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Child Survival IX

Kavre District, Nepal

Quarterly Report
FAO-0500-A-00-3029-00
(October - December 1993)



Submitted to
Agency for International Development
Washington, D.C.

Submitted by
Adventist Development and Relief Agency
Silver Spring, Maryland

I. Narrative Report

Description of the Child Survival IX Project

The ADRA/Nepal CS IX project, located in the Kavre District of central Nepal, formally began on October 1, 1993. However, start up of actual new project activities was delayed for several weeks during the month of October 1993 while the final evaluation of the previous CS VI project was conducted. Since the CS IX project was viewed as a "follow on" to the previous CS VI project, feedback from the evaluation team was considered essential to conceptualization and planning for the new project activities.

Local preparation for the development of the Detailed Implementation Plan (DIP) began in earnest in November 1993. The technical guidelines from the Ministry of Health for each of the CS interventions were collected and reviewed. In both November and December, CS staff spent time in completion of the report of the CS IX Project Baseline Survey. Data analysis, preparation of tables and graphic presentations, and the written narrative were carried out during this quarter, with assistance from ADRA/I consultant Judy Johnston. A final draft version of the report is expected in January 1994.

Local planning for the new project was supplemented by assistance from ADRA/I. Dr. Jerald Whitehouse, Senior Technical Advisor, and Ms. Gail Ormsby, Senior Manager, spent from November 29 to December 8 in Nepal, providing an orientation to the new project, and aspects for the cooperative agreement including reporting requirements. They also facilitated a workshop which brought together local CS and ADRA/Nepal staff, and the MOH officials, to decide on programmatic aspects and priorities for the CS IX project. During those sessions it was agreed that the ADRA/Nepal CS IX project will focus on three main technical interventions:

- Family Planning/Maternal Care
- Acute Respiratory Infections
- Control of Diarrheal Disease/Nutrition related to CDD

The project's strategy is to promote heightened awareness of these health problems at the community level, particularly among mothers. This will be done utilizing the key agents who work at the community level: Mothers Groups, Community Health Volunteers (CHVs), and Traditional Birth Attendants (TBAs). Training and motivation, and support through supervision and monitoring will be done by the project field staff. Additionally, the project will provide health messages and education to mothers through female literacy classes. Health messages will be integrated into the regular literacy curriculum.

The project also works with the Ministry of Health delivery system to strengthen and improve effective service delivery of key Child Survival technical interventions in the target area.

Summary of Project Activities

In the first quarter, the ADRA/Nepal CS IX project focused on several start up activities. In addition to beginning the preparation of the DIP, the project began recruitment of several new staff members. New or revised job descriptions were written for all CS project staff. Recruitment was conducted to fill the position of the Field Coordinator, and in early January 1994, Mr. Sita Ram Devkota assumed responsibility for this position. The Field Coordinator is a key position in the new project, with responsibility for coordination of field staff, and implementation of the key technical interventions. Mr. Devkota has an academic background in public health, and has for many years worked within the Ministry of Health systems, both at the Health Post level, and most recently as a District Public Health Officer. He has extensive field experience from other districts in Nepal in implementation of ARI and CDD.

Recruitment was also initiated for a senior Public Health Nurse to fill the position of Quality of Care Supervisor within the project. By the end of December, this position had not yet been filled.

Project staff met on several occasions with the Ministry of Health staff from the District, particularly the District Health Officer (DHO). In October, an orientation to the new CS IX project was given, and a review of draft plans for the technical interventions of the CS IX project.

In November, two CS project staff participated in a Johns Hopkins University Child Survival workshop held in Bangladesh. The two participants sent from Nepal were the Administrative and Fiscal Officer, Mr. Gyanendra Ghale, and the Literacy Program Coordinator, Mr. Jayamangal Baidya.

Planning was completed during November and December for the Female Literacy Classes, which included site selection, recruitment of class instructors, and assembly of training materials. The literacy classes are scheduled to begin in January 1994 in approximately 15 sites, adjacent to the Health Posts in the target area, with an estimated 480 women enrolled for the courses. A more detailed description of the plans for the literacy classes is provided in Annex 1.

In early December, CS staff assisted the District Public Health Office in the successful implementation of an annual family planning "camp", based in an ADRA facility in Banepa. During the ten day camp, both male and female sterilization services were offered to 475 clients. CHVs with whom the CS project has worked in the previous three years, were responsible for motivating a large number of clients to attend the camp.

Since activities this quarter were devoted primarily to start up activities, such as personnel issues, and planning for the new project, implementation in technical intervention areas has not been launched. It is expected to begin during the first quarter of 1994.

II. Tables

The tables which summarize the activities undertaken during the quarter are presented in the following pages. This includes:

- FHA/PVC Child Survival Grant Program, Quarterly Performance Report
- FHA/PVC Child Survival Grant Program, Quarterly Training Report

**FHA/PVC CHILD SURVIVAL GRANT PROGRAM
QUARTERLY TRAINING REPORT**

ADRA Nepal Child Survival IX Project
(PVO/COUNTRY PROJECT)

Fourth Quarter 1993
(# QUARTER/YEAR)

FAO-0500-A-00-3029-00
(# Report)

LOCATION (Where the training was held.)	STARTING DATE	ENDING DATE	OBJECTIVE (Purpose of the training.)	TYPE (I.e. Lecture, Hands On, Workshop)	FUNDER (Paid By)	AMOUNT (Cost)
Kavre District, Dhulikhel, Nepal	30 Nov 93	03 Dec 93	CS IX Project DIP Writing & Planning Workshop	Participatory & Lecture	USAID	US\$2,273.21

PARTICIPANTS (Names of those in training)	CITIZENSHIP	GENDER (M/F)
Paul Dulhunty	Australian	Male
Jean Baker	American	Female
Gyanendra Ghale	Nepali	Male
Dr. Dan Bdr. Chhetri	Nepali	Male
Balaram Bhue	Nepali	Male
Jaya Mangal Baidya	Nepali	Male
Ravi Thapa	Nepali	Male
Rama Basnet	Nepali	Female
Anjeer Shrestha	Nepali	Female
Dr. Roshani Amatya	Nepali	Female
Narayan Prashad Satyal	Nepali	Male
Pradip Karmacharya	Nepali	Male
Madhu Sudan Satyal	Nepali	Male
Indira Adhikary	Nepali	Female
Naseeb Basnet	Nepali	Male

Principal Trainer(s)

Gail Ormsby, Senior Manager, ADRA International
Jerald Whitehouse, Senior Technical Advisor, ADRA International

Consultant(s)

Judy Johnston, LLU-MPH

**FHA/PVC CHILD SURVIVAL GRANT PROGRAM
QUARTERLY PERFORMANCE REPORT**

ADRA Nepal Child Survival IX Project
(PVO/COUNTRY PROJECT)

Fourth Quarter 1993
(# QUARTER/YEAR)

FAO-0500-A-00-3029-00

OUTPUTS The activities you plan to accomplish. If possible list activities by intervention (CDD, ALRI, GM, etc.) to be filled out at the beginning of the quarter.	PLANNED How many planned activities.	ACTUAL How many completed activities.	DEVIATION Difference between planned and actual.	OBSERVATIONS Observations or reasons for difference.
DIP Orientation	Nov 29, 1993	Nov 29, 1993		
DIP Writing Begun	Dec 5, 1993	Dec 5, 1993		Writing ongoing
Baseline Survey Write Up	Oct 15, 1993	Nov 15, 1994	1 month	Final Draft in January 1994
Job Descriptions Written	Dec 15, 1993	Dec 15, 1993		
Staff Recruitment	Dec 1, 1993	Dec 1, 1993		Field Coordinator hired
Literacy Program Planning	Dec 1, 1993	Dec 15, 1993	2 weeks	DIP Workshop was priority
CS Staff Training-Bangladesh	Nov 1, 1993	Nov 1, 1993		
FP Camp Assistance	Dec 3, 1993	Dec 3, 1993		

**FHA/PVC CHILD SURVIVAL GRANT PROGRAM
QUARTERLY PERFORMANCE REPORT**

ADRA/Nepal CS IX

1/FY 94

(PVO/COUNTRY PROJECT)

(# QUARTER/YEAR)

EXPENDITURES The expenses you plan to have. To be filled out at the beginning of the quarter.	PLANNED How much planned expenses in dollars.	ACTUAL Actual expenses for quarter.	DEVIATION Difference between planned and actual.	OBSERVATIONS Observations or reasons for difference.
PVO	39,800	29,035	10,765	Procurement items not purchased yet
A.I.D.	45,500	37,789	7,711	
TOTAL	84,300	66,824	17,476	

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**FHA/PVC CHILD SURVIVAL GRANT PROGRAM
QUARTERLY PERFORMANCE REPORT**

ADRA, Nepal, CS IX

4th Quarter, 1993

(PVO/Country Project)

(# Quarter/Year)

TRIP REPORT SUMMARY

Date: September 23 - October 6, 1993

Person Travelling Ed Baber, Senior Compliance Officer, ADRA/I

Purpose of trip

1. Check that the audit of the first two years of Child Survival VI was completed.
2. Review the finance and accounting systems, activities, and transactions for compliance to USAID, ADRA, and GAAP policies and regulations.
3. Instruct staff in the setting up of the finance and accounting systems for the new Child Survival IX.

Summary of Activities

1. Meet with the auditor who was preparing the final audit report.
2. Reviewed the accounting posting.
3. Implemented a revised time sheet to assist in recording more accurately, time allocation for activities, more accurately.
4. Worked with staff to set up the chart of accounts for the Child Survival IX project.

Persons visited:

NAME	POSITION
Gyanendra Ghale	Administrative/Fiscal Officer
K.B. Chitracar	Auditor
Dawn Dulhunty	Financial Officer



**FHA/PVC CHILD SURVIVAL GRANT PROGRAM
QUARTERLY PERFORMANCE REPORT**

ADRA, Nepal, CS IX

4th Quarter, 1993

(PVO/Country Project)

(# Quarter/Year)

TRIP REPORT SUMMARY

Date November 28 - December 9, 1993

Person Travelling Gail Ormsby, Senior Manager

Purpose of trip:

1. Review of the end of project CS VI, Evaluation draft, with project staff. General discussion about the process, and ways to improve the process and timing.
2. Review of the MOH structure. The government had just gone through another election, and the whole of the MOH was restructured. Some of the positions had not yet been named, making it more difficult to know exactly the government's response to handling some portfolios. It was believed that the primary focus of the government would be Family Planning.
3. Conduct and facilitate the Orientation Workshop, for CS IX, plus the preliminary participatory workshop for the DIP development. Reviewed the DIP guidelines. Established the key interventions, for the CS IX project, in harmony with the MOH focus.
4. Met with USAID Mission. They encouraged the project to focus interventions. Supportive of the Family Planning emphasis. They work closely with the MOH to assist with the establishment of the government's health infrastructure. USAID likewise concerned that the government have decreased their emphasis on EPI.
5. Completed a draft of the Survey results, report and analysis.
6. Completed a draft of the DIP, so that the project could focus their activities, since this was a continuation of CS VI.
7. Reviewed budget chart of accounts. Revised budget line items in terms of DIP activities. To be completed in consultation with ADRA Nepal and ADRA/I Financial department.

Persons Visited

NAME	POSITION
Paul Dulhunty	Director, ADRA Nepal
Jean Baker ADRA Project Staff	Technical Consultant, ADRA Nepal
Molly Ginerich	Deputy Chief, Office of Health and Family Planning, USAID Nepal
Barbara Winkler	Intern, Family Planning, USAID Nepal
Carol Rice	Public Health Advisor, AID Washington, Asia Bureau
	Mayor, Banepa Municipality
	Mayor, Dhulikhel Municipality
Dr Leonardo Vigna	Medical Supervisor, Scheer Memorial Hospital

**FHA/PVC CHILD SURVIVAL GRANT PROGRAM
QUARTERLY PERFORMANCE REPORT**

ADRA, Nepal, CS IX

4th Quarter, 1993

(PVO/Country Project)

(# Quarter/Year)

TRIP REPORT SUMMARY

Date: 11/28 - 12/10/93

Person Travelling: Jerald Whitehouse

Title: Senior Health Advisor, ADRA/I

Purpose of trip:

1. Participatory approach to planning the DIP.

The following items were addressed:

- a. Define the geographical area
- b. Population target
- c. Review survey results, morbidity and mortality data.
- e. Review summary of technical comments on proposal.
- f. Define interventions.
- g. Develop a training schedule.
- h. Service quality assessment.
- i. HIS.
- j. Human resources.
- k. Budget.
- l. DIP draft logframe.

Summary of Activities

1. Orientation and DIP workshop.
2. Meeting with USAID Mission.
3. Meeting with DHO.
4. Meeting with ADRA staff, planning.

Persons Visited

NAME	POSITION
Paul Dulhunty	Director, ADRA Nepal
Jean Baker ADRA Project Staff	Technical Consultant, ADRA Nepal
Molly Ginerich	Deputy Chief, Office of Health and Family Planning, USAID Nepal
Barbara Winkler	Intern, Family Planning, USAID Nepal
Carol Rice	Public Health Advisor, AID Washington, Asia Bureau
	Mayor, Banepa Municipality
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