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**SERVICES UNDER PROGRAM AND PROJECT OFFICE
FOR RESULTS TRACKING PHASE II (SUPPORT-II)
PROGRAM**

THIRD QUARTERLY REPORT, OPTION YEAR 3

Contract 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) project is implemented by Checchi and Company Consulting, Inc. under the terms of USAID Contract No. AID-306-C-12-00012. This third Quarterly Activity Report (QAR) under Option Year 3 (OY-3) covers the period from January 1 – March 31, 2016.

SUPPORT-II provides a host of services through USAID/Afghanistan's Office of Program and Project Development (OPPD) to improve the efficiency of activities, programs, and projects implemented by the Mission's Technical Offices. 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., Overseas Strategic Consulting, Ltd., and Edinburgh International RMC.

II. EXECUTIVE SUMMARY

2.1 KEY ACHIEVEMENTS

SUPPORT-II successfully accomplished the following activities in support of USAID/Afghanistan's monitoring and evaluation (M&E) and monitoring and verification (M&V) goals and objectives:

- Monitored 139 Afghanistan Civic Education Program (ACEP) events for the Office of Democratic Governance (ODG).
- Verified 70 events and beneficiaries of the Regional Agriculture Development Program-West (RADP-W), 131 events and beneficiaries of RADP-North, and 198 events and beneficiaries of RADP-South, for the Office of Agriculture (OAG).
- Continued working on a meta-evaluation for OPPD of 35 final evaluations of previous USAID projects implemented in Afghanistan.
- Completed the Mission-level Data Quality Assessment (DQA), which this year consisted of 141 indicators, for OPPD.
- Completed an assessment for OAG on the sustainability of agribusinesses supported by USAID/Afghanistan.
- Continued the DQA of the Education Management Information System (EMIS) for the Office of Education (OED).
- Hosted 41 local short-term technical advisors and nine expatriate short-term consultants (STTA) for the above-mentioned evaluations and assessments, and provided space and logistical support to train 88 enumerators for the EMIS assessment.
- Translated 42 documents consisting of approximately 600 pages from English to Dari and Pashto, and vice versa, for STTAs and office use.
- Developed 22 maps for STTAs and office use.
- Developed 21 final cut video beneficiary profiles (and 60 additional raw footage beneficiary interviews) for the Development Outreach and Communications (DOC) office.

2.2 CONSTRAINTS AND CRITICAL ISSUES

As a result of the December 11, 2015 attack on the adjacent Spanish Embassy compound, the SUPPORT-II project made preparations to relocate (on April 1) from its Wazir Akbar Khan location to a more secure location in Shash Darak.

After multiple security incidents in Kabul and country-wide, SUPPORT-II continues to face challenges recruiting expat consultants willing to work in Afghanistan, and in conducting field monitoring and verification activities.

Compliance with the Afghan government's request that the salaries of USAID implementing partners' Afghan staff be at parity with government wages is anticipated to create numerous contractual issues and result in a possible loss of qualified local staff. Reportedly, USAID has agreed to these reductions while other major donors, including DfID and the World Bank, oppose such a policy.

III. ACTIVITY IMPLEMENTATION

3.1 Summary Status of Tasks and Deliverables

A summary page is included in all Quarterly Activity Reports to allow the Contracting Officer's Representative (COR) and USAID/Afghanistan to track performance and progress against specific tasks and deliverables. The table below will be revised once we receive directions from the COR on specific tasks and deliverables.

<i>TASK</i>	<i>TASK & DELIVERABLE</i>	<i>STATUS OF DELIVERABLE</i>
1	PMP and related activities	Ongoing PMP indicator realignment with OPPD. Other activities as determined by the COR.
2	Track results and collect data quarterly	To be determined by COR
3	Analyze Mission's procedures for generating information for periodic report.	To be determined by COR
4	Third Party Monitoring	As requested by COR. Extension phase underway until May 31, 2016.
5	Recommend when program evaluations should be conducted based on third party monitoring	As requested by the COR.
6	Evaluation of Activities, Programs and Projects Deliverable 6. On an annual basis perform at least 15 interim or final evaluations of Mission-funded programs.	As requested by the COR.
7	STTA to review Mission's Assistance Objectives	As requested by the COR.
8	Track Mission's contributions to ANDS	As requested by the COR.
9	Conduct Field Based Assessments	To be determined by COR.
10	Logistical support for conferences	As requested by the COR.
11	Communication & Outreach Support	As requested by the COR.
12	Translation and Interpretation Services	As requested by the COR.
13	Mapping & Information needs	As requested by the COR.

3.2 Key Activities Accomplished

The reporting format for our QAR reflects the tasks identified in our Annual Work Plan and the Contract document. All Tasks and Deliverables are tailored to the needs of USAID/Afghanistan and are intended to improve the overall efficiency and effectiveness

of the Mission's programs, as well as to improve the Mission's information and reporting mechanisms, products, and systems.

TASK 1 PERFORMANCE MONITORING SUPPORT

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: The final report for the Mission's annual DQA of 141 indicators was submitted on January 18 and approved on February 2, 2016. On January 23, OPPD requested that all of the previously submitted checklists be reformatted. The revised checklists were submitted on February 6, 2016.

On February 2, SUPPORT-II received a draft scope of work (SOW) concerning the realignment of the Mission's 83 Performance Monitoring Plan (PMP) indicators. On March 8, the SUPPORT-II Technical Director facilitated a meeting hosted by OPPD and the Technical Office Directors and their senior M&E staff. As a result of this meeting, the Technical Offices identified a number of indicators that could be eliminated from the PMP. OPPD is working with individual Technical Offices to confirm indicators selected for deletion. Two expat STTA have been recruited to work with OPPD on the indicator realignment activity. In-country work will begin in May. As discussed with OPPD, once the realignment activity is completed, a DQA may be performed on the selected PMP indicators under a separate SOW.

TASK 2 PROGRAM RESULTS DATA

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's 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

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: There was no activity during this reporting period.

TASK 4 MONITORING

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: During this quarter, SUPPORT-II's Short-Term Objective Monitoring (STOM) team verified 538 activities sponsored by Implementing Partners (IPs) or their subcontractors, and interviewed 1194 beneficiaries of the four projects identified below:

1. A total of 139 civic education events and trainings sponsored by the Afghanistan Civil Education Program (ACEP) in Regional Economic Zones (REZ)-East, West, and North. These included 38 events in January, 31 events in February and 70 events in March.
2. A total of 144 beneficiaries and 70 activities of the Regional Agricultural Development Program-West (RADP-W). This included visiting 13 veterinary field units. Eight of the 70 activities were either designed for or attended by women only.
3. A total of 624 beneficiaries and 198 activities of the Regional Agricultural Development Program-South (RADP-S). This included visiting 51 veterinary field units

and attending 89 plot demonstrations/ farm techniques trainings. Fourteen activities were either designed for or attended by women only.

4. A total of 426 beneficiaries and 131 activities of the Regional Agricultural Development Program-North (RADP-N). This included attending three plot demonstrations/ farm techniques trainings. Eight of the 131 activities were either designed for or attended by women only.

All STOM field-based activities are scheduled to end on April 30, 2016. Final reports for April monitoring will be submitted on/or before May 15, 2016.

TASK 5 RECOMMENDATIONS

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, 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: During the Mission PMP indicator realignment discussions, the following recommendations were reiterated to OPPD staff:

1. Organize a training workshop for IPs and on-budget ministry representatives on the DQA process, with suggestions for strengthening monitoring procedures. This can be performed by SUPPORT-II staff and scheduled for spring 2016 at the SUPPORT-II compound and at various ministries.
2. In light of the Mission's new PMP, 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. This can be performed by SUPPORT-II staff and scheduled for 2016.
3. Provide training sessions for staff of USAID Technical Offices on drafting evaluation SOWs, to be followed up with advising on specific drafting efforts upon request. This can be performed by SUPPORT-II staff and scheduled for 2016.

TASK 6 EVALUATIONS OF MISSION-FUNDED PROGRAMS

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/Afghanistan's Assistance Objectives.

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

Status: During this reporting period, work on the following evaluations was ongoing or completed and approved:

1. The OPPD-initiated meta-analysis of final evaluations of 35 USAID/Afghanistan projects. The meta-evaluation continued during the reporting period. The team provided a draft of the final report to USAID on January 31. Comments were received from multiple sources throughout February and early March, and a revised draft was submitted on March 23. SUPPORT-II is awaiting approval of the report.
2. The mid-term performance evaluation of the Multi-Input Area Development Global Development Alliance (MIAD GDA). The MIAD GDA team revised and redacted the final report after receiving comments from USAID. The report was approved on March 1.
3. Verification of Commercial Horticulture and Agriculture Marketing Program (CHAMP) activities. The CHAMP team began work on March 12 and continued fieldwork through the reporting period.

The following reports were revised, approved, and uploaded to the Development Experience Clearinghouse during the quarter:

- OEG's MIAD GDA mid-term performance evaluation on March 21.
- OAG's Agribusiness Sustainability Assessment study on January 20.

In addition to the above activities, the following draft SOWs were received during this reporting period:

1. OAG's Regional Agriculture Development Program Technology (RADP) Survey draft SOW was received on January 12 and comments were provided on January 23. Additional comments were submitted on February 12 following receipt of the various survey tools for each of the three RADP projects. A revised draft was submitted on March 17, following a meeting with OAG on March 10 to discuss testing the survey tools for RADP-North before conducting the full survey of 4,400 interviews of beneficiary farmers in the three RADPs. The SOW was approved on March 30.
2. ODG's mid-term performance evaluation SOW for the Strong Hubs for Afghan Hopes and Resilience (SHAHAR) project was received on February 11 and comments were provided to USAID on February 14. USAID approved the SOW on February 16. The evaluation team has been identified and will begin its work in mid-April.
3. On February 11, SUPPORT-II received the SOW for ODG's Afghanistan Civic Engagement Program (ACEP) mid-term performance evaluation. Following a meeting with ODG on March 10, a revised SOW was submitted on March 12, and on March 24 the revised SOW with comments was received. USAID approved the

SOW on March 28. The Mission subsequently instructed SUPPORT-II to postpone the ACEP evaluation until Option Year 4 (OY-4).

4. SUPPORT-II received a draft Communications Strategy SOW for the PROMOTE projects from the Development and Communications Outreach Office (DOC) on February 20 and provided comments on February 26. A meeting scheduled with the DOC Office Director on March 22 to discuss the proposed two-phased approach for this activity, including an assessment followed by a specific work plan and media deliverables, was cancelled by the DOC. On the same date, the SUPPORT-II COR advised that this activity will be started in OY-4.
5. On March 16, SUPPORT-II received the draft SOW for OED's mid-term performance evaluation of USAID's support to the American University of Afghanistan. SUPPORT-II met with OED and OPPD to review numerous comments and concerns with the 47 draft evaluation questions. A revised draft SOW has been provided to the Mission. SUPPORT-II has identified the two expat consultants who will perform the evaluation.

TASK 7 ANNUAL REVIEW OF ASSISTANCE OBJECTIVES

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 this reporting period.

TASK 8 AFGHANISTAN NATIONAL DEVELOPMENT STRATEGY (ANDS) TRACKING TASK

The SUPPORT-II 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 this reporting period.

TASK 9 FIELD-BASED ASSESSMENTS

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: During this reporting period, SUPPORT-II received SOWs for, began, or completed the following assessment-related activities:

1. On January 20, USAID approved the final report for OAG's Agribusiness Sustainability Assessment.
2. The Mission's DQA, which began in December 2015, was ongoing through February, as OPPD requested that all 141 indicator checklists be reformatted. The final report was approved on February 2 and the revised checklists were submitted on February 21.
3. The assessment for OED of the capacity of the Ministry of Education (MoE) to design, print, and distribute textbooks continued through the reporting period. A draft final report was submitted on March 2 and SUPPORT-II received comments and feedback on March 29. The STTAs who worked on the assessment are revising the report.
4. The DQA of the Education Information Management System (EMIS) for OED was also ongoing through March. The draft qualitative report was submitted on February 11, as the quantitative data was being analyzed. A revised report incorporating all EMIS data was submitted on March 9. On March 17, OED staff members provided additional guidance via a teleconference on how the quantitative data should be analyzed and presented in the final report. SUPPORT-II submitted a revised report on March 28 and requested ongoing consultations with OED about the EMIS data. Another revised report will be delivered in the next quarter.
5. OED's Emergency Textbook Distribution Verification SOW was received on March 13, and comments were provided on March 14. Revised SOWs were submitted on March 22-24 following a meeting with OED. Because OED does not have a final distribution list from the MoE, it was decided to conduct a pilot phase of the verification work to trace textbooks from the MoE's Provincial Education Departments to District Education Departments to individual schools. The SOW was approved on April 10.
6. The Baseline Survey for the Initiative to Strengthen Local Administrations (ISLA) began on March 20 with an in-brief with ODG and OPPD. This activity is scheduled to be completed in mid-June 2016.

TASK 10 LOGISTICAL SUPPORT

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.

The Contractor shall also organize presentations on USAID programs for the host country, other donors, and distinguished visitors (VIPs). When requested, the Contractor shall provide a facilitator. The Contractor's facilities shall be used for donor coordination

meetings and the convening of advisory groups responsible for overseeing project implementation.

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: The SUPPORT-II conference facilities at Wazir Akbar Khan include one large room, with seating capacity of 40-50 people. SUPPORT-II also provides several smaller meeting rooms. During this reporting period, SUPPORT-II coordinated four events:

1. On January 5, a PROMOTE project-related coordination was hosted on the SUPPORT-II compound and attended by eight IP representatives.
2. On January 26-27, 26 local Afghan monitors were trained on the compound for monitoring the RADP projects.
3. On February 6 and March 8, the SUPPORT-II Communications Specialist and Technical Director facilitated OHN's strategy workshops at the Delaware House adjacent to the U.S. Embassy. A number of posters and templates were printed for OHN and coffee/tea breaks were provided by the project.
4. On March 6, photocopying and other logistical supplies were provided to OPPD for its PMP indicator alignment meeting at the Mission.

As discussed with the COR, the project will relocate operations to a new compound in April out of concern for staff safety. The new project location does not contain suitable space or conference facilities in which to train large groups of IPs and USAID staff. Consequently, the conference facilities aspect of Task 10 will need to be eliminated from the contract in OY-4.

TASK 11 COMMUNICATIONS AND OUTREACH SUPPORT

The Contractor shall provide website content and updates, as well as writing and editing support on a number of information product tasks.

Deliverable: Contract Modification 7 (September 25, 2014) revised the description of this task to include production and dissemination of documentary short films, video and audio productions, and website content or software.

Status: SUPPORT-II provides assistance to the DOC office to develop compelling content to help educate the Afghan public on USAID's accomplishments in partnership with the Afghan government. The Task Order, managed by the SUPPORT-II Task Order Team (TO Team), consists of ten distinct tasks.

The most notable activities during the reporting period include:

- USAID meetings. The TO Team met with USAID a number of times during the reporting period:
 - January 20, 25, and February 2 – These meetings were primarily related to finalizing content for the calendars. The January 25 and February 2 meetings were conducted with Ministry of Agriculture, Irrigation, and Livestock (MAIL) and MoE representatives, respectively.

- February 7 – This was a re-alignment meeting in which the TO Team presented a detailed update of the Task Order, discussed issues and options, and made decisions related to Task Order de-scoping.
- March 10 – This meeting focused on making a final decision related to the re-alignment and extension. USAID recommitted its efforts to grant the no-cost extension into OY-4.
- Framework documents. The February 7 meeting with USAID formed the basis of a re-alignment of the Task Order. The idea was to adjust the work plan based on the needs of the DOC office. There were several “inactive” Tasks that had not been – nor was there any indication that they would be – initiated by USAID. The re-alignment would provide an opportunity to “true up” the Task Order scope and allow for re-directing unspent resources.

USAID provided excellent feedback on the tasks that would remain in the Task Order. The TO Team subsequently submitted a revised work plan and budget for the OY-3 re-alignment and materials to help USAID make a decision about an extension into OY-4. The TO Team anticipates a formal approval of the re-alignment and no-cost extension in April, which likely will include another work plan and budget revision.

- Beneficiary profiles. The TO Team prioritized in January editing the backlog of 50+ raw footage videos. Traveling / filming in February was hampered by a lack of clarity on the work plan / SOW re-alignment and the prospect of an extension into OY-4 (which would alter the TO Team’s traveling schedule). The TO Team used the opportunity to continue editing the backlog of videos in February and to map out a longer-term filming schedule. The TO Team formally submitted a proposed traveling schedule to USAID on February 25.

The TO Team returned to provincial filming in March. The filming team visited Kandahar from March 9 to 16 and Khost from March 27 to 30. It should be noted that USAID instructed the TO Team to diversify its visits to cover as many provinces as possible, some of which have considerable security concerns. The impact on filming in less secure areas is that the team has to stay in the area for a shorter period of time. The trips to Kandahar (six total days) and Khost (three days total) did not allow the filming Team to obtain the large volume of videos it did in Herat and Bamyan. This factor, mixed with the emphasis on editing and the work plan re-alignment, meant that fewer videos could be recorded within the reporting period.

However, the quarter was highly productive for submitting video drafts. The TO Team submitted 21 videos to USAID as first drafts (‘Submission 1’). Of these, four were re-submitted based on USAID feedback as finals (‘Submission 2’). USAID released one of those videos publicly.

- Ministry video. Since submissions and review in December of a detailed treatment for the ministry video, USAID has provided no further direction on this task. The TO Team has raised the need on a nearly weekly basis to continue pre-production activities

(namely, obtaining Ministry of Public Health (MoPH) input on the proposed design); otherwise it will not be able to complete this task.

USAID agreed at the February 7 meeting to de-scope five videos, but remained committed to completing the MoPH video by the end of OY-3 (it is not planned for in the no-cost extension). However, as of the end of this reporting period, there still was no further direction for the TO Team by USAID on how to proceed with the MoPH video.

- Radio profiles. The TO Team continued to develop the “radio profile” concept within the reporting period. However, there has been no further instruction by USAID to proceed with any contracting and production. The TO Team wrote into the revised work plan a full launch of the radio profile task in OY-4, pending its approval. The TO Team will proceed with collecting audio for the radio profiles during its regular video filming. The TO Team will report on all progress when the task is launched.
- New Home, New Life. The Afghanistan Education Production Organization (AEPO) entered the production and initial dissemination stage of its subcontract. January and February were used to finalize scripts and production. Dissemination began in late February and extended through March. The TO Team will provide a complete update of all materials produced and disseminated in mid- April.
- Calendars. The TO Team worked closely with USAID to finalize all nearly all aspects of this task within the reporting period. However, USAID acknowledged that finalizing the calendars before Nowruz (Persian New Year) would not be feasible, given the challenges of obtaining finalized content. Nonetheless, the TO Team anticipates having all of the calendars printed and distributed by mid-April. At the end of the reporting period, the TO Team had delivered 15,025 of the 20,000 calendars. The TO Team has maintained handover signatures for all deliveries.
- Training & coordination meetings. The TO Team carried out two meetings during the reporting period: Kandahar (February) and Herat (March). This task was only slightly modified during the re-alignment. There will no longer be any visits to Jalalabad due to a deteriorating security environment. The TO Team has two more trainings to conduct before the end of OY-3.
- Inactive Tasks. As part of the Task Order re-alignment exercise, USAID de-scoped a number of tasks. The following tasks will no longer be part of the planning, budgeting, or reporting activities:
 - Task 1 - Roundtable Factsheet
 - Task 2 - Journalist Travel (significantly reduced, the TO Team does not anticipate this task to be initiated by USAID)
 - Task 5 - E-newsletter
 - Task 8 - Beneficiary Travel
 - Task 10 - Digital Sharables

In addition, the Mission provided a new SOW to assist the DOC with communications for the PROMOTE projects. This activity has been scheduled for OY-4, as explained by the SUPPORT-II COR.

TASK 12 TRANSLATION SERVICES

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: During this reporting period, SUPPORT-II translated 600 pages of documents. Examples included the following:

- 252 pages of MoE documents in Dari and Pashto were translated into English for the EMIS assessment team.
- 204 pages of Dari documents were translated into English for the Mission-level DQA.
- 15 pages were translated for USAID's PROMOTE projects, and
- 129 pages were translated for other STTA and security.

On February 7, SUPPORT-II also provided (through a vendor) simultaneous translation for USAID's PROMOTE Advisory Committee meeting at the Presidential Palace compound.

TASK 13 INFORMATION MANAGEMENT

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: Mapping services and mapping products are provided as requested by the Mission and IPs with COR approval. During this reporting period, SUPPORT-II GIS staff developed 22 mapping products for STTAs and the STOM team, and for internal office use.

IV. COLLABORATION WITH GIROA AND OTHER PROJECTS

4.1 LINKS WITH GIROA

As previously mentioned, SUPPORT-II is not a traditional USAID development project. SUPPORT-II's links with GIROA officials are typically limited to contacts made in the course of conducting assessments, evaluations, and gender analyses.

4.2 LINKS WITH OTHER DONORS

SUPPORT-II staff collaborates with DfID (UKAID), World Bank, and UN staff on evolving monitoring and evaluation activities and data acquisition, as appropriate. For example, during this quarter SUPPORT-II staff members corresponded with GIZ's capacity building team at the Ministry of Economy to identify possible linkages for ODG's ISLA Baseline study.

4.3 LINKS WITH OTHER USAID PROJECTS

The SUPPORT-II Technical Director has corresponded and/or met with staff associated with OPPD's MSP RP-East, MSP-RP-West/South, and MSP-North projects and ODG's ALBA and ISLA projects to discuss DQA-related issues. In addition, SUPPORT-II establishes appropriate links with all stakeholders, including other USAID projects, during the course of conducting assessments, evaluations, and gender analyses.

V. MANAGEMENT & ADMINISTRATION ISSUES

5.1 ADMINISTRATION

The biggest issue SUPPORT-II faced during the quarter was insufficient time to recruit STTAs. Due to delays and insufficient advance warning, SUPPORT-II lost preferred candidates for assignments. To improve efficiency and recruitment, it will help if USAID gives SUPPORT-II start and end dates as far in advance of the assignments as possible.

At the end of the reporting period, SUPPORT-II was in the process of moving from the compound in Wazir Akbar Khan to a new, more secure location in Shash Darak. All three landlords at the Wazir Akbar Khan office were provided written notification of the one month in advance of the move, as per lease requirements. They owe Checchi three months of unused rent.

5.2 PERSONNEL

During this reporting period, four CCN LTTAs were hired to replace departing staff. Mr. Dad Mohammad Hamdard and Mr. Nasrullah Ahmadzai joined the project as M&E Specialists, Ms. Samina Aziz as a human resources/ administrative assistant, and Mr. Sohrab Shinwari as an IT Specialist.

A chart showing Level of Effort (LOE) utilization by labor category is attached to this report.

5.3 SECURITY

Checchi continues to use Edinburgh International (EI) to provide Risk Management Consulting services for OY-3. Three RMCs are in-country at a time on a rotating basis. SUPPORT-II continues to rely on APPF guards for external static security and as mobile armed escorts.

5.4 MODIFICATIONS AND AMENDMENTS

Two modifications were executed during the reporting period. Modification #11, dated January 16, 2016, increased the LOE ordered for local STTA and partially compensated for the increase by reducing the LOE ordered for expat STTA. Modification #13, dated March 21, 2016, increased the amount currently obligated and available for reimbursement from \$31,638,000 to \$35,128,000.

Checchi and Company Consulting, Inc.
Afghanistan Support II Project
OY-3 Third Quarter Level of Effort Utilization and Hours Remaining by Labor Category
as of March 31, 2016

	Total Hours Worked						Hours Remaining (Hours)
	Budget (Hours)	As of December 31, 2015 (Hours)	January 2016 (Hours)	February 2016 (Hours)	March 2016 (Hours)	Total as of March 31, 2016 (Hours)	
Long-Term Technical Assistance							
Chief of Party (Expat)	8,320	6,830	208	144	216	7,398	922
Deputy Chief of Party	2,080	1,952	-	-	-	1,952	128
Deputy Chief of Party	6,960	5,620	192	184	200	6,196	764
Program Design and M&E Team Leader (Expat)	8,320	5,853	160	200	216	6,429	1,891
Sr. M&E Specialist (Local)	8,320	7,132	200	192	64	7,588	732
M&E Specialist (Local)	7,936	6,356	400	304	208	7,268	668
M&E Specialist (Expat)	1,749	1,749	-	-	-	1,749	-
M&E Specialist (Local)	2,620	2,616	-	-	-	2,616	4
M&E Specialist Home Office	2,080	812	166	44	87	1,109	971
MIS/GIS Specialist (Local)	8,282	7,002	200	192	200	7,594	688
Sr. Gender Specialist (Local)	5,520	4,220	160	140	132	4,652	868
Gender Specialist (Local)	5,952	4,304	192	188	188	4,872	1,080
Translator (Local)	7,590	5,840	200	192	168	6,400	1,190
Translator (Local)	7,936	6,186	200	192	136	6,714	1,222
Communications Specialist (Expat)	5,877	4,240	144	200	192	4,776	1,101
Senior Gender Specialist (Expat)	2,539	2,539	-	-	-	2,539	-
Gender Public Awareness Team Leader (Expat)	2,411	1,176	192	200	168	1,736	675
Total LTTA	94,492	74,427	2,614	2,372	2,175	81,588	12,904
Consultants/Short-Term Technical Assistance							
<i>Expat</i>							
Checchi	50,436	30,693.5	976	348	737.75	32,755.3	17,680.8
Social Impact	27,000	6,189	320	-	-	6,509	20,491
Synergy	5,400	-	-	-	-	-	5,400
OSC	5,400	954	-	-	-	954	4,446
Sub-total Expat	88,236	37,836.5	1,296	348	738	40,218.3	48,017.8
Local STTA (Checchi)	130,800	103,720	4,432	3,548	3,832	115,532	15,268
Local STTA (SDLR)	48,000	6,984	400.00	-	-	7,384	40,616
Sub-total Local	178,800	110,704	4,832	3,548	3,832	122,916	55,884
Total STTA	267,036	148,540.5	6,128	3,896	4,570	163,134.3	103,901.8
Total (Work Hours)	361,528	222,967.5	8,742	6,268	6,745	244,722.3	116,805.8