

PD-ABE-091  
ISN 77075

**Women and Infant Nutrition  
Field Support Project  
(WINS)**

**Quarterly Progress Report**

**October - December 1991**

**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*

## **Table of Contents**

### **I. EXECUTIVE SUMMARY**

### **II. PROJECT'S ACCOMPLISHMENTS DURING THE REPORTING PERIOD**

#### **A. Development of Comprehensive Country Programs**

1. Africa Region
2. Latin America and the Caribbean
3. Asia

#### **B. Technical Assistance and Training Activities**

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

#### **D. Contract Administration and Project Management Support**

#### **E. Coordination with Other Organizations and Projects**

### **III. PROJECT FINANCIAL ANALYSIS**

### **IV. MAJOR DELAYS AND PROBLEMS AND PROPOSED SOLUTIONS**

### **V. PROJECTED ACTIVITIES FOR THE NEXT THREE MONTHS**

**Appendix: Certified Fiscal Report**

## **I. EXECUTIVE SUMMARY**

This quarter has been characterized by an intensification of dialogue with a number of U.S.A.I.D. missions and developing country institutions which have expressed an interest in exploring collaboration with the WINS project. Efforts were directed primarily at further defining potential areas of cooperation and planning initial in-country visits or assessments.

The following major actions were accomplished during this period:

- The scope of work and planning for the nutrition assessment in Niger were finalized.
- An assessment of the potential for weaning food production and marketing in Nigeria was carried out, in collaboration with Sharing United States Technology to Aid in the Improvement of Nutrition (SUSTAIN) project.
- Discussions with the U.S.A.I.D. mission to Togo and the members of the Association Togolaise/Groupe Nutrition led to the decision by the Mission to request WINS assistance to conduct a comprehensive assessment of the nutrition situation and activities in Togo, with a focus on women and infant/young child nutrition.
- Following a reconnaissance visit by Dr. Charles Teller (Pragma Corporation) the U.S.A.I.D. mission to Uganda signaled her intent to solicit WINS assistance to assess early growth faltering and to develop a comprehensive program strategy to effectively address this problem.
- 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 Mission funded 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 aid and nutrition-related programs.
- A WINS project library has been established to manage the increasing volume of documentation generated or received by the project.

## **II. PROJECT'S ACCOMPLISHMENTS DURING THE REPORTING PERIOD**

### **A. Development of Comprehensive Country Programs**

With respect to this output, the first annual workplan covering the period March 1, 1991 through February 29, 1992 provided for a) the design of comprehensive country activities (CCAs) in two countries, b) the collection of baseline data (i.e., nutritional and process indicators) within the context of these comprehensive infant/young child feeding projects and c) the development of a monitoring and evaluation plan and procedures for the CCAs.

During the reporting period, WINS' strategy with respect to this output consisted of pursuing dialogue with U.S.A.I.D. missions, governmental institutions and non-governmental organizations in a number of countries which were targeted as potential sites for WINS comprehensive activities, concentrating mostly on those countries and U.S.A.I.D. missions which had initially expressed an interest in collaborating with the WINS project (i.e., Nigeria, Niger, Togo, Uganda and Cameroon in Africa, Bolivia and Nicaragua in Latin America and the Philippines in Asia).

Discussions were intensified with program personnel from the U.S.A.I.D. missions, government officials and representatives of NGOs in the respective countries, to examine a range of technical domains of cooperation and agree upon initial collaborative activities.

#### **1. Africa Region**

##### **a. NIGER**

Following the WINS Project Director's reconnaissance visit to Niger in July 1991, the U.S.A.I.D. mission and the Government of Niger (GON) Ministry of Health requested WINS' technical assistance to conduct an assessment of the major approaches to nutrition programming and implementation in Niger, identify effective program elements or approaches and propose an operational framework for the design and implementation of an integrated package of nutrition related activities.

Subsequent discussions with the Ministry of Health Nutrition Division led to another request for WINS technical input into a national seminar on the development of a national food and nutrition policy. Thus, efforts during the reporting period were directed primarily at finalizing plans for the proposed WINS assessment and defining WINS' role in the proposed seminar.

The assessment was originally scheduled for November 1991, then subsequently postponed by the U.S.A.I.D. mission and rescheduled to take place during the first quarter of calendar year 1992, after the national seminar, which was scheduled for January 1992. Both activities were further postponed in late December, due to difficulties of the U.S.A.I.D. mission in securing the necessary funding.

**b. NIGERIA**

The joint WINS/SUSTAIN assessment of weaning food production and marketing in Nigeria was carried out as planned. The assessment confirmed that the physical and marketing infrastructure in Nigeria can be used to produce and market a nutritious and low cost weaning food on a large scale. Based on the findings of the assessment, and at the request of the A.I.D. Affairs Office in Lagos, the WINS project, through its subcontractor (Tufts University School of Nutrition), has developed a draft proposal for technical cooperation with Nigerian institutions including the National Food and Nutrition Commission, for the local production and marketing of a nutritious, low-cost weaning food, using locally produced staples.

**c. CAMEROON**

At the conclusion of the International Forum for Francophone Africa on Infant Feeding and Child Survival in Lomé, Togo (September 9-13, 1991), the Cameroonian delegation recommended that a joint mission by a team from the WINS, Wellstart and Nutrition Communication project, be carried out in Cameroon late in the fall to develop a coordinated strategy for implementing the recommendations of the forum. Accordingly, following the return to Washington of the representatives from the three projects, the A.I.D. Office of Nutrition, in collaboration with the Africa Bureau, held meetings with representatives from the three projects to plan a coordinated strategy of assistance to the nutrition sector in Cameroon.

Although all parties seemed to agree on the need to coordinate their respective inputs to minimize the management burden in the U.S.A.I.D. mission, major issues related to each contractors' role in a proposed joint visit were not adequately addressed in the meetings, and individual project interests took precedence over the development of a coordinated strategy. As a result, separate field visits were subsequently planned by each contractor, thus defeating the purpose and resolutions of the Forum and perpetuating a project-specific, fragmented institutional support strategy at the country level.

**d. TOGO**

Technical discussions initiated during the Forum with the U.S.A.I.D. mission to Togo and representatives of the Association Togolaise/Groupe Nutrition, were continued, and led to a consensus by all parties on the need to incorporate nutrition objectives into existing food aid,

MCH, primary health care, women in development and related social development efforts, and to work together to examine possible ways to effectively achieve this outcome.

As a result of these discussions, the U.S.A.I.D. mission expressed interest in a comprehensive assessment (by a WINS team) of women and infant/young child nutrition activities in Togo, which would provide the basis for a broad based program of technical cooperation in nutrition between Togolese public and private institutions currently engaged in nutrition activities, the U.S.A.I.D. mission and the WINS project.

**e. UGANDA**

Following strategic planning meetings between the WINS Project Director and technical staff from the Pragma Corporation and a subsequent PRAGMA reconnaissance visit to Uganda in November, U.S.A.I.D./Uganda expressed an interest in the technical services available under the WINS project. The Mission also indicated her intent to seek WINS assistance to assess early growth faltering and develop a comprehensive program strategy designed to strengthen local institutional capacity (i.e., the capacity of MOH, other technical ministries and Makerere University Child Health and Development Center) to address this problem.

Planning for the proposed WINS assessment was thus initiated and the assessment was scheduled in late January to overlap with the Demographic and Health Surveys (DHS) Nutrition Analysis Workshop. The purpose of the DHS workshop was to review the nutrition survey findings pertaining to the magnitude and distribution of malnutrition in Uganda with Ugandan program personnel and policy-makers, in order to sensitize them on the seriousness of nutrition problems in the country.

**2. Latin America and the Caribbean**

**a. BOLIVIA**

Discussions with the U.S.A.I.D. mission to Bolivia focussed primarily on the food aid sector, as the Mission is interested in determining the nutritional impact of the urban Food-for-Work program and in strengthening linkages between food aid and other U.S.A.I.D.-funded development efforts.

As a result of these discussions, U.S.A.I.D./Bolivia has agreed to contract 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 the food aid programs. The information that will be generated by the study will provide baseline data on the nutrition situation of targeted groups.

## **b. NICARAGUA**

Discussions with U.S.A.I.D./Nicaragua focussed primarily on growth faltering and the need to complement growth monitoring techniques that are currently in use with newer, simplified community-based approaches, to ensure early identification of children at risk. The possibility of soliciting WINS' assistance in this area was discussed, but no specific request has been made by the Mission.

## **3. Asia**

### **THE PHILIPPINES**

The U.S.A.I.D. mission to the Philippines has expressed an interest in using WINS assistance to review the comprehensive national nutrition plan which is being prepared by the Nutrition Center of the Government of the Philippines. The plan provides for testing a methodology for community-based nutrition program planning. The Mission will communicate her technical assistance needs following the completion of the national nutrition plan.

## **B. Technical Assistance and Training Activities**

At the request of the U.S.A.I.D. mission, the WINS project carried out an assessment of the potential for the large scale production and marketing of a nutritious and low cost weaning food in Nigeria.

This assessment was carried out October 17-30, 1991, with technical and financial support from the WINS and Sharing United States Technology to Aid in the Improvement of Nutrition (SUSTAIN) projects. This assessment represents the first step towards the development of an integrated strategy for improving infant weaning and feeding practices in Nigeria. Additional technical assistance activities may be carried out in the near future to provide additional information on community-level constraints to young child nutrition and how to integrate nutritional considerations into the U.S.A.I.D. mission's funded child survival programs.

No additional technical assistance activities were carried out in the field during the reporting period, as the Niger assessment, which was initially scheduled in November, was postponed. However, planning for WINS assessments in Togo, Bolivia and Uganda was carried out, as a first step toward the development of comprehensive program strategies in the countries.

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

One of the major objectives of the WINS project in this area is to assist U.S.A.I.D. missions and developing country institutions in the development and/or testing of specific approaches to addressing the nutrition problems of women and young children. Two of the major problem areas that have been identified by WINS in the countries visited are inappropriate infant and young child feeding and weaning practices, growth faltering among infants and young children and inadequate child care supports for working mothers at the community level.

In response to these needs, the WINS project has initiated two reviews - a review of simplified, community-based growth monitoring and promotion techniques and approaches, and a review of successful community-based child care supports for low-income working mothers. The first review is being conducted by EDC, prime contractor to the WINS project. The issue paper and promotional materials on child care supports are being developed by the International Center for Research on Women, subcontractor to the WINS project.

Both outputs are scheduled for completion in June 1992. They are intended to provide a framework for dialogue with the U.S.A.I.D. missions and the countries (in a workshop or seminar context) on the importance of these issues and to examine with them the range of options available for program planning and implementation.

### **D. Contract Administration and Project Management Support**

Efforts in this area during the reporting period centered on a) reviewing the requirements and provisions of the contract in light of the current staffing and projected technical outputs, and b) putting in place simple and efficient systems for managing the increasing volume of documentation that is being generated or received by the project.

Major outputs during the reporting period include:

- the establishment of a project bibliography and library. The bibliography provides a listing (which is updated monthly) of all the documents (reports, articles, papers) that are generated or received by the project.
- the review of the reporting requirements included in the core contract and the submission of a proposal to A.I.D. for streamlining these requirements without compromising the quality and adequacy of the information required by A.I.D. to monitor contractor's performance.

## **E. Coordination with Other Organizations and Projects**

The WINS project staff met with representatives and/or the staff of various organizations concerned with nutrition and food security issues or engaged in nutrition related work, to exchange information on current or future activities and foster collaboration in specific areas.

Several meetings were held with technical staff from the Pragma Corporation, to explore collaboration between the WINS project and Pragma's food security related work in East Africa, the long-term objective being to foster linkages between A.I.D.-assisted food security and efforts and nutrition related activities (including child survival/maternal and child health activities) in the region.

The WINS Project Director attended a seminar given in Washington by Wellstart's participants from Kenya and Swaziland, and held individual meetings with them, to get a broader understanding of the nutrition context, priorities and activities in their respective countries.

The WINS Deputy Director presented a session on Breastfeeding and Work at the November Lactation Management Education Course in San Diego.

Meetings were also held with: a) representatives of the University of Maryland in College Park (International Programs Division), to learn more about their nutrition-related work in Africa and the Middle East and explore potential areas of collaboration; b) Tufts University School of Nutrition to discuss the findings of the Nigerian assessment and plan a strategy for technical cooperation with the U.S.A.I.D. office and Nigerian institutions; c) the staff of the Nutrition Communication Project to discuss cooperation in nutrition activities in Cameroon; and d) a representative of Feed My People, a food relief and grassroot development organization, to learn about their activities in Africa and Latin America.

## **III. PROJECT FINANCIAL ANALYSIS**

WINS core contract expenditures for the reporting period amounted to \$107,827.43. This amount is slightly below the level expended in previous quarters since April 1991. The total amount of funds obligated through the first quarter of FY 92 remained unchanged, as no obligation of funds was made during the reporting period.

All activities undertaken to date under the project have been funded out of the core contract. A detailed report of the financial status of the project is presented in the Appendix.

#### **IV. MAJOR DELAYS AND PROBLEMS AND PROPOSED SOLUTIONS**

- The target completion date for the WINS assessment protocol was further revised to January 1992 and this delay in turn postponed the completion of other outputs (e.g. the preparation of the paper and promotional materials on the simplified growth monitoring techniques).
- The training workshop (in a specific technique related to nutritional assessments) which was planned during the reporting period was not carried out, due to delays in the preparation of the paper on simplified growth monitoring techniques.

Corrective management actions have been taken to increase technical performance and prevent further delays in the completion of the above-mentioned outputs.

- The draft of the workplan for the second project year, which was scheduled for completion by the end of the year (i.e., December 31, 1992) has not been completed, due to either delays in obtaining official concurrence from U.S.A.I.D. missions regarding agreed upon WINS activities in the countries, or to frequent revisions by the missions of the timing of proposed WINS technical assistance visits to the countries. Given that the workplan for year one covers the period March 1, 1991 through February 29, 1992, and that the project office and A.I.D. Technical Officer have instituted a monthly system for planning, tracking and reporting on major project actions, the lack of a comprehensive work plan has not significantly hampered progress in achieving projected outputs.

#### **V. PROJECTED ACTIVITIES FOR THE NEXT THREE MONTHS**

- Finalize the protocol for the conduct of WINS rapid situation, program and policy analysis.
- Conduct assessment visit to Togo and Uganda.
- Conduct comprehensive assessment of nutrition context and programs in Niger.
- Prepare review paper and promotional materials on simplified growth monitoring techniques and develop a proposal for A.I.D./Washington and U.S.A.I.D. missions support for regional workshops to facilitate the application and pilot testing of these techniques in diverse program settings.
- Prepare issue paper and promotional materials on effective community-based child care supports to be promoted under the WINS project.

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

Category	Budget Amount	Inception To 12/31/91	Remaining Balance
Salaries and Wages (Incl. Paid Absences)	\$837,513	150,715.53	\$686,797.47
Fringe Benefits	209,379	33,400.96	175,978.04
Consultants	27,075	20,375.21	6,699.79
Travel & Per Diem	264,300	43,454.74	220,845.26
Training	20,000	0.00	20,000.00
Other Direct Costs	255,463	71,538.88	183,924.12
Subtotal	<u>\$1,613,730</u>	<u>319,485.32</u>	<u>1,294,244.68</u>
G&A #1	561,840	108,624.99	453,215.01
Nonexpendable Equipment and Commodities	20,000	10,340.00	9,660.00
Subtotal	<u>\$2,195,570</u>	<u>438,450.31</u>	<u>\$1,757,119.69</u>
Subcontracts			
Tufts	\$265,445	6,703.70	
ICRW	135,602	500.00	
The Travel Department(Travel)	268,970	11,785.70	
	<u>\$670,017</u>	<u>18,989.40</u>	<u>651,027.60</u>
G&A #2	33,500	949.47	32,550.53
<b>TOTAL</b>	<u><b>\$2,899,087</b></u>	<u><b>458,389.18</b></u>	<u><b>\$2,440,697.82</b></u>

Total Obligated Funding is \$723,828 leaving a remaining balance of \$265,438.82 at 12/31/91.

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. FlahertyTITLE: Vice President & TreasurerDATE: March 31, 1992