

PDA4-097

46638

ANNUAL REPORT FOR

FIRST YEAR:

POPULATION COMMUNICATION SERVICES

JOHNS HOPKINS UNIVERSITY

(October 1, 1982-September 30, 1983)

Cooperative Agreement No.:
DPE-3004-A-00-2018-00

Population Communication Services
Population Information Program
The Johns Hopkins University
624 North Broadway
Baltimore, MD 21205
USA

POPULATION COMMUNICATION SERVICES

October 1, 1982 - September 30, 1983

SUMMARY AND HIGHLIGHTS

After a rigorous competitive procurement, the Population Communication Services (PCS) project was awarded to the Johns Hopkins University to be administered through the Population Information Program. During the first year of operations a highly-qualified professional and support staff was recruited, representatives were sent to 23 countries, and significant activities were undertaken under each of the five major outputs specified in the Cooperative Agreement. These include:

- Needs assessments were completed in eight (8) countries (Bolivia, Haiti, Honduras, Jordan, Nigeria, Panama, Peru and Sudan).
- Country projects are underway in two (2) countries (Mexico and Jordan); proposals were developed for seven additional projects for five (5) countries (Colombia, Costa Rica, Honduras (3), Kenya and Nigeria).
- Technical assistance was provided to eight (8) countries (Barbados, Costa Rica, Ecuador, Egypt, Honduras, Panama, Peru, and Zimbabwe).
- A major international meeting was held in August 1983 in Quito, Ecuador, attended by 78 communication directors and other family planning professionals from 17 Latin American countries.
- A Media/Materials Collection was established; films and print materials were sent to 21 countries; and a special mailing on print materials for nonliterates was prepared.
- Expenditures through September 30, 1983, including subcontract and subgrant accruals, were \$930,736. A total of \$355,627 was obligated in two LDC subgrants covering two-year periods.

The PCS project was established to provide a broad technical base for transferring knowledge, skills, professional assistance and funds in the area of family planning information, education and communication (IEC) to LDC public and private agencies. The diversity of project outputs required was reflected in the first year's activities undertaken by JHU/PCS staff and the staff of the three US contractors: the Academy for Educational Development, PIACT, and Porter, Novelli and Associates.

Latin America and the Caribbean

In the first project year, activity was greatest in Latin America and the Caribbean. Requests for all types of assistance--technical assistance, project funding and films and materials--came from nearly all AID-assisted countries in the region. Since only 20 percent of JHU/PCS funds are allocated to the Latin America and Caribbean Region, most of the country project funds for this region are now allocated. Wherever possible, JHU/PCS

is encouraging the use of bilateral funds for family planning communication programs and is providing technical assistance to ensure the effective implementation of AID bilateral programs in this area.

In addition to organizing a regional meeting including representatives from 17 countries, JHU/PCS activities during the first project year have included: development and initiation of a country project in Mexico; project development activities in Bolivia, Costa Rica, Haiti and Honduras; completion of needs assessments in Bolivia, Haiti, Honduras, Panama and Peru; and provision of technical assistance to Barbados/Caribbean region, Costa Rica, Ecuador, Honduras, Panama and Peru.

Africa

Despite energetic efforts by JHU/PCS staff and U.S. contractors, it has proved difficult to stimulate interest and the necessary AID Mission support for communication activities in Africa, even though 50 percent of JHU/PCS funds is allocated to this region. Several trips have been postponed, mainly by AID Missions which are concerned over the lack of family planning services, the reticence of the host government to publicize family planning, and the ability of potential recipient agencies to undertake family planning IEC efforts. In some countries, the lack of an AID Population Officer or changes in AID personnel have caused trip cancellations or postponements. In others such as Ghana and Tanzania, AID policy prohibits the initiation of any new AID-funded projects, even though requests have been received by JHU/PCS. To date, JHU/PCS assistance has focused primarily on Nigeria and Zimbabwe; activities were also initiated in Liberia, Sierra Leone and Sudan. JHU/PCS staff are assessing project possibilities in more than 20 African countries and expect that projects will ultimately be developed in approximately 10 countries.

Asia

About 15 percent of JHU/PCS funding is allocated to Asia. In response to a request from Nepal for JHU/PCS to conduct a needs assessment and planning mission and to organize a workshop on print materials development, a trip to Nepal was scheduled for September 1983 but was subsequently postponed to November at the request of the AID Mission. Discussions have been held with AID Population Officers in Bangladesh and India regarding possible JHU/PCS technical assistance. JHU/PCS has received project proposals from Sri Lanka, and staff plan to visit this country during the second project year.

Near East

In the Near East, which is budgeted to receive 15 percent of JHU/PCS funding, a needs assessment was completed for Jordan and a project was initiated with the Jordan Family Planning and Protection Association. In Egypt, JHU/PCS provided technical assistance to develop a revised government IEC plan. JHU/PCS representatives attended donors' conferences in Jordan and Turkey, and plans were made for a JHU/PCS representative to attend a program planning meeting in Yemen.

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LIST OF ABBREVIATIONS

AED	- Academy for Educational Development
AID	- U.S. Agency for International Development
AV	- Audio-visual
CBD	- Community-based Distribution
CEDPA	- Centre for Development and Population Activities
CFSC	- Community Family Study Center of the University of Chicago
FP	- Family planning
FPA	- Family planning association
FPIA	- Family Planning International Assistance
GWU	- George Washington University
IEC	- Information, education and communication
JHPIEGO	- Johns Hopkins Program for International Education in Gynecology and Obstetrics
JHU/PCS	- Johns Hopkins University/Population Communication Services
LDC	- Less developed country
M/MC	- Media/Materials Collection
PIACT	- Program for the Introduction and Adaptation of Contraceptive Technology
PIP	- Population Information Program
PN&A	- Porter, Novelli and Associates
RTSA/A	- Regional Training Service Agency/Asia
UNFPA	- United Nations Fund for Population Activities
URTNA	- Union of National Radio and Television Organizations of Africa

PCS ACTIVITIES BY PROJECT OUTPUT CATEGORY

Needs Assessment and Planning

Eight needs assessment and planning missions--to Bolivia, Haiti, Honduras, Jordan, Nigeria, Panama, Peru and Sudan--were completed during the first project year. This number is twice as many as had been budgeted and represents considerable progress toward the total of 16 needs assessments proposed over the five-year period of the Cooperative Agreement. In addition, a needs assessment for Ecuador was initiated; completion of this needs assessment was postponed until early 1984 at the request of the AID Mission. Needs assessment and planning missions to five additional countries--Cameroon, Malawi, Nepal, Somalia and Uganda--were scheduled to take place during the first project year, but were postponed at the request of the AID Mission or AID/W.

Some of the eight completed needs assessments were less extensive than those called for in the Cooperative Agreement. This change was the result of requests from AID/W officials that JHU/PCS give higher priority to project development and reduce the length and complexity of needs assessment reports. An amendment to the Cooperative Agreement reflecting this change is being processed.

To assist JHU/PCS staff, US contractors and consultants in conducting needs assessments, a set of guidelines was prepared. This document has been revised to reflect AID/W's request to reduce the amount of general information in needs assessment reports and to streamline the needs assessment process.

Country Projects

Two country projects--in Jordan and Mexico--began operations during the first project year. (These projects are described in more detail in the region and country summary sections.) Seven more projects were developed during this period; at least five of these seven new projects are expected to begin by January 1, 1984. The seven projects are: Honduras (ASHONPLAFA, IHSS and MOH), Colombia (Profamilia), Costa Rica (COF), Kenya (URTNA/PEC) and Nigeria (Kwara State MOH).

Delays were experienced in the development of a number of other projects due to: 1) Lack of readiness on the part of the potential recipient agency (Bolivia COF and Nigeria Federal MOH); 2) Non-approval of travel by the AID Mission (Nepal and Sudan); 3) Illness of a key consultant, combined with busy travel schedules of key recipient agency personnel (URTNA in Senegal); and 4) Requests by AID/W or the AID Mission to await AID decisions and actions on country-wide programs (Haiti and Turkey).

"Guidelines for Preparing a Project Proposal," a comprehensive document covering JHU/PCS funding priorities, proposal development and review pro-

cess, reporting requirements, standard subagreement format, and general provisions, was developed for use by JHU/PCS staff, US contractors and consultants. During the first project year, this document went through several revisions and refinements; it now provides a useful guide for most situations which JHU/PCS representatives are likely to encounter in LDCs.

A concept paper on the evaluation of population/family planning communication projects was prepared by Dr. John Middleton of the Academy for Educational Development at the request of JHU/PCS.

Technical Assistance

During the first project year, technical assistance missions were conducted in seven countries and the Caribbean region (five countries). Examples of the types of technical assistance include:

- Assistance in the development of a national family planning communication plan (Zimbabwe);
- Evaluation of past AID-funded family planning information, education and communication (IEC) programs (Honduras, Panama and Barbados/Caribbean Family Planning Affiliation);
- Advice on family planning campaigns or communication strategies for specific organizations (Costa Rica, Ecuador, Egypt, Honduras and Peru); and
- Assistance in designing and initiating a new AID-funded family planning IEC program (Peru).

Most technical assistance missions were conducted by JHU/PCS staff and the staff of US contractors (Academy for Educational Development, PIACT, and Porter, Novelli and Associates). The availability of experienced communication professionals was especially helpful to AID Missions in making decisions on program funding, planning and implementation.

During visits by JHU/PCS representatives, more informal technical assistance has been provided to LDC family planning agencies, including information on local resources such as advertising agencies and production facilities; advice on audio-visual equipment purchases, film dubbing, printing, use of two-way radio, audio-visual presentations and other technical processes; suggestions regarding message development, audience analysis and evaluation techniques; and general advice on IEC program planning and implementation. This ad-hoc exchange of ideas and information has proved to be very useful to LDC agencies, since many staff members responsible for implementing or overseeing family planning IEC programs lack training or work experience in the IEC field. Also, IEC specialists may have expertise in one specific area but may be asked to work in many other areas requiring different knowledge and experience. Advice from an outside expert can be helpful in training staff members, building their confidence and directing staff efforts in the most effective and productive areas.

In order to be able to respond to technical assistance requests quickly, JHU/PCS has developed a Consultant Roster of population/family planning communication experts. Some 200 resumes have been collected from experts representing a wide variety of international work experience, communication and program management expertise, and language skills. In order to identify consultants with a specific combination of skills, a "Professional Profile" form was developed so that the Consultant Roster could be searched automatically using the word processor. An ongoing effort is made to identify and obtain background information on qualified experts who have worked in population/family planning communication or related areas. The Consultant Roster has also been used to recommend prospective consultants to AID and other agencies working in international health and population, including the Association for Voluntary Sterilization and the Pan American Health Organization.

In order to evaluate the quality and usefulness of technical assistance missions, JHU/PCS has designed a form to be completed by AID Missions for each visit by a JHU/PCS representative, including US contractors and consultants. Results of these confidential questionnaires will be used to improve the quality of technical assistance missions.

Films and Materials

By the end of the first project year, the Media/Materials Collection (M/MC), a resource center of print and audio-visual (AV) materials used in LDC population/family planning programs, was fully operational. The Collection, which is under the general supervision of Ann B. Jimerson, now holds approximately 1,380 items representing 58 developing countries and eight developed countries. These items provide examples of a multitude of topics, target audiences, languages, design, and creative uses of different media.

The following sections cover the various activities associated with the establishment and maintenance of the M/MC:

Acquisition and Cataloging

Upon transfer of materials from George Washington University (Airlie film and slide sets) and the University of Chicago (prototype and reference materials), and following active searches for population/family planning IEC materials, the Media/Materials Collection contained the following materials as of September 30, 1983:

<u>Type of Material</u>	<u>Estimated Number</u>
Films	250
Videotapes	5
Audio tapes	10
Slide sets	15
Photographs	150
Pamphlets	500
Posters	200
Promotional & 3-D Items	50
Reference materials (exclusive of those added to POPLINE)	200
	<hr/>
TOTAL	1,380

All items are in the process of being catalogued, using a descriptive "inventory sheet" developed to facilitate easy cross-referencing. The Collection is indexed by country, language, subject and type of material.

In establishing the Media/Materials Collection, the following tasks have been completed:

- Development of plan for administration of the M/MC.
- Determination of scope of collection, design of cataloguing system and inventory sheets, development of cross-indexing system, designation of identification codes and shelving organization.
- Development of space layout for both storage and viewing.
- Consultations with AV specialists of US contractors to evaluate collected materials.
- Provision of instructions to US contractors to collect relevant AV materials on all JHU/PCS-funded travel and other travel, as appropriate.
- Selection, purchase and installation of appropriate shelving and storage units, furniture and AV equipment to fit the characteristics of the M/MC.
- Inventory and cataloguing of all materials (ongoing).

- Development of guidelines and standards for distribution of copies or photographs of all materials.
- Analysis of methods for reproduction of sample materials to respond to requests. Establishment of contact with AV facilities to copy posters, audio and video cassettes, slides, etc.
- Broad survey of existing AV material, collection of copies, noting sources and planning for expansion. Materials acquisition is ongoing, through direct requests to FPAs, consultant and staff trips and searches through catalogues and newsletters. Approximately 25 requests for materials from the M/MC are made monthly.
- Maintenance and regular updating of information resulting from this broad survey (ongoing).

Materials organization has been facilitated by utilizing an additional part-time cataloguer and two Arabic translators and by training staff in cataloguing procedures.

To facilitate the transfer of materials from the University of Chicago to JHU/PCS, a visit to Chicago was made to obtain a preliminary inventory of materials. Transfer to PCS of all relevant items has been completed. A list of the materials received from the University of Chicago is included in Appendix G.

Requests for Sample Materials

The M/MC responds to requests from a number of sources for samples or copies of materials. A listing of requests received and filled through September 30, 1983 is included in Appendix H. A larger number of requests is anticipated during Year Two.

Additionally, a variety of selected booklets and articles on development communication is kept on hand to be distributed free of charge to LDC contacts and visitors.

Staff requests for bibliographic searches on the POPLINE data base, approximately ten per month, are carried out by the M/MC Librarian, Susan Leibtag.

Films

Walter W. Stender, Associate Director of PIP, arranged for all AID-funded films, produced through the George Washington University, on population/family planning to be delivered to JHU/PCS. Altogether, the following steps have now been taken to establish the film distribution system:

- Acquisition of films, slide-tape sets and other AV materials from George Washington University.
- Arrangement for review of GWU out-takes and stock footage for permanent retention by the National Archives.
- Development of procedures to insure prompt servicing of requests for films and other materials, accurate record-keeping and prompt follow-up.
- Development of procedures for mailing films and slide shows, including determination of how and when to use Pouch or Air Mail, packaging, and customs notification.
- Review of GWU collection to determine degree of usefulness.
- Agreement with the Division of A/V Programs of JHU to inspect, clean and repair film.
- Review of past experience and establishment of standards for stocking films and slide shows.
- Evaluation of present laboratories holding films and determination of future method of handling storage and reproduction.
- Identification of laboratory and development of procedures to maintain masters and reproduce slide/tape shows.
- Previewing of GWU/Airlie films and slide/tape sets to determine their appropriateness for distribution by JHU/PCS.
- Development of annotated listing of films recommended for various geographical regions.
- Maintenance in-house under secure conditions of a sufficient quantity of release prints and slide sets for loan distribution and use in country projects, technical assistance, meetings and workshops and other project outputs.

During the first project year, a total of 189 films and 38 slide/tape sets were distributed. Of these, 94 films and 25 slide/tape sets were given to LDC population/family planning agencies; the remainder were sold or provided for loan or rental. A large proportion of films and slide/tape sets were provided to agencies based in Latin America and the Caribbean. A summary of "Film and Slide Distribution by Region" is included in Appendix I. A total of \$6,603 was collected in film and slide sales. All film and slide sales and rentals are listed in Appendix J. Film and slide distribution on a grant and loan basis is listed in Appendix K.

Prototype Distribution

The mechanism chosen for active distribution of noteworthy samples from the Media/Materials Collection is the "PCS Packet Series." During Year One, JHU/PCS staff and staff from the three US contractors collaborated to develop PCS Packet No. 1, entitled "Print Materials for Nonreaders." The packet includes:

- Introductory letter from Project Director;
- PCS brochure;
- Sample pictorial booklets on oral contraceptives from Bangladesh, Mexico and Sierra Leone, together with a Project Description;
- An eight-page overview on the theme, extracted from two publications; and
- A reader response sheet and self-addressed return envelope.

Each packet will be sent out in a colorful plastic bag with the PCS logo and will be available in English, French and Spanish. Initial distribution will be to interested LDC family planning agencies, AID/W, and AID Missions. A more complete mailing list for upcoming packets is being developed. PIACT's experience in developing this kind of print material was especially useful in designing the first packet. A task group with representatives from each US contractor will continue to work with the Media/Materials Coordinator to develop future editions of the PCS Packet Series.

Future packet topics under consideration include:

- Encouraging male responsibility in family planning;
- Using radio;
- Reaching adolescents; and
- Involving communities in materials design.

While the format may change to suit each packet's theme, the distinctive style and the plastic-bag packaging will identify each packet as part of a series.

Technical Information

The Media/Materials Collection contains a number of books, journals and articles on communication processes and techniques. The Media/Materials Collection staff is often requested to research such questions as the most appropriate means of reproducing a sample material, transferring 16mm film to videotape or purchasing and developing film. Listings of competent technicians and notes on the best

techniques are kept in the Media/Materials Collection to reply to frequent specific queries.

Meetings and Workshops

A highly successful Latin American Regional Meeting was held in Quito, Ecuador from August 23-25, 1983. The 78 participants included IEC directors and other family planning and health professionals from the public and private sectors of 17 Latin American and Caribbean countries. The meeting was co-sponsored by JHU/PCS, International Planned Parenthood Federation/Western Hemisphere Region (IPPF/WHR), Asociación Pro-Bienestar de la Familia Ecuatoriana (APROFE), and Centro de Estudios de Población y Paternidad Responsable (CEPAR). Administrative support was provided by the Academy for Educational Development. Main organizers of the meeting were Patrick L. Coleman and Dr. Nancy D. Loy, Regional Program Coordinators, and Judith Brace of AED; numerous other people, including the staffs of IPPF/WHR, APROFE and CEPAR, also made important contributions.

The meeting, entitled "Mass Media and Family Planning in the 80s," had three main themes:

- 1) Media relations, public relations and leadership programs;
- 2) The use of advertising techniques; and
- 3) Audience research.

Conducted entirely in Spanish, the meeting marked the first occasion in several years for IEC directors of both public and private family planning institutions to share their plans and experiences. The meeting was designed to accomplish three primary objectives:

- 1) To develop a greater awareness among family planning IEC specialists of the opportunities to use advertising, social marketing and audience research to communicate family planning messages effectively;
- 2) To encourage the exchange of diverse ideas and experiences among the participants; and
- 3) To introduce the Population Communication Services project of the Johns Hopkins University.

Nine internationally-renowned communication specialists made short presentations, participated in panel discussions and acted as facilitators of small work groups. The participants were enthusiastic about the topics covered and were especially appreciative of the opportunity to receive an update on new technologies in the communication field. All sessions lasted longer than originally planned due to the interest of both the guest experts and the participants, and even the voluntary evening sessions were fully attended.

An analysis of questionnaires completed by the participants indicated that they were highly complimentary of the meeting's content and arrangements; many urged PCS to hold similar meetings in the future.

A one-hour color videotape containing excerpts of the major speeches was prepared by Patrick L. Coleman, and is available on a loan basis to AID officials and LDC agencies; it is entirely in Spanish. In addition, a conference report including the texts of the major speeches, summaries of the group discussions, results of the participants' evaluations, and suggestions for future family planning IEC activities is in preparation. It is also in Spanish and will be widely distributed to communication specialists and program administrators throughout Latin America.

During the first project year, plans were developed for several in-country meetings, including a radio workshop in Haiti and a print materials development workshop in Nepal. Both workshops were postponed at the request of the AID Mission. In addition, plans were made for two workshops for high-level Nigerian officials consisting of family planning service providers in state Ministries of Health and educators in state Ministries of Education. These workshops took place at JHU in Baltimore in October 1983 and were very useful in generating interest in family planning communication activities, especially materials development.

JHU/PCS staff made special presentations on family planning communication and the PCS project to four groups of senior-level administrators attending courses at the Johns Hopkins Program for International Education in Gynecology and Obstetrics (JHPIEGO) and the Centre for Development and Population Activities (CEDPA). Briefer presentations (15-20 minutes) were also made to clinicians attending six JHPIEGO courses and to other CEDPA groups. A large volume of requests for technical assistance and films and materials have been generated by these personal contacts.

MAJOR REGIONAL AND COUNTRY ACTIVITIES

AFRICA

Regional

In many African countries, radio and television stations are controlled by the government, and therefore it is important to work directly with senior-level broadcast officials to ensure that family planning and childspacing are incorporated into health-related programs and that population issues are included in discussions of national development. In order to gain entree to high-level broadcast officials, JHU/PCS initiated contacts with the Union of National Radio and Television Organizations of Africa (URTNA), which is based in Dakar, Senegal. Dr. Allan Kulakow of AED and Anwar Bachbaouab, JHU/PCS consultant, held initial discussions with URTNA regarding project possibilities. A project planning trip scheduled for June 1983 was postponed due to the illness of a key consultant and was rescheduled for November 1983.

URTNA's Nairobi affiliate, the Programme Exchange Centre (URTNA/PEC), has submitted a proposal to JHU/PCS. URTNA/PEC hopes to organize and conduct a one-week seminar for representatives from each of nine Anglophone African countries--one broadcast executive, one broadcast producer and one family planning/health official. During the seminar, the participants will develop two model scripts about family planning, breast-feeding and maternal nutrition. These scripts will be distributed to African countries through the URTNA/PEC network.

The Ford Foundation may provide some funds for the seminar, and Family Planning International Assistance may also be a sponsor. JHU/PCS is being asked to support travel and per-diem costs. The proposal from URTNA/PEC was reviewed by Veronica Elliott, JHU/PCS Regional Program Coordinator, during a visit to Nairobi in September 1983.

Nigeria

JHU/PCS has carried out two site visits to Nigeria and supported a US visit for three Nigerian leaders, including a three-day Population/Family Life Education Workshop in Baltimore. During the first site visit in June 1983 by Steven C. Smith, Regional Program Coordinator, and Dr. Rocco De Pietro, consultant, a "Five-year Plan for Family Planning Communication in Nigeria," was developed. During the second site visit in September 1983 by Steven Smith and John Boone, consultant, a proposal was prepared with the Kwara State Ministry of Health and other project proposals were drafted.

The Kwara State project will phase in a state-wide family health IEC effort using print and mass media. It will also focus on improving interpersonal communications by staff. A continuation of activities initiated by the Community and Family Study Center of the University of Chicago, the project will be evaluated using a baseline and follow-up survey.

Two other proposed projects with the Federal Ministry of Health are to deliver integrated family health messages: (1) to clients and potential clients mainly through print materials, and (2) to the general public through television. Also projects have been conceptualized to work with non-government organizations to reach adolescents and men and to use traditional plays.

Sudan

JHU/PCS conducted a needs assessment for Northern Sudan during May 1983. The team of two Arabic-speaking consultants--Anwar Bachbaouab and Dr. May Yacoob--reviewed government policy, family planning activities, and IEC resources and opportunities. They identified the Sudan Fertility Care Association as the most appropriate agency to undertake expanded IEC efforts. The highest priority target group was identified as young married couples, but older women wishing to have no more children and couples who have had a child and who would benefit from child-spacing were also identified as important target audiences. The needs assessment concluded that face-to-face communication was a critical component of any expanded IEC effort, and that any family planning IEC should be integrated with on-going health activities in order to be effective.

A project development trip scheduled for August 1983 was postponed at the request of AID/Khartoum until 1984.

Zimbabwe

In May 1983 JHU/PCS provided a team of two technical advisors--Dr. John Middleton of AED and Dr. Nancy D. Loy, Regional Program Coordinator--to assist the Child Spacing and Fertility Association (CSFA) in developing a national IEC strategy and implementation plan. The team, including Anne Aarnes of AID/W, held discussions with a number of Zimbabwean organizations and then facilitated a workshop for CSFA personnel, during which the IEC plan was developed. The four-year IEC plan includes a detailed analysis of priority audiences for child-spacing messages, specific suggestions regarding appropriate media outlets and interpersonal channels and messages for these audiences, a work plan and timetable. IEC activities described in the plan will be funded largely by the AID bilateral program. JHU/PCS project funds will probably not be needed. As a result of the planning exercise, CSFA is likely to ask JHU/PCS for further technical assistance in the areas of print materials development and radio production.

LATIN AMERICA

Regional

The major regional activity during the first project year was the Latin America Regional Meeting held in Quito, Ecuador from August 23-25, 1983. The theme of the meeting, "Mass Media and Family Planning in the 80s," was of great interest to the participants, who represented 17 Spanish-speaking

Latin American and Caribbean countries. A more detailed report of the meeting is included in the Meetings and Workshop section of this report.

Barbados/Caribbean Region

PCS provided one member for a three-person team that evaluated the Caribbean Family Planning Affiliation (CFPA) project that was funded by AID/Bridgetown. Robert Druckenmiller of Porter, Novelli and Associates was the evaluation team's IEC expert. He reviewed the materials which were produced by the CFPA project, the distribution system, and the creative, production, and administrative processes followed. The team also drafted a proposal for AID to continue funding the CFPA project. In addition to Barbados, the team visited CFPA affiliates in Antigua, Dominica, St. Kitts/Nevis and St. Vincent.

Bolivia

An initial visit was made to La Paz by Regional Program Coordinator Patrick L. Coleman to work with Centro de Orientación Familiar (COF) in developing a project proposal to support a series of 12 lectures on population and social-economic development. These lectures would encourage the Bolivian professionals who have been trained abroad in population and family planning to form a group with a specific objective of promoting IEC activities on this theme. The proposal also will produce some simple print materials for family planning users. The proposal is still in draft stage and will be completed during a second visit in early 1984.

Technical assistance was provided to three other Bolivian private-sector family planning agencies. PCS is currently reviewing proposals for projects from the other family planning agencies to determine the most efficient means of supporting family planning IEC in Bolivia.

Colombia

Under the auspices of the Futures Group, a two-person team went to Colombia to develop further a project proposal submitted by PROFAMILIA, the national family planning association. The project proposal calls for JHU/PCS and the Futures Group to sponsor jointly a generic condom advertising campaign in the city of Cali. It would be the first campaign of this type in Latin America and could lead the way for similar campaigns in other countries. The proposal is currently under review by JHU/PCS and the Futures Group.

Costa Rica

Following a technical assistance visit by Patrick L. Coleman, the Centro de Orientación Familiar (COF) submitted a project proposal to JHU/PCS. The project's principal objective is to provide rural and low-income women with information and education on family planning, responsible parenthood, sex education and women in development themes. The four-year prohibition on family planning IEC activities was recently lifted, and there is a need to reorient current users on various contraceptive methods and to educate poten-

tial users about the advantages of family planning. The proposal was amended to contain more family planning content and to ensure that Dialógo, COF's radio program, is technically proficient to communicate the desired information to its primary audience. The project proposal has been submitted to AID/Washington for approval.

Technical assistance was provided to the Asociación Demográfica Costarricense (ADC) on developing communication strategies. Help was given in designing the agenda for a conference for journalists on population and development issues.

Ecuador

A needs assessment was begun in Ecuador during a visit by Patrick L. Coleman in June 1983. He met with the three private-sector family planning associations and is scheduled to finish the needs assessment in early 1984.

Technical assistance in IEC was provided to the three private-sector family planning associations. Each institution was given some general guidance on the development of communication strategies as well as some ideas on possible IEC activities using both person-to-person communication and the mass media. Some technical assistance was provided to Centro de Estudios de Población y Paternidad Responsable (CEPAR) on developing an IEC strategy for its leadership program.

Haiti

In August/September 1983, Margaret B. Parlato, Regional Program Coordinator, provided technical assistance to the Department of Health and Population (DSPP) to review the communication strategy and implementation plan of the newly-created Directorate of Health Education, responsible for health and family planning communication nationwide. The DSPP is in the process of integrating the education units of disparate technical divisions within the agency and of consolidating the resources allocated to education. JHU/PCS has proposed organizing a series of training workshops to train the new cadre of health educators and regional radio personnel in communication techniques. The proposal is being reviewed by the AID Mission. Ms. Parlato also met with L'Action Familiale d'Haiti to review a proposal to print leaflets on Natural Family Planning. JHU/PCS is awaiting the recommendation of the AID Mission before taking further action on this proposal.

Honduras

Following a needs assessment mission in February 1983, three separate but related project proposals were developed in Honduras:

- The private-sector family planning association, ASHONPLAFA, will use local radio and simple print materials to support and promote its Community Based Distribution System. The principal objective of this project is to increase the number of users per CBD post.

- The Honduran Social Security Institute (IHSS) will thoroughly orient IHSS personnel about its family planning program and promote the family planning program among the IHSS beneficiaries. Print materials and some radio materials will be developed to support these efforts.
- The Ministry of Health (MOH), which has decided to promote family planning actively, especially through its rural delivery system, will produce radio and print materials primarily for rural audiences. The objectives of this project are to inform rural couples about the availability of family planning services through MOH facilities and to persuade them of the advantages of family planning.

These projects are scheduled to begin in January 1984. There is some concern about the duplication of audience in the ASHONPLAFA and MOH projects, but the prevailing theory is that the people who would acquire contraceptives at a CBD post and a MOH clinic are not the same. The Honduran government has recently taken a more positive position on family planning, which augurs well for the success of these projects.

Mexico

The first project to be developed by JHU/PCS was in Mexico, with the Federación Mexicana de Asociaciones Privadas de Planificación Familiar (FEMAP), a federation of private, urban-based family planning associations offering CBD outreach through women volunteers and clinic services. Project development visits were made in October 1982 by Dr. Phyllis Piotrow, Principal Investigator, in April 1983 by Neal Munch, consultant, and in July/August by Dr. Nancy D. Loy, Regional Program Coordinator. The FEMAP project will support the development of IEC capabilities and activities of FEMAP, which in turn will provide print and broadcast materials and technical assistance to its member associations throughout Mexico. The project includes the following major activities:

- Hiring a full-time Director of Communication;
- Developing and producing print and broadcast materials on family planning;
- Distributing these materials to member associations and training their staffs in how to use the materials effectively; and
- Operating a small film center to serve member associations.

The \$204,187, two-year project began August 1, 1983. By the end of September, FEMAP had:

- Recruited and hired the Director of Communication, who then visited each member association to identify the need for family planning materials;

- Collected some existing print materials for review; and
- Acquired some films for the center.

Panama

Consultants Lyle Saunders and Patrick Coleman (who subsequently joined the JHU/PCS staff) conducted a needs assessment in Panama in January 1983. The team, at the request of the AID Mission, also evaluated the bilaterally-funded IEC activities. It was the team's recommendation that JHU/PCS not become actively involved in Panama due to the high rate of contraceptive prevalence and the attitude of the Panamanian government that family planning IEC is not a high priority in Panama.

Peru

In April 1983, Patrick Coleman, Regional Program Coordinator, and Peter Boynton of AED conducted a needs assessment and planning mission to Peru. In addition to identifying several possible production facilities for family planning IEC materials, they recommended that IEC activities be expanded and that an overall strategy be developed to coordinate the efforts of both public and private agencies. Follow-up technical assistance trips were made by Patrick Coleman, Jack Porter of PN&A, and Dr. Lawrence Kincaid, consultant, in August and September 1983, and additional trips were planned for October 1983.

During the April and August/September 1983 visits, technical assistance was provided to both private and public-sector Peruvian family planning institutions. The National Population Council (CNP) was assisted in data analysis techniques and the steps to follow in developing a communication strategy. The Ministry of Health was provided assistance in selecting an advertising agency for its Health Literacy Program and in organizing seminars to encourage community participation in diagnosing local health problems. The Peruvian Social Security Institute (IPSS) was advised on how to develop audio-visual aids and how to teach people to use them effectively. Discussions with the staff of the family planning association, INPPARES, focused on the value of pretesting and audience research for IEC activities. In meetings with APROPO, a new organization working in media relations on population and family planning, JHU/PCS representatives provided suggestions on program implementation and management and on coordination with the CNP.

Because bilateral funds are available for family planning IEC activities, JHU/PCS has not been asked to fund any projects in Peru. However, JHU/PCS has supplied several qualified technical experts and will continue to provide technical assistance to the various Peruvian family planning institutions.

ASIA

Bangladesh

At the request of the Association for Voluntary Sterilization, JHU/PCS provided suggestions regarding a consultant to work in IEC materials development. Discussions regarding possible technical assistance were held with the AID Population Officer, but no request for assistance was received.

India

JHU/PCS has had on-going discussions with AID/New Delhi regarding possible technical assistance in support of AID bilateral programs. During a non-JHU/PCS-funded trip to Asia, Margot Zimmerman of PIACT spent three days in India in March 1983 discussing technical assistance needs with Indian officials and the AID Mission. A follow-up trip was postponed due to a change in AID Population Officers, but discussions regarding the role of JHU/PCS have continued.

Nepal

Following discussions with the AID Population Officer, a training workshop and a needs assessment and planning mission to Nepal were scheduled for September 1983. At the request of the AID Mission, this trip was postponed until November 1983. Plans for the workshop on print materials development with the family planning staff of the Ministry of Health had been initiated by RTSA/A. JHU/PCS was asked by AID to conduct the workshop due to RTSA/A funding constraints.

Sri Lanka

During the first project year, JHU/PCS received proposals from three Sri Lankan agencies and met with high-level officials from both the government and private agencies. Travel plans were postponed until the second project year due to internal disturbances and anticipated changes in the structure of the national family planning program.

NEAR EAST

Regional

JHU/PCS was asked by the Near East Bureau, AID/W, to reproduce a group of print materials from Egypt, Morocco, Tunisia and Lebanon for distribution to USAID Missions and family planning organizations in those countries. These materials have been selected and identified by type and will be reproduced with a brief description of content.

Jordan

JHU/PCS is supporting a \$151,440 two-year country project to be undertaken by the Jordan Family Planning and Protection Association (JFPPA). The subagreement was signed in August 1983 following needs assessment/project development visits by Anwar Bachbaouab, consultant, in March and August and by Marschal D. Rothe of AID/W in March.

Under the terms of the subagreement, JFPPA will add three staff members with experience in IEC. The expanded IEC unit will review existing print materials and make any needed adaptations before printing 20,000 copies of each of five pamphlets. The unit will also develop new print materials and print 20,000 copies of a brochure, 20,000 copies of each of five leaflets and 200 copies of each of two posters. In addition to these print materials, JFPPA will take a leading role in the promotion of family planning through seminars for pharmacists and other concerned groups. JFPPA will also develop and organize lectures and workshops for students at the University of Yarmouk, Princess Rahma Development Center and the Junior College of Social Work.

The IEC personnel were recruited during August and September 1983. A workshop is scheduled for November in order to assist these new JFPPA staff members to develop a detailed plan of the work to be undertaken under the subagreement.

Turkey

At the request of AID/W, Veronica Elliott, Regional Program Coordinator, attended a donors' conference held in Ankara during September 1983. This meeting identified the activities and plans of Turkish organizations involved in family planning and the interests of the foreign organizations which were represented. No specific plans for future JHU/PCS assistance have been made, since AID is developing a strategy for the support of various activities in Turkey.

Yemen

During September 1983, JHU/PCS made plans to send a representative, Anwar Bachbaouab, to a program planning meeting organized by the Yemen Family Planning Association. The meeting, which was held in October 1983, is expected to lead to future activities by JHU/PCS in Yemen.

PCS ADVISORY GROUP

During the first project year, an Advisory Group consisting of 11 internationally recognized population/family planning communication experts was appointed. The PCS Advisory Group members are:

Dr. Jane T. Bertrand, Assistant Professor, Applied Health Sciences Department, Tulane University

Dr. Ruth R. Faden, Associate Professor, Department of Health Policy and Management, Behavioral Sciences and Population Dynamics and Associate Professor of Psychology, The Johns Hopkins University

Mrs. Peggy Lam, Executive Director, Family Planning Association of Hong Kong

Mr. Tennyson (Don) Levy, Executive Manager, Dunlop Corbin Compton Associates, Jamaica

Mr. William D. Novelli, President, Porter, Novelli and Associates (ex-officio)

Dr. Gordon W. Perkin, Executive Director, Program for the Introduction and Adaptation of Contraceptive Technology (PIACT) (ex-officio)

Mr. Lyle Saunders, consultant

Mrs. Tara Sinha, Chief Executive Officer, Clarion Advertising, India

Dr. William A. Smith, Vice President, Academy for Educational Development (ex-officio)

Mr. William O. Sweeney, President, International Institute of Communications, United Kingdom

Dr. Robert P. Worrall, President, Population Reference Bureau

Advisory Group members have been particularly helpful in providing suggestions regarding overall program direction as well as offering ideas and constructive criticism regarding the projects proposed for Jordan, Mexico and Nigeria. Examples of questions raised by Advisory Group members in relation to specific proposed projects are: use of a particular medium to reach an identified target audience, the planning process for developing message content, the timing of project activities, proposed salary levels, and collaboration among local agencies.

Individual Advisory Group members have been helpful in other ways as well. Lyle Saunders conducted needs assessment and evaluation missions to Honduras and Panama, and William O. Sweeney has provided advice on possible Africa regional activities based on the Asia Press Foundation model. Dr. Jane T. Bertrand arranged for a JHU/PCS representative to visit Zaire and

has promoted the PCS project in many other countries. Tara Sinha and Dr. Robert Worrall have discussed possible JHU/PCS assistance with Indian officials and AID/New Delhi. Peggy Lam has provided a detailed description of the Hong Kong FPA's male responsibility campaign and numerous sample materials for the Media/Materials Collection. Don Levy has provided advice on social marketing techniques.

The Advisory Group has proved to be a valuable sounding-board for project plans. The influence of the Advisory Group is expected to grow as the volume of project proposals increases. A meeting is planned for the second project year.

ACTIVITIES OF US CONTRACTORS

The three US contractors--Academy for Educational Development (AED), Program for the Introduction and Adaptation of Contraceptive Technology (PIACT), and Porter, Novelli and Associates (PN&A)--provided major technical inputs during the first project year, especially in their respective areas of expertise. Their advice was very useful in the development of project strategy and policy documents; the "Basic Processes and Principles for Population/Family Planning Communication" paper is largely the result of a collaborative effort among JHU and the three US contractors. In addition, staff members of the three organizations successfully completed a number of technical assistance and needs assessment missions. The quality of their work prompted enthusiastic praise from several AID Missions.

Use of US contractors was particularly beneficial to the PCS project in reducing overseas travel costs by adding on to travel funded by other sources or by using contractor staff members based in developing countries. For example, for the cost of a few days' per diem and modest travel expenses, introductory visits on behalf of the PCS project were made to several African and Asian countries.

The Media/Materials Collection has been greatly enriched by the contributions of US contractors, both in terms of their suggestions regarding acquisitions and the use of the Collection and in terms of the numerous items they have brought back from LDCs, often from travel funded by other sources.

Although plans to use the US contractors were hampered for the first six months until their contracts were finalized, work assignments for US contractors continue to increase. As on-going technical assistance needs are identified and country projects are initiated in more countries, it is expected that some overseas travel and other assignments can be scheduled in advance, resulting in improved planning and coordination. For all assignments involving international travel or more than two professional person-days, a written request is issued by JHU/PCS. As part of the process of renewing each contract, an annual work plan and budget is developed. At the request of AID/W, a plan for evaluating the US contractors was developed and submitted to AID/W.

The following sections summarize the major activities of the three US contractors during the first project year.

Academy for Educational Development

Major accomplishments of AED during the first project year include:

- Planning and administrative support for the Latin America Regional Meeting, held in Quito, Ecuador in August 1983;
- Completion of a needs assessment in Peru;

- Development of a national family planning IEC plan for Zimbabwe;
- Preparation of "Country Project Evaluation Guidelines";
- Compilation of a listing of short- and long-term training courses for communication personnel from LDC agencies;
- Brief visits to Kenya, Swaziland and Tanzania to assess opportunities for JHU/PCS assistance;
- Assistance to JHU/PCS in the preparation of the paper on "Basic Processes and Principles for Population/Family Planning Communication" and other documents on internal policies and procedures; and
- Review of GWU films for cataloguing by JHU/PCS.

AED's broad experience in international development communication has proved very useful to the PCS project, particularly in applying communication principles and techniques to population/family planning and in making overseas contacts with leading broadcast officials.

Dr. William A. Smith, AED Vice President, has been an active member of the PCS Advisory Group and has provided numerous practical suggestions regarding proposed projects. Dr. John Middleton, Project Director for AED, made many important contributions to the PCS project, including a July 1983 presentation at JHU on preparing a national IEC plan. Following his resignation in August 1983, Elizabeth Mills Booth became Acting Project Director.

Program for the Introduction and Adaptation of Contraceptive Technology

Much of PIACT's work during the first project year revolved around the Media/Materials Collection and related materials development activities. PIACT's major accomplishments include:

- Assistance in the preparation of the PCS Packet on "Print Materials for Non-readers";
- Provision of IEC sample materials collected during overseas travel funded by other sources;
- Assistance in the translation, labelling and cataloguing of designated materials for the M/MC;
- Provision of multiple copies of PIACT publications and materials for the M/MC and distribution to LDC institutions;
- Identification and collection of print and audio-visual materials on Natural Family Planning for the M/MC;
- Compilation of information on projects and agencies working in Natural Family Planning;

- Technical assistance during the Latin America Regional Meeting, held in Quito, Ecuador in August 1983;
- Brief visits to Botswana, the Gambia, India and Kenya to assess opportunities for JHU/PCS assistance; and
- Assistance to JHU/PCS in the preparation of the paper on "Basic Processes and Principles for Population/Family Planning Communication" and other documents on internal policies and procedures.

Unfortunately, two trips scheduled for PIACT representatives--to Malawi and Nepal--were cancelled at the request of the AID Mission. (The Nepal trip subsequently took place in November 1983.)

As more country projects are developed, it is anticipated that PIACT will be more active in country programs than was possible during the first project year. Nearly all needs assessment missions have concluded that there is a dearth of simple print materials on family planning and the use of specific contraceptive methods, so PIACT's expertise is very much needed in nearly all countries JHU/PCS representatives have visited to date.

Dr. Gordon W. Perkin, Executive Director of PIACT, is a member of the PCS Advisory Group and has provided insightful comments on proposed projects. Margot L. Zimmerman, Project Director, has been especially helpful in promoting the PCS project and networking with LDC agencies.

Porter, Novelli and Associates

PN&A staff completed three technical assistance missions during the first project year:

- Advice to the Peruvian Ministry of Health on the selection and use of an advertising agency and the development of mass media campaigns on family planning and other health topics;
- Evaluation of the IEC activities on the Caribbean Family Planning Affiliation; and
- Assistance to the Egyptian State Information Service (SIS) in developing a plan for future activities, including TV and film production, advertising agency selection, dissemination of SIS campaign messages and strengthening of regional office capabilities.

A second technical assistance trip to Egypt was cancelled at the request of the AID Mission.

Other PN&A activities during the year include:

- Assistance to JHU/PCS in the preparation of the paper on "Basic Processes and Principles for Population/Family Planning Communication" and other documents on internal policies and procedures; and
- Assistance in the preparation of the PCS Packet on "Print Materials for Nonreaders."

PN&A's experience in social marketing programs has been particularly valuable to the PCS project.

William D. Novelli, President of PN&A, is a member of the PCS Advisory Group and has strongly advocated the need for systematic program planning prior to materials development and initiation of mass media campaigns. Terry Baugh, Project Director for PN&A, provided sound advice regarding program planning and links with contraceptive distribution systems. Following her transfer to New York in July 1983, Rachel H. Greenberg became Project Director.

ADMINISTRATION

Due to the availability of experienced PIP staff knowledgeable about population/family planning communication and JHU and AID policies and procedures, the PCS project was able to make a relatively fast start. Within the first month, the Project Director and Deputy Project Director started work, and the Budget/Contract Analyst was recruited. Recruitment of other key professional staff took longer, as discussed in the report section entitled "Problems and Critical Analysis of Problems." The first-year Work Plan was prepared during the first month, and a planning meeting for AID/W staff of the Office of Population and regional bureaus to review this document was held in November 1982. Consultations with AID/W regional bureaus and an analysis of cables from AID Missions were particularly helpful in determining country priorities and program directions.

Inevitably, much staff time is expended in the first year of a new project in order to establish the office, recruit and train staff, and develop administrative procedures and program policies and directions. Following is a summary of the key administrative activities during the first project year:

Establishment of PCS Office

- Identification of office space
- Acquisition of office furniture and equipment
- Installation of telephones and copier
- Selection of word processing equipment with foreign language and telex capability

Staff Recruitment and Training

- Development of job descriptions for new positions
- Recruitment of highly qualified professional and support staff
- Training of staff in internal procedures and special skills such as operation of word processor and telex

Program Planning

- Development of First-Year and Second-Year Work Plans
- Development of Work Plan for Funding from AID Africa Bureau
- Development of Country Priority Charts by Region
- Preparation of "Guidelines for Conducting an IEC Needs Assessment"

- Preparation of "Guidelines for Developing a Project Proposal"
- Development of "Criteria for Funding Country Projects"
- Development of "Basic Processes and Principles for Population/Family Planning Communication" paper describing the basic ideas underlying JHU/PCS activities

Development of Internal Procedures

- Establishment of internal procedures to ensure prompt and efficient handling of external requests, including a log of all incoming requests and an "action sheet" describing the recommended response
- Development of forms and procedures to ensure appropriate JHU and AID approvals for foreign travel, trip reports, consultants, meeting and workshop plans, work plans and other documents
- Preparation of monthly status reports on JHU/PCS activities by country to provide general information to JHU/PCS staff, US contractors, AID/W and other interested persons

Financial Management

- Identification of required financial functions and development of appropriate systems and procedures
- Development of US contracts and subagreement formats
- Review of US contractors' financial systems
- Development of monitoring systems and monitoring of financial reports, files, and ledgers for PCS project, US contractors, subagreements and consultants
- Preparation of budgets for US contractors, country project subagreements and individual activities
- Development and monitoring of billing system for film and slide distribution
- Identification and implementation of the appropriate procedures in compliance with federal regulations and JHU policies and procedures

Office Management

- Development and maintenance of office procedures
- Development and maintenance of inventory control systems

- Procurement of office supplies
- Orientation to new personnel on JHU policies and procedures

Program Support

- Selection of translators, copy editors, graphic designers, type-setters, printers and other outside vendors/specialists
- Development and maintenance of mailing list, Consultant Roster, film catalogue and other specific items
- Identification of temporary clerical help
- Arrangements for domestic and international travel, including airline and hotel reservations and visas

Publicizing of PCS Project

- Preparation and distribution of PCS brochure
- Mailing of brochure and personal letters to AID Missions
- Personal contacts with AID Population Officers visiting Washington, D.C.
- Distribution of PCS brochure to IPPF affiliates and other population/family planning organizations
- Contacts with international organizations working in population and family planning
- Development of stationery with PCS name, logo, address, telephone number, and telex
- Presentations on PCS objectives and capabilities to JHPIEGO and CEDPA trainees and other foreign visitors.

PROBLEMS AND CRITICAL ANALYSIS OF PROBLEMS

The major areas in which problems were encountered in the first year were:

- 1) recruiting qualified personnel;
- 2) making effective use of US contractors;
- 3) securing AID approval to visit African countries, where 50 percent of project effort is to be allocated; and
- 4) identifying additional funds for regions such as Latin America and Asia where interest in family planning communication is strong.

1) Qualified Personnel. The project had a great advantage in being able to begin immediately with part-time professional and administrative staff and leadership available from PIP but with time charged, as used, to the PCS project. Both the Project Director and Deputy Project Director started work at JHU within one month. Nevertheless, it required about six months to recruit other professional staff qualified in communication, LDC field work, program development, and necessary languages at salaries within or close to budgeted salary levels. An extensive search was undertaken before the current highly qualified staff was complete (see Appendices A and B). By the end of the first project year, all Regional Program Coordinators had visited at least one country for which they are responsible, and other administrative and Media/Materials Collection staff were trained and fully functioning in their jobs, although the work load remains very heavy for all staff members.

2) US Contractors. A delay of about six months took place before contracts with the three US organizations which joined in preparing the JHU proposal could be finalized. The contracts finally approved provide for strict, task-oriented control of contractor expenditures and allow less room for consultation, interchange of ideas, and a consortium-like relationship than JHU had originally hoped. While this created difficulties initially in making full use of the services of contractor staff members who were ready to start work immediately, the relationship has gradually developed into an effective partnership under close JHU monitoring and supervision. More flexibility would still be useful, however.

3) Approval to Visit African Countries. As Table I shows, a major problem has been securing approval of AID Missions in many African countries for JHU/PCS staff to visit, conduct needs assessments, or develop projects. Approximately nine trips to Africa were cancelled or postponed, either as a result of political events, reluctance of AID Mission personnel, transfers of Population Officers or other internal reasons. This situation may be changing, since trips to 12 African countries are scheduled for the first six months of the second year and expenditures in Nigeria may ultimately be large. Nevertheless, it is apparent that project development will be more difficult and more labor-intensive in Africa than

elsewhere. At the same time the dollar amounts expended for JHU/PCS projects in most African countries may be less. Thus by the end of the second year, it may be necessary to consider whether 50 percent of project effort, including country project funds, should still be allocated to the Africa region or whether some shift in funding priorities to other regions would be warranted.

4) Additional Funds for Latin America and Asia. The level of requests for country project funding in Latin America during the first year has been high. Interest is also increasing in Asia. With approximately \$720,000 allocated for country projects in Latin America (20% of \$3.6 million) and \$540,000 in Asia (15% of \$3.6 million), it is clear that requests and potential funding opportunities will soon exceed the funds budgeted. Thus either no further efforts should be made to promote project development in those regions, or more attention should be given to locating or shifting other sources of revenue. Since considerable attention is now being devoted to extending and improving family planning services in both Latin America and Asia, a strong case can be made for extending and improving family planning communication at the same time. Among the options which might be considered during the second year are efforts to secure additional funding from other AID bureaus or closer links with UNFPA or World Bank programs.

Of these issues, several represent normal start-up problems which should be fully resolved during the second year. The issues of relations with US contractors and regional funding priorities may require a more careful review at the end of the second year on the basis of experience gained by that time. Overall, these are not currently major problems. The project has started vigorously and effectively and is already beginning to earn a reputation for responsiveness to country and AID requests and for a high level of technical competence in population/family planning communication.

FINANCIAL REPORT

During the 12-month period of October 1, 1982 through September 30, 1983, a total of \$757,065 was expended excluding accrued expenditures, and a total of \$930,736 was expended including US contract and subagreement accrued expenditures. The cumulative expenditures on the standardized Financial Status Report SF269, Appendix F, exclude accrued expenditures. Appendix D, Population Communication Services Statement of Account, includes accrued expenditures.

The total estimated cost for the five-year period October 1, 1982 through September 30, 1987 is \$9,895,000. A total of \$2,506,845 has been obligated as of September 30, 1983, leaving an unobligated balance of \$7,388,155. Of the total amount obligated in the amount of \$2,506,845, a total of \$757,065 was expended during the period October 1, 1982 through September 30, 1983, leaving a balance of \$1,749,780. Accruals for US contracts and subagreements in the amount of \$173,671 reduce the balance to \$1,576,109. See Appendix E, Population Communication Services Fund Statement, for further details. (Note: the Financial Status Report, SF269, for the period June 30, 1983 through September 30, 1983 [Appendix F] does not include Amendment No. 2 to the Cooperative Agreement which obligated \$500,000; therefore, it differs from the Population Communication Services Fund Statement report, Appendix E.)

The approved budget for the first year period, October 1, 1982 through September 30, 1983, was \$1,137,809. Actual expenditures were \$757,065, or \$380,744 less than budget. Accruals for US contracts and subagreements in the amount of \$173,671 reduce the amount under budget to \$207,073. See Appendix D, Population Communication Services Statement of Account, for further details.

Expenditures during this first year period were substantially higher than planned for consultant services and lower than planned for US contractors (AED, PIACT, and PN&A). In several cases, subcontractor personnel were not able to provide the specific technical expertise needed for some assignments--language skills in particular--and often the scheduling of travel was a problem. Therefore, it was necessary to use consultant services instead of contractor personnel more than originally anticipated.

Country project expenditures, including accruals of \$88,157, were lower than budgeted. The amounts obligated for two two-year country project subagreements for Mexico and Jordan were \$355,627, of which \$192,189 is for the first year. The lower expenditure figure reflects the fact that neither project was approved or ready to begin until August 1.

Amendment No. 2, signed on August 31, 1983, obligated \$500,000 for specific country activities in Africa and requires periodic reports on activities and expenditures made against the funds added by this amendment. As of September 30, 1983, no funds were expended for the activities added by this amendment.

In accordance with Standard Provision No. 13A, paragraph C, listed below are the non-expendable equipment purchases having an acquisition cost of \$1,000 or more:

<u>Vendor</u>	<u>Description</u>	<u>Number of Items</u>	<u>Date Purchased</u>	<u>Cost</u>	<u>P.O. Number</u>
CPT Corp.	8525 Word Processing Station	1	4/4/83	\$10,990	72419
CPT Corp.	8515 Word Processing Station	1	4/4/83	8,990	72419
CPT Corp.	Rotary VIII Printer	1	4/4/83	2,000	72419
CPT Corp.	Sheet Feeder	1	4/4/83	<u>1,350</u>	72419
TOTAL				\$23,330	

Table I. SUMMARY OF MAJOR IN-COUNTRY ACTIVITIES
DURING THE FIRST PROJECT YEAR

Output Category

<u>Region/Country</u>	<u>Needs Assessment & Planning</u>	<u>Country Project Development</u>	<u>Country Project Initiation</u>	<u>Provision of Films & Materials</u>	<u>Technical Assistance</u>	<u>Meetings & Workshops</u>
AFRICA (50%)						
Regional						
URTNA/PEC		X				
URTNA/Dakar		3				
Burundi					1	
Cameroon	1					
Ghana 4						
Ivory Coast	3			X		
Kenya				X		
Liberia	3					
Malawi	1					
Nigeria	X			X		
Kwara State		X				
Federal MOH--print		X				
Sierra Leone	3					
Somalia	1					
Sudan	X	1				
Tanzania						
Zanziland				X		
Tanzania 4						
Togo				X		
Uganda	1					
Zimbabwe				X	X	

= Trip cancelled or postponed at AID Mission request.

= Awaiting request from AID Mission.

= Trip postponed until PCS project Year Two.

= Request for assistance has been received but AID policy prohibits JHU/PCS from working in this country at this time.

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<u>Region/Country</u>	<u>Needs Assessment & Planning</u>	<u>Country Project Development</u>	<u>Country Project Initiation</u>	<u>Provision of Films & Materials</u>	<u>Technical Assistance</u>	<u>Meetings & Workshops</u>
ATIN AMERICA/ CARIBBEAN (20%)						
Regional						X
Arbados (CFPA)					X	
Bolivia	X	X		X		
Costa Rica		X		X	X	
Dominican Republic				X		
Ecuador	5			X	X	
Guatemala				X		
Haiti	X	X		X		
Honduras	X				X	
ASHONPLAFA		X		X		
IHSS		X				
MOH		X				
Jamaica				X		
Mexico		X	X	X		
Panama	X			X	X	
Paraguay				X		
Peru	X			X	X	

= Trip cancelled or postponed at AID Mission request.

= Awaiting request from AID Mission.

= Trip postponed until PCS project Year Two.

= Request for assistance has been received but AID policy prohibits JHU/PCS from working in this country at this time.

= Incomplete; second trip scheduled during PCS project Year Two.

Table I. SUMMARY OF MAJOR IN-COUNTRY ACTIVITIES
DURING THE FIRST PROJECT YEAR

Output Category

<u>Region/Country</u>	<u>Needs Assessment & Planning</u>	<u>Country Project Development</u>	<u>Country Project Initiation</u>	<u>Provision of Films & Materials</u>	<u>Technical Assistance</u>	<u>Meetings & Workshops</u>
SOUTH ASIA (15%)						
Bangladesh				X	2	
India -				X	2	
Nepal	1					
MIDDLE EAST (15%)						
Egypt					X	
Jordan	X	X	X			
Syria				X		
Turkey		X				

1 = Trip cancelled or postponed at AID Mission request.
2 = Awaiting request from AID Mission.

Table II. MAJOR IN-COUNTRY ACTIVITIES DURING THE FIRST PROJECT YEAR

<u>Region/Country</u>	<u>nary of Activity</u>	<u>Budget</u>	<u>Comments</u>
AFRICA			
Regional-URTNA/PEC	CP--Workshop for broadcasters and health/family planning specialists from nine Anglophone African countries on the use of radio for the promotion of child-spacing, breast-feeding and maternal nutrition, proposed by the Programme Exchange Centre of the Union of National Radio and Television Organizations of Africa.		Proposal reviewed by Elliott during visit in Sept. 1983. Ford Foundation likely to co-sponsor workshop.
Burundi			TA--Consultant recruited for a three-month TA assignment to help develop a communication component for the new FP program. AID Mission has postponed TA mission until OR project of Columbia University has been signed.
Cameroon	NA/TA--Participation in the development of a coordinated plan of assistance by AID-funded organizations working in population. Discussion document prepared for AID Mission to use in exploring interest of government in IEC activities.		NA visit scheduled for Aug. 1983 postponed at request of AID Mission; now planned for early 1984.
Ghana	CP/TA--Project proposal has been received from the Association of People for Practical Life Education (APPLE) to support development and distribution of print and AV materials for non-literates.	\$45,000	On hold; waiting clearance from AID/Accra for a visit for project proposal finalization.
Ivory Coast	FM--A collection of French-language print materials was assembled for REDSO/WA.		
Kenya	Discussion of JHU/PCS in relation to various Kenyan organizations during Elliott visit to Nairobi in Sept. 1983.		Main purpose of visit was to have discussions with regional organizations based in Nairobi.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MM -- Meetings and workshops

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<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
AFRICA (cont.)			
Liberia	CP--Introductory site visit for CP development planned for Oct. 12-15, 1983 by Smith and Boone (consultant).		
Malawi			NA visit planned for Sept. 1983, cancelled at USAID/Lilongwe request.
Nigeria	<p>NA/CP--Two site visits carried out by Smith and DePietro (consultant) May 31 to June 21, 1983 and Smith and Boone (consultant) Sept. 22 to Oct. 9, 1983. The first trip resulted in the development of a five-year plan for family planning communication in Nigeria and the second trip was a CP development visit resulting in one final and several draft project proposals.</p> <p>CP--Kwara State Family Health Project. This project will produce family health leaflets, posters, radio, and TV and newspaper announcements and provide orientation in communication techniques to MOH clinical staff. The first year it will operate in Ilorin and then expand state-wide. It has a large evaluation component. This project was finalized and submitted to AID/W Nov. 10, 1983.</p>	\$167,327 (for 2 years)	

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

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<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
AFRICA (cont.)			
Nigeria (cont.)	CP--Federal Health Education Division, National Family Health Education Project. The project includes the development of family health print materials and their distribution on a federal level and in three model states. Also it includes provision of video equipment and training so that video can be utilized as a training tool to train health educators in inter-personal communication techniques and the use of print materials in educating the public. The proposal has been drafted.	\$150,000 (for 1 year)	
	CP--Association for Family Life Education, developing FP booklet for adolescents. The project has been outlined in a preliminary way.	\$80,000	
	CP--Planned Parenthood Federation of Nigeria, to develop and videotape traditional-type family planning plays. The project has been outlined in a preliminary way.	\$10,000	
	CP--Federal Health Education Division, to develop TV social dramas on family health themes. The project concept has been formulated.		
	CP--Planned Parenthood Federation of Nigeria, to assist in its campaign for promoting male responsibility in family planning. The project idea has been initiated.		

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
AFRICA (cont.)			
Nigeria (cont.)	CP--Various state Ministries of Education have made preliminary requests for assistance in adolescent materials development and distribution. These requests may be formalized during 1984; they were the result of a Population/Family Life Education Workshop organized by JHU/PCS in Baltimore to which JHU/PCS funded the participation of three Nigerians.		
Senegal	Bachbaouab (consultant) made brief visit in June 1983 to attend CESTI meeting and meet with AID/Dakar and URTNA officials.		
Sierra Leone	CP--Introductory CP development site visit planned for Oct. 9-12, 1983 by Smith and Boone (consultant).		
Somalia			NA visit proposed for July 1983 cancelled at AID/W request.
Sudan	NA conducted in May 1983 by Bachbaouab and Yacoob (consultants).		Project development visit proposed for Aug. 1983 and then Sept. 1983 cancelled at USAID/Khartoum request.
Swaziland			Discussions about NA held with MOH and USAID/Mbabane during June and July 1983.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

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Table II. MAJOR IN-COUNTRY ACTIVITIES DURING THE FIRST PROJECT YEAR

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
AFRICA (cont.)			
Tanzania			Discussions held with UMATI during June 1983. Likely CP once external debt question is resolved.
Uganda			NA visit proposed for July 1983 cancelled at AID/W request.
Upper Volta	TA--Recruitment of Langlois (consultant) to participate in AID Population Section NA mission.		TA mission completed Nov. 7, 1983.
Zaire	TA/FM--Review of posters for AID's family planning projects.		TA mission scheduled for December 1983.
Zimbabwe	TA--Aarnes (AID/W), Middleton (AED) and Loy assisted the Child Spacing and Fertility Association (CSFA) to develop a national IEC strategy and implementation plan, during May 1983 visit.		Ongoing TA will be provided for \$8.5 million AID-funded program with CSFA.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
LATIN AMERICA			
Regional	MW--Mass Media and Family Planning in the 1980s was theme of regional meeting attended by 78 communication specialists from 17 LAC countries. A videotape of the meeting highlights is available on loan from JHU/PCS (in Spanish only), and a report on the meeting is in preparation.	\$90,000	Meeting was first effort in LAC for both public- and private-sector IEC specialists to discuss past experiences and new trends in the field.
Barbados	TA--Druckenmiller (PN&A) was a member of the AID team which evaluated the Caribbean Family Planning Affiliation project funded by AID/Barbados in Sept./Oct. 1983. He also assisted in the preparation of a proposal to extend the project. In addition to Barbados, the team travelled to: Antigua, St. Kitts/Nevis, St. Vincent and Dominica.		
Bolivia	NA--Coleman reviewed communication activities and plans of Bolivian private-sector family planning organizations during Apr. 1983 trip.		Initial trip demonstrated need and desire for more family planning IEC activities by private-sector organizations.
	CP--Proposal was submitted by Centro de Orientación Familiar (COF) to support a lecture series on population and development issues, print materials for users, and a professional group working in IEC. Coleman reviewed project plans during Apr. 1983 trip.	\$25,000	JHU/PCS is awaiting additional information from COF prior to finalizing proposal.
Colombia	CP--Request from Profamilia for funding of generic advertising campaign on condoms to support Profamilia's social marketing program.	\$50,000 (1 year)	Proposal developed by Futures Group team undergoing final adjustments and project should be implemented by mid-1984. Futures Group willing to co-fund project.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

Table II. MAJOR IN-COUNTRY ACTIVITIES DURING THE FIRST PROJECT YEAR

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
LATIN AMERICA (cont.)			
Costa Rica	CP--Funding requested by Centro de Orientación Familiar (COF) to support ongoing radio program on women-in-development and family planning chemes.	\$40,000 (1 year)	Project proposal submitted to AID/W for approval.
	TA--Asociación Demográfica Costarricense (ADC) was given assistance in developing an IEC strategy and activities for better utilization of bilateral funds in communication. Coleman completed two TA trips in Apr. and July 1983. Assistance was given to ADC to expand its IEC activities with a strong recommendation for professional communicators to be more involved in strategies and materials development.		
Ecuador	TA--CEPAR was given guidance on an IEC strategy for opinion leaders during Coleman trip in June 1983.		JHU/PCS is attempting to facilitate coordination between CEPAR and APROFE in their IEC activities for opinion leaders.
	NA--The first part of a needs assessment covering private-sector agencies was completed during Coleman trip in June 1983. The second part was postponed until early 1984 at the request of the AID Mission.		Completed NA will provide both AID and JHU/PCS with a better base for determining future IEC activities in Ecuador.
Haiti	NA--Assistance was provided to Department of Health and Population (DSPP) in reviewing IEC strategy and activities and recommending future directions and activities, during Aug./Sept. 1983 trip by Parlato.		AID Mission reviewing JHU/PCS recommendations with DSPP.
	CP--Proposal received from L'Action Familiale d'Haiti for funding printing of NFP booklets was reviewed by Parlato during Aug./Sept. trip.		JHU/PCS awaiting recommendation of AID Mission.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

Table 11. MAJOR IN-COUNTRY ACTIVITIES DURING THE FIRST PROJECT YEAR

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
LATIN AMERICA (cont.)			
Honduras	NA--To evaluate Honduran family planning IEC activities and determine potential future IEC activities was completed by Saunders and Coleman (consultants) in Jan./Feb. 1983.		
	CP--To support rural CBD program of ASHONPLAFA with radio and print materials. Proposal finalized during visit of Coleman and Salcedo (consultant) in July 1983.	\$147,600 (2 years)	Project approved by ASHONPLAFA, AID/Tegucigalpa and JHU/PCS. Submitted to AID/Washington for final approval.
	CP--To provide Ministry of Health with radio and print materials support for national family planning program. Proposal finalized during visit of Coleman and Salcedo (consultant) in July 1983.	\$40,000 (3 years)	Project submitted to AID/Washington for final approval.
	CP--To support Honduran Social Security Institute family planning program with radio and print materials. Proposal finalized during visit of Coleman and Salcedo (consultant) in July 1983.	\$27,550 (2 years)	Project submitted to AID/W for final approval.
Mexico	CP--Country project with the Federación Mexicana de Asociaciones Privadas de Planificación Familiar (FEMAP) to support print and broadcast materials. Project was developed during Oct. 1982 visit by Piotrow; a second visit was made by Munch (consultant) in April 1983. The project was initiated during July/Aug. 1983 visit by Loy.	\$204,187 (2 years)	Project started Aug. 1, 1983.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

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Table II. MAJOR IN-COUNTRY ACTIVITIES DURING THE FIRST PROJECT YEAR

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
LATIN AMERICA (cont.)			
Panama	NA/TA--To evaluate bilaterally-funded IEC activities and provide overview of Panamanian family planning activities. Saunders and Coleman (consultants) completed NA/TA in Jan. 1983.		No follow-up activities planned unless specifically requested by AID Mission.
Peru	NA/TA--NA was completed by Coleman and Boynton (AED) in April 1983. TA visits were made by Coleman and Kincaid (consultant) in Aug./Sept. 1983 and Porter (PN&A) in Sept. 1983. TA was provided to MOH, National Population Council and other Peruvian family planning institutions. MOH's Health Literacy Program was assisted in selecting an advertising agency which will guide mass media activities. TA to National Population Council was in strategy development and data analysis.		

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

Table II. MAJOR IN-COUNTRY ACTIVITIES DURING THE FIRST PROJECT YEAR

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comment</u>
ASIA			
India	TA--Zimmerman (PIACT) discussed technical assistance needs with Indian officials and AID Mission during March 1983 visit.		Follow-up trip postponed due to a change in AID Population Officers.
Nepal			NA--Needs assessment, requested by AID/Nepal Population Officer, scheduled for Sept. 1983. MW--Workshop to train National Family Planning/Maternal and Child Health staff in the development, testing, and use of materials also scheduled for Sept. 1983 Both activities postponed at request of AID/Nepal Population Officer and re-scheduled for Nov. 1983.

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

SM

<u>Region/Country</u>	<u>Summary of Activity</u>	<u>Budget</u>	<u>Comments</u>
Regional	FM-- Reproduction of a set of print materials in Arabic collected by PRAGMA team from Egypt, Lebanon, Morocco and Tunisia.		Work begun in Sept. 1983.
Egypt	TA--TA provided by Echols, Baugh (PN&A) and Middleton (AED) during non-JHU-funded missions.		
Jordan	NA/CP--To support design and implementation of IEC activities by the Jordan Family Planning and Protection Association. Project development visit during Feb./March 1983 by Rothe (AID/W) and Bachbaouab (consultant) and TA visit during July 1983 by Bachbaouab (consultant).	\$151,440 (2 years)	Project started Aug. 1, 1983. Workshop to develop detailed IEC plan scheduled for November 1983 by Echols and Bachbaouab (consultant).
Turkey	CP--Elliott attended donors' conference in Ankara in Sept. 1983.		CP--Specific funding plans delayed at AID/W request pending development of a country plan.
Yemen	CP--Plans were made for Bachbaouab (consultant) to attend planning workshop in Sana'a in Oct. 1983.		

NA -- Needs assessment and planning
 CP -- Country project
 TA -- Technical assistance
 FM -- Films and materials
 MW -- Meetings and workshops

<u>Name</u>	<u>Title</u>	<u>Percent of Time Allocated to PCS</u>	<u>Function</u>
Phyllis T. Piotrow	Director, PIP and Principal Investigator, PCS project	50%	Program guidance and communication expertise
Cynthia P. Green	Project Director	100%	Program implementation and communication expertise
James R. Echols	Deputy Project Director	75%	Management of overseas operations and communication expertise
Patrick L. Coleman	Regional Program Coordinator	100%	Latin American programs (excluding Brazil, Haiti and Mexico); radio and TV production; equipment
Veronica Elliott	Regional Program Coordinator	100%	Programs in Near East and English-speaking East and Southern African countries
Nancy D. Loy	Regional Program Coordinator	100%	Programs in Asia, Brazil and Mexico; evaluation
Margaret B. Parlato	Regional Program Coordinator	80%	Programs in Francophone Africa and Haiti
Steven C. Smith	Regional Program Coordinator	100%	Programs in English-speaking West African countries; training programs
Anwar Bachbaouab	Consultant	NA	Programs in Near East and Africa
Lynn A. Keays	Field Support Assistant	100%	Coordination of overseas travel, briefings and reports
Walter W. Stender	Associate Director, PIP	15%	Distribution of films and audio-visual materials
Ann B. Jimerson	Media/Materials Coordinator	80%	Media/Materials Collection
Susan Leibtag	Librarian	20%	Media/Materials Collection

<u>Name</u>	<u>Title</u>	<u>Percent of Time Allocated to PCS</u>	<u>Function</u>
Linda Donhauser	Administrator, PIP	50%	Administration
Vera E. Ford	Budget/Contract Analyst	100%	Administration
Anne W. Compton	Coordinator, PIP Resource Center	5%	Popline searches; Media/Materials Collection
Ward Rinehart	Editor, <u>Population Reports</u>	10%	Advice on vendors; graphic design; translations
Shawn Brownson	Mail Clerk	10%	Mailing
Constance M. Townsend	Secretary to Project Director	100%	Administrative support
Edward A. Norton	Secretary to Deputy Project Director	100%	Administrative support
Carmeline Savage	Secretary to Principal Investigator	25%	Clerical support
James McCarthy	Associate Professor, Department of Population Dynamics	5%	Evaluation
Miriam H. Labbok	Assistant Professor, Department of Population Dynamics	5%	Project development; evaluation
Ronald H. Magarick	Director, JHPIEGO Education Center and Assistant Professor, Department of Gynecology and Obstetrics	5%	Coordination of meetings with JHPIEGO Trainees; advice on IEC materials
Ruth R. Faden	Associate Professor, Department of Health Policy and Management, Behavioral Sciences and Population Dynamics and Associate Professor of Psychology	5%	Member of PCS Advisory Group

Lh NA = Not Applicable

**BACKGROUND INFORMATION ON THE JOHNS HOPKINS UNIVERSITY
PROFESSIONAL STAFF AND CONSULTANTS WORKING ON THE PCS PROJECT**

Phyllis T. Piotrow, Ph.D. (Political Science and Population Dynamics) -- Director, Population Information Program (PIP) and Principal Investigator Population Communication Services project. Dr. Piotrow has worked in international population, development and communication programs since 1965. She initiated PIP and has served eight years as head of PIP. She has served in numerous advisory and executive positions, both in the public and private sectors.

Cynthia P. Green, M.A. (Communication Arts) -- Project Director. Ms. Green has worked in population/family planning communication for the past 13 years and has served as a consultant and volunteer for a number of private agencies in the population field. She has extensive experience in media relations, print materials production, public information and training.

James R. Echols, Ph.D. (Sociology/Demography) -- Deputy Project Director. Dr. Echols has worked as a communication expert in LDC programs for more than 30 years, for international agencies in both the public and private sectors. In the population/family planning communication field, he has written numerous articles, taught extensively and provided technical assistance for and in LDCs ever since the field came into existence.

Linda L. Donhauser -- Administrator, PIP. Mrs. Donhauser has 16 years experience in financial and personnel management. This is her 20th year at Johns Hopkins, of which the last three have been with PIP.

Field Operations

Patrick L. Coleman, M.A. (Communication) -- Regional Program Coordinator for Latin America (excluding Brazil, Haiti and Mexico). Mr. Coleman is a specialist in radio and TV production and audio-visual equipment. He trained and worked with Professor Donald Bogue at the University of Chicago and has worked in family planning communication in several Latin American countries.

Veronica Elliott, M.P.H. (Medical Care Administration and Population Planning) -- Regional Program Coordinator for East and Southern Africa and the Near East. Ms. Elliott has had seven years' experience as an independent consultant in Africa and the Near East in health project design, planning, policy analysis and evaluation.

Nancy D. Loy, Ph.D. (Sociology) -- Regional Program Coordinator for Asia, Brazil and Mexico. She also works on program evaluation. Dr. Loy has substantial experience in social marketing and evaluation of health and family planning programs and IEC materials, with Porter, Novelli and Associates and as an independent consultant. She has taught sociology and research methods at the Universidade Federal da Paraiba in Brazil.

Steven C. Smith, M.P.H. (Health Services Administration) -- Regional Program Coordinator for English-speaking West African countries. He will also collect information on IEC training programs. Mr. Smith has considerable experience in Asia, especially as Associate Regional Director for AVS, in family planning project design, implementation and monitoring, in strategy development, planning and evaluation.

Anwar Bachbaouab, B.A. (Economics) -- Consultant working on programs in the Near East and Africa. Mr. Bachbaouab has worked in program design, implementation and evaluation for 15 years, including four years working in health, population and nutrition programs. As Assistant Regional Director for IPPF's MENA Region, he worked with family planning associations for 12 countries in the Middle East and North Africa.

Margaret B. Parlato, A.B. (Economics) -- Regional Program Coordinator for Francophone Africa and Haiti. Ms. Parlato has extensive field experience as an independent consultant in planning and execution of mass communication programs, evaluation of primary health care programs, and health policy and planning.

Lynn A. Keays, M.A. (International Development with emphasis on Development Communication) -- Field Support Assistant. Ms. Keays has worked in public information, promotion and research in the fields of international communication and development and related areas for the past eight years.

Media/Materials Collection

Ann B. Jimerson, B.F.A. (Art Education) -- Media/Materials Coordinator. Ms. Jimerson has extensive experience in the production of low-cost audio-visual aids and the design of nonformal education programs, as an independent consultant. She has also worked in training, curriculum design and materials pretesting and evaluation.

Susan Leibtag, M.L.S. (Library Science) -- Librarian. Ms. Leibtag has worked as a cataloger/reference librarian at the JHU Population Dynamics/Maternal and Child Health Library and as an abstractor and indexer for PIP. She is particularly experienced in the cataloging and maintenance of special collections.

Administration

Vera E. Ford, B.S. (Business Administration) -- Budget/Contract Analyst. Ms. Ford has eight years experience in financial and administrative operations in both the public and private sectors, including budget analysis, evaluation and implementation, auditing and program management.

TRAVEL SCHEDULE -- JHU/PCS PROJECT YEAR ONE

APPENDIX C

October 1982	November 1982	December 1982	January 1983	February 1983	March 1983
Middleton (AED) *Kenya-10/14-15	Green Canada-11/14-18	no travel	Coleman (C) Panama-1/15-28 Honduras-1/29-31	Bachbaouab (C) Egypt-2/25-26 Jordan-2/27-28	Bachbaouab (C) Jordan-3/1-15
Piotrow Mexico-10/25-27			Echols *Egypt-1/15-31	Coleman (C) Honduras-2/1-12	Baugh (PN&A) *Egypt-3/6-31
			Saunders (C) Panama-1/15-28 Honduras-1/29-31	Echols *Egypt-2/1-5	Labbok *Kenya-3/11-18 *Zimbabwe-3/19-2
			Zimmerman (PIACT) *Botswana-1/9-18 *Kenya-1/19-25	Saunders (C) Honduras-2/1-12	Zimmerman (PIACT) *India-3/3-5

* Major travel expenses were not funded by JHU/PCS.

C = Consultant

TRAVEL SCHEDULE---JHU/PCS PROJECT YEAR ONE

April 1983	May 1983	June 1983	July 1983	August 1983	September 1983
Bachbaouab (C) Jordan-4/17-24	Bachbaouab (C) Sudan-5/14-29	Bachbaouab (C) Senegal-6/1-4 Switzerland-6/24	Coleman Honduras-7/18-19 7/28-29 Costa Rica-7/21-25	Bachbaouab (C) Jordan-8/3-10	Boone (C) Nigeria-9/20-30
Laugh (PN&A) *Egypt-4/1-4	DePietro (C) Nigeria-5/29-31	Coleman Ecuador-6/20-28	Kulakow (AED) *Swaziland-7/17-28	Brace (AED) Ecuador-8/15-29	Coleman Peru-9/1-3
Loynton (AED) Peru-4/16-27	Loy Zimbabwe-5/17-31	DePietro (C) Nigeria-6/1-20	Piotrow *England-7/27	Casanova (PIACT) Ecuador-8/22-26	Druckenmiller (PN&A) Barbados, Antigua, St. Kitts/Nevis, St. Vincent, Dominica-9/18-10/1
Coleman Costa Rica-4/12-15 Peru-4/16-27 Bolivia-4/27-28	Middleton (AED) Zimbabwe-5/17-31	Loy Zimbabwe-6/1-8 Kenya-6/8-9	Salcedo (C) Honduras-7/18-29	Coleman Ecuador-8/15-29 Peru-8/29-9/3	Elliott England-9/2-5, 24-2 Kenya-9/6-10, 17-23 Turkey-9/10-17
Lynch (C) Mexico-4/5-15	Smith Nigeria-5/29-31	Middleton (AED) Zimbabwe-6/1-3 Tanzania-6/3-8		Echols Ecuador-8/22-26	Kincaid (C) Peru-9/1-10
	Yacoob (C) Sudan-5/15-29	Smith Nigeria-6/1-20		Kincaid (C) Ecuador-8/22-29 Peru-8/29-31	Kincaid (C) Peru-9/1-10
		Zimmerman (PIACT) *Gambia-6/27-7/3		Kulakow (AED) *England-8/4-6	Parlato Haiti-9/1-9
				Loy Mexico-7/31-8/6 Ecuador-8/18-31	Porter (PN&A) Peru-9/11-14
				Parlato Haiti-8/29-31	Smith Nigeria-9/20-30

Major travel expenses were not funded by JHU/PCS.

(C) = Consultant

Population Communication Services
Statement of Account (Including US Contract and Subagreement Accruals)

October 1, 1982 through September 30, 1983

<u>Description</u>	<u>Expenditures from 10/1/82 to 9/30/83</u>	<u>Approved Budget from 10/1/82 to 9/30/83</u>	<u>Deviation</u>
Salaries & Wages	\$ 262,992	198,108	\$ (64,884)
Fringe Benefits	53,626	37,641	(15,985)
(1) Consultants	102,525	9,675	(92,850)
Equipment and Supplies	63,447	22,789	(40,658)
Travel and Allowances			
U.S. Travel	5,743	7,400	1,657
International	30,514	36,600	6,086
Subtotal	36,257	44,000	7,743
Subcontracts and Subgrants			
(2) Country Projects	88,157	250,000	161,843
(3) AED	113,702	270,881	157,179
(4) PIACT	30,203	124,019	93,816
(5) PN&A	27,685	42,989	15,304
(6) Film Release Prints	-0-	12,800	12,800
(7) Printing	12	5,500	5,488
(8) Typesetting	-0-	1,000	1,000
Subtotal	259,759	707,189	447,430
(9) Other Direct Costs	38,132	38,438	306
Indirect Cost	<u>113,998</u>	<u>79,969</u>	<u>(34,029)</u>
(10) Total	930,736	1,137,809	207,073

Population Communication Services
Statement of Account (Including US Contract and Subagreement Accruals)
October 1, 1982 through September 30, 1983

NOTES

- (1) Consultants: Expenditures include fees for services and travel and allowances. Budget includes fee for services only.
- (2) Country Projects: Includes a total of \$88,157 advance payments to JFPPA (Jordan) and FEMAP (Mexico).
- (3) AED: Includes \$60,944 actual expenditures and \$52,758 accrued expenditures.
- (4) PIACT: Includes \$10,530 actual expenditures and \$16,151 accrued expenditures.
- (5) PN&A: Includes \$14,602 actual expenditures and \$17,155 accrued expenditures.
- (6) Film Release Prints: Services not under subcontract. Expenditures included in Other Direct Costs.
- (7) Printing: Services not under subcontract. Expenditures included in Other Direct Costs.
- (8) Typesetting: Services not under subcontract. Expenditures included in Other Direct Costs.
- (9) Other Direct Costs: Total costs were reduced by \$6,603 film revenue.
- (10) Total: Includes \$757,065 actual expenditures and \$173,671 US contract and subagreement accrued expenditures.

POPULATION COMMUNICATION SERVICES

FUND STATEMENT

As of 9/30/83

Five Year Fund Approved Budget	\$ 9,895,000
Obligated Funds	\$ 2,506,845
10/1/82	\$ 606,845 (original obligation)
3/25/83	\$ 1,400,000 (Amendment No. 1)
8/29/83	\$ 500,000 (Amendment No. 2)
Unobligated Funds as of 9/30/83	<u>\$ 7,388,155</u>
Obligated Funds	\$ 2,506,845
Expenditures 10/1/82 - 9/30/83	<u>757,065</u>
Fund Balance (Cash on Hand as of 9/30/83)	\$ 1,749,780
Subcontract and Subgrants Accruals as of 9/30/83	<u>173,671</u>
Fund Balance (Less Accruals)	<u>\$ 1,576,109</u>

FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED AGENCY FOR INTERNATIONAL DEVELOPMENT	2. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER AID DPE 3004A-0-2018	OMB Appro. No. 60-RO100	PAGE 2
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3. RECIPIENT ORGANIZATION (Name and complete address, including ZIP code) The Johns Hopkins University Charles & 34th Streets Baltimore, Maryland 21218	4. EMPLOYER IDENTIFICATION NUMBER 1-520595110-A5	5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER H.52.7513 Master	6. FINAL REPORT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	7. BASIS <input type="checkbox"/> CAS
	8. PROJECT/GRANT PERIOD (See instructions) FROM (Month, day, year) 09/30/82 TO (Month, day, year) 2/25/83		9. PERIOD COVERED BY THIS REPORT FROM (Month, day, year) 10/01/82 TO (Month, day, year) 12/31/82	

PROGRAMS/FUNCTIONS/ACTIVITIES ▶	STATUS OF FUNDS						
	(a) SALARIES	(b) FRINGE BENEFITS	(c) CONSULTANTS	(d) TRAVEL	(e) SUBCONTRACTS	(f) OTHER DIRECT COSTS	TC
Net outlays previously reported	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -0-	\$ -
Total outlays this report period	41,169.66	8,044.70	-0-	2,222.89	-0-	4,960.80	-
Less: Program income credits	-	-	-	-	-	-	-
Net outlays this report period (Line b minus line c)	41,169.66	8,044.70	-0-	2,222.89	-0-	4,960.80	-
Net outlays to date (Line a plus line d)	41,169.66	8,044.70	-0-	2,222.89	-0-	4,960.80	-
Less: Non-Federal share of outlays	-	-	-	-	-	-	-
Total Federal share of outlays (Line e minus line f)	41,169.66	8,044.70	-0-	2,222.89	-0-	4,960.80	-
Total unliquidated obligations	-	-	-	-	-	-	-
Less: Non-Federal share of unliquidated obligations shown on line h	-	-	-	-	-	-	-
Federal share of unliquidated obligations	-	-	-	-	-	-	-
Total Federal share of outlays and unliquidated obligations	41,169.66 ✓	8,044.70 ✓	-0-	2,222.89 ✓	-0-	4,960.80	-
Total cumulative amount of Federal funds authorized							
Unobligated balance of Federal funds							

10. TYPE OF RATE (Place "X" in appropriate box)	<input type="checkbox"/> PROVISIONAL <input type="checkbox"/> PREDETERMINED <input type="checkbox"/> FINAL <input type="checkbox"/> FIXED				11. CERTIFICATION I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Edward H. Mescholz</i>	DATE REPORT SUBMITTED 1/14/83
	12. RATE	13. BASIC	14. TOTAL AMOUNT	15. FEDERAL SHARE			

REMARKS: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with reporting instructions.

FINANCIAL STATUS REPORT <i>(Follow instructions on the back)</i>				1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED AGENCY FOR INTERNATIONAL DEVELOPMENT		2. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER AID DPE 3004A-0-2018		OMU Approval No. GO-RO1-...	PAGE 2		
3. RECIPIENT ORGANIZATION (Name and complete address, including ZIP code)				4. EMPLOYER IDENTIFICATION NUMBER 1-520595110-A5		5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER 11.52.7513 Master		6. FINAL REPORT <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> CASM			
				8. PROJECT/GRANT PERIOD (See instructions)		7. PERIOD COVERED BY THIS REPORT					
				FROM (Month, day, year) 09/30/82		TO (Month, day, year) 02/15/83		FROM (Month, day, year) 10/01/82		TO (Month, day, year) 12/31/82	
STATUS OF FUNDS											
PROGRAMS/FUNCTIONS/ACTIVITIES ▶		(a) EQUIPMENT AND SUPPLIES	(b) OVERHEAD	(c)	(d)	(e)	(f)			TO	
Net outlays previously reported		\$ -0-	\$ -0-	\$	\$	\$	\$			\$ -0-	
Total outlays this report period		2,376.82	12,291.37							71,066	
Less: Program income credits		-	-							-	
Net outlays this report period (Line b minus line c)		2,376.82	12,291.37							-	
Net outlays to date (Line a plus line d)		2,376.82	12,291.37							71,066	
Less: Non-Federal share of outlays		-	-							-	
Total Federal share of outlays (Line e minus line f)		2,376.82	12,291.37							71,066	
Total unliquidated obligations		-	-							-	
Less: Non-Federal share of unliquidated obligations shown on line h		-	-							-	
Federal share of unliquidated obligations		-	-							-	
Total Federal share of outlays and unliquidated obligations		2,376.82	12,291.37							71,066	
Total cumulative amount of Federal funds authorized										606,845	
Unobligated balance of Federal funds										535,778	
RECT INSE	9. TYPE OF RATE (Place "X" in appropriate box) <input type="checkbox"/> PROVISIONAL <input type="checkbox"/> PREDETERMINED <input type="checkbox"/> FINAL <input type="checkbox"/> FIXED			12. CERTIFICATION I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.				SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Edward H. Neerhotz</i>		DATE REPORT SUBMITTED 1/14/83	
	3. RATE 50%/20%	c. BASE 558,774.87	d. TOTAL AMOUNT \$12,191.37								
REMARKS: Attach any recommendations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.											

FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. FEDERAL AGENCY AND ORGANIZATIONAL UNIT TO WHICH REPORT IS SUBMITTED: AGENCY FOR INTERNATIONAL DEVELOPMENT
 2. FEDERAL BUDGET OR OTHER IDENTIFYING NUMBER: AID/DPE 1004A-0-2019
 OMB Approved No. 40-10180

3. RECIPIENT ORGANIZATION (Name and complete address, including ZIP code)

The Johns Hopkins University
 Charles & 34th Streets
 Baltimore, MD 21218

4. EMPLOYER IDENTIFICATION NUMBER: 1-52-0595110-A5
 5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER: 11.52.7513 Master
 6. FINAL REPORT: YES NO
 7. BASIS: CASH CREDIT

8. PROJECT/GRANT PERIOD (See instructions)
 FROM (Month, day, year) TO (Month, day, year)
 09/30/82 2/15/83
 9. PERIOD COVERED BY THIS REPORT
 FROM (Month, day, year) TO (Month, day, year)
 1/1/83 2/15/83

STATUS OF FUNDS

PROGRAMS/FUNCTIONS/ACTIVITIES ▶	(a) Salaries	(b) Fringe Benefits	(c) Consultants	(d) Travel	(e) Subcontracts	(f) Other Direct Costs	TOTAL
Net outlays previously reported	\$ 41,160.66	\$ 8,044.70	\$ -	\$ 2,222.89	\$ -	\$ 4,960.80	\$ 56,389.05
Total outlays this report period	52,282.64 ✓	10,031.76 ✓	21,864.26 ✓	9,662.80 ✓	13,363.55 ✓	3,723.40	110,938.41
Less: Program income credits	-	-	-	-	-	-	-
Net outlays this report period (Line A minus line c)	52,282.64	10,031.76	21,864.26	9,662.80	13,363.55	3,723.40	110,938.41
Net outlays to date (Line a plus line d)	93,452.30	18,076.46	21,864.26	11,885.69	13,363.55	8,684.20	167,126.86
Less: Non-Federal share of outlays	-	-	-	-	-	-	-
Total Federal share of outlays (Line e minus line f)	93,452.30	18,076.46	21,864.26	11,885.69	13,363.55	8,684.20	167,126.86
Total unliquidated obligations	-	-	-	-	-	-	-
Less: Non-Federal share of unliquidated obligations shown on line h	-	-	-	-	-	-	-
Federal share of unliquidated obligations	-	-	-	-	-	-	-
Total Federal share of outlays and unliquidated obligations	93,452.30	18,076.46	21,864.26	11,885.69	13,363.55	8,684.20	167,126.86
Total cumulative amount of Federal funds authorized	99,055.00	18,822.00	4,838.00	22,000.00	384,687.00	12,070.00	539,472.00
Unobligated balance of Federal funds	5,602.70	745.54	(17,026.26)	10,114.31	371,323.45	3,385.80	393,045.54

10. TYPE OF RATE (Place "X" in appropriate box)
 PROVISIONAL PREDETERMINED FINAL FIXED
 11. RATE: _____ C. BASIC: _____ D. TOTAL AMOUNT: _____ E. FEDERAL SHARE: _____

12. CERTIFICATION
 I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL: Edward H. Meerholz
 TYPED OR PRINTED NAME AND TITLE: Budget Director
 DATE REPORT SUBMITTED: 2/15/83
 TELEPHONE NUMBER AND EXTENSION: 301-516-8316

13. Attach any corrections deemed necessary or information required by Federal sponsoring agency in compliance with award conditions. See next page.

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FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED AGENCY FOR INTERNATIONAL DEVELOPMENT		2. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER AID DPE 005A-0-2018		OMB Approved No. EO-R0160	PAGE
4. EMPLOYER IDENTIFICATION NUMBER 1-52-0595110-A5		5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER H. 52.7513 Master		7. BASIS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> OTHER	
6. PROJECT/GRANT PERIOD (See Instructions)		3. PERIOD COVERED BY THIS REPORT			
FROM (Month, day, year) 09/30/82		TO (Month, day, year) 02/15/83		FROM (Month, day, year) 1/1/83	
				TO (Month, day, year) 2/15/83	

The Johns Hopkins University
Charles & Math Streets
Baltimore, MD 21218

STATUS OF FUNDS

PROGRAMS/FUNCTIONS/ACTIVITIES ▶	(a) Equipment and Supplies	(b) Overhead	(c)	(d)	(e)	(f)	Total
Total outlays previously reported	\$ 2,376.82	\$ 12,291.39	\$	\$	\$	\$	\$ 14,668.21
Total outlays this report period	3,456.50	21,238.02					24,694.52
Less: Program income credits	-	-					
Total outlays this report period (Line b minus line c)	3,456.50	21,238.02					24,694.52
Total outlays to date (Line a plus line d)	5,833.32	33,529.39					39,362.71
Less: Non-Federal share of outlays	-	-					
Total Federal share of outlays (Line e minus line f)	5,833.32	33,529.39					39,362.71
Total unliquidated obligations	-	-					
Less: Non-Federal share of unliquidated obligations shown on line h	-	-					
Federal share of unliquidated obligations	-	-					
Total Federal share of outlays and unliquidated obligations	5,833.32	33,529.39					39,362.71
Total cumulative amount of Federal funds obligated	24,900.00	40,473.00					65,373.00
Unobligated balance of Federal funds	19,066.58	6,943.61					26,010.19

9. TYPE OF RATE (Place "X" in appropriate box) PROVISIONAL PREDETERMINED FINAL FIXED

10. FISCAL YEAR	11. D.A.S.C. \$163,371.93	12. TOTAL AMOUNT \$13,529.39	13. FEDERAL SHARE \$ 33,529.39
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13. CERTIFICATION
I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>[Signature]</i>	DATE REPORT SUBMITTED 2/15/83
TYPED OR PRINTED NAME AND TITLE Edward H. Beechler Budget Director	TELEPHONE NUMBER AND OFFICE SYMBOL

14. Check the conditions deemed necessary or information required by Federal sponsoring agency in compliance with award documents.

FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. CITY ORGANIZATION (Name and complete address, including ZIP code)

The Johns Hopkins University
Charles & 34th Streets
Baltimore, Maryland 21218

2. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED
Agency for International Development

3. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER
AID/DPE 300-A-0-2018

GMD Approval
10-00-00100

PAGE OF
1 2

4. EMPLOYER IDENTIFICATION NUMBER
1-52-0595110-A5

5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER
H.52.7513 Master

6. FINAL REPORT
 YES NO

7. BASIS
 CASH ACCTG

8. PROJECT/GRANT PERIOD (See instructions)

FROM (Month, day, year)
9/30/82

TO (Month, day, year)
2/28/84

9. PERIOD COVERED BY THIS REPORT

FROM (Month, day, year)
2/16/83 4/1/83

TO (Month, day, year)
6/30/83 1st Closing

STATUS OF FUNDS

PROGRAMS/FUNCTIONS/ACTIVITIES ▶	(a) Salaries	(b) Fringe Benefits	(c) Consultants	(d) Travel	(e) Subcontract	(f) Other Direct Costs	TOTAL (g)
a. Net outlays previously reported	\$ 93,452.30	\$ 18,076.46	\$ 21,864.26	\$ 11,885.69	\$ 13,363.55	\$ 8,684.20	\$ SEE NEXT PAGE
b. Total outlays this report period	73,452.58 ✓	14,592.03 ✓	37,809.14	(935.22)	22,527.09	12,960.85	
c. Less: Program income credits	-	-	-	-	-	-	
d. Net outlays this report period (line b minus line c)	73,452.58	14,592.03	37,809.14	(935.22)	22,527.09	12,960.85	
e. Net outlays to date (line a plus line d)	166,904.88 ✓	32,668.49 ✓	59,673.40 ✓	10,950.47	35,890.64 ✓	21,645.05	
f. Less: Non-Federal share of outlays	-	-	-	-	-	-	
g. Total Federal share of outlays (line e minus line f)	166,904.88	32,668.49	59,673.40	10,950.47	35,890.64	21,645.05	
h. Total unliquidated obligations	-	-	-	-	-	-	
i. Less: Non-Federal share of unliquidated obligations shown on line h	-	-	-	-	-	-	
j. Federal share of unliquidated obligations	-	-	-	-	-	-	
k. Total Federal share of outlays and unliquidated obligations	166,904.88	32,668.49	59,673.40	10,950.47	35,890.64 ✓	21,645.05	
l. Total cumulative amount of Federal funds authorized	345,743.00	65,692.00	23,502.00	86,158.00	1,265,067.00	33,971.00	
m. Unliquidated balance of Federal funds	178,838.12	33,023.51	(36,171.40)	75,207.53	1,229,176.35	12,325.95	

11. BUDGET EXPENSE

b. TYPE OF RATE (Place "X" in appropriate box)
 PROVISIONAL PREDETERMINED FINAL FIXED
 c. RATE
 d. TOTAL AMOUNT
 e. FEDERAL SHARE

13. CERTIFICATION
 I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

 TYPED OR PRINTED NAME AND TITLE
 Edward H. Meerholz, Budget Director

DATE REPORT SUBMITTED
 07/15/83
 TELEPHONE (Area code, number and extension)
 301-178-8160

12. REMARKS: Attach any explanations deemed necessary or information required by Federal sponsoring agency to compliance with governing legislation.

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FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED

Agency for International Development

2. FIVE-DIGIT GRANT OR OTHER IDENTIFYING NUMBER

AID/DPE 3004A-9-2018

3. GAO Approved (No. AID-6018)

PAGE OF

2 2

PAGE

4. ORGANIZATION (Name and complete address, including ZIP code)

The Johns Hopkins University
 Charles & 34th Streets
 Baltimore, Maryland 21218

4. EMPLOYER IDENTIFICATION NUMBER

1-52-0595110-A5

5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER

11.52.7513 Master

6. FINAL REPORT

YES NO

7. BASIS

CASH ACCRUAL

8. PROJECT/GRANT PERIOD (See instructions)

FROM (Month, day, year)
09/30/81

TO (Month, day, year)
02/28/84

9. PERIOD COVERED BY THIS REPORT

FROM (Month, day, year)
02/16/83

TO (Month, day, year)
06/30/83 Inc Closing

PROGRAMS/FUNCTIONS/ACTIVITIES	STATUS OF FUNDS						TOTAL (g)
	(a) Equipment and Supplies	(b) Overhead	(c)	(d)	(e)	(f)	
c. Net outlays previously reported	\$ 5,833.32	\$ 33,529.39	\$	\$	\$	\$	\$ 206,689.17
b. Total outlays: this report period	40,663.18	31,380.67					232,450.32
c. Less: Program income credits	-	-					-
d. Net outlays this report period (Line b minus line c)	40,663.18	31,380.67					232,450.32
e. Net outlays to date (Line a plus line d)	46,496.50	64,910.06					439,139.49
f. Less: Non-Federal share of outlays	-	-					-
g. Total Federal share of outlays (Line e minus line f)	46,496.50	64,910.06					439,139.49
h. Total unliquidated obligations	-	-					-
i. Less: Non-Federal share of unliquidated obligations shown on line h	-	-					-
j. Federal share of unliquidated obligations	-	-					-
k. Total Federal share of outlays and unliquidated obligations	46,496.50	64,910.06					439,139.49
l. Total cumulative amount of Federal funds authorized	48,928.00	137,784.00					2,006,845.00
m. Unobligated balance of Federal funds	2,431.50	72,873.94					1,567,705.51

11. TYPE OF RATE (Place "X" in appropriate box)

PROVISIONAL PREDETERMINED FINAL FIXED

12. REPORT DATE: 502/202

c. BASE	d. TOTAL AMOUNT	e. FEDERAL SHARE
\$318,693.53	\$ 64,910.06	\$64,910.06

13. REMARKS: Attach any explanations as deemed necessary or information required by Federal sponsoring agency in compliance with reporting regulations.

13. CERTIFICATION

I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

Edward H. Meerholz

TYPED OR PRINTED NAME AND TITLE

Edward H. Meerholz, Budget Director

DATE REPORT SUBMITTED

07/15/83

TELEPHONE (Area code, number and extension)

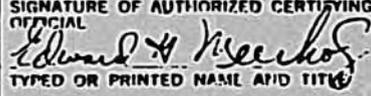
301-738-8166

FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. RECIPIENT ORGANIZATION (Name and complete address, including ZIP code) The Johns Hopkins University Charles & 34th Streets Baltimore, MD 21218	4. EMPLOYER IDENTIFICATION NUMBER 1-52-0595110-A5	5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER 11,52,7513 Master	7. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER AID/DISE 10047-00 2018-00	OMB Approved No. 40 (01) (01)	PAGE 1 OF 2 PAGES
8. PROJECT/GRANT PERIOD (See instructions) FROM (Month, day, year) 9/30/82 TO (Month, day, year) 2/28/84			9. PERIOD COVERED BY THIS REPORT FROM (Month, day, year) 6/30/83 2nd Closing TO (Month, day, year) 9/30/83		

PROGRAMS/FUNCTIONS/ACTIVITIES ▶	STATUS OF FUNDS						TOTAL (g)
	(a) Salaries	(b) Fringe Benefits	(c) Consultants	(d) Travel	(e) Subcontracts	(f) Other Direct Costs	
a. Net outlays previously reported	\$ 166,904.88	\$ 32,668.49	\$ 59,673.40	\$ 10,950.47	\$ 35,890.64	\$ 21,645.05	\$
b. Total outlays this report period	96,087.08	20,957.29	42,851.27	25,306.17	50,197.65	16,487.09	SEE
c. Less: Program income credits	-	-	-	-	-	-	NEXT
d. Net outlays this report period (Line b minus line c)	96,087.08	20,957.29	42,851.27	25,306.17	50,197.65	16,487.09	PAGE:
e. Net outlays to date (Line a plus line d)	262,991.96 ✓	53,625.78 ✓	102,524.67	36,256.64	86,088.29	38,132.14	
f. Less: Non-Federal share of outlays	-	-	-	-	-	-	
g. Total Federal share of outlays (Line e minus line f)	262,991.96	53,625.78	102,524.67	36,256.64	86,088.29	38,132.14	
h. Total unliquidated obligations	-	-	-	-	-	-	
i. Less: Non-Federal share of unliquidated obligations shown on line h	-	-	-	-	-	-	
j. Federal share of unliquidated obligations	-	-	-	-	-	-	
k. Total Federal share of outlays and unliquidated obligations	262,991.96	53,625.78	102,524.67	36,256.64	86,088.29	38,132.14	
l. Total cumulative amount of Federal funds authorized	345,743.00	65,692.00	23,502.00	86,158.00	1,265,067.00	33,971.00	
m. Unobligated balance of Federal funds	82,751.04	12,066.22	(79,022.67)	49,901.36	1,178,978.71	(4,161.14)	

11. INDIRECT EXPENSE	a. TYPE OF RATE (Place "X" in appropriate box) <input checked="" type="checkbox"/> PROVISIONAL <input type="checkbox"/> PREDETERMINED <input type="checkbox"/> FINAL <input type="checkbox"/> FIXED b. RATE c. BASE d. TOTAL AMOUNT e. FEDERAL SHARE	13. CERTIFICATION I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  TYPED OR PRINTED NAME AND TITLE Edward H. Meerholz, Budget Director	DATE REPORT SUBMITTED 10/14/81 TELEPHONE / MAIL ROOM
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FINANCIAL STATUS REPORT

(Follow instructions on the back)

1. FEDERAL AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH REPORT IS SUBMITTED Agency for International Development		2. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER AID/DPE 3004A-00-2018-00		OMR Approval No. 00-00180	PAGE OF 2 2 PAGES
3. RECIPIENT ORGANIZATION (Name and complete address, including ZIP code) The Johns Hopkins University Charles & 34th Streets Baltimore, MD. 21218		4. EMPLOYER IDENTIFICATION NUMBER 1-52-0525110-A5	5. RECIPIENT ACCOUNT NUMBER OR IDENTIFYING NUMBER 11.52.7513 Master	6. FINAL REPORT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
7. BASIS <input checked="" type="checkbox"/> CASH <input type="checkbox"/> ACCRUAL		8. PERIOD COVERED BY THIS REPORT			
FROM (Month, day, year) 09/30/83		TO (Month, day, year) 02/28/84		FROM (Month, day, year) 6/30/83 2nd Closing	
				TO (Month, day, year) 9/30/83	

10. PROGRAMS/FUNCTIONS/ACTIVITIES ▶	STATUS OF FUNDS						TOTAL (g)
	(a) Equipment and Supplies	(b) Overhead	(c)	(d)	(e)	(f)	
a. Net outlays previously reported	\$ 46,496.50	\$ 64,910.06	\$	\$	\$	\$	\$ 439,139.49
b. Total outlays this report period	16,950.68	49,087.84					317,925.07
c. Less: Program income credits	-	-					-
d. Net outlays this report period (Line b minus line c)	16,950.68	49,087.84					317,925.07
e. Net outlays to date (Line a plus line d)	63,447.18	113,997.90					757,064.56
f. Less: Non-Federal share of outlays	-	-					-
g. Total Federal share of outlays (Line e minus line f)	63,447.18	113,997.90					757,064.56
h. Total unliquidated obligations	-	-					-
i. Less: Non-Federal share of unliquidated obligations shown on line h	-	-					-
j. Federal share of unliquidated obligations	-	-					-
k. Total Federal share of outlays and unliquidated obligations	63,447.18	113,997.90					757,064.56
l. Total cumulative amount of Federal funds authorized	48,928.00	137,784.00					2,006,845.00
m. Unobligated balance of Federal funds	(14,519.18)	23,786.10					1,249,780.44

11. INDIRECT EXPENSE	d. TYPE OF RATE (Place "X" in appropriate box) <input checked="" type="checkbox"/> PROVISIONAL <input type="checkbox"/> PREDETERMINED <input type="checkbox"/> FINAL <input type="checkbox"/> FIXED			13. CERTIFICATION I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.	SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Edward H. Meerholz</i>	DATE REPORT SUBMITTED 10/14/83
	e. RATE 592/502/202/232	f. BASE 5530,906.11	g. TOTAL AMOUNT \$113,997.90			
12. REMARKS: Mark and explanations deemed necessary or information required by Federal sponsoring agency in compliance with pertinent legislation.				14. TYPED OR PRINTED NAME AND TITLE Edward H. Meerholz, Budget Director		

MATERIALS RECEIVED FROM THE UNIVERSITY OF CHICAGO

CFSC Leaflets

- 5 prototype family planning methods pamphlets developed by the CFSC, in English, French and Spanish

Background Information For Country Boxes

- 4 papers on Latin America
- 3 papers on Mexico
- 2 papers on African countries

Reference Materials

One copy of each of the following titles:

- | | |
|---|-------|
| - Contraceptive Technology 1972 | #0217 |
| - Transcription of ACOG tape: Contraception | #0148 |
| - Oral contraceptives: a guide for programs and clinics | #0096 |
| - Abortion: classification and techniques | #0092 |
| - Male and female sterilization | #0026 |
| - Vasectomy | #0040 |
| - Systematic contraception | #0027 |
| - Casebook for the IUD | #0028 |
| - Natural family planning: introduction to the methods | #0034 |
| - Casebook on oral contraceptives | #0037 |
| - Atlas of hysterographic studies of the "IUD-holding uterus" | #0056 |
| - The miracle of life | #0175 |
| - Vaginal contraception: new developments | #0145 |
| - Sin Palabras | #0131 |
| - Minilaparotomy techniques | #0112 |
| - Ghana - Methods of Family Planning Book 1,2,3 | #0020 |

Sample Pamphlets

- 62 from developed countries (US, Canada, South Africa--mostly US)
- 25 from Latin American countries
- 26 from Asian countries (mostly Philippines)
- 1 from Africa
- 4 from Near Eastern countries

117 TOTAL PAMPHLETS

62 from developed countries
55 from developing countries

Sample Posters

- Originals of approximately 20 posters collected from LDCs or developed at the University of Chicago

CFSC Mass Media Monographs

One copy of each of the seven completed monograph titles was added to the M/MC. Those in stock at the University of Chicago are available for purchase by PCS. Multiple copies of #6 Communications Pretesting and #7 Audience Research have been purchased and distributed by PCS.

CFSC Mass Media Monographs/ French and Spanish

PCS received a photocopy of each of the three Spanish and two French monographs which are camera-ready. Arrangements must be made with the University of Chicago if additional copies are required. Two other titles are available in French in draft form only. The M/MC received one copy of each.

CFSC Flipchart

Several copies of this flipchart on the methods of contraception and male and female physiology were received and entered into the M/MC. Additional copies are available from the University of Chicago at cost or arrangements may be made for loan of negatives.

East-West Center Monographs and Publications

One copy of each item (inherited from East-West Center) was sent. Extra copies will be shipped if requested.

Population and Social Development (PSD) documents

Selected IEC documents listed in the CFSC catalogs have been received and are being added to POPLINE for general reference.

REQUESTS LOG
JHU/PCS MEDIA/MATERIALS COLLECTION

APPENDIX H

Date Rec'd	Country/File	Type of Request (Medium/Subject/Audience)	Organization	"Action Person"	Materials Distributed	Date Sent	Follow-up Needed?
5/6/83	Bolivia	Information on use of radio & TV		Coleman	- Selected readings - Making PSAs Work (draft)	5/6	No
5/2/83	Nigeria	Pamphlets on FP methods for university students Materials on contraceptives for low-literates Film list	Dr. Olurotimi O. Fakaye University of Ilorin	Smith	Photocopies of a number of pamphlets	5/9	Send film catalog
5/16/83	Ecuador	Simple one-page leaflets on contraceptive methods		Coleman	Ecuador's adaptation of PIATA's booklets	5/16	No
5/25/83	<u>Population Reports</u>	Pamphlets and posters on spermicides, condoms and infertility for use as illustrations in <u>Population Reports</u> on infertility	PIP	Jimerson	Approximately 12 pamphlets and several posters lent	5/25	No
6/26/83	Togo	Theoretical materials to help in developing the educational component of the CCCD Project	Kevin Murphy Combatting Childhood Communicable Diseases Project (CCCD/CDC)	Parlato	- Using radio - Selecting campaign messages - Diarrhoeal disease control: examples of health education materials	7/29	No
6/23/83	India	Asian/English edition of slide show "Take Me Once a Day"	Dr. J. K. Jain India FP Health Foundation	Loy	Slide show discontinued due to poor quality.	-	No
7/5/83	Zaire	Posters & pamphlets on male responsibility in FP, showing various uses of print medium	Dr. N. S. Kabeya Clinique de Boma B.P. 26 Boma, Zaire	Parlato	Photocopies of 3 posters and 7 pamphlets.	7/28	No
7/11/83	Kenya	Pamphlets or other materials from Africa specifically promoting the benefits of smaller families	Dr. J. G. Kigundu Nat'l Family Welfare Centre	Piotrow	No appropriate materials identified.	7/11	No

REQUESTS LOG
JHU/PCS MEDIA/MATERIALS COLLECTION

Date Rec'd	Country/File	Type of Request (Medium/Subject/Audience)	Organization	"Action .erson"	Materials Distributed	Date Sent	Follow-up Needed?
7/18/83	Zimbabwe	Publications on FP communication	Child Spacing and Fertility Association	Loy	Photocopies of: - Contraceptive retail sales program: Jamaica - Planning communication for FP (text and workbook) - Clinic education (text) - People and population (text) - Audience research for improving FP communication programs - Communications pretesting - Pretesting in health communications	8/1	No
7/19/83	Zimbabwe	Copies of slides from Loy/Middleton trip to Zimbabwe	Child Spacing and Fertility Association	Loy	Six copies of selected slides	8/1	No
7/19/83	Tunisia	French-language print and radio materials to be used in "tutorial" training session for Tunisia at Tulane University	Jane Bertrand Tulane University	Parlato	Several pamphlets from M/MC plus a number lent by IPPF/NY, sent on loan to Bertrand and returned	7/26	No
7/27/83	Somalia	List of films available through PCS, to let Somalians and others know about them	Pauline Muhuru, INTRAH	Elliott	Inventory of GWU films		Send film catalog
8/2/83	U.S.	Books on communication theory & practice	Maurice Odine, Consultant	Jimerson	- The use of radio in social development - Audience research	8/2	No

REQUESTS LOG
JHU/PCS MEDIA/MATERIALS COLLECTION

Date Rec'd	Country/File	Type of Request (Medium/Subject/Audience)	Organization	"Action Person"	Materials Distributed	Date Sent	Follow-up Needed?
8/5/83	Burundi	Samples of posters and pamphlets for initial phases of FP program. Books on communication theory and practice	Peter TemHam Columbia University Center for Health & Population	Jimerson	Shown him posters. Gave him: - Packets: Do visual instructions make a difference? - Diarrhoeal diseases control: examples of health ed. materials - PIACT Paper Eight	8/5	No
8/8/83	Thailand	Books on communication and development. Sample materials	Michael Jones Peace Corps trainee	Jimerson	- Communications pretesting - PIACT Paper Eight - Diarrhoeal diseases control: examples of health ed. materials	8/8	No
8/9/83	Pakistan	Consultant on way to Pakistan to help design campaigns to reduce heroin demand. Requested information on planning a campaign, social marketing, developing print materials.	Jerry Harrison-Burns	Jimerson/Green	Most recommended books he had already obtained. Recommended that Devel. Commun. Clearinghouse would have more information; sent him <u>Population Reports on social marketing</u>	8/10	No
8/15/83	U.S.	Latin America pamphlets of different types on FP for potential FP users, needed as examples for a paper	Linda Peterson, student at American University	Jimerson	Lent: - 20 or so pamphlets and comic books - PIACT Paper Eight - Fotonovelas and comic books	8/16	No
8/24/83	Haiti	Print materials of high quality, French-language if possible	MOH	Parlato	Lent pamphlets	8/26	No

APPENDIX H (page 4)

REQUESTS LOG
JHU/PCS MEDIA/MATERIALS COLLECTION

Date Rec'd	Country/File	Type of Request (Medium/Subject/Audience)	Organization	"Action Person"	Materials Distributed	Date Sent	Follow-up Needed?
8/26/83	Nepal	Nepalese FP pamphlets from M/MC	Guy Roppa, PCS consultant	Keays	10 Pamphlets selected, but trip postponed.	-	No
9/13/83	Ivory Coast	French-language posters and pamphlets, ready for distribution	REDSO/WA through AID/W	Jimerson/Rothe	10 copies leaflet on FP methods from CFSC	-	No
9/15/83	Jordan	Pamphlets and posters on methods, etc, in Arabic and other languages	Family Planning and Protection Association, Jordan	Jimerson/Echols	15 pamphlets 2 promotional items 2 posters	9/15	No
9/16/83	PCS for Nigeria trip	Sample print materials on FP methods and other topics for FP users	PCS - Smith	Jimerson	21 pamphlets	9/16	No
9/19/83	Guadeloupe	Bilingual (French & English) posters on birth control and the problem of sterility, ready to distribute	Hopital de Marigot St. Martin (Guadeloupe) FWI (request submitted through JHPIEGO)	Wilson/JHPIEGO	None available	-	No

FILM AND SLIDE DISTRIBUTION BY REGION

Media/Materials Collection

Population Communication Services

October 1, 1982 - September 30, 1983

<u>16-mm Films</u>	<u>Africa</u>	<u>Asia</u>	<u>Lat.Am./ Carib.</u>	<u>Near East</u>	<u>Other</u>	<u>Total</u>
Gift	5	7	66	-	16	94
Loan/Rental	-	-	-	-	18	18
Sale	3	12	1	-	61	77
<u>Slide/Tape Sets</u>	<u>Africa</u>	<u>Asia</u>	<u>Lat.Am./ Carib.</u>	<u>Near East</u>	<u>Other</u>	<u>Total</u>
Gift	3	2	14	-	6	25
Loan/Rental	-	-	-	-	1	1
Sale	-	-	2	-	10	12

FILM AND SLIDE SALES AND RENTALS

APPENDIX J

Media/Materials Collection
 Population Communication Services
 Johns Hopkins University
 October 1, 1982-September 30, 1983

Film Sales

<u>NAME AND ADDRESS</u>	<u>COST/METHOD OF SHIPMENT</u>	<u>TITLE</u>	<u>QUANTITY</u>	<u>COST</u>
Library Association for Voluntary Sterilization 122 East 42nd Street New York, NY 10168		<u>SPEAK-THEY ARE LISTENING</u>	1	\$210.00
International Planned Parent- hood Federation 18-20 Lower Regent Street London SW1Y 4PW, U.K. for: Family Planning Association of Kenya P. O. Box 30581 Nairobi, Kenya	Pouch	<u>SPEAK-THEY ARE LISTENING</u>	1	\$211.00
		<u>TO THE PEOPLE</u>	2	\$272.00
Association for Voluntary Sterilization of South Africa 43 Werdmuller Centre Main Road Claremont 7700 Capetown, South Africa	\$21.80 Air-Parcel Post	<u>QUESTION OF CHOICE</u>	1	\$156.80
Anil Aggarwal National Education and Information Films LTD. National House Tulloch Road, Appollo Bunder Bombay 400 039 India	\$165.90 Air-Parcel Post	<u>TECHNIQUES OF LAPAROSCOPY</u>	12	\$1,171.90

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<u>NAME AND ADDRESS</u>	<u>COST/METHOD OF SHIPMENT</u>	<u>TITLE</u>	<u>QUANTITY</u>	<u>COST</u>
International Planned Parenthood Federation/WHR 105 Madison Avenue New York, NY 10016	\$1.84	<u>CUANDO YO SEA GRANDE</u>	1	\$130.00
	& \$2.60 Parcel-Post	and <u>DOS CAMINOS</u>	2	\$246.00
Dale J. Clapper JHPIEGO Equipment Unit 550 North Broadway-Room 600 Baltimore, MD 21205	Hand Del.	<u>TECHNIQUES OF LAPAROSCOPY</u>	5	\$475.00
		<u>SPEAK, THEY ARE LISTENING</u>	3	\$567.00
Instituto Nacional de Educación Sexual, Inc. Ave. Máximo Gómez 72 Apartado 1497 Santo Domingo, Dominican Republic	\$5.10 P.P.	<u>DOS CAMINOS</u>	1	\$136.00
The Population Council One Dag Hammarskjold Plaza New York, NY 10017 ATTN: Receiving Dept.	\$2.94 P.P.	<u>REACHING OUT</u>	1	\$187.00
		<u>THE CHEERFUL REVOLUTION</u>	1	\$159.00
		<u>SPEAK, THEY ARE LISTENING</u>	1	\$210.00
		<u>SEMBRANDO SALUD</u>	1	\$143.00
Ms. Ann Blouse JHPIEGO 550 North Broadway, Room 603 Baltimore, MD 21205	Hand Del.	<u>TECHNIQUES OF LAPAROSCOPY</u>	2	\$188.00
		<u>LAPAROSCOPIC EQUIPMENT CARE</u>	2	\$276.00
Mr. John Blouse JHPIEGO 550 North Broadway Baltimore, MD 21205	Picked Up	<u>MEXICO IN THE YEAR 2000</u>	3	\$309.00
		<u>LAPAROSCOPIC EQUIPMENT CARE</u>	2	\$276.00
		<u>TECHNIQUE OF VASECTOMY</u>	3	\$255.00

<u>NAME AND ADDRESS</u>	<u>COST/METHOD OF SHIPMENT</u>	<u>TITLE</u>	<u>QUANTITY</u>	<u>COST</u>
Planned Parenthood Federation of America, Inc. 810 Seventh Avenue New York, NY 10019	\$2.94 P.P.	<u>SEMBRANDO SALUD</u>	2	} \$912.00
		<u>LESSONS FOR THE FUTURE</u>	2	
		<u>CHOOSING A CONTRACEPTIVE METHOD</u>	10	

Films on Loan

Georgetown University School of Nursing 3700 Reservoir Road N. W. Washington, D. C. 20007		<u>A CHEERFUL REVOLUTION</u>	1	\$25.00*
Northeastern University Campus Media Services/OLR 360 Huntington Avenue Boston, MA 02115		<u>MEXICO IN THE YEAR 2000</u>	1	\$25.00
University of Utah Purchasing Department Salt Lake City, Utah 84112		<u>SOCIAL DEBT</u> <u>MEXICO IN THE YEAR 2000</u>	2	\$50.00
Carole Chamberlain Health Planning Specialist Office of Latino Affairs Government of the District of Columbia 2409 18th Street Washington, D. C. 20009		<u>Repair of Leads on Film</u>	1	\$12.50

Total Film Revenue \$6,603.20

*To cover cost for Shipping & Handling

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FILM AND SLIDE GIFTS DISTRIBUTION

Media/Materials Collection

Population Communication Services

Johns Hopkins University

October 1, 1982 - September 30, 1983

DECEMBER 1982

<u>NAME AND ADDRESS</u>	<u>METHOD OF SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRANSACTION TYPE</u>
Lic. Gilda A. de Larrosa Asistente del Dpto. de Educacion Centro Paraguayo de Estudios de Poblacion Edificio El Dorado, 80 Piso Juan E. O'Leary y Manduvira Asuncion, Paraguay	Air \$19.00	"ABOUT LOVING" and "CHOOSING A CONTRACEPTIVE METHOD"	Spanish	Slides and Cassette	2	Free

JANUARY 1983

<u>NAME AND ADDRESS</u>	<u>COST AND METHOD OF SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRANSACTION TYPE</u>
Lic. Gilda A. de Larrosa Asistente del Dpto. de Educacion Centro Paraguayo de Estudios de Poblacion, Edificio el Dorado, 8 Piso, Juan E. O'Leary y Manduvira Asuncion, Paraguay	\$31.30 Air-Parcel Post	"A METHOD FOR JOHN AND MARY" and "LESSONS FOR THE FUTURE" and "WOMEN AND THE PILL"	Spanish	16mm Film	3	Free
Mary Anne Mercer Tropical Medical Center Johns Hopkins University Baltimore, MD	Hand-Deliv	"THE CHEERFUL REVOLUTION",	English	16mm Film	1	Loan
Dr. Harley E. Johansen, Head Department of Geography College of Mines and Earth Res. University of Idaho Moscow, ID 83843	\$3.05 Parcel-Post	"MEXICO IN THE YEAR 2000"	English	16mm Film	1	Loan

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<u>NAME AND ADDRESS</u>	<u>METHOD OF SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRANS. TYPE</u>
Dr. Donald Boque Community & Family Study Center University of Chicago 1411 East 60th Street Chicago, IL 60637	TO BE BILLED	"SOUBANE"	French	16mm Film	1	Free
	FED. EXPRESS	"THE JOYFUL DAY"	French	16mm Film	1	Free
		"A QUESTION OF CHOICE"	French	16mm Film	1	Free
		"CHOOSING A CONTRACEPTIVE METHOD"	African-Fr	Slide	1	Free
Ms. Carole Chamberlain Health Planning Specialist Mayor's Office on Latino Affairs 2409 18th Street, N.W. Washington, D.C. 20009	\$1.87 P.P.	"DOS CAMINOS"	Spanish	16mm Film	1	Preview
		"ABOUT LOVING"	Spanish	Slide	1	Preview
		"A METHOD FOR JOHN AND MARIA"	Spanish	16mm Film	1	Preview
MARCH 1983						
Ms. Yvonne Small ABC-TV 190 North State St. Chicago, IL 60601	\$4.34 P.P.	"THE CHEERFUL REVOLUTION"	English	16mm Film	1	PREVIEW
		"TO THE PEOPLE"	English	16mm Film	1	PREVIEW
Dr. Ramon Portes Carrasco Secretaria Ejecutive Consejo Nacional de Poblacion y Familia Apartado Postal 1803 Santo Domingo, Dominican Rep.	\$18.90 Air P.P.	"CHOOSING A CONTRACEPTIVE METHOD"	Spanish	Slide	1	Free
		"TU"	Spanish	16mm Film	1	Free
		"DOS CAMINOS:"	Spanish	16mm Film	1	Free
Mr. Jack Micay C/O CBC/Radio Canada Attn: Derak Andrews The Journal 100 Carlton Ave., 3rd Floor Toronto, Ont. Canada (AMF)	Federal Exp. No Bill	"THE CHEERFUL REVOLUTION"	English	16mm Film	1	PREVIEW
		"THE JOYFUL DAY"	English	16mm Film	1	PREVIEW
		"A QUESTION OF CHOICE"	English	16mm Film	1	PREVIEW
Media Center Utica College of Syracuse University Burrstone Road Utica, NY 13502	\$1.96 P.P.	"THE CHEERFUL REVOLUTION"	English	16mm Film	1	Loan

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<u>NAME AND ADDRESS</u>	<u>SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TYPE</u>
Ms. Joan Hedgecock Triton Corp. 1825 Connecticut Ave., NW Suite 408 Washington, D.C. 20009	\$2.19 P.P.	"CHOOSING A CONTRACEPTIVE METHOD"	English	Slides	1	Free
		"THE CHEERFUL REVOLUTION"	English	16mm Film	1	Free
		"SOCIAL MARKETING"	English	16mm Film	1	Free

APRIL 1983

Ann Snuggs M/P:1/1D Room 476 SA-14 U.S. Agency for Int'l Development Washington, DC 20523	\$2.44 P.P.	"TO THE PEOPLE"	English	16mm Film	1	Free
		"SOCIAL MARKETING"	English	16mm Film	1	Free
		"SOCIAL MARKETING"	Spanish	16mm Film	1	Free
		"SOCIAL MARKETING"	French	16mm Film	1	Free
		"COMMERCIAL RETAIL SALES"	English	Slide Show	1	Free
		"A QUESTION OF CHOICE"	English	16mm Film	1	Free
		"A QUESTION OF CHOICE"	Spanish	16mm Film	1	Free
		"A QUESTION OF CHOICE"	French	16mm Film	1	Free
		"THE JOYFUL DAY"	English	16mm Film	1	Free
		"THE ISLAND WAY"	English	16mm Film	1	Free
		"INDONESIA: FAMILY PLANNING FIRST"	English	16mm Film	1	Free
		"DOS CAMINOS"	Spanish	16mm Film	1	Free

Dr. K.G.M. Premaleela Assistant Prof. of OB/GYN No. 319 Vageesha Krupa Pavilion Road Davangere 577004, INDIA	\$7.45 P.P.	"A QUESTION OF CHOICE"	English	16mm Film	1	Free
		"CHOOSING A CONTRACEPTIVE METHOD"	English	Slide Show	1	Free

Mr. Marschal Rothe S&T/POP/IT Room 806 SA-18, U.S. AID Washington, DC 20523	Hand-del.	"TO THE PEOPLE"	English	16mm Film	2	Free
		"PREVENTING PREGNANCY BY STERILIZATION" (Tunisian Women)	Arabic	16mm Film	1	Free

MAY 1983

Executive Director Centro de Orientacion Familiar of Bolivia Bolivia	Hand-Del.	"DOS CAMINOS"	Spanish	16mm Film	1	Free
		"UN METODO PARA JUAN y MARIA"	Spanish	16mm Film	1	Free
		"PARA CAMBIAR SU VIDA"	Spanish	16mm Film	1	Free

Dr. Lasupo K. Windokun Medical Officer/Health Dept. of Health P.M.B. 5048 Ibadan, Nigeria	Hand-Del.	"DOS CAMINOS"	English	16mm Film	1	Gift
		"TU"	English	16mm Film	1	Gift

MAY 1983

<u>NAME AND ADDRESS</u>	<u>COST/METHOD SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRANS TYPE</u>
Lic. Carlos Young Torres Gerente	\$35.10 Air P.P.	"MERCADO SOCIAL"	Spanish	16mm Film	1	Free
Programa de Mercadeo Social		"LAS MUJERES y LAS PASTILLAS"	Spanish	16mm Film	1	Free
Asociacion Hondurena de Planificacion de Familia		"UN METODO PARA JUAN y MARIA"	Spanish	16mm Film	1	Free
		"DOS CAMINOS"	Spanish	16mm Film	1	Free
Apartado Postal 625 Tegucigalpa, D.C., Honduras						

JUNE 1983

<u>NAME AND ADDRESS</u>	<u>COST/METHOD SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRANS TYPE</u>
Lic. Thais Castro M. Jefe, Seccion Trabajo Social Caja Costarricense de Seguro Social San Jose, Costa Rica	\$59.70 Air P.P.	"DOS CAMINOS"	Spanish	16mm Film	2	Free
		"LAS MUJERES Y LAS PASTILLAS"	Spanish	16mm Film	2	Free
		"UN METODO PARA JUAN Y MARIA"	Spanish	16mm Film	2	Free
		"CERCA DE AMORE"	Spanish	Slide/Sound Show	2	Free
		"METODOS ANTICONCEPTIVO"	Spanish	Slide/Sound Show	4	Free
The University of Chicago Community & Family Study Center 1411 East 60th Street Chicago, IL 60637	\$2.18 P.P.	"CHOOSING A CONTRACEPTIVE" METHOD"	English	Slide/Sound Show	1	Free
		"ABOUT LOVING"	English	Slide/Sound Show	1	Free
Ms. Rosabla Sanchez Candananes Bibliohemeroteca Medica IMSS/Hospital General de Zona Apdo. Postal 728 Cuernavaca, Mor., Mexico	\$16.70 Air P.P.	"MEXICO IN THE YEAR 2000"	Spanish	16mm Film	1	Free
		"LAS MUJERES Y LAS PASTILLAS"	Spanish	16mm Film	1	Free
		"UN METODO PARA JUAN Y MARIA"	Spanish	16mm Film	1	Free
		"TU"	Spanish	16mm Film	1	Free
Instituto Peruano de Paternidad Responsable Intisuyo 371 Urb. Maranga - San Miguel Lima 32, Peru	\$67.80 Air P.P.	"A QUESTION OF CHOICE"	Spanish	16mm Film	1	Free
		"SEMBRANDO SALUD"	Spanish	16mm Film	1	Free
		"WE GO WHERE THEY ARE"	Spanish	16mm Film	1	Free
		"THE CHEERFUL REVOLUTION"	Spanish	16mm Film	1	Free
		"DOS CAMINOS"	Spanish	16mm Film	1	Free
		"SPEAK THEY ARE LISTENING"	Spanish	16mm Film	1	Free
		"LECCIONES PARA EL FUTURO"	Spanish	16mm Film	1	Free

<u>NAME AND ADDRESS</u>	<u>COST/METHOD SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRANS TYPE</u>
Dr. J. K. Jain President India Family Planning Health Foundation A-39, NDSE II New Delhi 110 049 India	Hand Del.	"CHOOSING A CONTRACEPTIVE METHOD"	Asian- English	Slide/Sound Show	1	Free
<u>JULY 1983</u>						
Dr. I. H. Itam Sr. Lecturer Dept. of OB/GYN University of Calabar Teaching Hospital P.M.B. 1091 Calabar, Nigeria	\$12.70 Air P.P.	"CHOOSING A CONTRACEPTIVE METHOD"	Africa/ English	Slide/Sound Show	1	Free
Dr. C., T. John Dept. of OB/Gyn University of Port-Harcourt P.M.B. 5323 Port-Harcourt, Nigeria	\$12.70 Air P.P.	"CHOOSING A CONTRACEPTIVE METHOD"	Africa/ English	Slide/Sound Show	1	Free
Ms Patti Cancellier Population Reference Bureau 2213 M Street, N.W. Washington, D.C. 20037	\$1.79 P.P.	"CHEERFUL REVOLUTION"	Arabic	16mm Film	1	Loan No char
Mr. Sa Anwar Ali Project Director Family Planning Social Marketing Project House 533 Road 14 Dhanmondi R A Dhaka, Bangladesh	\$122.10 Air P.P.	"SPEAK THEY ARE LISTENING" "THE CHEEFRUL REVOLUTION" "INDONESIA: FAMILY PLAN- NING FIRST"	English English English	16mm Film 16mm Film 16mm Film	2 2 2	Gift Gift Gift

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<u>NAME AND ADDRESS</u>	<u>COST/METHOD SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRAN TYPE</u>
Ms. Claire Taplin Dept. of Public Information Rm. 837 United Nations Building New York, NY 10017	\$2.18 P.P.	<u>CHEERFUL REVOLUTION</u>	English	16mm Film	1	Loan
		<u>THE JOYFUL DAY</u>	English	16mm Film	1	Loan (no charge)
Mr. Manuel Rizzo USAID/Quito c/o U.S. Embassy APO Miami, FL 34039	Hand delivered	<u>REACHING OUT</u>	Spanish	16mm Film	1	Free
		<u>RESTORING THE BALANCE</u>	Spanish	16mm Film	1	Free
Judy Dowdie Director/Coordinator Adolescent Fertility Resource Center National Family Planning Board 5 Sylvan Avenue Kingston 5, Jamaica	\$18.10 Air P.P.	<u>ABOUT LOVING</u>	English	Slide/Sound Show	1	Free
		<u>TU</u>	English	16mm Film	1	Free
		<u>DOS CAMINOS</u>	English	16mm Film	1	Free
Sra. Yolanda Garza de Santos a/c Dr. Francisco Z. de la Garza Osuna Jefe del Dept. de Salud Materno- Infantil y Planificacion Familiar Servicios Coordinados de Salud Publica en el estado de Nuevo Leon Palacio Federal, 3er Piso Monterrey, Nuevo Leon Mexico, 64000	\$11.50 Air P.P.	<u>PARA CAMBIAR SU VIDA</u>	Spanish	16mm Film	1	Free

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<u>NAME AND ADDRESS</u>	<u>COST/METHOD SHIPMENT</u>	<u>TITLE</u>	<u>LANGUAGE</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>TRAN TYPE</u>
Elgin Saha Service Head Community Education Services HEED Bangladesh Rural Development Project Kamalgonj Thana P.O. Keramat Nagar Dist. Sylhet, Bangladesh	\$9.55 Air P.P.	"POPULATION: CHALLENGE RESPONSE"	English	16mm Film	1	Free
Mr. Manuel Rizzo USAID/Quito C/O U.S. Embassy APO Miami- FL 34039	\$2.52 P.P.	"COMMUNICATING FAMILY PLANNING: SPEAK, THEY LISTENING"	Spanish	16mm Film	1	Free
Marshall Rothe USAID Washington, D.C. 20520 for Ecuadorian Family Planning Organizations	\$12.65 P.P.	"ABOUT LOVING"	Spanish	Slide/Sound Show	2	Free
		"QUESTION OF CHOICE"	Spanish	16mm Film	1	Free
		"BREAST-SELF EXAMINATION"	Spanish	16mm Film	3	Free
		"CHEERFUL REVOLUTION"	Spanish	16mm Film	3	Free
		"CHOOSING A CONTRACEPTIVE METHOD"	Spanish	Slide/Sound Show	3	Free
		"WHEN I GROW UP"	Spanish	16mm Film	1	Free
		"RESTORING THE BALANCE"	Spanish	16mm Film	2	Free
		"SEMBRANDO SALUD"	Spanish	16mm Film	3	Free
		"SOCIAL MARKETING"	Spanish	16mm Film	3	Free
		"SPEAK, THEY ARE LISTENING"	Spanish	16mm Film	1	Free
		"TU"	Spanish	16mm Film	3	Free
		"JOYFUL DAY"	Spanish	16mm Film	3	Free
		"LESSONS FOR THE FUTURE"	Spanish	16mm Film	3	Free
		"UN METODO PARA JUAN Y MARIA"	Spanish	16mm Film	4	Free
		"WE GO WHERE THEY ARE"	Spanish	16mm Film	2	Free
Marjorie Washburn Asociacion Demografica Costarrienge Apartado Postal 10203 San Jose, Costa Rica	\$4.10 Air P.P.	"ABOUT LOVING"	Spanish	Slide/Sound Show	1	Free
Media Center Utica College of S.U. Burrstone Road Utica, NY 13502	\$1.96 P.P.	"CHEERFUL REVOLUTION"	English	16mm Film	1	Loan

ACADEMY FOR EDUCATIONAL DEVELOPMENT

POPULATION COMMUNICATIONS SERVICES 1983 ANNUAL REPORT

SUMMARY: The Academy for Educational Development (AED) has provided services outlined in Contract Cooperative Agreement No. DPE-3004-A-00-2018-00. Besides various activities related to regular start-up and implementation of the project, AED has completed the following Work Requests:

- | | |
|-------------------|---|
| Work Request #1: | Country Project Evaluation Guidelines |
| Work Request #2: | Communication Training Facilities Listings |
| Work Request #3: | Peru Technical Assistance |
| Work Request #4: | Zimbabwe Technical Assistance Mission |
| Work Request #5: | Preliminary Planning for Latin America Conference for IEC Directors |
| Work Request #6: | Popline Access |
| Work Request #7: | Ongoing Planning and Administrative Support for Latin America Meeting for IEC Directors |
| Work Request #8: | Swaziland and IIC Visits |
| Work Request #9: | Preparation of Workshop Presentations and Materials Planning |
| Work Request #10: | Film Cataloging and Preparation of Film Catalog |
| Work Request #11: | Latin America Regional Meeting |
| Work Request #14: | Technical Assistance to Peru |
- AED presently has three ongoing Work Requests:
- | | |
|-------------------|---|
| Work Request #12: | Nepal Needs Assessment and Print Materials Workshop |
| Work Request #13: | Needs Assessment of Family Planning IEC in Ecuador |
| Work Request #15: | Meetings with URTNA, CESTI, and ORTS |

PRINCIPAL STAFF

John Middleton served as the Project Director for AED from October 1, 1982 to August 1, 1983. Elizabeth Mills Booth served

as Acting Project Director from September 1 through November 2, 1983 when the new Project Director Mark Lediard was appointed. Regular administrative staff for the project were Katherine Boswell, Andrea Usiak, and Jo Ann Gammel. Other Academy staff who worked in conjunction with the project included Dr. William Smith, Senior Vice President and Associate Director of the International Division; Judith Brace, Director, Clearinghouse on Development Communication; Allan Kulakow, Director of African Programs; Peter Boynton, Senior Program Officer; and Reynaldo Pareja, Field Project Director, Mass Media and Health Practices, Ecuador.

GENERAL ADMINISTRATION AND IMPLEMENTATION: Early 1983 activities and tasks involved general project start-up and implementation. This included project planning meetings with the various institutions involved with the project - JHU staff, Porter, Novelli and Associates, PIACT, AID - and representatives from various countries such as Sri Lanka and India; discussion of the JHU/AED subagreement; drafting of a statement of AED IEC capability and experience; establishment of accounts and management control mechanisms, project files, office space, and an AED staff and consultant roster; and making travel arrangements for JHU staff. Ongoing implementation activities included briefing and debriefing sessions for various country visits, review of documents and development of the 1984 Scope of Work and budget.

NEEDS ASSESSMENT

AED assisted in three Needs Assessments during 1983. Peter Boynton assisted in the Scope of Work for future technical assistance and general assessment of IEC needs for the Ministry of Health and National Population Council of Peru (Work Request #3). John Middleton performed a brief Needs Assessment in Tanzania. Reynaldo Pareja is presently assisting in a Needs Assessment of Family Planning IEC in Ecuador (Work Request #13).

TECHNICAL ASSISTANCE

AED completed one Technical Assistance trip in 1983. John Middleton provided technical assistance in the development of family planning communication activities in Zimbabwe (Work Request #4). This included assisting in writing the Four Year IE&C Plan with the Zimbabwe Child Spacing and Fertility Association and determining the need for JHU project support and technical assistance to the UMATI project in the Arusha region.

COUNTRY PROJECTS (Development, Monitoring and Evaluation)

The Academy participated in various activities involving Country Project Development, Monitoring and Evaluation.

EVALUATION: Early in the year Dr. Middleton analyzed PCS country project planning and wrote a four-part framework for project design. He also prepared Country Project Evaluation Guidelines (Work Request #1), a concise summary of evaluation guidelines for population/family planning communication programs which would serve as a working document for developing PCS evaluation strategies.

COUNTRY PROJECT-SWAZILAND: While in Swaziland for other business, Allan Kulakow held discussions with USAID and MOH officials about the possible JHU activities which would complement ongoing development communications and lead to a request for services (Work Request #8).

PROCESSES AND PRINCIPLES: Dr. Middleton, Dr. William Smith and Elizabeth Booth assisted in the development of the Processes and Principles for Family Planning Communication, a document written in conjunction with JHU, PNA and PIACT which will serve as a guideline for future project planning and implementation. This involved drafting AED IE&C strategy, reviewing documents and various working meetings.

FILMS AND MATERIALS

AED compiled a listing of short- and long-term training courses for communication personnel from LDC agencies. The listing encompassed institutions in the United States and abroad in the general area of communication as well as technical specialties (Work Request #2).

The AED Clearinghouse for Development Communications made the necessary arrangements, including training of staff, to subscribe to the Popline Data Base of the Medlars Systems of the National Institute of Health (Work Request # 6).

AED staff reviewed various 16mm films in the PCS collection, noting specifications and descriptions which were used for internal cataloging and preparation of the PCS film library (Work Request #10).

MEETINGS AND WORKSHOPS

AED also participated in various activities and tasks involving workshops and meetings.

The major activity (Work Request #5, #7, and #11) was planning and administrative support for the Latin America Meeting of IEC Directors. This included initial planning as well as actual implementation. On-site implementation included making all necessary financial and administrative arrangements for the meeting, dispensing per diem payments and ensuring that necessary administrative support existed among the sponsoring organizations. It required major administrative support in the Washington office.

A second activity was the proposed African Union of Radio and Television (URTNA) workshop for an African-wide media program on population and health. Allan Kulakow has been responsible for coordinating this activity which included a visit to the International Institute for Communication in

London in anticipation of a joint project with JHU/AED/IIC/URTNA (Work Request #8). Dr. Kulakow is presently in Dakar meeting with the director of URTNA, IIC and other JHU staff as well as the Center for Science and Technology for Information at the University of Dakar (CESTI), and the Office of Radio and Television (ORTS) in continuation of this activity.

The third major activity was the design of a two-day workshop for JHPIEGO Seminar participants. The workshop reviewed family planning communication, development of IEC communication strategies and action programs, and the goals and assistance priorities of JHU/PCS. The workshop plan included the specifications for audio-visual and print materials and AED participation.

Other Meetings and Workshops activities included preliminary discussions on a Haiti Radio Skills Workshop and an East Africa Workshop proposal.

AED Estimated Level of Effort
By Project Output¹
Period: 10/1/82 - 9/30/83

20

Categories (%)

Months	Needs Assessment / 1	Country Projects Development / 2	Projects Evaluation / 3	Technical Assistance / 4	Meetings & Workshops / 5	Films & Materials / 6	Advisory Comm. / 7	Other / 8	Totals / 9
October	14 (33)				7 (17)			21 ² (50)	42
November		10 (12)			14 (16)			62 ² (72)	86
December	28 (58)				7 (15)		3 (06)	10 (21)	48
January			4 (50)					4 (50)	8
February			40 (74)		7 (13)			7 (13)	54
March	14 (15)		65 (70)					14 (15)	93
April				87 (90)				10 (10)	97
May				152 (94)				10 (06)	162
June		3 (03)		76 (67)	34 (30)				113
July		3 (03)		20 (18)	84 (76)			3 (03)	110
August		7 (02)		14 (05)	211 (75)	32 (11)		17 (07)	281
September				3 (03)	69 (63)	32 (29)		5 (05)	109
TOTAL	56 (05)	23 (01.8)	109 (09)	352 (29)	433 (36)	64 (05)	3 (0.2)	163 (14)	1203

¹ In Person Hours. Professional Staff Time Only

² Primarily for development of JIU/AED sub-grant agreement

**AED Estimated Expenditures
By Project Output
Period: 10/1/82 - 10/31/83**

CATEGORIES

Months	Needs Assessment	Country Development	Projects Evaluation	Technical Assistance	Meetings & Workshops	Films & Materials	Advisory Comm.	Other	Totals
	1	2	3	4	5	6	7	8	9
October	805				402			755	1962
November		588			837			3007	4431
December	2435				627		253	1045	4360
January			765					764	1529
February			2542		449			447	3438
March	887		4223					908	6018
April					7967			685	8652
May				14,610				631	15,241
June		236		5254	1614				7104
July		197		4449	3367			207	8220
August		404		837	41,624	870		851	44,586
September				183	6606	1040		343	8172
TOTAL	4127	1425	7530	25,333	63,493	1910	253	9642	113,714

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ANNUAL REPORT

TO

Johns Hopkins University

Population Communication Services Project

Cooperative Agreement No. DPE-3004-A-00-2018-00

Submitted by

PIACT

(Program for the Introduction and Adaptation of Contraceptive Technology)

Washington, D.C.
October 1983
Re-submitted December 1983

PIACT
POPULATION COMMUNICATION SERVICES
1983 ANNUAL REPORT

Summary

PIACT has provided services to JHU/PCS as outlined in Contraceptive Agreement No. DPE-3004-A-00-2018-00. During the first year PIACT received the following seven "Requests for Services." As you will note from the itemized list, not all were completed due to cancellations and/or postponements that were beyond our control.

Work Request #1: Country Project Evaluation Guidelines (Completed; review comments sent to PCS on April 8, 1983)

Work Request #2: Nepal Materials Production Training. (Task completed, but modified following discussions with Cynthia Green. PIACT review, in letter form, submitted on June 14, 1983)

Work Request #3: Sample Materials Collection and Dissemination (Ongoing; efforts in conjunction with first M/M mailing now completed; wide array of materials turned over to M/M Collection)

Work Request #4: Technical Assistance During Quito Meeting (Completed August 25, 1983)

Work Request #5: Nepal Workshop Phase I and Needs Assessment (Postponed, but completed in next fiscal year)

Work Request #6: Needs Assessment Mission to Malawi (Cancelled)

Work Request #7: Planning for NFP Materials Development (Task begun in the first fiscal year but completed on October 20, 1983)

Principal Staff

Margot Zimmerman served as Project Director for PIACT throughout the entire year. Her assistant, Rita Feinberg, worked regularly on the project between October 1982 and March 1983. Joan Haffey has served as Assistant Program Officer for IEC since March 1983. Other PIACT staff who have worked on project activities include Gordon Perkin, Executive Director; Diana Fussell, Maria Elena Casanova, Ann Leonard, and Evelyn Folch Lyon; all PIACT Associates. Regular administrative staff involved in first year activities include Suzanne Cluett, Tracy Heffelfinger, Debra Hughes, Sally Snaring and Sally Auman.

General Administration and Implementation

Until March 1983, PIACT's professional staff spent approximately 4 to 5 days per month working on PCS activities. Much of this time was spent in the review and refinement of necessary internal documents and instruments for eventual use in the field -- PIACT IEC capability and experience, the PCS flier, criteria for selecting country projects, guidelines for preparing a project proposal, guidelines for conducting an IEC needs assessment, preparation for field trips, format for trip reports, and draft evaluation guidelines for country projects. Internal management details were arranged as well as those relating directly to JHU (i.e. workplans, budgets, narrative and financial reporting systems, plans and operating philosophies, etc.) While travelling in Asia, Africa and Latin America on other business, PIACT technical staff persons promoted PCS and encouraged Third World family planning organizations, both governmental and NGOs, to request PCS' assistance. Ongoing activities in this category include attendance at briefing and debriefing sessions following staff trips and periodic review of miscellaneous project-related documents.

Needs Assessment

PIACT was originally requested to assist in Needs Assessment missions to Malawi and Nepal. The Malawi mission has been indefinitely postponed

pending GOM approval. The Nepal Mission, originally scheduled for September 12-23, was postponed until the next fiscal year and completed in November 1983. (Requests for Services #5 and #6.)

Country Projects

Evaluation: PIACT staff provided suggestions to John Middleton of AED in his preparation of PCS Country Project Evaluation guidelines, participated in meetings to discuss the topic, and provided written comments on draft guidelines and additions to the suggested bibliography. (Request for Services #1.)

Development - Nepal: PIACT reviewed a project proposal prepared by RTSA/A and a related trip report. The proposal was modified following discussions in June, 1983 with the PCS Project Director, Cynthia Green. A workplan and budget were developed for the provision of technical assistance needed to implement revised version of the proposed project. (Request for Services #2.)

Technical Assistance

PIACT Associate Maria Elena Casanova acted as a resource person on the development of print materials at a Latin American regional meeting on "Mass Media and Family Planning in the '80s" held in Quito, Ecuador, August 23-25, 1983. She participated in group discussions and provided technical guidance to participants. (Request for Services #4.)

Films and Materials

During Year I of the JHU/PCS project, PIACT has spent the majority of its time on this particular project output category.

Sample Materials Collection and Dissemination (Request for Services #3): PIACT has provided the PCS Media/Materials Collection with sample materials collected from organizations in a variety of countries to which PIACT staff has travelled, including Pakistan, Nepal, India and the Gambia.

We have also made available to PCS multiple copies of a wide variety of health and family planning materials, primarily pictorial, prepared by PIACT-supported projects in over a dozen countries of Africa, Asia, and Latin America. We continue to update the PCS collection as new materials are received in PIACT's Washington, D.C. office.

PIACT has assisted in the translation, labeling and cataloging of designated materials in the collection.

Staff has also participated in the planning and development of a worldwide mailing of sample IEC print materials which relies heavily on a variety of PIACT projects. Activities included writing, reviewing portions of explanatory materials, and project descriptions, notifying host country project personnel that PCS wanted to use their materials, and securing appropriate artwork (where available).

We have provided multiple copies of PIACT publications and materials for the Media/Materials Collection and possible distribution to LDC institutions. PIACT continues to provide this service, as well as the others described under this Request for Services #3, on an ongoing basis.

Planning for NFP Materials Development: Under Request for Services #7, PIACT completed the following tasks:

- Identified existing print and audio-visual materials on the various methods of natural family planning.

These materials have been delivered to the PCS Media/Materials Collection. In addition, we compiled a bibliography for PCS of standard NFP reference works. Most of these were also ordered for the Media/Materials Collection.

We prepared an annotated bibliography of whatever Third World NFP materials we were able to locate. Unlike the above-mentioned list,

this one does not attempt in any way to be selective. We included as many items as we could find. Photocopies of these materials have been turned over to the Media/Materials Collection.

- Identified the major service delivery/counseling/operations research programs offering NFP.

We compiled a ten-page chart describing more than 40 NFP projects, when they were begun (or plan to begin), materials they are currently using and/or would like to have, and any pertinent comments.

- Provided suggestions as to ways the PCS Project could work with those agencies sponsoring an NFP program.
- Developed a plan, including work scope and budget, for producing at least one leaflet on NFP for illiterate women.

This was submitted to PCS on September 19, 1983. Although most of the work on this Request for Services was begun in the first year of PCS activities, the tasks were completed by October 20, 1983, in the second fiscal year.

Advisory Group

Proposal Review: During Fiscal Year 1983, PIACT's Executive Director and staff members reviewed four proposed country projects and sent comments on each to PCS.

Other Services

Networking: PIACT also made a determined effort throughout the year to promote networking and interorganizational cooperation with LDC counterparts and to encourage Third World program planners to seek PCS aid for country projects and technical assistance. As a result, several new requests

were made to PCS. These came from a variety of organizational entities in several countries: a grassroots PVO in Ghana, a federation of private organizations providing family planning services in Brazil; a private family planning service delivery organization in Sri Lanka; the Family Health Division, Department of Health, Ministry of Public Health in Thailand; and the American College of Nurse Midwives international project that is providing training for TBAs in Tanzania. We have also kept PCS apprised of new project possibilities in Togo, Botswana, Kenya, and India, and suggested they follow up on PIACT's contacts wherever feasible.

Principles and Processes: In August 1983, JHU and the three subcontractors began preparing a position paper on the processes and principles for effective population/family planning IEC. Each participant began by preparing a paper on the principles and processes which guide its respective organization when developing family planning IEC programs.

Following lengthy discussions, these organization-specific papers were synthesized into one PCS paper on processes and principles. At subsequent meetings this paper was further distilled and refined. It will be presented to the PCS Advisory Board for discussion at their first meeting, and will eventually be used by PCS staff, subcontractors and consultants in their discussions with host government organizations and USAID Mission personnel.

Annual Report - Year I**Porter, Novelli & Associates****October, 1982 - September, 1983****Submitted to Johns Hopkins University
Population Information Program
Population Communication Services
Cooperative Agreement DPE-3004-A-00-2018-00**

The following is a summary of Porter, Novelli & Associates' (PN&A) activities and accomplishments during Year I of its subagreement with the Johns Hopkins University's Population Communication Services program.

1. Country Projects Development and Evaluation

PN&A staff members (Baugh, Greenberg, Novelli) participated in project meetings and provided review comments on the following PCS documents: PCS Evaluation Guidelines; Evaluation Criteria for Selecting Country Projects; Guidelines for Preparing Project Proposals; and Country Profile Information Reports.

Bill Novelli reviewed and submitted comments on the following project proposals: Jordan JFPPA I,E,C Program; Mexican Federation of Private Family Planning Programs; Kwara State Family Health Project in Ilorin, Kwara State, Nigeria; and on the JHU convening of a Latin American Regional Meeting for I,E,C Directors in Quito, Ecuador. He also met with Mr. Dennis Hapugalle, Executive Director of the Sri Lanka family planning program regarding his needs for assistance in I,E,C.

2. Technical Assistance

Terry Baugh provided assistance to the Egyptian State Information Service (SIS) in developing a plan for future activities, including TV and film production, advertising agency selection, dissemination of SIS campaign messages and strengthening of regional office capabilities. As part of this assistance, Ms. Baugh held meetings in Washington and Cairo with staff members from SIS, USAID, PRAGMA, the Academy for Educational Development

and Family of the Future. A country trip report and recommendations were submitted to PCS and USAID.

Jack Porter traveled to Peru on a TA mission and completed the following activities: provided advice to the Peruvian Ministry of Health (MOH) on the selection and use of advertising agencies; advised MOH on the development of mass media campaigns on family planning and other issues; identified future needs for technical assistance to the MOH; and developed a MOH request for proposal for advertising services.

Bob Druckenmiller traveled to Barbados and other Caribbean islands to provide TA in an evaluation of the Caribbean Family Planning Association's I,E,C activities.

3. Resource Materials

Rachel Greenberg assisted in the preparation of the first PCS mailing of prototype I,E,C materials. Activities included several meetings with PCS staff and review and comment on draft materials.

4. Other Services

Terry Baugh submitted a working paper describing the process of conducting an I,E,C program in family planning and participated in staff meetings to discuss this issue.

Terry Baugh and Bill Novelli reviewed and commented on the PCS brochure as it was being developed.

Rachel Greenberg and Bill Novelli participated in PCS staff meetings and assisted in drafting a PCS document on the "Process and Principles for Effective I,E,C in Family Planning."

Other administrative services included preparation of the subagreement between JHU and PN&A, the second year workscope and budget, monthly reports and invoices. PN&A also reviewed and commented on JHU's plan for evaluating the subcontractors.