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Women and Infant Nutrition Field Support Project (WINS)

**Quarterly Progress Report
January - March, 1992
and
Semi-Annual Summary Report
October 1991 - March 1992**

**Education Development Center, Inc.
1250 24th Street, N.W. Suite 300
Washington, D.C. 20037**

DAN-5117-C-00-0015-00

*This project is funded by the U.S. Agency for International Development,
Bureau for Research and Development, Office of Nutrition*

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I. EXECUTIVE SUMMARY

A great deal of uncertainty prevailed during this quarter with respect to planning WINS field activities, due primarily to delays in receiving confirmation of plans from a number of U.S.A.I.D. missions which had expressed a need for WINS technical assistance or frequent revisions by the latter of the timing of agreed upon initial activities in the countries.

Despite these difficulties, discussions with U.S.A.I.D. missions and host country counterparts were maintained, to gain a better understanding of their needs and constraints, and devise strategies to better respond to their needs.

The following major actions were accomplished during the quarter:

- An assessment of the nutrition situation, policy context and nutrition activities in Togo was carried out as scheduled. The assessment resulted in the preparation of a report and the development of a proposal for long-term cooperation between the WINS project, the U.S.A.I.D. mission and a number of institutions in Togo. The proposed WINS program seeks to strengthen, through technical assistance, education, training and research, ongoing efforts to address community and household level constraints to optimal infant feeding and weaning and to prevent iodine and vitamin A deficiencies.
- A draft proposal for the large-scale production and marketing of a nutritious and low-cost weaning food (using indigenous staples) was developed by Tufts University's School of Nutrition (subcontractor for the WINS project) and submitted to A.I.D. for review and approval. A.I.D. has communicated her intent to fund it, provided that its scope is expanded to include a strategy for addressing community-level constraints to optimal infant feeding and weaning.
- A draft of a paper on the WINS project's approach to nutrition situation, policy and program analysis has been prepared. The purpose of this paper is to expand the knowledge base regarding the nutrition situation in developing countries by providing in-country teams at various levels with an analytical framework for the conduct of rapid assessments of nutrition contexts and activities.
- A draft of an issues paper on successful community-based child care approaches and supports for working mothers has been prepared by the International Center for Research on Women, subcontractor to the WINS project. The paper stresses the importance of child care supports for infant and young child growth and nutrition, discusses a number of successful child care approaches that have been documented in industrialized and developing country contexts to increase women's access to child care services and identifies important issues for further research.

- **A draft of a paper on simplified, community-based growth monitoring and promotion techniques (GMP) was prepared during the quarter and submitted to various members of the WINS consortium for review and comments. Following the finalization of the paper next quarter, efforts will be directed at identifying opportunities for regional workshops in Africa, Latin America and the Caribbean to familiarize field personnel with some of the newer techniques and to explore their possible application or field testing in different settings.**
- **The Spanish version of the Project's promotional materials (WINS Brochure and Catalog of Services) was produced and disseminated to U.S.A.I.D. field missions and institutions in the LAC region.**

II. PROJECT'S ACCOMPLISHMENTS DURING THE REPORTING PERIOD

A. Development of Comprehensive Country Programs

Priority tasks during the reporting period with respect to this output were to: a) identify and mobilize technical personnel to carry out a nutrition situation, policy and program assessment in Togo, b) finalize the scope of work for a study of the urban Food-for-Work program in Bolivia, and c) continue discussions with the A.I.D. Affairs Office in Nigeria and Nigerian officials regarding long term technical cooperation in nutrition between the WINS project and the Nigerian public and private sector. Notwithstanding the delays in receiving feedback from the A.I.D. Affairs Office in Nigeria, progress toward this objective has been satisfactory.

1. Africa Region

TOGO

With respect to Togo, work during the quarter was focussed on identifying in-country counterparts who will participate in the assessment, defining the respective roles of all the parties to this effort (U.S.A.I.D., the Ministry of Health, the Ministry of Social and Women's Affairs, the Ministry of Rural Development, the Association Togolaise/Groupe Nutrition, VITEN, the University of Benin...), identifying other resource personnel in-country, developing a detailed schedule of activities for the assessment (including fieldtrips to be made and specific projects to be visited) and mobilizing all these resources to carry out the assessment.

The planning process and the assessment were carried out in a satisfactory fashion, in close collaboration with the U.S.A.I.D. mission and WINS' counterpart institutions in the country.

The assessment resulted in the preparation of a report describing the findings from the assessment and in the development of a proposal for long term cooperation between the WINS project, the U.S.A.I.D. mission and a number of institutions in Togo. Both the assessment report and the proposal were prepared in-country, reviewed and endorsed by participating technical ministries and submitted to U.S.A.I.D. for review and approval. The proposed program of technical cooperation provides the framework for a comprehensive WINS country program. It seeks to strengthen, through technical assistance, education and training and research, ongoing efforts to address community and household level constraints to optimal infant feeding and weaning and to prevent iodine and vitamin A deficiencies.

NIGERIA

A draft proposal for the large-scale production and marketing of a nutritious and low-cost weaning food (using indigenous staples) was developed by Tufts University's School of Nutrition (subcontractor for the WINS project) and submitted to A.I.D. for review and approval.

A.I.D. (Office of Nutrition, Africa Bureau and the AAO in Nigeria) has communicated her intent to fund the proposal provided that its scope is expanded to include a strategy for addressing community-level constraints to optimal infant feeding and weaning, building upon A.I.D.'s previous efforts in Nigeria to improve the dietary management of diarrhea.

The Nigeria proposal would constitute a multi-year comprehensive WINS program which would be financed jointly through WINS core and missions funds.

2. Latin America and the Caribbean

BOLIVIA

WINS' priority for Bolivia was to finalize the scope of work and plans regarding a study of the nutrition and income effects of the U.S.A.I.D.-funded urban Food-for-Work program. The scope of work has been completed, in close collaboration with the U.S.A.I.D. mission and funding for the study has been secured. Local counterparts have been identified to carry out the study, in collaboration with WINS' external consultants and a plan of action for implementing various aspects of the study is being finalized in country, with the assistance of WINS' deputy director.

An agreement is being worked out between the WINS project and PROCOSI (an umbrella PVO structure in charge of coordinating PVOs' technical assistance activities in Bolivia) as the first step toward the development of a long-term program of cooperation in nutrition between the project and Bolivian institutions.

3. Asia

No major outreach activities were carried out by the project staff during the reporting period. However, preliminary discussions were held within the project office to develop an outreach strategy for the region and identify a number of countries to be targeted. The countries which were identified include the Philippines, Nepal and India.

B. Technical Assistance and Training Activities

TOGO

The assessment and proposal development exercises which were carried out in March in Togo were a truly collaborative effort, which provided an opportunity for WINS' external team members (i.e., the WINS project director and Dr. Joanne Leslie, WINS consultant) to guide the in-country team (consisting of health professionals, nutritionists, food technologists, agronomists, WID and social development specialists and university researchers) through the complex analytical process of identifying and analyzing major nutrition problems in the country, prioritizing them in terms of their importance for women and infant/young child nutrition and developing an integrated nutrition strategy which requires coordination of approaches and resources from various ministries.

The assessment also included joint field trips, which gave all team members an opportunity to observe, as a group, the limitations and strengths of various programs and field activities, appreciate the linkages between the activities and their respective work, and exchange ideas regarding possible ways to address the nutrition problems of women and young children.

As a result of this process, the in-country team participated effectively in all phases of the assessment, drafted several sections of the report and proposal and made the final presentation of the program to the government. This collaborative approach will be applied in the design, implementation and evaluation of all WINS institution-building activities in the countries. It is the cornerstone of WINS' field support strategy and designed to strengthen the capacity of in-country organizations to design and evaluate their own nutrition strategies and programs.

C. Development of an Agenda for Collaborative Research and Implementation of Collaborative Inquiries

WINS strategy with respect to this output is to identify a number of issues or topics of critical importance to infant and young child feeding and nutrition in developing countries, review the existing documentation with respect to these issues and disseminate the findings of the reviews within A.I.D. (A.I.D./Washington and field missions), the PVO community and other donors to enlist their support for programs to fill critical knowledge gaps.

It is in that context that the following outputs have been achieved:

- a draft of a paper on the WINS project's approach to nutrition situation, policy and program analysis has been prepared. The purpose of this paper is to expand the knowledge base regarding the nutrition situation in developing countries by providing in-country teams at various levels with an analytical framework for the conduct of rapid assessments of nutrition contexts and activities.

The rapid assessment paper will be revised next quarter, based on the comments received from numerous reviewers, and subsequently field tested in a number of countries. The WINS project also plans to develop a training manual, drawing upon the information contained in the paper and the results of the field testing. The manual is intended to be used as a reference by in-country researchers and program implementors in the conduct of rapid nutrition assessments.

- a draft of an issues paper on successful community-based child care approaches and supports for working mothers has been prepared by the International Center for Research on Women, subcontractor to the WINS project. The paper stresses the importance of child care supports for infant and young child growth and nutrition, discusses a number of successful child care approaches that have been documented in industrialized and developing country contexts to increase women's access to child care services and identifies important issues for further research.

ICRW will take the lead in promoting the linkage between child care and infant feeding in a number of countries targeted by WINS. This component of the WINS project will be implemented either within the context of a WINS comprehensive country program or as a freestanding operational research activity. Accordingly, ICRW is developing promotional materials on the subject which will outline a number of child care approaches to be promoted under the WINS project.

- a draft of a paper on simplified, community-based growth monitoring and promotion techniques (GMP) was prepared during the quarter and submitted to various members of the WINS consortium for review and comments. Following the finalization of the paper next quarter, efforts will be directed at identifying opportunities for regional workshops in Africa, Latin America and the Caribbean to familiarize field personnel with some of the newer techniques and to explore their possible application or field testing in different settings.

D. Contract Administration and Management Support

In light of anticipated technical assistance visits to a number of countries, efforts in the contract management area were focussed on reviewing existing contract management procedures and instruments to ensure that they are adapted to field conditions.

A major accomplishment in that regard was the review and adaptation of existing contracting forms for use in acquiring the technical services of in-country consultants. The aim of the exercise was to streamline acquisition procedures in the field, and develop concise, easy to administer acquisition instruments which meet the requirements of both A.I.D. and EDC (prime contractor to the WINS project). The revised forms were translated into French and field tested in Togo. They are currently being further revised by EDC's Division of International Programs, in order to broaden their applicability to other countries.

The Spanish version of the Project's promotional materials (WINS Brochure and Catalog of Services) was produced and disseminated to U.S.A.I.D. field missions and institutions in the LAC region.

E. Coordination with Other Organizations and Projects

- The WINS Project director met with the management staff of the new Wellstart's Breastfeeding Support project to learn more about the project's objectives, focus, resources and outputs, brief them on current and planned WINS activities and discuss possible areas of collaboration.
- Meetings were also held with the Pragma Corporation and the Wellstart/San Diego and Wellstart/East programs, to plan joint assessment activities in Uganda and develop a coordinated nutrition support strategy for Uganda.
- The WINS deputy director attended the Wellstart Regional Lactation Management Conference in Mexico and was able to meet with participants from Guatemala and Bolivia and discuss ways in which the WINS project could support their work.
- The WINS deputy director also met with representatives of the IMPACT and the Latin America Health Sustainability projects to share information regarding their respective work and ensure coordination of technical assistance to the LAC region in the areas of nutritional assessments and impact evaluation.

III. Project Financial Analysis

The financial status of the project is summarized in the Appendix. No obligation of funds was made during the quarter. Cumulative expenditures amounted to \$567,511.69, leaving a remaining balance of funds in the amount of \$156,316.31 at the close of the quarter. Expenditures for the quarter amounted to \$109,122.51.

IV. Major Delays and Problems and Proposed Solutions

- Significant delays were experienced in obtaining feedback from A.I.D./Washington (Office of Nutrition and Africa Bureau) and the AAO in Lagos regarding their support for WINS follow-on activities in the country. However, A.I.D. has communicated her decision to support the proposed WINS program of technical cooperation with the Nigerian public and private sector in the area of weaning foods, provided that the program focus is broadened to reflect the child survival program priorities of the AAO

and address community level constraints to optimal infant feeding and weaning. The WINS Project director will work with Tufts University and other members of the WINS consortium to address these concerns and develop a revised proposal.

- Despite the continuously high level of interest in WINS technical resources demonstrated by Cameroonian officials, the U.S.A.I.D. mission to Cameroon has declined WINS' proposal to carry out an assessment visit to the country, in order "not to raise expectations" in the government regarding A.I.D. support to nutrition activities in Cameroon and "to limit" the number of centrally-funded projects managed by the Mission's HNP office to a "manageable" amount.
- The proposed WINS assessment of growth faltering in Uganda which was initially scheduled by the U.S.A.I.D. mission for late January was postponed until July, following the Mission's decision to evaluate the managerial aspects of the Expanded Family Health Services Project prior to carrying out the assessment. This project would provide the operational framework for both the proposed WINS assessment and subsequent WINS activities in the country.
- The assessment in Niger, which was scheduled to be carried out at the beginning of the quarter was also postponed by the U.S.A.I.D. mission until the summer of 1992, due to scheduling conflicts within the Mission and the Government of Niger Ministry of Health.
- Planning for Year II project activities was further postponed during this quarter for some of the reasons outlined in the previous report, namely persistent delays in receiving confirmation of plans from U.S.A.I.D. missions which had expressed a need for WINS technical assistance and frequent revisions by the latter of the timing of agreed upon initial activities in the countries. Given that the first year workplan covered the period from March 1, 1991 through February 29, 1992, we have had to rely essentially on that plan and to schedule and revise activities on a month by month basis. However, we are beginning to have a better indication of the scope and volume of anticipated field activities in a few countries. Thus, a workplan covering the remainder of Year II will be completed in June and planning for Year III initiated in July.

V. Projected Activities for the Next Three Months

- Revise Nigeria proposal and submit to AAO for funding.
- Revise Togo proposal (based on A.I.D.'s comments) and develop budget for submission to U.S.A.I.D./Togo for approval.
- Finalize issues paper on community-based child care approaches for working mothers.

- **Prepare work plan for the remainder of Year II (i.e., June - September 1992).**
- **Finalize paper on WINS' rapid assessment approach.**
- **Carry out a study of the nutrition effects of the urban Food-for-Work program in Bolivia.**

EDUCATION DEVELOPMENT CENTER, INC.
CERTIFIED FISCAL REPORT
 Contract Number DAN-5117-C-00-0015-00

Category	Budget Amount	Inception To 3/31/92	Remaining Balance
Salaries and Wages (Incl. Paid Absences)	\$837,513	188,799.34	\$648,713.66
Fringe Benefits	209,379	43,019.37	166,359.63
Consultants	27,075	21,458.61	5,616.39
Travel & Per Diem	264,300	59,979.58	204,320.42
Training	20,000	0.00	20,000.00
Other Direct Costs	255,463	80,833.53	174,629.47
Subtotal	<u>\$1,613,730</u>	394,090.43	1,219,639.57
G&A #1	561,840	133,990.75	427,849.25
Nonexpendable Equipment and Commodities	20,000	10,340.00	9,660.00
Subtotal	<u>\$2,195,570</u>	538,421.18	\$1,657,148.82
Subcontracts			
Tufts	\$265,445	6,703.70	
ICRW	135,602	9,215.87	
The Travel Department(Travel)	268,970	11,785.70	
	<u>\$670,017</u>	27,705.27	642,311.73
G&A #2	33,500	1,385.24	32,114.76
TOTAL	<u>\$2,899,087</u>	567,511.69	\$2,331,575.31

Total Obligated Funding is \$723,828 leaving a remaining balance of \$156,316.31 at 3/31/92.

The undersigned hereby certifies that (i) the fiscal report and any attachments have been prepared from the books and records of the Contractor in accordance with the terms of this contract, and to the best of my knowledge and belief, that they are correct, that the sum claimed under this Contract is proper and due, that all the costs of contract performance (except as herewith reported in writing) have been paid or will be paid currently by the Contractor when due in the ordinary course of business, that the work reflected by the costs above has been performed, that the quantities and amounts involved are consistent with the requirements of this Contract, that all required Contracting Officer approvals have been obtained, and (ii) appropriate refund to AID will be made promptly upon request in the event of disallowance of costs not reimbursable under the terms of this Contract.

BY: Joseph F. HeherlyTITLE: Vice President & TreasurerDATE: May 8, 1992

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Field Support Project
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I. INTRODUCTION

This is the first in a series of semi-annual summary reports to be produced under the WINS project, in accordance with the revised reporting requirements approved by A.I.D. during the second quarter of this fiscal year.

Its purpose is to summarize in a few pages (5 pages maximum) the major accomplishments of the project for the past six months. It is not intended to replace the more detailed quarterly progress reports of activities, but rather to complement them. Its emphasis therefore, will be more on program level impact and less on process related outcomes.

II. PROJECT'S ACCOMPLISHMENTS DURING THE PAST SIX MONTHS

Despite the political uncertainties and social unrest that prevailed in some of the countries targeted by the project, as well as programming and funding constraints experienced by the U.S.A.I.D. missions, the overall progress achieved during the reporting period in relation to the major outputs planned under the project was satisfactory.

The major project achievements include the following:

- WINS assessments were carried out in Nigeria and Togo and resulted in the development of two proposals for long-term technical cooperation between the WINS project, the U.S.A.I.D. missions in the respective countries and a number of governmental and non-governmental institutions (including the universities) in these countries. The Nigeria proposal is in the process of being funded and the Togo proposal is still being reviewed by U.S.A.I.D./Togo.

The Togo proposal seeks to strengthen the capacity of local organizations to address household and community-level constraints to optimal infant feeding and weaning and to prevent iodine and vitamin A deficiencies among women and/or children through technical assistance, training and operational research.

The Nigeria proposal emphasizes the development and marketing of a nutritious and low cost weaning food as part of a broader strategy to improve infant feeding and weaning practices at the community level.

A draft of a paper on the WINS project's approach to nutrition situation, policy and program analysis has been prepared. The purpose of this paper is to expand the knowledge base regarding the nutrition situation in developing countries by providing in-country teams at various levels with an analytical framework for the conduct of rapid assessments of nutrition contexts and activities. The rapid assessment paper will be revised next quarter, based on the comments received from numerous reviewers, and subsequently field tested in a number of countries. Additionally, the WINS project plans to develop a training manual, drawing upon the information contained in the paper and the results of the field testing. The manual is intended to be used as a reference by in-country researchers and program implementors for the conduct of rapid nutrition assessments.

The WINS project considers day care settings as excellent opportunities for promoting optimal infant and young child feeding practices. Accordingly, a draft of an issues paper on successful community-based child care approaches and supports for working mothers has been prepared by the International Center for Research on Women, subcontractor to the WINS project. The paper stresses the importance of child care supports for infant and young child growth and nutrition, discusses a number of successful child care approaches that have been documented in industrialized and developing country contexts to increase women's access to child care services and identifies important issues for further research.

A draft of a paper on simplified, community-based growth monitoring and promotion techniques (GMP) has been prepared and submitted to various members of the WINS consortium for review and comments. Following its finalization next quarter, efforts will be directed at identifying opportunities for regional workshops in Africa, Latin America and the Caribbean to familiarize field personnel with some of the newer techniques and to explore their possible application or field testing in different settings.

As a follow-up to the visit to Bolivia last summer by the WINS Deputy Director and a WINS consultant, U.S.A.I.D./Bolivia has agreed to fund the WINS project to carry out a study of the nutrition and income effects of the urban Food-for-Work program. This study represents a first step in the process of building the capacity of local institutions to monitor the nutrition impact of their food and nutrition-related programs.

These are the major highlights of the past six months. Efforts in the next six months will be directed at consolidating the above outputs, finalizing plans concerning the assessments, which had been postponed and planning additional reconnaissance visits in a number of countries in Asia and Africa.