

Maria C. Andrade-Stern
Senior Contract Administrator

Direct Dial: (202) 261-5396
FAX: (202) 728-0231
mandrade@ui.urban.org

July 30, 2003

Ms. Faye Haselkorn
EGAT/UP
United States Agency for International Development
1300 Pennsylvania Avenue
Washington, DC 20523

RE: Contract No. LAG-I-00-99-00036-00, Task Order No. 06
UI Project 06967-009, Urban Sectoral Training for USAID Staff
Quarterly Task Order Progress and Cost Report, April to June 2003

Dear Ms. Haselkorn:

Please find enclosed the *Quarterly Task Order Progress and Cost Report, April to June 2003*, Urban Sectoral Training for USAID Staff as required under Section F.12 of the above referenced contract.

Please direct any technical questions to Ms. Clare Romanik, UI/Washington at 202.261.5527 or E-mail at cromanik@ui.urban.org. Questions of a contractual nature should be addressed to me at (202) 261-5396.

Sincerely,



Maria C. Andrade-Stern

Enclosures

cc: Dale Gredler (USAID/Washington)
Clare Romanik (UI/Washington)
USAID Development Clearinghouse
IAC Deliverables File (06967-009)

**QUARTERLY TASK ORDER
PROGRESS AND COST
REPORT**

**APRIL TO
JUNE 2003**

**URBAN SECTORAL
TRAINING FOR USAID
STAFF (GLOBAL)**

Prepared for



Urban Sectoral Training for USAID Staff (Global)
United States Agency for International Development
Contract No. LAG-I-00-99-00036-00, TO No. 06

Prepared by

Clare Romanik
The Urban Institute



THE URBAN INSTITUTE

2100 M Street, NW
Washington, DC 20037
(202) 833-7200
www.urban.org

July 2003
UI Project 06967-009

QUARTERLY TASK ORDER PROGRESS AND COST REPORT

OCTOBER TO DECEMBER 2002

URBAN SECTORAL TRAINING FOR USAID STAFF (GLOBAL)

Contract No.:	LAG-I-00-99-00036-00, Task Order No. 06
Date of Issuance:	September 24, 2002
Amount Obligated Under Task Order:	\$ 119,190
Total Potential Task Order Amount:	\$ 119,190
Dollars Expended To-date:	\$ 57,354
Key Personnel:	Clare Romanik, Prime Contractor Contact 202.261.5527 cromanik@ui.urban.org

Task Order Description

Under this task order, the Urban Institute and Training Resources Group (TRG) are working with USAID's Office of Urban Programs to design three training courses for EGAT and other USAID staff. The courses create a community of practice of USAID staff who are aware of the importance of cities and who can incorporate their knowledge of urban issues into their work with other sectors. The next course, *Cities and Economic Growth*, will address the important role of cities of all sizes in economic growth. In the coming two decades, over 90 percent of the world's population growth will occur in developing world cities. Urban areas account for the lion's share of economic growth in developing and developed countries. This course will explore these trends and the factors driving urbanization in the world today.

Participants will learn about: (a) building more efficient markets through improved linkages between cities and regions; (b) private and public sector interventions that facilitate trade and investment, enhance the city's potential for economic growth, and increase participation of the urban poor in economic development; (c) local government and its role in creating an enabling environment for business development and expansion, and (d) tools and resources available to USAID officers for developing programs to help cities promote economic growth. Case studies will be used to demonstrate effective interventions.

I. HIGHLIGHTS

The planning team held a focus group with senior-level Economic Growth officers to gain their input regarding urban topics that would be most interesting and useful to Economic Growth officers.

II. PROGRESS OF MAJOR ACTIVITIES

The activities in this quarter focused on gathering information which will help the team better target the next course for Economic Growth officers. This included:

- A focus group with senior-level Economic Growth officers to gain their input regarding urban topics that would be most interesting and useful to Economic Growth officers;
- Email surveys to potential participants of the next course for similar input on possible course topics;
- Follow-up evaluations (through email) with participants who came to the course held in March from USAID missions;
- Preparation for a focus group with the Office of Urban Programs (held on July 1).

III. DELIVERABLES AND REPORTS

- (1) Summaries of the focus group, the email survey and the follow-up evaluations were shared with members of the Office of Urban Programs during the focus group held with UP Office on July 1.

IV. PROBLEMS OR DELAYS AFFECTING THE TASK ORDER PERFORMANCE

None at this time.

V. WORK PLANNED FOR NEXT REPORTING PERIOD

The next quarter will involve intensive planning and implementation for the next course. The course will be held from September 9 – 12 at the Urban Institute.

VI. SPECIFIC ACTION REQUESTED

None at this time.