

**Management Training and Economics Education Project for Central
and Eastern Europe
Project No. 180-0029**

**Monitoring and Evaluation Contract
Contract No. DHR-0029-C-00-5059-00**

MONTHLY PROGRESS REPORT - SEPTEMBER 1995

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submitted to

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Washington, D.C. 20523

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A. INTRODUCTION

The Management Training and Economics Education Project (MTEEP) is based on using institution-to-institution linkages to undertake short term, high impact training while simultaneously upgrading Central European institutions for long term economics education. The Project was initially approved in 1990, and is expected to continue to 30 June 1999. The purpose of this monitoring & evaluation contract is to provide technical assistance for formative monitoring and summative expert evaluation of MTEEP. Currently there are thirteen grants to U.S. universities working with partner institutions in nine Central and Eastern European countries which are covered by these services. The contract was signed in July 1995. This is the second monthly report of activities.

B. OVERALL ACTIVITY STATUS

Activities in September were a combination of startup and ongoing activities. There was a continuation of the review of grantee documents to get all team members current with project activities. A large binder of materials was received from USAID of pertinent documentation of grantee projects directly managed by ENI/HR/TE. Documents for the two new grants approved and managed by USAID/Warsaw were to be obtained separately. Country strategies and fact sheets were obtained for all countries covered by the MTEE project. A current contact list for USAID field offices was also obtained.

There was a substantial effort in obtaining and reviewing key documents from USAID and others related to reengineering efforts and performance monitoring & evaluation. Interviews were held with key USAID staff and contractors working in this area. Project directors were contacted to obtain input on M&E methodology issues. Initial internal discussions began on the philosophy and approach for the monitoring & evaluation system.

The first two newsbriefs were prepared and distributed to project directors and USAID staff (Washington and field). There is ongoing communication to establish the best method for communication with each site, e.g. fax or e-mail.

The MTEEP team began weekly staff meetings by phone. The initial monthly progress and financial reports were submitted to USAID.

Three meetings were held with the USAID Project Officer. Agreement was received from USAID on the MTEEP team project timetable, Project Directors' orientation meeting dates and content, newsbrief approach, and reporting requirements.

C. GRANTEE UPDATES

Central Connecticut State University - Poland

Spoke with Sarah Atkinson about Buddy Enk's schedule for the Project Directors' meeting.

Indiana University - Hungary

Spoke with Linda Richardson about upcoming site visit.

SUNY/OIP - Hungary

Spoke with Ron Oppen about preferences for dates for the Project Directors' meeting, and about his concerns that we were scheduling this meeting for the wrong time of the year. Oppen noted that their USAID/Budapest Project Officer, James Verdin, would be leaving September 30.

SUNY/Buffalo - Latvia

No new information.

Texas A&M - Lithuania

Talked with William Renforth, their "quality controller"/evaluation person located in Texas. They are planning to use a continuous improvement approach to evaluation, and would like to coordinate with what we do. He indicated that Robert Vichas, who is based in Lithuania, is the Project Director.

University of Delaware - Bulgaria

Spoke with Larry Donnelly about the Mission Director's concern that they had not been contacted regarding our planned site visits. In the future, the Missions will be contacted at the same time as grantees in establishing dates for site visits.

University of Maryland - Poland

No new information.

University of Minnesota - Poland

Spoke with Sarah Almquist, Randy Zimmermann's assistant, regarding dates for Project Directors' meeting. Zimmermann is to attend a USAID/Warsaw meeting on lessons learned in operating in Poland in October. The meeting is to involve all contractors involved with management training/market economy activities, not just MTEEP grantees.

University of Nebraska/Lincoln - Albania

Verified contact points for UNL and USAID/Albania. The UNL contract is scheduled to end on December 31, 1995. UNL has submitted a proposal for a two year continuance and have received no response to date. The MBA program is in the licensing process by the Albanian government; this is the key to receiving the extension.

University of Pittsburgh - Slovakia and Czech Republic

No new information.

University of Washington - Romania

No new information.

Washington State University - Romania

WSU has a new Project Officer, Kermit Moh. Moh had been to the project office the week of September 11 regarding reporting the USAID/Romania would like; Tolar will make this available at the Project Directors' meeting.

Tolar noted changes in the Romanian context since the initiation of Phase I of the WSU project - Romania has progressed greatly in gaining experience with a market economy and can now utilize more advanced programs. He felt this development would also impact the evaluation approach, which he sees as needing to address the success of the grantee to help the partner institution understand all aspects of being in "business" - personnel management, job descriptions, personnel selection, marketing of programs, etc. - as well as curriculum/program offerings.

One current issue that WSU is in the process of resolving is space availability for the Center at the Academy of Economic Studies (AES). The Ministry of Education has changed their position on providing space because of the growth of AES at the time of the Polytechnic enrollment declined.

D. PROBLEMS ENCOUNTERED/ACTIONS TAKEN

Contact with USAID field offices has been slow because of incomplete and outdated information. An updated list of contacts prepared on September 19, 1995, has been made available.

Information on the projects in Poland has been difficult to obtain because all USAID management is through the USAID/Warsaw office. Direct contact with the grantees and USAID/Warsaw will alleviate this problem.

E. CONCLUSIONS/RECOMMENDATIONS

Activities are essentially on schedule. Communications through the newsbriefs and other written means are critical to assure the various stakeholders, in the U.S. and Europe, remain informed of project activities.

F. PLANS FOR OCTOBER, 1995

- Continue review of grantee documents, other project documents
- Contract change in due date for quarterly reports acted upon
- NEWSBRIEFS #3, #4 issued
- Team Planning meeting held in Washington
- Plans, agenda for Project Directors' meeting finalized; preparation started
- Site visit itineraries agreed upon; preparation started
- Continue development work on M&E methodology
- Monthly progress, financial reports and first quarterly report to USAID

