the Mission. It is suggested that if additional M&V activities are envisioned for OY-3, USAID create positions for two additional M&V specialists (one expatriate and one CCN) to assist the COP and the Technical Director.

5.3 MODIFICATIONS AND AMENDMENTS

Modification #6, dated August 18, 2015, authorized the replacement of key personnel and incorporated a new AIDAR clause on International Travel Approval and Notification Requirements.

Modification #7, dated September 27, 2014, modified the contract's level of effort (LOE) table to include three new M&E positions, and revised the contract Statement of Work to allow for the production and dissemination of communications products.

Modification #8, dated February 10, 2015, increased the LOE ordered for local STTA and compensated for that increase by decreasing the LOE ordered for expatriate STTA. The modification also authorized the replacement of key personnel and named a new COR.

Modification #9, dated June 28, 2015, exercised OY-3, obligated an additional \$8,500,000 to the contract, added a new LTTA position for a Gender Public Awareness Team Lead, eliminated one expatriate M&E Specialist position, and reduced the approved level of effort for one local M&E Specialist.

VI. SUCCESS STORIES & PHOTOGRAPHS

As previously mentioned, the four events organized by and supported by the project – the PROMOTE launch at the US Embassy, the Engaging Men Conference in Kabul, the Regional Energy Conference in Dubai, and the CALL to Action event were each a Success Story. Photographs of each event have been provided to OPPD and the respective Technical Offices.

Similarly, the STOM monitoring, which began in March 2014 as a pilot program and evolved into a full-scale M&V effort tailored to the needs of each Technical Office, is an M&V Success Story for USAID.

ANNEX I: EVENTS HOSTED BY SUPPORT-II

Name of the Document	Project	Source	Target	Date Received	Date Submitted	Internal	Outsourced	Number of Pages
Men Engaging Report	USAID	English	Dari and Pashtu	06/15/2014	07/23/2014		Yes	114
Carole 2nd half translation	Checchi	English	Dari and Pashtu	07/26/2014	07/27/2014	Yes		3
CTIP Report	USAID	English	Dari	07/14/2014			Yes	187
Action Plan for Compensation Law	USAID	Dari	English	07/02/2014	07/18/2014	Yes		5
Evaluation and Research Annual Plan	USAID	Dari	English	07/02/2014	07/18/2014	Yes		14
Internal Audit Plan	USAID	Dari	English	07/02/2014	07/18/2014	Yes		10
Questionnaire for Laskargah	Checchi	English	Pashto	07/02/2014	07/07/2014	Yes		9
Revised Monitoring Handout	Checchi	Dari	English	06/30/2014	07/04/2014	Yes		6
SH TIP Report	USAID	English	Pashto	07/15/2014	09/15/2014		Yes	145
STOM PCH Tool	Checchi	English	Dari	07/07/2014		Yes		5
Zaranj Quick Survey	Checchi	English	Pashto	07/13/2014		Yes		7

Transition Strategy of MOPH to Council of Ministers	Checchi	English	Dari				Yes	42
VPP Report to Cabinet	Checchi	English	Dari			Yes		1
Promote Launch Invitation Letter	Promote	English	Dari			Yes		1
Biographies 4 Docs (promote)	Office	English	Dari			Yes		6
Infrastructure Fact Sheet	Promote	English	Dari			Yes		3
Agriculture Fact Sheet		English	Dari			Yes		2
Attendees List	Promote	English	Dari			Yes		30
Afghanistan Country Profile	Promote	English	Dari			Yes		2
Achievements in Afghanistan	Promote	English	Dari					3
Promote Launch participants list	Promote	English	Dari					15
Talking Points (Promote)	Promote	English	Dari					3
Questioner (CHC)	M&E	English	Dari					5
Questioner (BHC)	M&E	English	Dari					5
Questioner (SHC)	M&E	English	Dari					5
President Speech (Audio)	Checchi	Dari/Pashtu	English					3
USAID letter to MoEW including attachment	USAID	English	Dari					3
Checchi Drug Policy Summary	Checchi	English	Dari					1
Conflict of Interest Certificate and Agreement	Checchi							1
Education Fact-sheet								3
Conflict of Interest Certificate and Agreement	Checchi	English	Dari			Yes		1
Education Fact-sheet								3
MAIL Letter	Checchi	English	Dari			Yes		1

APPF Liaison Security Office Letter (Security Threats Bullet points)	Checchi	Dari	English					2
PD 10 Inquiries Letter (Registration of Weapons and all Staff details)	Checchi	Dari	English					1
99								
Kabul River Basin	M&E	Dari	English	19/01/2015	22/01/2015	Yes		3
No Object Letter	Checchi/HR	English	Dari	27/01/2015	27/01/2015	Yes		1
Promote Program	Promote	English	Dari	21/02/2015	23/02/2015	Yes		2
Promote Program	Promote	English	Pashtu	21/02/2015	23/02/2015	Yes		2
Evaluation SOW Check list	M&E	English	Dari	23/02/2015	29/02/2015	Yes		10
Logical Framework		English	Dari	23/02/2015	29/02/2015	Yes		7
Evaluation SOW Elements		English	Dari	21 Feb, 2015				1
Logical Framework		English	Dari	21 Feb, 2015				2
Evaluation SOW Checklist		English	Dari	21 Feb, 2015				6
Promote Transcript	Promote	English	Dari	22 Feb, 2015	24 Feb, 2015			2
Promote Transcript	Promote	English	Pashto	22 Feb, 2015	24 Feb, 2015			2
RADP-S Beneficiary Questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	6
RADP-S Demo Farm Eva. 1Mar2015	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Training Observation Form 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S Verification Methodology 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S VFU questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Beneficiary Questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	6
RADP-S Demo Farm Eva. 1Mar2015	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4

RADP-S Training Observation Form 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S Verification Methodology 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S VFU questionnaire 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Beneficiary Questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	6
RADP-S Demo Farm Eva. 1Mar2015	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Training Observation Form 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S Verification Methodology 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S VFU questionnaire 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
98								
MoEC ME Capacity Building SOW_FINAL 29Mar2015	MoEC Capacity Building	English	Dari	30 Mar, 2015	30 Mar, 2015	Yes		3
Agribusiness and NFI (Kabul & Nangarhar)	ACE	Dari	English	1 Apr, 2015	9 Apr, 2015	yes		10
End Borrowers (Kabul & Nangarhar)	ACE	Dari	English	1 Apr, 2015	9 Apr, 2015	Yes		13
Agribusiness and NFI (Herat)	ACE	Dari	English	4 Apr, 2015	16 Apr, 2015	Yes		15
End Borrowers (Herat)	ACE	Dari	English	4 Apr, 2015	16 Apr, 2015	Yes		35
STOM AWDP Event Monitoring Form 29 March, 2015	MoEC Capacity Building	English	Dari	12 Apr, 2015	13 Apr, 2015	Yes		3
M&V joint visits with MoEc Kabul 5-6 April 2015	MoEC Capacity Building	English	Dari	12 Apr, 2015	14, Apr, 2015	Yes		7
Website Material for Call to Action	CALL TO ACTION	English	Dari & Pashto	20 Apr, 2015	20 Apr, 2015	Yes		1

M&V Event Profile	MoEC Capacity Building	English	Dari	21 Apr, 2015	21 Apr, 2015	Yes		2
Invitation for Call to Action Conference	CALL TO ACTION	English	Dari	21 Apr, 2015	21 Apr, 2015	Yes		1
Agribusiness Spreadsheet	ACE	Dari/Pashto	English		25 Apr, 2015	Yes		30
End-borrowers Spreadsheet	ACE	Dari/Pashto	English		25 Apr, 2015	Yes		45
MTO Letter to Checchi	Finance Section	Dari	English	27 Apr, 2015	28 Apr, 2015	Yes		7
CALL TO ACTION Website material	CALL TO ACTION	English	Dari & Pashto	29 Apr, 2015	29 Apr, 2015	Yes		4
IRD Letter	HR	English	Dari	29 Apr, 2015	29 Apr, 2015	Yes		1
Exemption Letter	Finance Section	Dari	English	27 Apr, 2015	28 Apr, 2015	Yes		4
CALL TO ACTION Afghanistan Factsheet	CALL TO ACTION	English	Dari	30 Apr, 2015	30 Apr, 2015	Yes		3
CALL TO ACTION Afghanistan Backgrounder	CALL TO ACTION	English	Dari	30 Apr, 2015	30 Apr, 2015	Yes		2
Invitation for Call to Action Conference	CALL TO ACTION	English	Pashto	30 Apr, 2015	30 Apr, 2015	Yes		1
Benedict Dustin VOE Letter	HR	English	Dari	2 May, 2015	2 May, 2015	Yes		2
Call to action email	CALL TO ACTION	English	Dari & Pashto	2 May, 2015	2 May, 2015	Yes		2
Bio-Data for Call to action 1st version	CALL TO ACTION	English	Dari	4 May, 2015	5 May, 2015	Yes		7
Bio-Data for Call to action 1st version	CALL TO ACTION	English	Pashto	5 May, 2015	5 May, 2015	Yes		7
CTA Participants List	CALL TO ACTION	English	Dari	6 May, 2015	7 May, 2015	Yes		13

CTA Participants List	CALL TO ACTION	English	Pashto	6 May, 2015	7 May, 2015	Yes		13
Panel Discussion Questions	CALL TO ACTION	English	Dari	6 May, 2015	6 May, 2015	Yes		3
Panel Discussion Questions	CALL TO ACTION	English	Pashto	6 May, 2015	6 May, 2015	Yes		3
CALL TO ACTION Website material	CALL TO ACTION	English	Dari	2 May, 2015	6 May, 2015	Yes		2
CALL TO ACTION Website material	CALL TO ACTION	English	Pashto	2 May, 2015	6 May, 2015	Yes		2
Fact & Figures	CALL TO ACTION	English	Dari	2 May, 2015	6 May, 2015	Yes		3
Fact & Figures	CALL TO ACTION	English	Pashto	2 May, 2015	6 May, 2015	Yes		3
CTA Participants List	CALL TO ACTION	English	Dari	9 May, 2015	9 May, 2015	Yes		4
CTA Agenda	CALL TO ACTION	English	Dari	9 May, 2015	10 May, 2015	Yes		6
CTA Agenda	CALL TO ACTION	English	Pashto	9 May, 2015	10 May, 2015	Yes		6
Bio-Data for Call to action 2nd version	CALL TO ACTION	English	Dari	9 May, 2015	11 May, 2015	Yes		15
Bio-Data for Call to action 2nd version	CALL TO ACTION	English	Pashto	9 May, 2015	11 May, 2015	Yes		15
FAIDA Matchmaking Questionnaire	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		4
FAIDA Matchmaking Questionnaire	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	4
Gender Mainstreaming Focus Group Questions	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		1
Gender Mainstreaming Focus Group Questions	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	1

Gender Mainstreaming Questionnaire	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		9
Gender Mainstreaming Questionnaire	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	9
Enterprise Level MSME Focus Group Questions (End Borrowers)	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		1
Enterprise Level MSME Focus Group Questions (End Borrowers)	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	1
Enterprise Level MSME Questionnaire (End Borrowers)	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		7
Enterprise Level MSME Questionnaire (End Borrowers)	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	7
Mobile Money End Used Questionnaire	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		3
Mobile Money End Used Questionnaire	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	3
Mobile Money Focus Group Questions	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		1
Mobile Money Focus Group Questions	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	1
Gate Duties and Regulating Access Lesson V2	Security Section	English	Dari	20 May, 2015	21 May, 2015	Yes		14
Requirements and Duties of a Guard Lessons	Security Section	English	Dari	20 May, 2015	21 May, 2015	Yes		15
Agra Quanta® Aflatoxin (COKAQ1000) - MSDS_Original_62042	USAID	English	Pashto	28 May, 2015			yes	35
Agra Quanta® Ochratoxin (COKAQ2000) - MSDS_Original_62033	USAID	English	Pashto	28 May, 2015			yes	35
Agra Quanta® T-2 Toxin (COKAQ6000) - MSDS_Original	USAID	English	Pashto	28 May, 2015			yes	37
AgraStrip® Deoxynivalenol (COKAS4000A) - MSDS_Original_62056	USAID	English	Pashto	28 May, 2015			yes	24
Afghanistan Project - Disposal of Samples	USAID	English	Dari	06 June, 2015			Yes	1

Afghanistan Project - General Laboratory Safety Precautions Concerning Mycotoxin Analysis	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Procedure for Decontaminating and Disposing Materials used During Mycotoxin Analysis	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Quick Start Guide for Agra Vision Strip Reader	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Quick Start Guide for StatFax 4700 Microstrip Reader	USAID	English	Dari	06 June, 2015			Yes	4
Afghanistan Project - Sample Preparation and Test Procedures for AFLA (Nuts and Raisins)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for AFLA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for DON (Wheat)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for OTA (Nuts and Raisins)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for OTA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	4

Afghanistan Project - Sample Preparation and Test Procedures for OTA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	5
Afghanistan Project - Sample Preparation and Test Procedures for AFLA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	4
MOEC Kabul Project List	MoEC Capacity Building	Dari	English	30 May, 2015	30 May, 2015	Yes		5
Student Survey v.1 AR	TMI	English	Dari	2 June, 2015	3 June, 2015	Yes		3
Student Survey graduates v.2	TMI	English	Dari	2 June, 2015	3 June, 2015	Yes		4
MOEC Kabul Report	MoEC Capacity Building	Dari	English	2 June, 2015	2 June, 2015	Yes		2
Posters Translation Gender Awareness Campaign	Gender Awareness Campaign	English	Dari	2 June, 2015	2 June, 2015	Yes		3
MOEC MV SOW Jun 2 2015	MoEC Capacity Building	English	Dari	4 June, 2015	5 June, 2015	Yes		9
Checchi HH Survey	Turquoise Mountain	English	Dari	10 June, 2015	11 June, 2015	Yes		5
								1305

ANNEX II: LIST OF TRANSLATIONS

Name of the Document	Project	Source	Target	Date Received	Date Submitted	Internal	Outsourced	Number of Pages
Men Engaging Report	USAID	English	Dari and Pashtu	06/15/2014	07/23/2014		Yes	114
Carole 2nd half translation	Checchi	English	Dari and Pashtu	07/26/2014	07/27/2014	Yes		3
CTIP Report	USAID	English	Dari	07/14/2014			Yes	187
Action Plan for Compensation Law	USAID	Dari	English	07/02/2014	07/18/2014	Yes		5
Evaluation and Research Annual Plan	USAID	Dari	English	07/02/2014	07/18/2014	Yes		14
Internal Audit Plan	USAID	Dari	English	07/02/2014	07/18/2014	Yes		10
Questionnaire for Laskargah	Checchi	English	Pashto	07/02/2014	07/07/2014	Yes		9
Revised Monitoring Handout	Checchi	Dari	English	06/30/2014	07/04/2014	Yes		6

SH TIP Report	USAID	English	Pashto	07/15/2014	09/15/2014		Yes	145
STOM PCH Tool	Checchi	English	Dari	07/07/2014		Yes		5
Zaranj Quick Survey	Checchi	English	Pashto	07/13/2014		Yes		7
Transition Strategy of MOPH to Council of Ministers	Checchi	English	Dari				Yes	42
VPP Report to Cabinet	Checchi	English	Dari			Yes		1
Promote Launch Invitation Letter	Promote	English	Dari			Yes		1
Biographies 4 Docs (promote)	Office	English	Dari			Yes		6
Infrastructure Fact Sheet	Promote	English	Dari			Yes		3
Agriculture Fact Sheet		English	Dari			Yes		2
Attendees List	Promote	English	Dari			Yes		30
Afghanistan Country Profile	Promote	English	Dari			Yes		2
Achievements in Afghanistan	Promote	English	Dari					3
Promote Launch participants list	Promote	English	Dari					15
Talking Points (Promote)	Promote	English	Dari					3
Questioner (CHC)	M&E	English	Dari					5
Questioner (BHC)	M&E	English	Dari					5
Questioner (SHC)	M&E	English	Dari					5
President Speech (Audio)	Checchi	Dari/Pashtu	English					3
USAID letter to MoEW including attachment	USAID	English	Dari					3
Checchi Drug Policy Summary	Checchi	English	Dari					1
Conflict of Interest Certificate and Agreement	Checchi							1

Education Fact-sheet								3
Conflict of Interest Certificate and Agreement	Checchi	English	Dari			Yes		1
Education Fact-sheet								3
MAIL Letter	Checchi	English	Dari			Yes		1
APPF Liaison Security Office Letter (Security Threats Bullet points)	Checchi	Dari	English					2
PD 10 Inquiries Letter (Registration of Weapons and all Staff details)	Checchi	Dari	English					1
99								
Kabul River Basin	M&E	Dari	English	19/01/2015	22/01/2015	Yes		3
No Object Letter	Checchi/HR	English	Dari	27/01/2015	27/01/2015	Yes		1
Promote Program	Promote	English	Dari	21/02/2015	23/02/2015	Yes		2
Promote Program	Promote	English	Pashtu	21/02/2015	23/02/2015	Yes		2
Evaluation SOW Check list	M&E	English	Dari	23/02/2015	29/02/2015	Yes		10
Logical Framework		English	Dari	23/02/2015	29/02/2015	Yes		7
Evaluation SOW Elements		English	Dari	21 Feb, 2015				1
Logical Framework		English	Dari	21 Feb, 2015				2
Evaluation SOW Checklist		English	Dari	21 Feb, 2015				6
Promote Transcript	Promote	English	Dari	22 Feb, 2015	24 Feb, 2015			2
Promote Transcript	Promote	English	Pashto	22 Feb, 2015	24 Feb, 2015			2
RADP-S Beneficiary Questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	6
RADP-S Demo Farm Eva. 1Mar2015	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Training Observation Form 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S Verification Methodology 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3

RADP-S VFU questionnaire 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Beneficiary Questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	6
RADP-S Demo Farm Eva. 1Mar2015	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Training Observation Form 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S Verification Methodology 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S VFU questionnaire 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Beneficiary Questionnaire 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	6
RADP-S Demo Farm Eva. 1Mar2015	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
RADP-S Training Observation Form 1Mar2015_Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S Verification Methodology 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	3
RADP-S VFU questionnaire 1Mar2015 Final	RADP	English	Pashto	2 Mar, 2015	5 Mar, 2015		yes	4
98								
MoEC ME Capacity Building SOW_FINAL 29Mar2015	MoEC Capacity Building	English	Dari	30 Mar, 2015	30 Mar, 2015	Yes		3
Agribusiness and NFI (Kabul & Nangarhar)	ACE	Dari	English	1 Apr, 2015	9 Apr, 2015	yes		10
End Borrowers (Kabul & Nangarhar)	ACE	Dari	English	1 Apr, 2015	9 Apr, 2015	Yes		13
Agribusiness and NFI (Herat)	ACE	Dari	English	4 Apr, 2015	16 Apr, 2015	Yes		15
End Borrowers (Herat)	ACE	Dari	English	4 Apr, 2015	16 Apr, 2015	Yes		35
STOM AWDP Event Monitoring Form 29 March, 2015	MoEC Capacity Building	English	Dari	12 Apr, 2015	13 Apr, 2015	Yes		3

M&V joint visits with MoEc Kabul 5-6 April 2015	MoEC Capacity Building	English	Dari	12 Apr, 2015	14, Apr, 2015	Yes		7
Website Material for Call to Action	CALL TO ACTION	English	Dari & Pashto	20 Apr, 2015	20 Apr, 2015	Yes		1
M&V Event Profile	MoEC Capacity Building	English	Dari	21 Apr, 2015	21 Apr, 2015	Yes		2
Invitation for Call to Action Conference	CALL TO ACTION	English	Dari	21 Apr, 2015	21 Apr, 2015	Yes		1
Agribusiness Spreadsheet	ACE	Dari/Pashto	English		25 Apr, 2015	Yes		30
End-borrowers Spreadsheet	ACE	Dari/Pashto	English		25 Apr, 2015	Yes		45
MTO Letter to Checchi	Finance Section	Dari	English	27 Apr, 2015	28 Apr, 2015	Yes		7
CALL TO ACTION Website material	CALL TO ACTION	English	Dari & Pashto	29 Apr, 2015	29 Apr, 2015	Yes		4
IRD Letter	HR	English	Dari	29 Apr, 2015	29 Apr, 2015	Yes		1
Exemption Letter	Finance Section	Dari	English	27 Apr, 2015	28 Apr, 2015	Yes		4
CALL TO ACTION Afghanistan Factsheet	CALL TO ACTION	English	Dari	30 Apr, 2015	30 Apr, 2015	Yes		3
CALL TO ACTION Afghanistan Backgrounder	CALL TO ACTION	English	Dari	30 Apr, 2015	30 Apr, 2015	Yes		2
Invitation for Call to Action Conference	CALL TO ACTION	English	Pashto	30 Apr, 2015	30 Apr, 2015	Yes		1
Benedict Dustin VOE Letter	HR	English	Dari	2 May, 2015	2 May, 2015	Yes		2
Call to action email	CALL TO ACTION	English	Dari & Pashto	2 May, 2015	2 May, 2015	Yes		2
Bio-Data for Call to action 1st version	CALL TO ACTION	English	Dari	4 May, 2015	5 May, 2015	Yes		7

Bio-Data for Call to action 1st version	CALL TO ACTION	English	Pashto	5 May, 2015	5 May, 2015	Yes		7
CTA Participants List	CALL TO ACTION	English	Dari	6 May, 2015	7 May, 2015	Yes		13
CTA Participants List	CALL TO ACTION	English	Pashto	6 May, 2015	7 May, 2015	Yes		13
Panel Discussion Questions	CALL TO ACTION	English	Dari	6 May, 2015	6 May, 2015	Yes		3
Panel Discussion Questions	CALL TO ACTION	English	Pashto	6 May, 2015	6 May, 2015	Yes		3
CALL TO ACTION Website material	CALL TO ACTION	English	Dari	2 May, 2015	6 May, 2015	Yes		2
CALL TO ACTION Website material	CALL TO ACTION	English	Pashto	2 May, 2015	6 May, 2015	Yes		2
Fact & Figures	CALL TO ACTION	English	Dari	2 May, 2015	6 May, 2015	Yes		3
Fact & Figures	CALL TO ACTION	English	Pashto	2 May, 2015	6 May, 2015	Yes		3
CTA Participants List	CALL TO ACTION	English	Dari	9 May, 2015	9 May, 2015	Yes		4
CTA Agenda	CALL TO ACTION	English	Dari	9 May, 2015	10 May, 2015	Yes		6
CTA Agenda	CALL TO ACTION	English	Pashto	9 May, 2015	10 May, 2015	Yes		6
Bio-Data for Call to action 2nd version	CALL TO ACTION	English	Dari	9 May, 2015	11 May, 2015	Yes		15
Bio-Data for Call to action 2nd version	CALL TO ACTION	English	Pashto	9 May, 2015	11 May, 2015	Yes		15
FAIDA Matchmaking Questionnaire	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		4

FAIDA Matchmaking Questionnaire	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	4
Gender Mainstreaming Focus Group Questions	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		1
Gender Mainstreaming Focus Group Questions	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	1
Gender Mainstreaming Questionnaire	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		9
Gender Mainstreaming Questionnaire	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	9
Enterprise Level MSME Focus Group Questions (End Borrowers)	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		1
Enterprise Level MSME Focus Group Questions (End Borrowers)	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	1
Enterprise Level MSME Questionnaire (End Borrowers)	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		7
Enterprise Level MSME Questionnaire (End Borrowers)	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	7
Mobile Money End Used Questionnaire	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		3
Mobile Money End Used Questionnaire	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	3
Mobile Money Focus Group Questions	FAIDA	English	Dari	13 May, 2015	14 May, 2015	Yes		1
Mobile Money Focus Group Questions	FAIDA	English	Pashto	13 May, 2015	14 May, 2015		yes	1
Gate Duties and Regulating Access Lesson V2	Security Section	English	Dari	20 May, 2015	21 May, 2015	Yes		14
Requirements and Duties of a Guard Lessons	Security Section	English	Dari	20 May, 2015	21 May, 2015	Yes		15
Agra Quanta® Aflatoxin (COKAQ1000) - MSDS_Original_62042	USAID	English	Pashto	28 May, 2015			yes	35
Agra Quanta® Ochratoxin (COKAQ2000) - MSDS_Original_62033	USAID	English	Pashto	28 May, 2015			yes	35
Agra Quanta® T-2 Toxin (COKAQ6000) - MSDS_Original	USAID	English	Pashto	28 May, 2015			yes	37
AgraStrip® Deoxynivalenol (COKAS4000A) - MSDS_Original_62056	USAID	English	Pashto	28 May, 2015			yes	24

Afghanistan Project - Disposal of Samples	USAID	English	Dari	06 June, 2015			Yes	1
Afghanistan Project - General Laboratory Safety Precautions Concerning Mycotoxin Analysis	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Procedure for Decontaminating and Disposing Materials used During Mycotoxin Analysis	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Quick Start Guide for Agra Vision Strip Reader	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Quick Start Guide for StatFax 4700 Microstrip Reader	USAID	English	Dari	06 June, 2015			Yes	4
Afghanistan Project - Sample Preparation and Test Procedures for AFLA (Nuts and Raisins)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for AFLA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for DON (Wheat)	USAID	English	Dari	06 June, 2015			Yes	3
Afghanistan Project - Sample Preparation and Test Procedures for OTA (Nuts and Raisins)	USAID	English	Dari	06 June, 2015			Yes	3

Afghanistan Project - Sample Preparation and Test Procedures for OTA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	4
Afghanistan Project - Sample Preparation and Test Procedures for OTA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	5
Afghanistan Project - Sample Preparation and Test Procedures for AFLA (Wheat)	USAID	English	Dari	06 June, 2015			Yes	4
MOEC Kabul Project List	MoEC Capacity Building	Dari	English	30 May, 2015	30 May, 2015	Yes		5
Student Survey v.1 AR	TMI	English	Dari	2 June, 2015	3 June, 2015	Yes		3
Student Survey graduates v.2	TMI	English	Dari	2 June, 2015	3 June, 2015	Yes		4
MOEC Kabul Report	MoEC Capacity Building	Dari	English	2 June, 2015	2 June, 2015	Yes		2
Posters Translation Gender Awareness Campaign	Gender Awareness Campaign	English	Dari	2 June, 2015	2 June, 2015	Yes		3
MOEC MV SOW Jun 2 2015	MoEC Capacity Building	English	Dari	4 June, 2015	5 June, 2015	Yes		9
Checchi HH Survey	Turquoise Mountain	English	Dari	10 June, 2015	11 June, 2015	Yes		5
								1305

ANNEX III: LIST OF MAPPING PRODUCTS

No	Name of Map Developed	Map Extent	Project Name	Number	Map Size	Date
1	PIA location of Projects	Country wide	PIA	15	A1 and A1 oversize	Various
2	Urban DOTS Health Facilities	Country wide	TB Care 1	0		15-Nov-14
3	PCH Clinics Monitored	Herat Province	STOM	0		17-Nov-14
4	Update of PIA Location of Projects	Country wide	PIA	5	A1 and A1 oversize	22-Nov-14
5	Watershed Map	Country wide	PIA	3	A1 oversize	1-Dec-14
6	Provincial Maps	Hirat, Badghis and Farah Provinces	STOM	3	A1 oversize	9-Dec-14
7	Provincial Maps	Kabul & Bamyan Provinces	PCH	2	A1	11-Dec-14
8	Indication of Targeted Provinces	Country wide	STOM	3	A1 oversize	16-Dec-14
9	Modified Provincial Maps	Hirat, Badghis and Farah Provinces	STOM	17	A1 oversize	22-Dec-14
10	13 District Maps	Various District	STOM	72	A2	25-Dec-14
11	RADP-W targeted provinces	Country wide	STOM	9	A1 oversize	27-Dec-14
12	Kabul City Map	Kabul City	Office Internal	2	A1	29-Dec-14
13	PIA location of Projects updated	Country wide	PIA	1	A1 oversize	13-Jan-15
14	Watershed with irrigation intakes	Country wide	PIA	2	A1 oversize	13-Jan-15
15	30 District Maps with canals	District	PIA	30	A4	17-Jan-15
16	PCH Clinics Monitored	Kabul Province	PCH	1	A4	20-Jan-15
17	Digital Map PIA	Various	PIA	0	Various	21-Jan-15
18	Afghanistan Hydrology & physical map	Country wide	Office Internal	1	A0 Oversize	22-Jan-15
19	Office location map	office location	Office Internal	0	A4	26-Jan-15
20	PCH Clinics Monitored	Bamyan Province	PCH	1	A4	27-Jan-15
21	Afghanistan physical map	Country wide	Office Internal	1	A1	28-Jan-15
22	West region map showing monitoring events of STOM	Multiple provinces	ACEP	2	A4	8-Feb-15
23	East region map showing monitoring events of STOM	Multiple provinces	ACEP	2	A4	9-Feb-15
24	Khost Population density maps	Khost	STOM	2	A4	12-Feb-15

25	Ghazni Population density maps	Khost	STOM	1	A4	14-Feb-15
26	PCH Clinics Monitored	Paktya Province	PCG	1	A4	24-Feb-15
27	Afghanistan Roads Distances in Km	Country wide	STOM	1	A2	28-Feb-15
28	Table of Road Distance Developed	Country wide	STOM			28-Feb-15
29	Parwan Province Customized Map	Parwan Province	IDEA_NEW	1	A1	2-Mar-15
30	List of IDEA_NEW Valid Activities in related communities	Parwan Province	IDEA_NEW		Excel Table	3-Mar-15
31	IDEA_NEW Valid Points Categories	Eastern Region	IDEA_NEW		A1	3-Mar-15
32	IDEA_NEW Valid Points Locations	Eastern Region	IDEA_NEW		A1	4-Mar-15
33	PCH Clinics Monitored	Paktika Province	PCH		A4	5-Mar-15
34	ACEP activities in central region	Central Region	ACEP		A4	8-Mar-15
35	ACEP activities in West region	West Region	ACEP		A4	8-Mar-15
36	ACEP activities in Kandahar	Kandahar	ACEP		A4	9-Mar-15
37	PCH Clinics Monitored	Ghazni	PCH		A4	15-Mar-15
38	PCH Clinics Monitored	Khost	PCH		A4	16-Mar-15
39	Density of IDEA_NEW projects	Samangan	IDEA_NEW		A4	23-Mar-15
40	Density of IDEA_NEW projects	Balkh	IDEA_NEW		A4	23-Mar-15
41	Density of IDEA_NEW projects	Sari Pul	IDEA_NEW		A4	23-Mar-15
42	South and Central Asia Region Map	Asia		47	A3	28-Mar-15
43	Poppy cultivation indication	Nangarhar	IDEA_NEW		A4	6-Apr-15
44	Drug Change Pattern 2001 to 2014 Animated Map	Nangarhar	IDEA_NEW		A4	8-Apr-15
45	ACEP Activities Map of Central and East Regions	Central and East Region	ACEP		A4	12-Apr-15
46	ACEP Activities Map of Herat Province	Herat Province	ACEP		A4	13-Apr-15
47	ACEP Activities Map of Kandahar Province	Kandahar	ACEP		A4	14-Apr-15
48	Banner Printing		Call to Action	5	A1 and A0	19-Apr-15
49	12 District Maps updated	West Region	RADP_W	24	A2	26-Apr-15
50	Anar Dara District Map	Anardara of Farah	RADP_W	14	A2	30-Apr-15
51	3 Provincial Maps Updated	West Region	RADP_W	18	A1	2-May-15
52	Countrywide Map showing RADP Targeted Districts	Country wide	RADP_W	14	A1	4-May-15

53	Central Region Map for April Activities of ACEP	Regional	STOM		A4	10-May-15
54	South Region Map for April Activities of ACEP	Regional	STOM		A4	10-May-15
55	Kandahar Map for April Activities of ACEP	Province	STOM		A4	11-May-15
56	Tables Printing		AWDP	7	A1	12-May-15
57	Banner Printing		PR Gender Awareness	3	A2	12-May-15
58	Badakhshan Map Showing the MIAD site locations	Province	MIAD	7	A2	13-May-15
59	Bill Board Printing		PR Gender Awareness	18	A2	19-May-15
60	Administrative Units Map	Afghanistan	BELT	2	A1	27-May-15
61	Kabul City Police Districts Map	Kabul City	BELT	4	A1	27-May-15
62	Kabul City location of Ministries & Govt. Buildings	Kabul City	BELT	4	A1	30-May-15
63	Central Region Map for May Activities of ACEP	Central Region	ACEP		A4	6-Jun-15
64	West region map showing monitoring events of STOM	Herat Province	ACEP		A4	7-Jun-15
65	Info Tables Printing		AWDP	3	A1	8-Jun-15
66	Posters Development and Printing		Office Internal	4	A2	11-Jun-15
Total	New Developed Map Products in OY-2: 141			352		