



**Technical Advisors in AIDS and Child Survival Program (TAACS)
24th Quarterly Report**

Contract # HRN-C-00-98-00006-00 (TAACS III)

Contract # GPH-C-00-01-00006-00 (TAACS IV)

November 1, 2004 – January 31, 2005

OVERALL CONTRACT PERFORMANCE

Personnel and contract changes were the defining themes of this quarter. Recruitment has slowed substantially as CEDPA successfully staffed seven TAACS positions and identified finalist candidates for another two positions, currently in the hiring process. With one position remaining, CEDPA is experiencing its slowest recruitment period in over two years. This slowdown in recruitment was not unexpected by CEDPA, as the TAACS program is very near the ceiling as established yearly by Congress. However, with additional positions opening up due to attrition, CEDPA expects new positions to be available in the coming months. CEDPA looks forward to working with USAID on identifying and recruiting for these positions as they become available.

TAACS III came to a close on December 31, 2004, after seven and a half years. Over the past year, CEDPA coordinated closely with its USAID counterparts to ensure that the resources dedicated to this contract were used effectively. At the close of the contract, almost 97 percent of the contract's total ceiling had been obligated and CEDPA expects that 100 percent of the funding will be expended towards carrying out the Agency's goals. In the coming months, the TAACS Team will work closely with the CTO and her colleagues to ensure that the contract's closeout is smooth and transparent.

After a little more than two years at the program's helm, Bob Chase stepped down as the TAACS Program Director in December 2004. Bob fostered a great sense of teamwork both within CEDPA and with our USAID colleagues and his contributions will be missed. CEDPA has successfully recruited a new Program Director, Gerald Wein, and is awaiting USAID's approval of his selection.

PERSONNEL

Start of Contract

During this quarter, CEDPA placed the following seven individuals:

Ann Lion Coleman Reproductive Health Advisor for Training and Performance Improvement, GH/PRH/SDI (TAACS III). She replaced Jim Griffin, who transferred to USAID/Afghanistan in July 2004. Ms. Lion Coleman started her TAACS contract on November 5, 2004.

- Shelagh O'Rourke HIV/AIDS Care and Treatment Advisor, REDSO/ESA, Nairobi (TAACS IV). Ms. O'Rourke transferred from USAID/Nigeria to REDSO/ESA on November 15, 2004.
- Nahed Matta Senior Maternal and Newborn Health Advisor, GH/HIDN/MCH (TAACS III). Ms. Matta, who began her TAACS contract on January 3, 2005, replaced Patricia Stephenson, who completed her contract with CEDPA in July 2004.
- Lyndon Brown Asia and the Near East Regional Specialist, GH/RCS (TAACS III). This is the replacement position for Cathy Thompson, who resigned her position in July 2004. Mr. Brown started his TAACS contract on January 3, 2005.
- Kellie Stewart HIV/AIDS Advisor, USAID/Honduras (TAACS IV). Ms. Stewart started her TAACS contract on January 3, 2005.
- Don Holsinger Senior Basic Education Advisor, USAID/Egypt (TAACS III). Mr. Holsinger, who began his TAACS contract on January 17, 2005, replaced Michelle Ward-Brent, who completed her contract with CEDPA in August 2004.
- Daniel Halperin HIV/AIDS Prevention and Behavior Change Communication Specialist, Regional HIV/AIDS Program for Southern Africa (TAACS IV). A former Washington-based TAACS who switched to another USAID hiring mechanism in July 2004, Daniel returned to CEDPA on January 24, 2005 as an overseas TAACS based in Mbabane, Swaziland.

Selected Candidates

As of February 1, 2005, the following two finalist candidates have been selected and are in the course of completing the hiring and placement process:

- Elisa Ballard Selected as the Strategic Information Manager, USAID/Nigeria (TAACS IV).
- Maria Lourdes Francisco Selected as the Child Health Advisor, GH/MCH/HIDN (TAACS IV). This is the replacement position for Elizabeth Fox, who resigned her TAACS position in September 2004 to assume a direct hire position with the Agency.

Recruitment Underway

Senior Education Specialist, EGAT/ED, formerly known as the Basic Education Field Support Advisor (TAACS III). This position was put on hold in November 2003 and resurrected in March 2004 by USAID. It is the follow-on position to the one held by Mitch Kirby in AFR/SD. The USAID hiring manager and his committee selected a candidate in October 2004; CEDPA is currently waiting for the Administrator's Chief of Staff to approve the position and candidate

selection.

Position on Hold

Reproductive and Child Health Team Leader, USAID/Indonesia (TAACS IV). CEDPA received the scope of work and transmittal for this position on February 13, 2004, as a follow-on to Monica Kerrigan, who was scheduled to leave post in June 2004. A month later, CEDPA received an email from Molly Gingerich, Ms. Kerrigan's supervisor, indicating that Ms. Kerrigan agreed to a one-year extension of her contract. Therefore, the Mission requested this position be put on hold until June 2005 when it may be re-recruited.

Prevention of Mother to Child Transmission and Antiretroviral Technical Advisor, USAID/Nigeria (TAACS IV). This position is on hold while the mission reevaluates its internal staffing needs.

Contract Renewals and Extensions

At USAID's request, CEDPA renewed or extended the contracts of the following seven TAACS:

Amy Cunningham	Extended to June 30, 2005
Samia Altaf	Extended to January 27, 2006
Lindsay Stewart	Extended to September 27, 2006
Ellen Ogden	Extended to September 27, 2006
Dale Gibb	Extended to September 27, 2006
Peg Marshall	Extended to September 27, 2006
Vijitha Eyango	Extended to September 27, 2006

Completion of Tour/Resignations/Terminations

CEDPA experienced one resignation and two terminations during this quarter:

- David Hausner, Senior Advisor for HIV/AIDS, USAID/Cambodia, resigned on January 4, 2005 after three years of service with the TAACS Program.
- Alice Morton, Senior HIV/AIDS Advisor, USAID/Haiti, had her TAACS employment agreement amended to end on January 25, 2005.
- John Swallow, Senior Basic Education Advisor, LAC/RSD/HRD, had his employment agreement amended to end on February 17, 2005.

ADMINISTRATIVE AND TECHNICAL SUPPORT

At the beginning of this quarter, CEDPA was providing administrative support for 67 TAACS (55 Health and 12 Education); at the end of this quarter, CEDPA was supporting 72 TAACS (59 Health and 13 Education) a net increase of five. CEDPA is completing the hiring process or actively recruiting for an additional three positions, which, assuming no dropouts would bring CEDPA to a total of 75 active positions under the TAACS program.

Computers

During this quarter, WDSG procured five monitors, two desktops, three laptops, two printers and reassigned one printer. The reassigned equipment was originally purchased for an Afghanistan

position; however, the Mission reevaluated its computer configuration and decided that it was best to provide the TAACS assigned to Afghanistan with Mission-purchased and supported equipment. WDSG also provided a significant amount of technical support to many TAACS based in Washington and overseas; this support included technical advice, numerous repairs, and additional materials such as toner cartridges, printer cables, and special purpose software. Procurement, repair and technical support details can be found in the attached WDSG reports (Attachment 2).

In addition to the computer equipment purchased through WDSG, CEDPA procured one personal digital assistant (PDA) for a Washington-based TAACS.

Obligations, Expenditures and Level of Effort (LOE)

CEDPA received one contract amendment against TAACS III this quarter. This amendment added monetary value totaling \$834,925 to the contract, bringing the cumulative funds obligated to TAACS III to \$59,739,351, or 96.7 percent of the total value of the contract. As of November 30, 2004, CEDPA expended \$58,104,785 against the TAACS III contract (94.9% of the contract ceiling and 97.3% of the total current obligations against the contract) with one month remaining on the agreement.

CEDPA received one contract amendment against TAACS IV this quarter. This amendment added monetary value totaling \$210,000 to the contract, bringing the cumulative funds obligated to TAACS IV to \$17,675,126, or 57 percent of the total value of the contract. As of November 30, 2004, CEDPA expended \$4,600,367 against the TAACS IV contract (14.9% of the contract ceiling and 26% of the total current obligations against the contract) with slightly less than two years remaining on the agreement.

As of mid December 2004, CEDPA used 89 percent of TAACS III's total authorized level of effort of 3052 person months (Attachment 3).

Personnel Changes

After two and a quarter years as the TAACS Program Director at CEDPA, Bob Chase resigned effective December 31, 2004 to assume the position of Interim President of World Learning. CEDPA notified USAID of his resignation in November 2004. Recruitment has been completed for a new Program Director and ended with the appointment of Gerald Wein. Mr. Wein has a wealth of USAID experience, gathered while holding such positions as Deputy Mission Director for Nicaragua, Tunisia and Ecuador, Food Aid Coordinator for the Asia and the Near East Bureau, and as the Project Director for the Partnerships in Health Reform project. Over the last seven years, Mr. Wein has undertaken numerous consultancies for USAID for a variety of development firms. CEDPA is currently awaiting USAID approval of his appointment.

KEY ACTIONS AND UPCOMING ISSUES FOR THE NEXT QUARTER

February 1, 2005 to April 30, 2005

OVERALL CONTRACT

Over the next quarter, the TAACS Team at CEDPA will work with USAID on the closeout of TAACS III while ensuring that the contracts' resources are maximized for the benefit of USAID. If USAID concurs with his selection, the new Program Director, Gerald Wein, will assume his position on February 28, 2005.

Recruitment

During this period, CEDPA will complete the hiring process for two TAACS who have been selected: Elisa Ballard, Strategic Information Manager, USAID/Nigeria; and Maria Lourdes Francisco, Child Health Advisor, GH/MCH/HIDN. CEDPA also expects to be advised of the decision concerning the Senior Education Specialist, EGAT/ED. Recruitment will be initiated for any new positions whose scopes of work are received by CEDPA during the quarter.

Administrative Support

Early in the next contract quarter, the TAACS team plans on publishing its next edition of the newsletter CONNECT. The team also plans on hosting a session at the RRB for TAACS to meet the new Program Director and to provide a forum where TAACS can talk with the other team members about issues of interest/concern to them. CEDPA will also work with USAID to schedule and develop the next TAACS training course.

Technical Support

WDSG plans to complete purchase for previously approved equipment to newly selected and placed TAACS, and procure equipment for the positions in process/recruitment as needed.

ATTACHMENTS

1. CEDPA TAACS III and TAACS IV Advisors Summary Tables
2. WDSG Reports
3. TAACS III Level of Effort Report
4. Summary Travel Report
5. Health Advisors Individuals Reports
6. Education Advisors Individual Reports

Last Name	First Name	Cost Center	Location	Contract Start	Contract End	Status
Abeyta-Behnke	Mary Ann	448038	Ethiopia	11/11/2004	11/26/2005	Active
Adams	Rebecca	445400	United States	1/1/2005	10/19/2005	Active
Agarwal-Harding	Seema	440700	United States	9/27/2004	9/26/2006	Active
Allman	James	448033	Tanzania	4/1/2003	9/27/2006	Active
Altaf	Samia	447013	Pakistan	1/1/2005	1/27/2005	Active
Bacheller	Susan	444600	United States	1/1/2005	9/27/2006	Active
Barker	Brad	447043	Senegal	1/1/2005	9/4/2005	Active
Bateman	Osgood Masee	447010	India	1/1/2005	1/21/2006	Active
Bornbusch	Alan	440100	United States	12/16/2002	9/27/2006	Active
Brown	Lyndon	446400	United States	1/3/2005	9/27/2006	Active
Bruns	David	447040	Uganda	1/1/2005	8/14/2005	Active
Clary	Timothy	447051	Ukraine	1/1/2005	1/10/2006	Active
Clements	Andrew	443900	United States	1/1/2005	7/31/2005	Active
Cook	Gary	442100	United States	1/1/2005	8/1/2005	Active
Cooney	Kristin	448039	Ghana	11/11/2004	10/16/2005	Active
Cunningham	Amy	448040	Uganda	4/17/2003	4/16/2005	Active
Davis	Cornelia	447249	Kenya	1/1/2005	9/25/2006	Active
Eyango	Vijitha	440400	United States	1/22/2003	1/21/2005	Active
Fitch	Nancy	447168	Rwanda	1/1/2005	4/27/2006	Active
Friedman	Matthew	447057	Thailand	1/1/2005	8/3/2005	Active
Gibb	Dale	441100	United States	1/1/2005	9/27/2006	Active
Griffin	James	448026	Afghanistan	7/23/2004	7/22/2005	Active
Halperin	Daniel	448041	Swaziland	1/24/2005	9/27/2006	Active
Harbison	Sarah	441500	United States	1/1/2005	8/31/2005	Active
Hatch	John	442900	United States	1/1/2005	12/31/2005	Active
Hayman	Janet	447210	India	1/1/2005	9/27/2006	Active
Holsinger	Donald	447221	Egypt	1/17/2005	9/27/2006	Active
Howard	Mildred	447121	Egypt	1/1/2005	1/27/2006	Active
Kerrigan	Monica	448017	Indonesia	5/10/2002	6/30/2005	Active
Kirby	Mitchell	448149	Kenya	2/10/2003	6/18/2005	Active
Lans	Deborah	441200	United States	1/1/2005	5/31/2005	Active
Lazell	Charlotte Kirk	447067	Namibia	1/1/2005	9/14/2006	Active
Levitt-Dayal	Marta	448047	Zambia	10/17/2003	10/16/2005	Active
Lewing-Fineman	Tara	441000	United States	1/1/2005	5/14/2005	Active
Lion Coleman	Ann	446100	United States	1/1/2005	9/27/2006	Active
Lowenthal	Nancy	440300	United States	5/5/2003	5/4/2005	Active
Luchsinger	Lisa	447147	Zambia	1/1/2005	5/31/2006	Active
Lyons	Maryinez	447449	Kenya	1/1/2005	9/15/2006	Active
Mahanna	Paul	445900	United States	1/1/2005	9/19/2006	Active
Malloy	Edward	442800	United States	1/1/2005	8/17/2005	Active
Marshall	Margaret	444000	United States	1/1/2005	9/27/2006	Active
Malta	Nahed	446500	United States	1/3/2005	9/27/2006	Active
McCloud	James	448126	Afghanistan	9/10/2004	9/9/2005	Active
McKinney	Susan	445100	United States	1/1/2005	8/21/2005	Active
Meinke	Timothy	443800	United States	1/1/2005	7/8/2005	Active
Meites	Margaret	444800	United States	1/1/2005	7/10/2005	Active
Monaghan	Susan	447133	Tanzania	1/1/2005	9/14/2006	Active
Morton	Alice	447280	Haiti	1/1/2005	1/31/2005	Active
Norton	Susan Maureen	442400	United States	1/1/2005	9/7/2005	Active
Novak	John	441700	United States	1/1/2005	9/27/2006	Active
O'Rourke	Shelagh	448249	Kenya	11/15/2004	9/27/2006	Active
Ogden	Elynn	441800	United States	1/1/2005	9/27/2006	Active
Olson	Clifford	447114	Bangladesh	1/1/2005	1/26/2006	Active
Peniston	Anne	447112	Nepal	1/1/2005	8/26/2005	Active
Quain	Estelle	440500	United States	8/7/2002	9/6/2006	Active

Last Name	First Name	Cost Center	Location	Contract Start	Contract End	Status
Reynolds-Cooper	Sonjai	447082	Jamaica	1/1/2005	11/16/2005	Active
Rifkin	Norman	440600	United States	5/28/2004	5/27/2006	Active
Seligman	Barbara	441400	United States	1/1/2005	7/9/2006	Active
Shelley	Joyce Karen	448064	Mozambique	2/23/2004	2/22/2006	Active
Sonnichsen	Cheryl	447149	Kenya	1/1/2005	9/27/2006	Active
Sow	Christine	448030	Mali	4/1/2003	3/31/2005	Active
Stanton	Mary Ellen	442600	United States	1/1/2005	6/30/2005	Active
Stewart	Keffie	448079	Honduras	1/3/2005	9/27/2006	Active
Stewart	Lindsay	444900	United States	1/1/2005	9/27/2006	Active
Stout	Maria	447171	Guatemala	1/1/2005	7/5/2005	Active
Swallow	John	445800	United States	1/1/2005	2/16/2006	Active
Taylor	Melinda	447031	Nigeria	1/1/2005	6/30/2005	Active
Terrell	Stanley	447083	Guatemala	1/1/2005	6/30/2006	Active
Trostle	Richard Murray	442500	United States	1/1/2005	8/17/2005	Active
Wainwright	Emily	444400	United States	1/1/2005	10/14/2005	Active
Wilson	Melinda	447041	South Africa	1/1/2005	6/10/2005	Active
Wright	Susan	445300	United States	1/1/2005	10/2/2005	Active
Allen	Pamela	437032	Ghana	9/3/2002	9/2/2004	Completed
Allman	James	437036	Madagascar	10/1/1998	3/31/2001	Completed
Allman	James	437039	Cote d'Ivoire	4/1/2001	3/31/2003	Completed
Alvarez	Benjamin	434200	United States	11/13/2001	2/21/2004	Completed
Bacheller	Susan	435500	United States	6/26/2001	11/3/2002	Completed
Cavanaugh	Karen	431900	United States	1/8/1999	4/9/2000	Completed
Cavanaugh	Karen	433200	United States	4/10/2000	8/9/2002	Completed
Cooney	Kristin	437139	Ghana	10/17/2003	11/10/2004	Completed
Dixon	Roger	433300	United States	7/17/2000	9/30/2002	Completed
Dykstra	Anne	432200	United States	2/5/2001	2/5/2003	Completed
Etyemezian	Nina	437165	Morocco	7/20/1999	10/12/2001	Completed
Fox	Elizabeth	431300	United States	8/19/1999	9/7/2004	Completed
Friedman	Matthew	437014	Bangladesh	5/1/1999	8/3/2003	Completed
Gagne	Bernard	437061	Benin	5/19/2000	8/2/2000	Completed
Getson	Alan	431600	United States	10/1/1999	12/31/2002	Completed
Griffin	James	433700	United States	8/19/2002	7/22/2004	Completed
Halperin	Daniel	433600	United States	8/31/2001	7/23/2004	Completed
Halpert	Peter	437042	Guinea	1/14/1999	12/3/1999	Completed
Hayman	Janet	437049	Kenya	1/25/1999	9/30/2004	Completed
Jenkins	Carol	437124	Cambodia	10/15/2001	7/15/2003	Completed
Jennings	Gerald	434300	United States	3/11/2002	7/30/2004	Completed
Kirby	Mitchell	433400	United States	10/1/2001	2/9/2003	Completed
Landry	Stephen	435700	United States	12/31/1998	3/2/2000	Completed
Landry	Stephen	433100	United States	3/3/2000	4/18/2003	Completed
Milani	Taraneh	437052	Russia	7/3/2002	3/6/2004	Completed
Nolan	Nancy	437380	Haiti	9/18/1998	9/17/2000	Completed
O'Rourke	Shelagh	437131	Nigeria	9/24/2001	11/14/2004	Completed
Pressman	Willa	432300	United States	2/8/1999	10/4/2002	Completed
Quain	Estelle	432700	United States	9/1/1999	8/6/2002	Completed
Rambaud	Marylee	435600	United States	1/4/1999	1/14/2000	Completed
Range	Elizabeth	434100	United States	6/4/2001	7/11/2003	Completed
Roziewski	Danielle	437081	Nicaragua	9/1/1999	9/30/2002	Completed
Scholl	Edward	437071	Guatemala	3/1/2001	6/9/2003	Completed
Shelley	Joyce Karen	437047	Zambia	6/7/1999	1/26/2004	Completed
Sow	Barbara	437143	Senegal	2/1/1999	7/8/2001	Completed
Sow	Barbara	437068	Rwanda	7/9/2001	12/19/2003	Completed
Stephenson	Patricia	433500	United States	11/1/2000	7/9/2004	Completed
Thompson	Catherine	437012	Nepal	5/1/1999	6/30/2003	Completed
Timberlake	Janis	437033	Tanzania	4/26/1999	7/6/2004	Completed
Timyan	Judith	437080	Haiti	8/31/2001	11/15/2002	Completed
Ward-Brent	Michelle	437021	Egypt	8/29/1999	8/27/2004	Completed
Warren	Marion	437180	Haiti	9/1/1999	8/31/2002	Completed
Wright	Susan	437065	Morocco	10/3/1998	10/2/2003	Completed

TAACSI
WDSG QUARTERLY REPORT
(October 01 - December 31, 2004)

1.0 Introduction

This is the Washington Decision Support Group's (WDSG) twenty-fourth, and final quarterly report submitted to CEDPA under Contract No. HRN-C-00-98-00006-00. Appendix I contains copies of WDSG's monthly reports for the twenty-fourth quarter (submitted previously) illustrating expenditures and the level of effort to date.

2.0 Accomplishments

2.1. Procurement of Hardware/Software

During this period, WDSG purchased hardware equipment for the following positions/TAACS:

- monitor for Maryinez Lyons, REDSO/ESA
- monitor and Publisher software for Sonjai Reynolds-Cooper, Jamaica
- mouse for Peg Marshall, LAC/RSD/PHN
- printer cartridges for the RRB/Dale Gibb
- laptop for Janet Hayman, India
- monitor, laptop and peripherals, printer and peripherals for Cheryl Sonnichsen, Kenya
- Gary Cook, ANE: laptop and peripherals (originally purchased for Afghanistan and reassigned)

2.2. Technical Assistance

WDSG continues to update its inventory begun last quarter. The inventory contains a listing of all hardware/software purchased under the TAACSIII contract and is cross-referenced with software licenses. In addition, WDSG continues cross-reference original purchases with re-assignments. As this contract is now complete, all inventory of equipment will be transferred to the TAACSIV contract.

WDSG provided support for end-users in the RRB and overseas. TA included, inter alia

- ▼ config and ship laptop to Janet Hayman, India;
- ▼ reassigned laptop for Maureen Norton; upgraded, tested and updated;
- ▼ config and delivery of Sonnichsen's laptop and equipment;
- ▼ Millie Howard laptop problems: sent email with instructions;
- ▼ updated NAV and applied all patches and updates for John Hatch's laptop;
- ▼ lap top reassignments: upgrade, update and test;
- ▼ config, test, delivery of laptop for Gary Cook;
- ▼ Ed Malloy laptop problems; received loaner, set to IBM to replace power supply, bios; returned;

WDSG spent an inordinate amount of time tracking down a contact person at IRM and getting the imaging process for the desktops squared-away.

2.3. Inventory

See Appendix II



3.0. Problems Encountered

The problem of storing/disposing of old TAACS computer equipment has not been resolved.

This is from the last (two) quarterly report(s):

In August 2003, WDSG delivered a desktop for Andrew Clements. Following protocol, IRM removed the hard disk and gave it to WDSG so we could use it for imaging. (WDSG used Clements' machine to build the "image" that we use for RRB and overseas desktops.) We gave IRM a newly imaged drive to put in and asked that it be delivered to Clements. The former contractor, CSC, dropped the ball and a desktop was never delivered. SRA (and new sub Northrup Grumman) are working on it and think they can find it and deliver it. As of this writing, the hard drive is still lost.

The status remained the same during the last quarter, with one exception. IRM did find the hard drive and was supposed to image and install it.

As of this writing, IRM still had not found said cpu; it's "lost" again somewhere in the RRB. We will continue to look for the cpu and pressure IRM to help.

WDSG has been able to find a contact at IRM to help with the imaging of cpu's. Hopefully this will decrease turn-around time for delivery of equipment to the RRB.

4.0 Plans for Next Reporting Period

This is the last quarterly report under contract HRN-C-00-98-00006-00. Thus, any unfinished and continuing work will be transferred to contract GPH-C-00-01-00006-00.

5.0 Expenditures and Level of Effort

See Appendix I.



WASHINGTON
DECISION
SUPPORT
GROUP,
INC.

WDSG Quarterly Report
TAACS IV Contract #: GPH-C-00-01-00006-00
October 01 - December 31, 2004

1.0 Introduction

This is the Washington Decision Support Group's (WDSG) eleventh quarterly report submitted to CEDPA under Contract No. GPH-C-00-01-00006-00. Appendix I contains copies of WDSG's monthly reports for the eleventh quarter (submitted previously) illustrating expenditures and level of effort to date.

2.0 Accomplishments

2.1. Procurement of Hardware/Software

During this period, hardware/software was purchased for the following:

- Shelagh O'Rourke, REDSO/ESA: laptop and peripherals, portable printer and peripherals
- Vijitha Eyango, ANE: monitor, desktop, printer
- Estelle Quain, GH/OHA: laptop and peripherals
- Swaziland: ups, monitor, desktop (printer originally purchased for Afghanistan reassigned to Swaziland).

Supervisors in REDSO/ESA, Nigeria, and Swaziland missions were contacted regarding new positions and computer needs (see above). Equipment for the Nigeria and Indonesia missions remains on hold.

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2.2 Technical Assistance

WDSG continued to update an inventory of all computer equipment purchased under the TAACSIV contract. This equipment is cross-referenced with software licenses. A copy of the inventory can be found in Appendix II.

WDSG provided support for end-users in the RRB and overseas. TA included, inter alia

- Estelle Quain - laptop viruses, and hardware failures, etc. WDSG reassigned another laptop to her but it did not work out. We fixed up her old laptop so she could take it on TDY. We received approval for a new laptop; config and delivery;
- config and replaced Vijitha Eyango's desktop/monitor; in addition she had a problem with her laptop (fixed on-site);
- config; test and delivery of Shelagh O'Rourke's laptop (sent printer to mission);
- config, test of Swaziland desktop;

2.3. TACOMIS

- Built and installed new host kernel for TACOMIS to improve performance and security. TACOMIS runs on the LINUX operating system and WDSG keeps abreast of necessary upgrades/security updates as required. From time to time WDSG builds and installs an updated "kernel" to maintain performance and security.
- Built and installed httpd 2.0 50 to tacomis.wdsg.com and tested; TACOMIS is accessed using a web browser (Netscape, IE, Firefox, Mozilla) instead of a dedicated client. This means that the TACOMIS server uses a "web server" to provide the application to the user. WDSG upgraded the system to take advantage of the latest server technology (version 2.0). This makes the system both more reliable and easier to secure.

- CEDPA reported (very unusual) problems accessing TACOMIS. WDSG evaluated the access to the system from multiple ISP's and verified that while some temporary Internet problems existed, including a major "peering" failure, TACOMIS was live and available. The USAID TACOMIS site resides in a secure facility in northern Virginia and is served by multiple power grids and Internet Service Providers including ATT and MCI.
- CEDPA reported problems with data following an import of audit data from the 12/17/05 interim data export. WDSG evaluated the data and discovered that it was using an older report format. We worked with the accounting department to rerun the data using the new report and performed a series of tests. We were able to identify several data entry errors at the same time by comparing system data to corrected tables provided by Susan Masse. All new exports from the accounting department conform to the correct format and the old report has been removed from the system.

Below is a glimpse into some of the technical processes spawned during this quarter to check/correct problems.

"Root transaction problem as reported by Susan Masse: researched, code reviewed. Checked slave replication status on *public.tacomis.com*; followed-up with accounting re: export files, tested updated system against spreadsheet; checked imported records against corrected records; changed welcome.cfm to post maintenance message; archived Fundware files from sbm/tacomis, archive var/lib/tacomis directory and made snapshot of database; loaded current data to test database and check against spreadsheet; reparsed data files and re-imported to test database; checked Fundware files for total against cost center expenditures; re-imported data into test database to check cost centers 43706 etc; tested import/export of tblexpense data on test server; backedup TACOMIS files; loaded tblexpense from test server to production server; ensured public server is in sync with CEDPA after table manipulations; removed spool and archived files from production and replaced."

3.0. Problems Encountered

None.

4.0 Plans for Next Reporting Period

- technical support as required for all TAACS IV personnel;
- determination of additional requirements for new recruits;
- continue procurement, and order equipment as approved;
- update inventory;
- testing, configuration, shipment of hardware/software for new TAACS;
- continue support, refinement (tweaks) of TACOMIS; demonstrations to TAACS, GH.

5.0 Expenditures and Level of Effort

See Appendix I.

August 2004 - December 2004

Advisor	Start Date	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Annual Total	Previous Project Total	Project Total
Wright	10/03/98	0.772	0.809	0.816	0.831	0.817	4.05	55.12	59.16
Novak	11/01/98	0.875	0.438	0.831	0.875	0.788	3.81	54.94	58.74
Adams	12/07/98	0.875	0.831	0.782	0.870	0.788	4.15	53.66	57.81
Ogden	01/02/99	0.875	0.831	0.744	0.875	0.788	4.11	54.79	58.90
Lewing	01/15/99	0.416	0.717	0.700	0.711	0.686	3.23	48.51	51.74
Hayman	01/24/99	0.700	0.744	0.831	0.438	0.788	3.50	51.18	54.68
Friedman	05/01/99	0.175	0.788	0.831	0.656	0.817	3.27	50.57	53.84
Thompson	05/01/99	0.088	0.000	0.000	0.000	0.000	0.09	47.95	48.04
Malloy	06/01/99	0.700	0.668	0.668	0.668	0.642	3.35	42.10	45.44
Stanton	06/30/99	0.875	0.831	0.777	0.875	0.755	4.11	49.34	53.46
Cook	08/02/99	0.585	0.831	0.816	0.788	0.755	3.77	48.61	52.38
Trostle	08/18/99	0.788	0.569	0.788	0.875	0.759	3.78	46.73	50.50
Harbison	09/01/99	0.788	0.656	0.788	0.831	0.730	3.79	37.52	41.31
Norton	09/08/99	0.831	0.525	0.831	0.788	0.748	3.72	46.70	49.42
Terrell	10/01/99	1.275	0.772	0.831	0.744	0.733	4.35	43.88	48.23
Hatch	01/01/00	0.766	0.831	0.700	0.826	0.764	3.89	43.94	47.83
Seligman	07/10/00	0.722	0.799	0.788	0.843	0.744	3.89	37.64	41.53
Lazell	09/15/00	0.875	0.799	0.831	0.831	0.730	4.07	35.26	39.32
Sonnichsen	11/20/00	0.875	0.804	0.831	0.831	0.788	4.13	33.81	37.93
Howard	01/28/01	0.875	0.438	0.350	0.831	0.730	3.22	31.56	34.78
Gibb	03/01/01	0.531	0.831	0.673	0.875	0.774	3.68	30.07	33.75
Taylor	04/23/01	0.569	0.831	0.788	0.831	0.555	3.57	29.32	32.90
Lans	06/01/01	0.744	0.700	0.831	0.875	0.788	3.94	31.22	35.15
Wilson	06/11/01	0.700	0.875	0.875	0.848	0.700	4.00	29.37	33.37
Bacheller	06/26/01	0.673	0.831	0.782	0.780	0.788	3.85	29.69	33.55
Meinke	07/09/01	0.875	0.613	0.547	0.788	0.671	3.49	27.73	31.23
Clements	08/01/01	0.831	0.831	0.831	0.350	0.766	3.61	27.03	30.63
Bruns	08/15/01	0.875	0.831	0.831	0.656	0.292	3.49	25.78	29.26
Barker	09/05/01	0.875	0.656	0.438	0.613	0.817	3.40	28.55	31.94
Wainwright	10/15/01	0.656	0.814	0.831	0.613	0.700	3.61	24.82	28.43
Abeyta-Behnke	11/27/01	0.875	0.831	0.569	0.831	0.671	3.78	24.37	28.15
Bateman	01/22/02	0.831	0.788	0.809	0.744	0.759	3.93	21.76	25.69
Hausner	01/24/02	0.175	0.831	0.656	0.744	0.584	2.99	22.57	25.56
Allen	09/03/02	0.831	0.410	0.000	0.000	0.000	1.24	16.38	17.62
Davis	09/26/02	0.875	0.875	0.788	0.831	0.700	4.07	16.81	20.88
Altaf	01/28/03	0.875	0.831	0.831	0.865	0.555	3.96	15.52	19.47
Stewart	02/03/03	0.875	0.269	0.831	0.831	0.700	3.51	14.07	17.58
Marshall	04/04/03	0.875	0.831	0.788	0.656	0.656	3.81	11.91	15.72
Stout	07/06/03	0.219	0.875	0.843	0.831	0.634	3.40	10.15	13.55
Meites	07/10/03	0.853	0.788	0.733	0.777	0.620	3.77	10.42	14.19
Clary	07/11/03	0.857	0.656	0.782	0.831	0.513	3.64	9.99	13.63
Morton	07/30/03	0.875	0.875	0.875	0.744	0.481	3.85	9.24	13.09
McKinney	08/22/03	0.875	0.394	0.875	0.875	0.817	3.84	9.18	13.02

Advisor	Start Date	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Annual Total	Previous Project Total	Project Total	
Peniston	08/27/03	0.350	0.831	0.831	0.700	0.817	3.53	8.68	12.21	
Cooney	10/17/03	0.481	0.656	0.875	0.875	0.671	3.56	7.93	11.49	
Reynolds-Cooper	11/17/03	0.875	0.744	0.831	0.788	0.642	3.88	6.43	10.31	
Olson	01/27/04	0.875	0.613	0.831	0.831	0.613	3.76	5.02	8.79	
Swallow	02/17/04	0.656	0.826	0.668	0.875	0.817	3.84	4.32	8.16	
Fitch	04/28/04	0.875	0.875	0.875	0.788	0.872	4.28	2.36	6.65	
Luchsinger	06/01/04	0.875	1.313	0.525	0.875	0.584	4.17	1.75	5.92	
Monaghan	09/15/04	0.000	0.131	0.788	0.875	0.730	2.52	0.00	2.52	
Lyons	09/16/04		0.088	0.875	0.875	0.875	2.71	0.00	2.71	
Mahanna	09/20/04			0.788	0.816	0.730	2.33	0.00	2.33	
Lion-Coleman	11/05/04			0.000	0.263	0.788	1.05	0.00	1.05	
Nolan	09/17/98						0.00	20.09	20.09	contract ended 8/15/00
Rambaud	01/04/99						0.00	10.78	10.78	contract ended 1/7/00
Halpert	01/14/99						0.00	9.40	9.40	contract ended 12/3/99
Etyemezian	07/20/99						0.00	21.89	21.89	contract ended 10/12/01
Gagne	05/19/00						0.00	3.22	3.22	contract ended 8/31/00
Cavanaugh	01/08/99						0.00	35.41	35.41	resigned 8/9/02
Quain	09/01/99						0.00	29.10	29.10	switched to T IV 8/7/02
Warren	08/30/99						0.00	27.93	27.93	resigned 8/30/02
Pressman	02/08/99						0.00	35.90	35.90	resigned 10/4/02
Dixon	07/17/00						0.00	20.42	20.42	contract ended 9/30/02
Roziewski	09/01/99						0.00	28.51	28.51	contract ended 9/30/02
Timyan	08/31/01						0.00	10.70	10.70	resigned 11/15/02
Getson	09/30/99						0.00	26.65	26.65	resigned 12/31/02
Dykstra	02/05/01						0.00	18.06	18.06	contract ended 2/4/03
Kirby	10/01/01						0.00	22.80	22.80	switched to T IV 12/31/03
Allman	10/01/98						0.00	42.74	42.74	switched to T IV 4/1/03
Landry	12/31/98						0.00	42.97	42.97	resigned 4/18/03
Scholl	03/01/01						0.00	21.04	21.04	resigned 6/9/03
Range	06/04/01						0.00	20.00	20.00	resigned 7/11/03
Jenkins	10/15/01						0.00	16.90	16.90	resigned 7/15/03
Kerrigan	05/10/02						0.00	6.99	6.99	on T III from 1/1/03 to 8/15/03
Sow, B.	03/01/99						0.00	45.38	45.38	resigned 12/19/03
Alvarez	11/13/01						0.00	18.00	18.00	contract ended 2/21/04
Shelley	06/07/99						0.00	44.07	44.07	switched to T IV 2/23/04
Milani	07/03/02						0.00	15.39	15.39	resigned 3/6/04
Griffin	08/19/02						0.00	17.53	17.53	switched to T IV 7/23/04
Timbertake	04/25/99						0.00	48.19	48.19	resigned 7/6/04
Halperin	08/31/01						0.00	26.20	26.20	contract ended 7/23/04
Stephenson	11/01/00						0.00	34.47	34.47	resigned 7/31/04
Ward Brent	08/29/99	0.656					0.66	44.44	45.10	resigned 8/27/04
Fox	08/19/98	0.853					0.85	47.38	48.24	resigned 9/7/04
Jennings	03/11/02	0.214					0.21	23.40	23.62	resigned 7/30/04
O'Rourke	09/24/01	0.875	0.831	0.788	0.044		2.54	25.57	28.11	switched to T IV 11/15/04
Total Advisors							194.60	2286.78	2481.38	
Director		0.624	0.427	0.452	0.550	0.578	2.63	30.57	33.30	
Manager		1.601	1.356	1.608	1.619	1.499	7.68	62.63	70.32	
Associate		2.756	2.739	2.734	2.888	2.331	13.45	95.75	109.19	
WDSG		0.345	0.380	0.323	0.282	0.010	1.34	19.64	20.98	
Other							0.00	0.64	0.64	
Subtotal							25.10	209.33	234.43	
Total LOE (10.5 person months)							219.70	2496.11	2715.81	

TAACS Contract LOE:	3052.0
LOE Used:	89.0%

TAACS Travel Summary

Region	Total Trips	Total Fares	Average Fare	Number of Business Class Trips	Average Cost of Business Class Trips
AFR	5	\$30,811.50	\$6,162.30	3	\$7,264.35
ANE	9	\$44,373.95	\$4,930.44	3	\$7,656.57
LAC	6	\$8,093.53	\$1,348.92	1	\$1,896.40
OTH	10	\$13,621.97	\$1,362.20	0	\$0.00
WE	7	\$15,223.15	\$2,174.74	1	\$3,318.40
Total	37	\$112,124.10	\$3,030.38	8	\$6,247.19

** Reflects travel booked through CEDPA's travel agents that are pending or completed*

TAACS Travel Report

<u>Traveler</u>	<u>Destination</u>	<u>Travel Dates</u>	<u>Total Fare</u>	<u>Business Class Used</u>	<u>Purposes</u>
Bachelor, Susan	France Paris	10/26/2004 11/2/2004	\$1,286.10	No	Donor Coordination Training/Workshop
Bachelor, Susan	United States Atlanta	11/9/2004 11/10/2004	\$498.20	No	Support to the Field
Bachelor, Susan	India Bangalore	11/13/2004 11/19/2004	\$3,467.00	No	Training/Workshop
Bachelor, Susan	Switzerland Geneva	1/20/2005 1/28/2005	\$1,546.70	No	Project Monitoring Donor Coordination
Barker, Brad	Senegal Ziguichar	1/10/2005 1/14/2005	\$160.32	No	N/A
Bornbusch, Alan	United States Atlanta	11/16/2004 11/17/2004	\$220.20	No	Representative/Presenter
Bornbusch, Alan	Bangladesh Dhaka	11/27/2004 12/9/2004	\$4,338.40	No	Support to the Field
Clements, Andrew	Vietnam Hanoi Bangkok, Thailand	11/14/2004 11/23/2004	\$2,953.20	No	N/A
Eyango, Vijitha	France Paris	10/28/2004 10/30/2004	\$2,511.50	No	Donor Coordination
Eyango, Vijitha	Belgium Brussels	12/2/2004 12/3/2004	\$2,680.30	No	Donor Coordination
Fleishmann, Ben (dependent)	Rwanda Kigali	1/17/2005 5/31/2005	\$5,011.65	No	N/A
Gibb, Dale	Switzerland Geneva Paris, France	1/15/2005 1/27/2005	\$1,270.35	No	Donor Coordination
Harbison, Sarah	Kenya Nairobi Dar es Salaam, Tanzania Maputo, Mozambique	11/26/2004 12/16/2004	\$4,006.80	No	Support to the Field
Hatch, John	South Africa Cape Town	11/30/2004 12/6/2004	\$9,753.40	Yes	N/A
Hausner, David	United States Washington, DC	12/29/2004 12/31/2004	\$5,727.00	No	N/A
Holsinger, Donald	Egypt Cairo Washington, DC, United States	1/17/2005 1/20/2005	\$3,566.00	No	N/A
Lans, Deborah	France Paris	10/26/2004 11/5/2004	\$2,609.80	No	Project Monitoring Donor Coordination
Lans, Deborah	United States Atlanta	11/9/2004 11/10/2004	\$173.20	No	Participant
Lans, Deborah	United States Los Angeles	12/5/2004 12/10/2004	\$519.30	No	Participant
Malloy, Edward	United States New York	11/29/2004 11/30/2004	\$308.70	No	N/A
McKinney, Susan	Mali Bamako Abuja, Nigeria	12/1/2004 12/11/2004	\$7,003.00	Yes	Donor Coordination
McKinney, Susan	United States Seattle	12/14/2004 12/14/2004	\$434.20	No	Donor Coordination
Meinke, Timothy	Japan Tokyo Bangkok, Thailand Dhaka, Bangladesh Almaty, Kazakhstan Tashkent, Uzbekistan	11/16/2004 12/6/2004	\$4,721.57	No	Support to the Field Donor Coordination
Morton, Alice	United States Cleveland Washington DC,	11/23/2004 12/1/2004	\$1,952.28	No	N/A

TAACS Travel Report

Traveler	Destination	Travel	Total Fare	Business	Purposes
		Dates		Class	
Novak, John	Switzerland	10/25/2004	\$48.00	No	Participant
	Geneva	10/29/2004			
O'Rourke, Shelagh	Kenya	11/15/2004	\$5,036.85	Yes	N/A
	Nairobi	11/15/2004			
Ogden, Eilyn	India	11/27/2004	\$10,073.95	Yes	Support to the Field
	New Delhi	12/11/2004			
	Bamako, Mali				
Ogden, Eilyn	India	1/5/2005	\$5,514.95	Yes	Support to the Field
	New Delhi	1/18/2005			
Reynolds-Cooper, Sonjal	United States	10/21/2004	\$1,759.69	No	N/A
	Baltimore, Maryland	10/26/2004			
	Kingston, Barbados				
Reynolds-Cooper, Sonjal	Grenada	12/5/2004	\$613.00	No	N/A
	St George	12/9/2004			
Reynolds-Cooper, Sonjal	Grenada	12/16/2004	\$631.09	No	N/A
	St George	12/18/2004			
Seligman, Barbara	Bangladesh	1/4/2005	\$4,500.85	No	Support to the Field
	Dhaka	1/13/2005			
Stanton, Mary Ellen	United Kingdom	11/9/2004	\$3,318.40	Yes	Project Monitoring
	Aberdeen, London	11/13/2004			
	Geneva, Switzerland				
Stewart, Kellie	Honduras	1/4/2005	\$1,896.40	Yes	N/A
	Tegucigalpa	1/4/2005			
Stewart, Lindsay	Peru	10/23/2004	\$2,228.50	No	Support to the Field
	Lima	10/30/2004			Training/Workshop
Stewart, Lindsay	Honduras	12/8/2004	\$865.50	No	N/A
	Tegucigalpa	12/11/2004			
Stewart, Lindsay	Jamaica	1/16/2005	\$1,092.97	No	Support to the Field
	Kingston	1/29/2005			
Swallow, John	Mexico	11/7/2004	\$789.47	No	N/A
	Mexico City	11/10/2004			
Swallow, John	Jamaica	11/29/2004	\$1,220.69	No	N/A
	Kingston	12/4/2004			
Taylor, Melinda	United States	12/17/2004	\$7,519.00	No	N/A
	District of Columbia	1/2/2005			
Terrell, Stanley	Honduras	12/9/2004	\$418.00	No	N/A
	Tegucigalpa	12/10/2004			
Trostle, Richard Murray	China	11/6/2004	\$7,380.80	Yes	N/A
	Beijing	11/20/2004			
	Delhi, India				
Trostle, Richard Murray	United States	12/7/2004	\$237.20	No	Donor Coordination
	Miami	12/10/2004			
Walwright, Emily	China	11/8/2004	\$1,921.40	No	Project Monitoring
	Beijing	11/13/2004			Participant
Wright, Susan	Egypt	1/12/2005	\$2,578.80	No	Support to the Field
	Cairo	1/28/2005			
Total:			\$126,364.48		

David Bruns, Senior Education Advisor, USAID/Uganda
Quarterly Report
October 1 – December 31, 2004

The major activities undertaken in this period were:

Activity Management of the UPHOLD/Services Program. UPHOLD is the mission's largest program and focuses on integrated activities within the education, health and HIV/AIDS sectors. UPHOLD implements a \$15 million small grants program for local NGOs and Civil Society Organizations and this component of UPHOLD received significant attention during the past quarter. Grants above \$50,000 require technical approval of the CTO and I worked with the SO8 Services sub-team to develop a review mechanism to ensure each proposed grants will lead to significant results consistent with the overall program. My technical focus was education grants, but I also supervised and consolidated USAID's comments on the health and HIV/AIDS grants.

Activity Management of Basics Education Policy Support (BEPS)/Uganda. In addition to the integrated programs, the Mission also has education-specific programs and I provided ongoing management of the 2-year \$9 million BEPS Program. The main achievement of BEPS in this quarter was development of non-formal education (NFE) teacher training materials that will be adopted by MOES and will lead to NFE instructor upgrading and eventual inclusion on government's payrolls.

Presidential Emergency Plan for AIDS Relief (PEPFAR). The USAID Uganda Mission received nearly a 50% increase in its HIV funds in 2004 and will continue to receive increases. This increased funding is accompanied by additional oversight, reporting requirements and coordination with other USG partners (CDC, Embassy, etc.). During the past quarter, the FY05 Country Operation Plan (COP) for Uganda was developed. It outlines each activity, and how its implementation will lead to PEPFAR goals. The COP is negotiated by the Ambassador and carefully reviewed in Washington so all activities must be clearly justified. I contributed to the COP by submitting FY05 activity descriptions for UPHOLD (approximately \$9 million), BEPS (\$2 million) and HIV supplementary readers (\$0.5 million).

Education Sector Review (ESR). Education donors and Ministry of Education and Sports hold an annual review to assess progress, set future undertakings and agree on resource allocation. The November ESR (November 1-12) is two weeks long, with the first week in the field and the second week in Kampala. Representing USAID in this Review, I featured the programs and lessons learned under USAID support, and made efforts to consider how USAID's programs can lead to the broad sectoral objectives.

Paternity Leave. Finally, and most importantly, my wife and I had a baby during this period. Chinwe Fleming Bruns was born on November 8 in London and I joined my wife shortly after her birth, not returning to Uganda until mid-December.

From: Vijitha M. Eyanggo
Date: November 23, 2004
RE: TAACS Quarterly Report: #7 (7/20/04 to 10/20/04)

Accomplishments July to October 2004:

- Developed a technical policy direction for literacy in the Broader Middle East and North Africa Region that has become the lead technical brief for the US Government. Participated in the G-8 and BMENA Ministerial meetings in New York and continue to take the technical lead in further developing the literacy position paper for the BMENA Forum for the Future meetings scheduled to take place in Brussels and Morocco in December.
- Coordinated and directed an ANE gender workshop for field Missions that took place in Bangkok in August. 15 field Missions and 4 USAID divisions (ANE, OTI, PPC, WID) sent senior representatives to this workshop/training session which focused on gender and skills development (functional literacy, entrepreneurship training and education for youth).
- Assisted USAID/Afghanistan with a TDY that helped further develop its education strategy and technical direction.
- Led an education assessment in Cambodia aimed at providing opportunities to Cambodia's under-served populations.
- Finalized discussions between USAID's outreach team and the UN to facilitate the move and opening of our "Out of the Shadows" exhibition showcasing ANE's successes in Afghanistan with a focus on education and gender. This exhibit opened in March in the USAID exhibition space and moved to the United Nations exhibition space in November.
- Afghanistan and Iraq. Given the increasing prominence of education and gender issues in Afghanistan, have been working on a daily basis with the mission's education and gender representatives in Afghanistan to flesh out new ideas and assist in programming funds based on existing 04 and anticipated 05 funds.
- Education strategy. Continue to work with PPC, EGAT, and other regional bureaus to finalize a USAID education strategy
- Gender and Iraq. Chaired a search and review committee to hire a full time gender advisor for Iraq. Continue to be ANE points-person for gender and Iraq/Afghanistan to the USG working group chaired by U/S Paula Dobriansky and represented by 15 other government agencies.
- Finalized an antitrafficking intervention framework by sector, one of the critical areas of focus being education and skill training.
- Drafted a scope of work and hired an education intern to provide me with overall support services on key country portfolios.
- Drafted scope and hired documentary film-maker to assist in putting together an ANE literacy position web film and presentation aimed at showcasing what we are doing for literacy in the region.

Upcoming activities for the Quarter

- Participate in advance meetings with education and literacy experts from the BMENA Region and G-8 representatives.
- Finalize education strategy for the ANE Region and supporting country position briefs.
- Develop theme for ANE education and gender workshop and begin planning for March Women's Day event in Washington and the ANE Region.
- Finalize hiring of an education assistant and gender advisor to provide overall support services for both portfolios.

From: Vijitha M. Eyango
Date: January 18, 2005
RE: TAACS Quarterly Report: #8 (10/21/04 to 1/20/05)

Accomplishments October 2004 to January 2005:

- BMENA literacy initiative
 - Developed a USG technical policy direction for literacy in the Broader Middle East and North Africa Region,
 - Commissioned technical briefs from US literacy experts and chaired a literacy technical meeting (November 2005) for the interagency to discuss steps forward on a USG position on literacy in the BMENA region.
 - Collated all these position pieces as a USG government background platform on literacy that was provided to ANE AA, Jim Kunder and the USG Interagency that were used for the Forum for the Future meetings that took place in Rabat, Morocco, Dec 12
 - Coordinated a USG meeting with UNESCO, Paris in October and represented USAID at the G-8 education technical meetings in Brussels in Dec 2004
- Finalized discussions between USAID's outreach team and the UN to facilitate the move and opening of our "Out of the Shadows" exhibition showcasing ANE's successes in Afghanistan with a focus on education and gender. This exhibit moved to the United Nations exhibition space in November 2004 (Jim Kunder attended the opening) and was then moved to Thunderbird University in early January.
- Finalized design and template for education profiles for Afghanistan and Pakistan for Hill presentations. This same template will be used to gauge and track all the education programs in the Bureau.

Upcoming activities for the Quarter

- Finalize technical publication of BMENA literacy brief compilation.
- As ANE's technical lead on literacy, continue to participate in meetings with the interagency, education and literacy experts from the BMENA Region and G-8 representatives. Currently preparing for a preliminary meeting to take place in London with the G-8 and BMENA representatives in mid-February.
- Lead gender and tsunami strategy for ANE. Similar to what I did with Afghanistan and Iraq, I have convened an agency wide working group to help better program and plan for gender interventions in tsunami relief efforts. I have also begun the process of commissioning policy papers from key gender and disaster experts in the field. Will be expanding this to elicit feedback from the interagency (will create an interagency working group) and will be arranging a series of information sessions and workshops to further groundtruth the process.
- Have started working on an education response to the tsunami disaster and will be commissioning briefs and eliciting feedback from education counterparts within the agency and development arena. This effort is aimed at complementing Mission programming and providing guidance that responds to immediate and long-term programming.
- Currently finalizing the hiring of an education assistant and gender advisor to provide overall support services for both portfolios—scopes of work have been sent out and we are now working on a short list of candidates.

--VME 01/18/05--

QUARTERLY REPORT

October-December 2004

John Hatch

Office Responsibilities

Field support continued to be my major activity this quarter. That has included participating in the ANE/EGAT-ED Regional Workshop and two technical evaluation panels in Indonesia. I continued to provide, as CTO for EQUIP I, support to Missions and Bureaus expressing interest in using the EQUIP mechanism or actually “buying-in.” The start-up of *EdData II* required a some management deal of time, but fortunately I was assisted by LeAnna Marr. The coordination/support role for the Education TAACS Advisors in support of GH and CEDPA also required time.

- Contract Activities
- *Ed-Data/DHS+*: Disseminated Profiles produced at the end of the activity to Agency staff at an Agency brown-bag; other disseminations are planned.
- *Ed Data II*: As CTO for this activity, participated in a debriefing of one applicant, two formal kick-off meetings, a series of informal start up meetings and weekly phone calls. Of special import was coordination/linkage with the CTO for MEASURE II to work out how the two activities might most productively work together.
- *EQUIP*: In support of LWA 1, attended management and partner meetings, supported Awardee AIR on technical issues; and continued daily phone conversations on issues big and small with the EQUIP I Project Director, or her designate when she was out. Read proposed Associate Award Program Descriptions and assisted Missions with conceptualizing and designing appropriate Program Descriptions. In general support of EQUIP, attended EQUIP CTO weekly meetings, monthly meetings with the Project Directors, and EQUIP I management and Partner meetings which alternate monthly. Assisted in the review/editing of the *EQReview*, and meetings to establish the *Journal of Education for International Development*.
- *TAACS Recruitment*: Followed up with Missions on potential interests they might have for TAACS—one came in from Pakistan during this period, including occasional comments on candidates forward to them; responded to a variety of questions from Helen Farinella regarding Education TAACS recruitment issues; supported TAACS recruitment for my Team. Became involved with providing information to the Office Director on the question of the use of TAACS that has been raised in the Agency.
- *NMS/Phoenix*: Completed quarterly accruals for those activities for which I was CTO and assisted one colleague in doing his. Attended Accruals training.

- General Office: In addition to e-mails, phone calls and other normal events, work this quarter tended to fall into the following categories:
 - *Meetings*: A variety of informational meetings took place with individuals, representatives of contractor organizations, and with USAID staff on various issues. Co-hosted with AFR/SD a meeting with the Minister of Education Principal Secretary of Education of Zanzibar and their escorts from the University of Pittsburgh.
 - *Management*: I have participated in discussion on reorganization of our office and planning for Basic Education seminar series. I continue to serve on the periphery for financial and staffing issues regarding the Basic Education team.
 - *Field Support*: Maintained and up-dated the EGAT Technical Support matrix for the ANE region. Continue to serve as an alternate for Education at the Afghanistan Working Group's weekly meetings. Provided TDY assistance to Indonesia, and attended and participated in the EGAT/ED-ANE Regional Education Workshops in Bangkok, and provided some support to Cambodia with design of an Education activity.
 - *ANE/EGAT-ED Regional Workshop*: Actively involved in the implementation of the workshop and preparing presentations for it; it will take place October 6-14 in Bangkok.
 - *AFR/EGAT-ED Regional Workshop*: After initial planning, this workshop has been postponed until March/April '05.
 - *ED Sector Council's Analytic Agenda Working Group*: As a team member, attended a number of meetings to assist with the development of a proposed sector analytic agenda.
 - *Annual Performance Review*: My section of the APR was completed and turned over to my Supervisor at the end of this period.
- Meetings: I attended the usual FS Unit, EGAT/ED staff and Education Sector Council meetings; and one Basic Education team meeting
 - *Country Reviews*: Responded to request for comments on draft Sector Strategies, and/or Education Strategies/Concept Papers, especially for ANE where they all had to be reviewed in the last weeks of December. I participated in the initial review collection of data in support of EGAT responses to the Tsunami disaster.
 - *International Literacy Network*: No meetings were called this quarter.
 - *International Network on Education in Emergencies*: Participated in the review of standards and development of next steps at the INEE Consultation December 2-4 in Cape Town.
 - *Indicators*: Attended Agency common indicator presentations/discussions, and participated lightly in the discussions of Education indicators.
 - *WID*: Participated in a half-day WID focus group on gender and education
 - *Mission Briefings/Swearings-in*: Participated in briefing of Alan Kohan (Egypt) and Mary Hobbs (Bangladesh).
 - *Short Presentations Attended*:
 - * ANE presentations on India; briefing on the BMENA literacy initiative
 - * *EQUIPI Seminar Series*: Education in Islamic Countries, the: the Development Agenda (Nov 9)

- * Annual Portfolio review for the Africa Bureau
- * LAC presentation on Guatemala's Bilingual Education Project
- * Insight and Action Seminar at InterAction on *Developing Power: How Women Transformed International Development*

Travel

- Bangkok: October 4-14 assist and participated in both parts of the EGAT/ED-ANE workshop.
- South Africa: November 30-December 4 to participate in the INEE Consultation on Educational Standards for Emergency Situations.
- Indonesia: TDY December 6-17 to assist mission on two education technical review committees.

Conferences

None this quarter

Training

- Attend a brief session on Accruals, and one on Meeting Facilitation Skills. Participated in two sessions on the EGAT Field Support process and mechanism.
-

Anticipated Special Activities Next Quarter

- EQUIP1 will continue to be a major support activities of the quarter, especially with Annual Work Plans due and new Project Director coming on board.
- As CTO I will be advising on activities for *EdData II* as it begins to develop its own footing and work with DHS MEASURE II and begin its out reach to missions..
- Some assistance may be provided to the planning for the Africa regional Education workshop, set for March/April, and initial planning for the EGAT/ED Workshop, to take place in WDC in the summer of '05, will begin.
- A week of Financial Management training, and a three weeks' TDY to the Philippines is anticipated.

Mitch Kirby
USAID/REDSO Senior Regional Education Advisor
Quarterly Progress Report
October 21, 2004 – December 20, 2004

Major Activities for the Period:

During this reporting period I provided technical assistance and support services to the REDSO Office of Limited Presence Countries (LPC), the Sudan Field Office, USAID/Djibouti and USAID/Kenya.

For *REDSO/LPC* I facilitated a meeting between AID/W Education staff and implementing partners in Somalia. I reviewed and provided technical comments for a needs assessment that was conducted in the Comoros Islands. I participated in the REDSO performance and portfolio reviews for Djibouti and Somalia. I participated and gave a presentation at the InterAgency Network for Education in Emergencies launch of the Minimum Standards for Education in Emergencies and Early Recovery. I initiated a potential regional education activity to develop and disseminated a high quality newspaper for 10-14 year old children throughout East Africa.

For the *Sudan Field Office*, I participated in the SFO retreat in Addis Abbaba where we reviewed progress to date and plans for new education activities for Sudan. I continued to provide the technical leadership and oversight for consultant teams that conducted a training and institutional capacity needs assessment.

For *Djibouti*, I served on the technical evaluation committee to select a PSC Senior Education Advisor. On TDY in Djibouti I provided technical oversight and quality control for the USAID funded basic education program, met with the implementing partners, Ministry of Education officials and facilitated sites visits and meetings for AFR Education staff visiting Djibouti. I also drafted an outline for a memorandum of understanding to improve program coordination and collaboration between USAID and the U.S. Military Joint Task Force for the Horn of Africa based at Camp Lemonier in Djibouti.

For *USAID/Kenya*, I reviewed, revised and negotiated with the Ministry of Education on a new activity to develop a GIS-based information management system. I participated in regular education donor coordination meetings.

Planned Activities for the next reporting period:

TDY to Madagascar to develop a new education program. I'll continue to provide technical support for education programs in the region, especially Sudan, Somalia and Djibouti. I'll continue to provide technical leadership for the Sudan Field Office to develop a new Skills Transfer program.

James McCloud

Senior Education Advisor, USAID/Afghanistan

Quarterly Report

October 21st – Jan. 20th

During the reporting period, I was officially named as head of the Education Office. The office consists of a TCN Basic Education Advisor and as of November, a new HCN education professional and administrative assistant whom we share with the Health Office. The main areas of activity I oversaw this past quarter included the following:

1. **APEP** – Our largest education project, the Afghan Primary Education Program has completed 2 of the 3 contract years and is scheduled to end December 2005. The project is on target and meeting all indicators. The key areas of activity during this quarter:
 - *Textbook printing* – The project is overseeing the final delivery of textbooks printed this past summer and is also preparing to contract for a new round of textbook printing. Local printers will be used for the 6 million print run.
 - *Accelerated Learning* – APEP has trained 6,800 teachers in accelerated learning techniques who in turn are teaching 170,000 overage out of school mostly girls in 17 provinces
 - *Radio-based Teacher Training* – Radio broadcasts to improve teacher performance and subject knowledge reach approximately 25,500 teachers weekly.
2. **Other Education Sector Activities:**
 - *Women's Teacher Training Institute* – Master training is underway on this recently initiated project that will provide training through a cascade model to 10,000 mostly women villagers in literacy, micro-enterprise, and democratic development
 - *National Women's Dormitory* – USAID provides budget support for operations and on-going guidance to the dormitory' management staff.
3. **Projects under development**
 - *American University of Afghanistan (AUAF)* – I attended the AUAF inaugural board of trustees meeting in Dubai in which the board membership, by laws, and charter were approved, President Pro Tem was appointed, and funding pledges made. I am now working on putting into place a financial mechanism through which USAID will be able to transfer funds to AUAF for start-up.
 - *Balkh University* – A RFA was announced in December soliciting applications from US universities interested in providing technical assistance and training to faculty members of the faculty of agriculture at Balkh University in Mazar-i-Sharif. Applications are due February 15, 2005
 - *Vocational Training Program* – The Education Office, in collaboration with the Infrastructure Office are preparing to contract with a currently operating vocational training project in Kabul to train trainers for vocational training centers

to be established in 3 provinces in an effort to offer alternative livelihoods to poppy growers.

- *Ghazi Boys School/Karte Se Girls School* -- Requests for qualification statements have been sent to Afghan architectural firms as a first step in contracting for the design and rebuilding of two heavily damaged Kabul high schools.
 - *International American School* – RFAs have been sent to locally based schools to select a school that will become the International American School of Kabul, an American style private school that will cater to the children of resident expats and returning Afghans.
4. **TEP** – TEP is a group of donors working with the Ministry of Education to implement coordinated face-to-face teacher training. A donor-funded secretariat has recently been established under the leadership of Dr. Ricahard Navarro. USAID's contribution to TEP is to provide TA through APEP. APEP is currently conducting training for master trainers. The Master trainers then, with other donor funding, will train teacher trainers who in turn will train an expected 105,000 teachers over the coming year.
 5. **USAID Education Strategy** – The education strategy was completed in December as part of the Mission-wide strategy development process. Based on the strategy the education office will bring in a design team(s) this spring to develop projects expected to be in place by late fall '05.
 6. **Reporting/Budgeting** – During the reporting period, the education office completed the education sections for the USAID Annual Plan and the State Dept.'s Mission Performance Plan. In addition, budgets were completed for a variety of funding scenarios in anticipation of a supplemental to the current operating budget.
 7. **Auditors/Mid-term Evaluation** – Two auditors arrived from the regional office in Manila on January 12 for a 3 week performance audit of APEP.
 8. **CTO Training** – In January, I took a weeklong training course “Acquisition”, on contract management, passed the exam and am now a certified CTO.

Sonjai Reynolds-Cooper
TAACS/Education Advisor, USAID/Jamaica
Caribbean Center for Excellence in Teacher Training (CETT)
October 21, 2004-January 20, 2005

This quarter one report presents highlights of activities and accomplishments for the period October 21, 2004- January 20, 2005.

Activities:

This quarter began with my designation as CTO for the Mission's School Reconstruction, Resupply and Re-equipment activities that followed the devastation from Hurricane Ivan in Jamaica and Grenada. During this quarter, a significant percentage of my time has been allocated to managing Hurricane Ivan activities undertaken by two U.S. contractors (DevTech and PADCO). In addition, a number of CETT Project activities occurred in which I had substantial involvement.

CETT Program Activities

The Mission held internal portfolio reviews for all strategic objectives beginning in early November. The portfolio reviews entail a systematic analysis of the strategic and operational issues of each program and project within the respective sector and requires that managers examine the validity and timeliness of its development hypothesis as it relates to the respective programs. The reviews also allow staff from other Strategic Objectives to learn more about the various programs and to participate in a critique of results and achievements. The reviews also inform the development of the annual reviews due approximately one month later in AID/W.

At my initiation, the Mission scheduled a CETT review for Nov. 2nd. While the reviews are mandatory for all bilateral sector programs, CETT is a regional activity and its formal review is conducted in the LAC Bureau. However, in order to give Mission staff outside the education sector a better understanding of the CETT, I fully participated in the Education Sector portfolio review, preparing and presenting all the requisite documentation expected of other program managers.

On November 17, 2004, the Joint Board of Teacher Education organized a demonstration of the Wireless Wide Area Network (WAN). Once installed,

the WAN technology enables participating schools, colleges across and between islands to use video-conferencing, video on demand and IP-Telephony to conduct training more efficiently and cost effectively. The aim of the launch was to demonstrate the capabilities of the WAN. During the launch the Mission Deputy Director and I brought greetings on behalf of the U.S. Government.

During this quarter, the first financial audit of the CETT was conducted. As part of the post audit review, the financial analyst and I co-chaired the review of the auditor's findings and recommendations and in consultation with the Joint Board of Teacher Education (JBTE), prepared the management decisions as required by the Regional Inspector General (RIG).

In preparation for the next Summit of the Americas to be held in Argentina (Nov., 2005), I consulted with LAC Bureau to prepare a strategy for CETT future directions and funding needs.

U.S. Permanent Representative to the Organization of American States (OAS), Ambassador Maitso visited Jamaica in early December. He was specifically interested in visiting a CETT primary school. I collaborated with the State Department, AID/W and JBTE to organize this important visit to the CETT primary school and the University of the West Indies (UWI).

At the request of the Caribbean Regional Program (CRP) office, I contributed to the Barbados State Department annual report (MPP) submission highlighting the CETT activities and results. CETT is the only USAID/State Department regional Education Sector initiative.

Accomplishments:

Prepared and presented a 25 minute power point presentation highlighting the results of the CETT. The presentation was well received and served to help the Mission gain a better understanding of the CETT program. I delivered a similar presentation to the CRP office in Barbados. The presentation has informed my discussions with the bilateral education program manager concerning synergies between the CETT (regional) and the New Horizons Education Project (bilateral). The Mission Director has

requested that The New Horizons Project Manager and I work on developing synergies between the regional and bilateral program.

LAC Bureau provided very positive feedback on the CETT future directions brief that was prepared as a preliminary strategy for the upcoming Summit of the Americas.

Ambassador Maitso's visit to the Jamaica CETT was a success. The visit has contributed to his continued promotion and support of the Caribbean CETT in particular. The State Department was also very pleased with the selection of the school and the organization of the CETT visit. The U.S. Ambassador to Jamaica participated in the site visit and later communicated her appreciation for a well organized and informative site visit.

Hurricane Ivan School Reconstruction Management

In late October, I participated in the review and revision of the scope of works for School Reconstruction Activities to be undertaken by U.S. Contractors.

In early November, organized and chaired two technical proposal reviews in preparation for the Mission's rapid response and subsequent special objective aimed at assisting the schools damaged or destroyed during Hurricane Ivan. The reviews involved developing the technical criteria for evaluation and writing the negotiation memorandum for the regional contracting officer's review.

Under the six month rapid response activity, I have been actively engaged in managing a \$3.7M activity to repair and re-supply both primary schools and health clinics. The management of this activity has been very intense because it is the Mission's first hurricane relief effort with a very short time frame (all activities to be completed within 6 months) and the School Reconstruction Activity was the first of several contracts to be awarded. The reporting requirements are numerous and more frequent than is typical and the CTOs meet with senior Mission management three times per week.

In early December, a second longer-term Hurricane School Reconstruction Activity was awarded to a new U.S. Contractor. This contractor is managing reconstruction, refurbishment and re-supply of educational materials in

Jamaica as well as Grenada. For this reason, I am now traveling to Grenada at least once per month to meet with the Ministry of Education and ensure that the contractor is making progress.

Accomplishments

The political landscape in Grenada has been a challenge for the Mission given the U.S.G invasion of Grenada and our lack of physical presence there prior to the Hurricane. Through regular meetings and consistent communication with the Minister of Education and the team she has appointed, I have forged a very positive working relationship with the Ministry. This has enabled the Contractor to obtain speedy Ministry support and assistance so necessary to their ability to implement effectively.

I have anticipated issues, problem-solved and negotiated with the U.S. Contractors to resolve several critical staffing issues resulting in the appointment of new staff, better qualified and able to respond to Mission requirements. A strategy to enable the CETT to implement and manage the provision of educational materials for the Government of Grenada was well received by Senior Mission management. The challenge faced by Mission Management was determining how to fund the Government of Grenada without remitting funds directly to it for costs the Government of Grenada had planned to assume before the advent of Hurricane Ivan.

Overall observations

Maintaining the proper balance in my responsibility for managing the Hurricane Ivan Reconstruction Activities and managing the CETT have been a challenge. The Senior Mission management has stated that the Hurricane Effort receive the highest priority and as such, the time spent attending meetings and responding to requests for activity updates has prevented me from giving the CETT program the attention it also requires. However, the Project Director, Mission Education team and LAC Bureau have been extremely supportive.

MEMORANDUM

January 31, 2005

TO : The TAACS Team, CEDPA

FROM : John R. Swallow

SUBJECT: Quarterly Report for period October 20, 2004 to January 31, 2005

I hereby report on an illustrative sampling of the tasks carried out during the period, as in past quarterly reports. I have somewhat artificially separated items into one of four categories which provides some continuity and uniformity from earlier reports.

Mission Support and Sector Leadership:

Work trip (TDY) to Jamaica. Invited by USAID/Jamaica, I helped the Mission write the scope of work (SOW) for its Performance Management Plan (PMP) for education for the coming five-year period. Mission staff were most grateful, as they will now utilize this SOW for the other four sectoral PMPs. Also, working with the Mission's Program, Procurement, Financial Management and Education offices, I contributed indicators (which the Mission has already adopted) and thoughts for the RFP for the Mission's upcoming five-year education contract. This included a procurement milestone plan so all concerned will know when contract-related actions will occur.

Arranged de-briefings on Mission projects. I arranged a number of informative and well-attended meetings in Washington, D.C. on bilateral education projects being carried out or recently terminated in Latin America and the Caribbean. One such meeting concerned USAID/Guatemala's Multicultural Multilingual Education Project (PABEL), which is in its last year and has produced some notable accomplishments while experiencing considerable barriers. Presenters included two Guatemalans who direct the project and four professionals from the partner organization (World Learning) helping implement the program, while attendees included USAID colleagues from four bureaus.

Meetings with USAID Mission Directors. I participated in useful meetings during the quarter with various USAID Mission Directors. This included an informative meeting with the USAID/Guatemala Director, whose views and background information I fed into the FY 2005 budget planning, the director of USAID/Mexico, and USAID/Paraguay.

Colombia and CETT. On very short notice, I consulted various individuals and sources to obtain information related to the hastily-arranged visit of President and Mrs. Bush to Colombia, and the Centers for Excellence in Teacher Training (CETT), a

Presidential Initiative and regional education program. Several of us felt that CETT and possible Colombian participation in this program would be asked by Colombian President Uribe and his wife of the U.S. first couple. I collected strategic, programmatic and financial information which I fed to USAID/Colombia personnel, who in turn used it to prepare President and Mrs. Bush. Sure enough, the topic of CETT arose; aides to President and Mrs. Bush say they appreciated the information and background provided by USAID.

Write-up of donor coordination experience in El Salvador. Interest continues among personnel in USAID, the World Bank, the Inter-American Development Bank (IDB) and education practitioners and researchers about the nascent and thus-far successful donor coordination experience in education in El Salvador. Working with USAID/El Salvador, I have arranged for this donor coordination and joint program implementation experience to be written up in a quality fashion for sharing with USAID and the wider development, university and other communities. Inherently involved is the Government of El Salvador's education reform effort, which so far is the most vibrant in Central America.

Arranged and moderated meetings for Mission staff. I arranged and hosted meetings during the period for staff visiting from Missions in the Latin American and Caribbean (LAC) region. This included, for example, the Acting Education Team Leader from USAID/Peru who was making her first visit to Washington in that role. I also arranged for her to attend the two-day Education Finance and Decentralization conference at the World Bank, particularly since decentralization is at the heart of her Mission's basic education program.

Communications to Missions and Washington staff. As in past quarters, I wrote a number of memoranda and forwarded others to LAC personnel in the field and to Washington-based staff. These included five or six memos on education policy, information on upcoming conferences and meetings of relevance, decentralization and education finance, teacher training, evaluations of projects and many other topics. Not that I am seek them, however a great number of people—from USAID Missions throughout the world, office around USAID/Washington, other donor/lender organizations, and other external organizations and individuals—have responded saying how useful and interesting these documents have been.

Analysis, Policy Formulation and Program Development:

Annual Report. I wrote several significant sections of the 2004 Annual Report for the LAC Regional Education Program, in addition to laying out ideas for my colleagues on what to present and how these themes should be formulated. LAC Senior Staff said that Education was the best-written among the five sectoral areas.

Trends Analysis. Took the lead in outlining how we can present the past, current thinking and efforts, and the future regarding USAID's education programs in the LAC

region. I suggested points, data, and charts to enumerate as we attempt to analyze, make sense of and present education-related work in the hemisphere.

Regional Project on Education Indicators (or PREI). Worked easily and successfully with personnel in the Organization of American States on several occasions to resolve issues with this regional, Summit of the Americas-related initiative. One issue was cost-sharing in which USG and USAID rules do not apply to an international organization such as the OAS. Another issue was program and financial reporting, and the time spans in which these occur.

BMENA Literacy Initiative. Invited by the Bureau for Asia and the Near East (ANE), I participated in a six-person planning session regarding how this Presidential Initiative in the Middle East and South Asia could be formulated and tied to experience and expertise in the United States.

Education Sector Council. Except when on a work trip to Mexico, I participated in all meetings of the Education Sector Council (ESC) during the quarter. For the January 12 meeting, I was principally responsible for setting the agenda and arranging to have a major presentation by the Co-Director of the education policy project (PREAL) I manage, and a presentation by the visiting Acting Education Team Leader from USAID/Peru.

Program Management:

Budget meetings and calculations. Was active and worked with Team and other Bureau colleagues during the period obtaining and analyzing data from USAID Missions, Annual Reports and other sources as we determined how education funds will be distributed among countries and the regional program in Fiscal Year 2005. As is common, this process involved much back-and-forth discussion and alterations with financial sums.

Seminar on Best Practices. Participated in an international conference in Mexico City titled "Best Practices for Improving Education in Latin America," which was partially sponsored by PREAL. This was the first-ever such conference, and brought together 120 education leaders, practitioners and researchers from throughout the hemisphere. Especially since I was the only USAID representative at the conference, I shared noteworthy points with USAID Missions and Washington-based colleagues soon after the conference.

Partnership for Educational Revitalization in the Americas (PREAL). I participated in a number of meetings and events on this regional project I manage. This included two discussions with PREAL personnel regarding their request for additional funds for the Associated Centers and Report Cards aspects of their program, participating in a dinner at the IDB hosted by the IDB Deputy President and honoring PREAL's Central America Coordinating Committee (CACC), my participation in the CACC

Executive Committee meeting the next day, and the aforementioned participation in the PREAL-sponsored "Best Practices" international conference in Mexico City.

Coordination, Representation and Communication:

Background memos and briefings. Researched and wrote several memos for Senior Staff during the quarter. For example, one memo concerned a luncheon meeting the LAC Senior Deputy Assistant Administrator (SDAA) had with the U.S. Secretary of Education and Ambassadors from nine Caribbean nations. I personally briefed the SDAA before the luncheon.

Education Finance and Decentralization international conference. I participated in this conference jointly sponsored by the World Bank and Research Triangle Institute (RTI) and held at the World Bank. Given the small number of attendees (40), the event facilitated inter-action with the presenters and good discussion. I relayed relevant portions of the conference to USAID staff in Missions and Washington.

Briefings and background for various persons. I responded to a number of persons who approached me during the quarter asking for assistance and information. This included two young professionals who were preparing for interviews as new Foreign Service Officers (NEPs) with USAID, and a law student applying for a summer internship with USAID's Office of General Counsel. I met with and gave considerable background information and help with data to a Japanese university professor writing an article on U.S. assistance to education in Latin America from 1962 to the present.

Miscellaneous. I wrote approximately 25 items in paragraph or multi-paragraph form to the LAC Front Office through the Weekly Report process. Most of these items made it to top management personnel. Also, I participated and often reported on an array of meetings and activities such as a de-briefing on USAID's education program in India (which has direct parallels to our LAC programs), a presentation on USAID's Safe Schools Program to help ensure that children, especially girls, are physically and psychologically secure going to, in and coming from their schools, a meeting with UNICEF on recovery from the Asian Tsunami, and meetings with various consulting firms which are helping implement USAID programs.

January 31, 2005

**CEDPA Quarterly Report
21 October 2004 – 20 January 2005**

**Melinda Taylor
Basic Education Advisor
USAID/Nigeria**

Introduction

This past quarter I was occupied with the following: 1) the start-up of COMPASS, in particular work planning and M&E development, 2) the wind up and dissemination of results from the DHS EdData Survey, and 3) oversight of on-going SO13 actions and activities. In late November I handed over the role of SO13 Team Leader to Akua Kwateng-Addo, as well as responsibilities as alternate CTO of both ENHANSE and RTI EMIS to Sandy Ojikutu, Senior Education Advisor. Both handovers have been smooth and have enabled me -- upon return from 3+weeks of R&R at Christmas time -- to focus attention on COMPASS.

Accomplishments during the Reporting Period

General Development Office (GDO)

During this quarter, I finalized the Team Charter, Concept Paper, and Activity Approval Documents (by IR) for our new SO for review by the Mission Director. In early January, during a biweekly meeting with the Mission Director, minor feedback and comments were received -- as well as a good degree of praise for the quality of the documents -- and the new Team Leader is working on the final-final version.

For USAID/Nigeria's Annual Report, I coordinated SO13's submission, delegating out the performance narratives for the Missions SO7&8 (basic education and health), with myself drafting (and re-drafting) the data sheets for SO13 for FY05, 06 and 07. Once the new team leader came on board in late November, she took over the finalization of our submission.

Other GDO-wide actions that I have continued to be involved with this past quarter include: performance appraisals for SO13 team members; providing oversight of SO13 close-outs; pushing forward as a new RFA for FP/RH social marketing follow up on a planned UNICEF/WHO child survival activity to be funded by USAID/Nigeria; participating in GDO bi-weekly meetings and, starting in January, SO13 meetings; and responding to the requirements of the GDO, Program Office, and Front Office (Mission's calendar of events, GDO leave schedules, etc.).

In order to avoid any potential real or perceived problems with conflict of interest in my search for post-USAID employment, in September I asked to be removed as CTO and alternate CTO of both the Kano EMIS project (RTI) and ENHANSE (TFGI as prime). Both my supervisor and the Contracts Officer agreed to these requests.

As stated above, handover to the new Team Leader has been very smooth. Akua Kwateng-Addo is eager to learn and to take on responsibility, she's highly competent and detail-oriented, as well as easy and fun to work with. In many ways, the situation could not have been better

planned – I obtained invaluable experience acting as Team Leader, but am happy to now be focusing on project management for this new and challenging COMPASS project, and meanwhile Akua has me here for the next six months as a resource, sounding board and deputy.

DHS EdData

The full Nigeria DHS EdData survey report was completed in November, which I reviewed and commented on in detail. Subsequently, I worked with Macro to amend their agreement to include several new, but highly useful, deliverables: a key findings report, a fact sheet, a Nigeria education profile, as well as several additional tables from the survey data. In mid-December, the national dissemination seminar was held. While there were problems with the seminar itself (poor attendance, inadequate support), the presentations made were highly effective and the DHS EdData report and supplementary materials are invaluable – plain and simple.

Community Participation for Action in the Social Sectors (COMPASS)

COMPASS start-up continued this quarter, with administrative and financial systems set up and 70% of staff recruited and on board. While on-the-ground activities have only just begun (state office leasing, equipping and staffing), COMPASS did a thorough job over the past quarter developing the Year 1 Work Plan and overall M&E Plan for the project. These were submitted to USAID/Nigeria in November, and I then coordinated the response from the SO13 team. A revised Work Plan is expected within the next week and later this quarter for the M&E Plan.

One area of concern on COMPASS is with the basic education component, as the long-term advisor was removed, due to his lack of suitability for the position, and we are awaiting his replacement. Given this, basic education activities are being bandaged together with outside STTA, and therefore without proper guidance or leadership. Assurances have been made that this situation will be rectified this quarter.

A real achievement in terms of USAID's response to COMPASS has been the fostering of a real sense of ownership and responsibility of the project by all SO13 team members. While I act as CTO of the project, all SO13 team members are continuously encouraged to interact with COMPASS staff and project activities in meaningful and appropriate ways. I simply ask that I, as well as the alternate CTO and now our new team leader, be cc'ed on all correspondence and given appropriate notice of meeting dates so that we can try to attend.

David Bruns, Senior Education Advisor, USAID/Uganda
Quarterly Report
October 1 – December 31, 2004

The major activities undertaken in this period were:

Activity Management of the UPHOLD/Services Program. UPHOLD is the mission's largest program and focuses on integrated activities within the education, health and HIV/AIDS sectors. UPHOLD implements a \$15 million small grants program for local NGOs and Civil Society Organizations and this component of UPHOLD received significant attention during the past quarter. Grants above \$50,000 require technical approval of the CTO and I worked with the SO8 Services sub-team to develop a review mechanism to ensure each proposed grants will lead to significant results consistent with the overall program. My technical focus was education grants, but I also supervised and consolidated USAID's comments on the health and HIV/AIDS grants.

Activity Management of Basics Education Policy Support (BEPS)/Uganda. In addition to the integrated programs, the Mission also has education-specific programs and I provided ongoing management of the 2-year \$9 million BEPS Program. The main achievement of BEPS in this quarter was development of non-formal education (NFE) teacher training materials that will be adopted by MOES and will lead to NFE instructor upgrading and eventual inclusion on government's payrolls.

Presidential Emergency Plan for AIDS Relief (PEPFAR). The USAID Uganda Mission received nearly a 50% increase in its HIV funds in 2004 and will continue to receive increases. This increased funding is accompanied by additional oversight, reporting requirements and coordination with other USG partners (CDC, Embassy, etc.). During the past quarter, the FY05 Country Operation Plan (COP) for Uganda was developed. It outlines each activity, and how its implementation will lead to PEPFAR goals. The COP is negotiated by the Ambassador and carefully reviewed in Washington so all activities must be clearly justified. I contributed to the COP by submitting FY05 activity descriptions for UPHOLD (approximately \$9 million), BEPS (\$2 million) and HIV supplementary readers (\$0.5 million).

Education Sector Review (ESR). Education donors and Ministry of Education and Sports hold an annual review to assess progress, set future undertakings and agree on resource allocation. The November ESR (November 1-12) is two weeks long, with the first week in the field and the second week in Kampala. Representing USAID in this Review, I featured the programs and lessons learned under USAID support, and made efforts to consider how USAID's programs can lead to the broad sectoral objectives.

Paternity Leave. Finally, and most importantly, my wife and I had a baby during this period. Chinwe Fleming Bruns was born on November 8 in London and I joined my wife shortly after her birth, not returning to Uganda until mid-December.

From: Vijitha M. Eyango
Date: November 23, 2004
RE: TAACS Quarterly Report: #7 (7/20/04 to 10/20/04)

Accomplishments July to October 2004:

- Developed a technical policy direction for literacy in the Broader Middle East and North Africa Region that has become the lead technical brief for the US Government. Participated in the G-8 and BMENA Ministerial meetings in New York and continue to take the technical lead in further developing the literacy position paper for the BMENA Forum for the Future meetings scheduled to take place in Brussels and Morocco in December.
- Coordinated and directed an ANE gender workshop for field Missions that took place in Bangkok in August. 15 field Missions and 4 USAID divisions (ANE, OTI, PPC, WID) sent senior representatives to this workshop/training session which focused on gender and skills development (functional literacy, entrepreneurship training and education for youth).
- Assisted USAID/Afghanistan with a TDY that helped further develop its education strategy and technical direction.
- Led an education assessment in Cambodia aimed at providing opportunities to Cambodia's under-served populations.
- Finalized discussions between USAID's outreach team and the UN to facilitate the move and opening of our "Out of the Shadows" exhibition showcasing ANE's successes in Afghanistan with a focus on education and gender. This exhibit opened in March in the USAID exhibition space and moved to the United Nations exhibition space in November.
- Afghanistan and Iraq. Given the increasing prominence of education and gender issues in Afghanistan, have been working on a daily basis with the mission's education and gender representatives in Afghanistan to flesh out new ideas and assist in programming funds based on existing 04 and anticipated 05 funds.
- Education strategy. Continue to work with PPC, EGAT, and other regional bureaus to finalize a USAID education strategy
- Gender and Iraq. Chaired a search and review committee to hire a full time gender advisor for Iraq. Continue to be ANE points-person for gender and Iraq/Afghanistan to the USG working group chaired by U/S Paula Dobriansky and represented by 15 other government agencies.
- Finalized an antitrafficking intervention framework by sector, one of the critical areas of focus being education and skill training.
- Drafted a scope of work and hired an education intern to provide me with overall support services on key country portfolios.
- Drafted scope and hired documentary film-maker to assist in putting together an ANE literacy position web film and presentation aimed at showcasing what we are doing for literacy in the region.

Upcoming activities for the Quarter

- Participate in advance meetings with education and literacy experts from the BMENA Region and G-8 representatives.
- Finalize education strategy for the ANE Region and supporting country position briefs.
- Develop theme for ANE education and gender workshop and begin planning for March Women's Day event in Washington and the ANE Region.
- Finalize hiring of an education assistant and gender advisor to provide overall support services for both portfolios.

From: Vijitha M. Eyango
Date: January 18, 2005
RE: TAACS Quarterly Report: #8 (10/21/04 to 1/20/05)

Accomplishments October 2004 to January 2005:

- BMENA literacy initiative
 - Developed a USG technical policy direction for literacy in the Broader Middle East and North Africa Region,
 - Commissioned technical briefs from US literacy experts and chaired a literacy technical meeting (November 2005) for the interagency to discuss steps forward on a USG position on literacy in the BMENA region.
 - Collated all these position pieces as a USG government background platform on literacy that was provided to ANE AA, Jim Kunder and the USG Interagency that were used for the Forum for the Future meetings that took place in Rabat, Morocco, Dec 12
 - Coordinated a USG meeting with UNESCO, Paris in October and represented USAID at the G-8 education technical meetings in Brussels in Dec 2004
- Finalized discussions between USAID's outreach team and the UN to facilitate the move and opening of our "Out of the Shadows" exhibition showcasing ANE's successes in Afghanistan with a focus on education and gender. This exhibit moved to the United Nations exhibition space in November 2004 (Jim Kunder attended the opening) and was then moved to Thunderbird University in early January.
- Finalized design and template for education profiles for Afghanistan and Pakistan for Hill presentations. This same template will be used to gauge and track all the education programs in the Bureau.

Upcoming activities for the Quarter

- Finalize technical publication of BMENA literacy brief compilation.
- As ANE's technical lead on literacy, continue to participate in meetings with the interagency, education and literacy experts from the BMENA Region and G-8 representatives. Currently preparing for a preliminary meeting to take place in London with the G-8 and BMENA representatives in mid-February.
- Lead gender and tsunami strategy for ANE. Similar to what I did with Afghanistan and Iraq, I have convened an agency wide working group to help better program and plan for gender interventions in tsunami relief efforts. I have also begun the process of commissioning policy papers from key gender and disaster experts in the field. Will be expanding this to elicit feedback from the interagency (will create an interagency working group) and will be arranging a series of information sessions and workshops to further groundtruth the process.
- Have started working on an education response to the tsunami disaster and will be commissioning briefs and eliciting feedback from education counterparts within the agency and development arena. This effort is aimed at complementing Mission programming and providing guidance that responds to immediate and long-term programming.
- Currently finalizing the hiring of an education assistant and gender advisor to provide overall support services for both portfolios—scopes of work have been sent out and we are now working on a short list of candidates.

--VME 01/18/05--

QUARTERLY REPORT

October-December 2004

John Hatch

Office Responsibilities

Field support continued to be my major activity this quarter. That has included participating in the ANE/EGAT-ED Regional Workshop and two technical evaluation panels in Indonesia. I continued to provide, as CTO for EQUIP 1, support to Missions and Bureaus expressing interest in using the EQUIP mechanism or actually "buying-in." The start-up of *EdData II* required a some management deal of time, but fortunately I was assisted by LeAnna Marr. The coordination/support role for the Education TAACS Advisors in support of GH and CEDPA also required time.

- Contract Activities
- *Ed-Data/DHS+*: Disseminated Profiles produced at the end of the activity to Agency staff at an Agency brown-bag; other disseminations are planned.
- *Ed Data II*: As CTO for this activity, participated in a debriefing of one applicant, two formal kick-off meetings, a series of informal start up meetings and weekly phone calls. Of special import was coordination/linkage with the CTO for MEASURE II to work out how the two activities might most productively work together.
- *EQUIP*: In support of LWA 1, attended management and partner meetings, supported Awardee AIR on technical issues; and continued daily phone conversations on issues big and small with the EQUIP 1 Project Director, or her designate when she was out. Read proposed Associate Award Program Descriptions and assisted Missions with conceptualizing and designing appropriate Program Descriptions. In general support of EQUIP, attended EQUIP CTO weekly meetings, monthly meetings with the Project Directors, and EQUIP1 management and Partner meetings which alternate monthly. Assisted in the review/editing of the *EQReview*, and meetings to establish the *Journal of Education for International Development*.
- *TAACS Recruitment*: Followed up with Missions on potential interests they might have for TAACS—one came in from Pakistan during this period, including occasional comments on candidates forward to them; responded to a variety of questions from Helen Farinella regarding Education TAACS recruitment issues; supported TAACS recruitment for my Team. Became involved with providing information to the Office Director on the question of the use of TAACS that has been raised in the Agency.
- *NMS/Phoenix*: Completed quarterly accruals for those activities for which I was CTO and assisted one colleague in doing his. Attended Accruals training.

- General Office: In addition to e-mails, phone calls and other normal events, work this quarter tended to fall into the following categories:
 - *Meetings*: A variety of informational meetings took place with individuals, representatives of contractor organizations, and with USAID staff on various issues. Co-hosted with AFR/SD a meeting with the Minister of Education Principal Secretary of Education of Zanzibar and their escorts from the University of Pittsburgh.
 - *Management*: I have participated in discussion on reorganization of our office and planning for Basic Education seminar series. I continue to serve on the periphery for financial and staffing issues regarding the Basic Education team.
 - *Field Support*: Maintained and up-dated the EGAT Technical Support matrix for the ANE region. Continue to serve as an alternate for Education at the Afghanistan Working Group's weekly meetings. Provided TDY assistance to Indonesia, and attended and participated in the EGAT/ED-ANE Regional Education Workshops in Bangkok, and provided some support to Cambodia with design of an Education activity.
 - *ANE/EGAT-ED Regional Workshop*: Actively involved in the implementation of the workshop and preparing presentations for it; it will take place October 6-14 in Bangkok.
 - *AFR/EGAT-ED Regional Workshop*: After initial planning, this workshop has been postponed until March/April '05.
 - *ED Sector Council's Analytic Agenda Working Group*: As a team member, attended a number of meetings to assist with the development of a proposed sector analytic agenda.
 - *Annual Performance Review*: My section of the APR was completed and turned over to my Supervisor at the end of this period.
- Meetings: I attended the usual FS Unit, EGAT/ED staff and Education Sector Council meetings; and one Basic Education team meeting
 - *Country Reviews*: Responded to request for comments on draft Sector Strategies, and/or Education Strategies/Concept Papers, especially for ANE where they all had to be reviewed in the last weeks of December. I participated in the initial review collection of data in support of EGAT responses to the Tsunami disaster.
 - *International Literacy Network*: No meetings were called this quarter.
 - *International Network on Education in Emergencies*: Participated in the review of standards and development of next steps at the INEE Consultation December 2-4 in Cape Town.
 - *Indicators*: Attended Agency common indicator presentations/discussions, and participated lightly in the discussions of Education indicators.
 - *WID*: Participated in a half-day WID focus group on gender and education
 - *Mission Briefings/Swearings-in*: Participated in briefing of Alan Kohan (Egypt) and Mary Hobbs (Bangladesh).
 - *Short Presentations Attended*:
 - * ANE presentations on India; briefing on the BMENA literacy initiative
 - * *EQUIPI Seminar Series*: Education in Islamic Countries, the: the Development Agenda (Nov 9)

- * Annual Portfolio review for the Africa Bureau
- * LAC presentation on Guatemala's Bilingual Education Project
- * Insight and Action Seminar at InterAction on *Developing Power: How Women Transformed International Development*

Travel

- Bangkok: October 4-14 assist and participated in both parts of the EGAT/ED-ANE workshop.
- South Africa: November 30-December 4 to participate in the INEE Consultation on Educational Standards for Emergency Situations.
- Indonesia: TDY December 6-17 to assist mission on two education technical review committees.

Conferences

None this quarter

Training

- Attend a brief session on Accruals, and one on Meeting Facilitation Skills. Participated in two sessions on the EGAT Field Support process and mechanism.
-

Anticipated Special Activities Next Quarter

- EQUIP1 will continue to be a major support activities of the quarter, especially with Annual Work Plans due and new Project Director coming on board.
- As CTO I will be advising on activities for *EdData II* as it begins to develop its own footing and work with DHS MEASURE II and begin its out reach to missions..
- Some assistance may be provided to the planning for the Africa regional Education workshop, set for March/April, and initial planning for the EGAT/ED Workshop, to take place in WDC in the summer of '05, will begin.
- A week of Financial Management training, and a three weeks' TDY to the Philippines is anticipated.

Mitch Kirby
USAID/REDSO Senior Regional Education Advisor
Quarterly Progress Report
October 21, 2004 – December 20, 2004

Major Activities for the Period:

During this reporting period I provided technical assistance and support services to the REDSO Office of Limited Presence Countries (LPC), the Sudan Field Office, USAID/Djibouti and USAID/Kenya.

For *REDSO/LPC* I facilitated a meeting between AID/W Education staff and implementing partners in Somalia. I reviewed and provided technical comments for a needs assessment that was conducted in the Comoros Islands. I participated in the REDSO performance and portfolio reviews for Djibouti and Somalia. I participated and gave a presentation at the InterAgency Network for Education in Emergencies launch of the Minimum Standards for Education in Emergencies and Early Recovery. I initiated a potential regional education activity to develop and disseminated a high quality newspaper for 10-14 year old children throughout East Africa.

For the *Sudan Field Office*, I participated in the SFO retreat in Addis Abbaba where we reviewed progress to date and plans for new education activities for Sudan. I continued to provide the technical leadership and oversight for consultant teams that conducted a training and institutional capacity needs assessment.

For *Djibouti*, I served on the technical evaluation committee to select a PSC Senior Education Advisor. On TDY in Djibouti I provided technical oversight and quality control for the USAID funded basic education program, met with the implementing partners, Ministry of Education officials and facilitated sites visits and meetings for AFR Education staff visiting Djibouti. I also drafted an outline for a memorandum of understanding to improve program coordination and collaboration between USAID and the U.S. Military Joint Task Force for the Horn of Africa based at Camp Lemonier in Djibouti.

For *USAID/Kenya*, I reviewed, revised and negotiated with the Ministry of Education on a new activity to develop a GIS-based information management system. I participated in regular education donor coordination meetings.

Planned Activities for the next reporting period:

TDY to Madagascar to develop a new education program. I'll continue to provide technical support for education programs in the region, especially Sudan, Somalia and Djibouti. I'll continue to provide technical leadership for the Sudan Field Office to develop a new Skills Transfer program.

James McCloud

Senior Education Advisor, USAID/Afghanistan

Quarterly Report

October 21st – Jan. 20th

During the reporting period, I was officially named as head of the Education Office. The office consists of a TCN Basic Education Advisor and as of November, a new HCN education professional and administrative assistant whom we share with the Health Office. The main areas of activity I oversaw this past quarter included the following:

1. **APEP** – Our largest education project, the Afghan Primary Education Program has completed 2 of the 3 contract years and is scheduled to end December 2005. The project is on target and meeting all indicators. The key areas of activity during this quarter:
 - *Textbook printing* – The project is overseeing the final delivery of textbooks printed this past summer and is also preparing to contract for a new round of textbook printing. Local printers will be used for the 6 million print run.
 - *Accelerated Learning* – APEP has trained 6,800 teachers in accelerated learning techniques who in turn are teaching 170,000 overage out of school mostly girls in 17 provinces
 - *Radio-based Teacher Training* – Radio broadcasts to improve teacher performance and subject knowledge reach approximately 25,500 teachers weekly.
2. **Other Education Sector Activities:**
 - *Women's Teacher Training Institute* – Master training is underway on this recently initiated project that will provide training through a cascade model to 10,000 mostly women villagers in literacy, micro-enterprise, and democratic development
 - *National Women's Dormitory* – USAID provides budget support for operations and on-going guidance to the dormitory' management staff.
3. **Projects under development**
 - *American University of Afghanistan (AUAF)* – I attended the AUAF inaugural board of trustees meeting in Dubai in which the board membership, by laws, and charter were approved, President Pro Tem was appointed, and funding pledges made. I am now working on putting into place a financial mechanism through which USAID will be able to transfer funds to AUAF for start-up.
 - *Balkh University* – A RFA was announced in December soliciting applications from US universities interested in providing technical assistance and training to faculty members of the faculty of agriculture at Balkh University in Mazar-i-Sharif. Applications are due February 15, 2005
 - *Vocational Training Program* – The Education Office, in collaboration with the Infrastructure Office are preparing to contract with a currently operating vocational training project in Kabul to train trainers for vocational training centers

to be established in 3 provinces in an effort to offer alternative livelihoods to poppy growers.

- *Ghazi Boys School/Karte Se Girls School* – Requests for qualification statements have been sent to Afghan architectural firms as a first step in contracting for the design and rebuilding of two heavily damaged Kabul high schools.
 - *International American School* – RFAs have been sent to locally based schools to select a school that will become the International American School of Kabul, an American style private school that will cater to the children of resident expats and returning Afghans.
4. **TEP** – TEP is a group of donors working with the Ministry of Education to implement coordinated face-to-face teacher training. A donor-funded secretariat has recently been established under the leadership of Dr. Ricahard Navarro. USAID's contribution to TEP is to provide TA through APEP. APEP is currently conducting training for master trainers. The Master trainers then, with other donor funding, will train teacher trainers who in turn will train an expected 105,000 teachers over the coming year.
 5. **USAID Education Strategy** – The education strategy was completed in December as part of the Mission-wide strategy development process. Based on the strategy the education office will bring in a design team(s) this spring to develop projects expected to be in place by late fall '05.
 6. **Reporting/Budgeting** – During the reporting period, the education office completed the education sections for the USAID Annual Plan and the State Dept.'s Mission Performance Plan. In addition, budgets were completed for a variety of funding scenarios in anticipation of a supplemental to the current operating budget.
 7. **Auditors/Mid-term Evaluation** – Two auditors arrived from the regional office in Manila on January 12 for a 3 week performance audit of APEP.
 8. **CTO Training** – In January, I took a weeklong training course "Acquisition", on contract management, passed the exam and am now a certified CTO.

Sonjai Reynolds-Cooper
TAACS/Education Advisor, USAID/Jamaica
Caribbean Center for Excellence in Teacher Training (CETT)
October 21, 2004-January 20, 2005

This quarter one report presents highlights of activities and accomplishments for the period October 21, 2004- January 20, 2005.

Activities:

This quarter began with my designation as CTO for the Mission's School Reconstruction, Resupply and Re-equipment activities that followed the devastation from Hurricane Ivan in Jamaica and Grenada. During this quarter, a significant percentage of my time has been allocated to managing Hurricane Ivan activities undertaken by two U.S. contractors (DevTech and PADCO). In addition, a number of CETT Project activities occurred in which I had substantial involvement.

CETT Program Activities

The Mission held internal portfolio reviews for all strategic objectives beginning in early November. The portfolio reviews entail a systematic analysis of the strategic and operational issues of each program and project within the respective sector and requires that managers examine the validity and timeliness of its development hypothesis as it relates to the respective programs. The reviews also allow staff from other Strategic Objectives to learn more about the various programs and to participate in a critique of results and achievements. The reviews also inform the development of the annual reviews due approximately one month later in AID/W.

At my initiation, the Mission scheduled a CETT review for Nov. 2nd. While the reviews are mandatory for all bilateral sector programs, CETT is a regional activity and its formal review is conducted in the LAC Bureau. However, in order to give Mission staff outside the education sector a better understanding of the CETT, I fully participated in the Education Sector portfolio review, preparing and presenting all the requisite documentation expected of other program managers.

On November 17, 2004, the Joint Board of Teacher Education organized a demonstration of the Wireless Wide Area Network (WAN). Once installed,

the WAN technology enables participating schools, colleges across and between islands to use video-conferencing, video on demand and IP-Telephony to conduct training more efficiently and cost effectively. The aim of the launch was to demonstrate the capabilities of the WAN. During the launch the Mission Deputy Director and I brought greetings on behalf of the U.S. Government.

During this quarter, the first financial audit of the CETT was conducted. As part of the post audit review, the financial analyst and I co-chaired the review of the auditor's findings and recommendations and in consultation with the Joint Board of Teacher Education (JBTE), prepared the management decisions as required by the Regional Inspector General (RIG).

In preparation for the next Summit of the Americas to be held in Argentina (Nov., 2005), I consulted with LAC Bureau to prepare a strategy for CETT future directions and funding needs.

U.S. Permanent Representative to the Organization of American States (OAS), Ambassador Maitso visited Jamaica in early December. He was specifically interested in visiting a CETT primary school. I collaborated with the State Department, AID/W and JBTE to organize this important visit to the CETT primary school and the University of the West Indies (UWI).

At the request of the Caribbean Regional Program (CRP) office, I contributed to the Barbados State Department annual report (MPP) submission highlighting the CETT activities and results. CETT is the only USAID/State Department regional Education Sector initiative.

Accomplishments:

Prepared and presented a 25 minute power point presentation highlighting the results of the CETT. The presentation was well received and served to help the Mission gain a better understanding of the CETT program. I delivered a similar presentation to the CRP office in Barbados. The presentation has informed my discussions with the bilateral education program manager concerning synergies between the CETT (regional) and the New Horizons Education Project (bilateral). The Mission Director has

requested that The New Horizons Project Manager and I work on developing synergies between the regional and bilateral program.

LAC Bureau provided very positive feedback on the CETT future directions brief that was prepared as a preliminary strategy for the upcoming Summit of the Americas.

Ambassador Maitso's visit to the Jamaica CETT was a success. The visit has contributed to his continued promotion and support of the Caribbean CETT in particular. The State Department was also very pleased with the selection of the school and the organization of the CETT visit. The U.S. Ambassador to Jamaica participated in the site visit and later communicated her appreciation for a well organized and informative site visit.

Hurricane Ivan School Reconstruction Management

In late October, I participated in the review and revision of the scope of works for School Reconstruction Activities to be undertaken by U.S. Contractors.

In early November, organized and chaired two technical proposal reviews in preparation for the Mission's rapid response and subsequent special objective aimed at assisting the schools damaged or destroyed during Hurricane Ivan. The reviews involved developing the technical criteria for evaluation and writing the negotiation memorandum for the regional contracting officer's review.

Under the six month rapid response activity, I have been actively engaged in managing a \$3.7M activity to repair and re-supply both primary schools and health clinics. The management of this activity has been very intense because it is the Mission's first hurricane relief effort with a very short time frame (all activities to be completed within 6 months) and the School Reconstruction Activity was the first of several contracts to be awarded. The reporting requirements are numerous and more frequent than is typical and the CTOs meet with senior Mission management three times per week.

In early December, a second longer-term Hurricane School Reconstruction Activity was awarded to a new U.S. Contractor. This contractor is managing reconstruction, refurbishment and re-supply of educational materials in

Jamaica as well as Grenada. For this reason, I am now traveling to Grenada at least once per month to meet with the Ministry of Education and ensure that the contractor is making progress.

Accomplishments

The political landscape in Grenada has been a challenge for the Mission given the U.S.G invasion of Grenada and our lack of physical presence there prior to the Hurricane. Through regular meetings and consistent communication with the Minister of Education and the team she has appointed, I have forged a very positive working relationship with the Ministry. This has enabled the Contractor to obtain speedy Ministry support and assistance so necessary to their ability to implement effectively.

I have anticipated issues, problem-solved and negotiated with the U.S. Contractors to resolve several critical staffing issues resulting in the appointment of new staff, better qualified and able to respond to Mission requirements. A strategy to enable the CETT to implement and manage the provision of educational materials for the Government of Grenada was well received by Senior Mission management. The challenge faced by Mission Management was determining how to fund the Government of Grenada without remitting funds directly to it for costs the Government of Grenada had planned to assume before the advent of Hurricane Ivan.

Overall observations

Maintaining the proper balance in my responsibility for managing the Hurricane Ivan Reconstruction Activities and managing the CETT have been a challenge. The Senior Mission management has stated that the Hurricane Effort receive the highest priority and as such, the time spent attending meetings and responding to requests for activity updates has prevented me from giving the CETT program the attention it also requires. However, the Project Director, Mission Education team and LAC Bureau have been extremely supportive.

MEMORANDUM

January 31, 2005

TO : The TAACS Team, CEDPA

FROM : John R. Swallow

SUBJECT: Quarterly Report for period October 20, 2004 to January 31, 2005

I hereby report on an illustrative sampling of the tasks carried out during the period, as in past quarterly reports. I have somewhat artificially separated items into one of four categories which provides some continuity and uniformity from earlier reports.

Mission Support and Sector Leadership:

Work trip (TDY) to Jamaica. Invited by USAID/Jamaica, I helped the Mission write the scope of work (SOW) for its Performance Management Plan (PMP) for education for the coming five-year period. Mission staff were most grateful, as they will now utilize this SOW for the other four sectoral PMPs. Also, working with the Mission's Program, Procurement, Financial Management and Education offices, I contributed indicators (which the Mission has already adopted) and thoughts for the RFP for the Mission's upcoming five-year education contract. This included a procurement milestone plan so all concerned will know when contract-related actions will occur.

Arranged de-briefings on Mission projects. I arranged a number of informative and well-attended meetings in Washington, D.C. on bilateral education projects being carried out or recently terminated in Latin America and the Caribbean. One such meeting concerned USAID/Guatemala's Multicultural Multilingual Education Project (PABEL), which is in its last year and has produced some notable accomplishments while experiencing considerable barriers. Presenters included two Guatemalans who direct the project and four professionals from the partner organization (World Learning) helping implement the program, while attendees included USAID colleagues from four bureaus.

Meetings with USAID Mission Directors. I participated in useful meetings during the quarter with various USAID Mission Directors. This included an informative meeting with the USAID/Guatemala Director, whose views and background information I fed into the FY 2005 budget planning, the director of USAID/Mexico, and USAID/Paraguay.

Colombia and CETT. On very short notice, I consulted various individuals and sources to obtain information related to the hastily-arranged visit of President and Mrs. Bush to Colombia, and the Centers for Excellence in Teacher Training (CETT), a

Presidential Initiative and regional education program. Several of us felt that CETT and possible Colombian participation in this program would be asked by Colombian President Uribe and his wife of the U.S. first couple. I collected strategic, programmatic and financial information which I fed to USAID/Colombia personnel, who in turn used it to prepare President and Mrs. Bush. Sure enough, the topic of CETT arose; aides to President and Mrs. Bush say they appreciated the information and background provided by USAID.

Write-up of donor coordination experience in El Salvador. Interest continues among personnel in USAID, the World Bank, the Inter-American Development Bank (IDB) and education practitioners and researchers about the nascent and thus-far successful donor coordination experience in education in El Salvador. Working with USAID/El Salvador, I have arranged for this donor coordination and joint program implementation experiment to be written up in a quality fashion for sharing with USAID and the wider development, university and other communities. Inherently involved is the Government of El Salvador's education reform effort, which so far is the most vibrant in Central America.

Arranged and moderated meetings for Mission staff. I arranged and hosted meetings during the period for staff visiting from Missions in the Latin American and Caribbean (LAC) region. This included, for example, the Acting Education Team Leader from USAID/Peru who was making her first visit to Washington in that role. I also arranged for her to attend the two-day Education Finance and Decentralization conference at the World Bank, particularly since decentralization is at the heart of her Mission's basic education program.

Communications to Missions and Washington staff. As in past quarters, I wrote a number of memoranda and forwarded others to LAC personnel in the field and to Washington-based staff. These included five or six memos on education policy, information on upcoming conferences and meetings of relevance, decentralization and education finance, teacher training, evaluations of projects and many other topics. Not that I am seek them, however a great number of people—from USAID Missions throughout the world, office around USAID/Washington, other donor/lender organizations, and other external organizations and individuals—have responded saying how useful and interesting these documents have been.

Analysis, Policy Formulation and Program Development:

Annual Report. I wrote several significant sections of the 2004 Annual Report for the LAC Regional Education Program, in addition to laying out ideas for my colleagues on what to present and how these themes should be formulated. LAC Senior Staff said that Education was the best-written among the five sectoral areas.

Trends Analysis. Took the lead in outlining how we can present the past, current thinking and efforts, and the future regarding USAID's education programs in the LAC

region. I suggested points, data, and charts to enumerate as we attempt to analyze, make sense of and present education-related work in the hemisphere.

Regional Project on Education Indicators (or PREI). Worked easily and successfully with personnel in the Organization of American States on several occasions to resolve issues with this regional, Summit of the Americas-related initiative. One issue was cost-sharing in which USG and USAID rules do not apply to an international organization such as the OAS. Another issue was program and financial reporting, and the time spans in which these occur.

BMENA Literacy Initiative. Invited by the Bureau for Asia and the Near East (ANE), I participated in a six-person planning session regarding how this Presidential Initiative in the Middle East and South Asia could be formulated and tied to experience and expertise in the United States.

Education Sector Council. Except when on a work trip to Mexico, I participated in all meetings of the Education Sector Council (ESC) during the quarter. For the January 12 meeting, I was principally responsible for setting the agenda and arranging to have a major presentation by the Co-Director of the education policy project (PREAL) I manage, and a presentation by the visiting Acting Education Team Leader from USAID/Peru.

Program Management:

Budget meetings and calculations. Was active and worked with Team and other Bureau colleagues during the period obtaining and analyzing data from USAID Missions, Annual Reports and other sources as we determined how education funds will be distributed among countries and the regional program in Fiscal Year 2005. As is common, this process involved much back-and-forth discussion and alterations with financial sums.

Seminar on Best Practices. Participated in an international conference in Mexico City titled "Best Practices for Improving Education in Latin America," which was partially sponsored by PREAL. This was the first-ever such conference, and brought together 120 education leaders, practitioners and researchers from throughout the hemisphere. Especially since I was the only USAID representative at the conference, I shared noteworthy points with USAID Missions and Washington-based colleagues soon after the conference.

Partnership for Educational Revitalization in the Americas (PREAL). I participated in a number of meetings and events on this regional project I manage. This included two discussions with PREAL personnel regarding their request for additional funds for the Associated Centers and Report Cards aspects of their program, participating in a dinner at the IDB hosted by the IDB Deputy President and honoring PREAL's Central America Coordinating Committee (CACC), my participation in the CACC

Executive Committee meeting the next day, and the aforementioned participation in the PREAL-sponsored "Best Practices" international conference in Mexico City.

Coordination, Representation and Communication:

Background memos and briefings. Researched and wrote several memos for Senior Staff during the quarter. For example, one memo concerned a luncheon meeting the LAC Senior Deputy Assistant Administrator (SDAA) had with the U.S. Secretary of Education and Ambassadors from nine Caribbean nations. I personally briefed the SDAA before the luncheon.

Education Finance and Decentralization international conference. I participated in this conference jointly sponsored by the World Bank and Research Triangle Institute (RTI) and held at the World Bank. Given the small number of attendees (40), the event facilitated inter-action with the presenters and good discussion. I relayed relevant portions of the conference to USAID staff in Missions and Washington.

Briefings and background for various persons. I responded to a number of persons who approached me during the quarter asking for assistance and information. This included two young professionals who were preparing for interviews as new Foreign Service Officers (NEPs) with USAID, and a law student applying for a summer internship with USAID's Office of General Counsel. I met with and gave considerable background information and help with data to a Japanese university professor writing an article on U.S. assistance to education in Latin America from 1962 to the present.

Miscellaneous. I wrote approximately 25 items in paragraph or multi-paragraph form to the LAC Front Office through the Weekly Report process. Most of these items made it to top management personnel. Also, I participated and often reported on an array of meetings and activities such as a de-briefing on USAID's education program in India (which has direct parallels to our LAC programs), a presentation on USAID's Safe Schools Program to help ensure that children, especially girls, are physically and psychologically secure going to, in and coming from their schools, a meeting with UNICEF on recovery from the Asian Tsunami, and meetings with various consulting firms which are helping implement USAID programs.

January 31, 2005

**CEDPA Quarterly Report
21 October 2004 – 20 January 2005**

**Melinda Taylor
Basic Education Advisor
USAID/Nigeria**

Introduction

This past quarter I was occupied with the following: 1) the start-up of COMPASS, in particular work planning and M&E development, 2) the wind up and dissemination of results from the DHS EdData Survey, and 3) oversight of on-going SO13 actions and activities. In late November I handed over the role of SO13 Team Leader to Akua Kwateng-Addo, as well as responsibilities as alternate CTO of both ENHANSE and RTI EMIS to Sandy Ojikutu, Senior Education Advisor. Both handovers have been smooth and have enabled me -- upon return from 3+weeks of R&R at Christmas time -- to focus attention on COMPASS.

Accomplishments during the Reporting Period

General Development Office (GDO)

During this quarter, I finalized the Team Charter, Concept Paper, and Activity Approval Documents (by IR) for our new SO for review by the Mission Director. In early January, during a biweekly meeting with the Mission Director, minor feedback and comments were received -- as well as a good degree of praise for the quality of the documents -- and the new Team Leader is working on the final-final version.

For USAID/Nigeria's Annual Report, I coordinated SO13's submission, delegating out the performance narratives for the Missions SO7&8 (basic education and health), with myself drafting (and re-drafting) the data sheets for SO13 for FY05, 06 and 07. Once the new team leader came on board in late November, she took over the finalization of our submission.

Other GDO-wide actions that I have continued to be involved with this past quarter include: performance appraisals for SO13 team members; providing oversight of SO13 close-outs; pushing forward as a new RFA for FP/RH social marketing follow up on a planned UNICEF/WHO child survival activity to be funded by USAID/Nigeria; participating in GDO bi-weekly meetings and, starting in January, SO13 meetings; and responding to the requirements of the GDO, Program Office, and Front Office (Mission's calendar of events, GDO leave schedules, etc.).

In order to avoid any potential real or perceived problems with conflict of interest in my search for post-USAID employment, in September I asked to be removed as CTO and alternate CTO of both the Kano EMIS project (RTI) and ENHANSE (TFGI as prime). Both my supervisor and the Contracts Officer agreed to these requests.

As stated above, handover to the new Team Leader has been very smooth. Akua Kwateng-Addo is eager to learn and to take on responsibility, she's highly competent and detail-oriented, as well as easy and fun to work with. In many ways, the situation could not have been better

planned – I obtained invaluable experience acting as Team Leader, but am happy to now be focusing on project management for this new and challenging COMPASS project, and meanwhile Akua has me here for the next six months as a resource, sounding board and deputy.

DHS EdData

The full Nigeria DHS EdData survey report was completed in November, which I reviewed and commented on in detail. Subsequently, I worked with Macro to amend their agreement to include several new, but highly useful, deliverables: a key findings report, a fact sheet, a Nigeria education profile, as well as several additional tables from the survey data. In mid-December, the national dissemination seminar was held. While there were problems with the seminar itself (poor attendance, inadequate support), the presentations made were highly effective and the DHS EdData report and supplementary materials are invaluable – plain and simple.

Community Participation for Action in the Social Sectors (COMPASS)

COMPASS start-up continued this quarter, with administrative and financial systems set up and 70% of staff recruited and on board. While on-the-ground activities have only just begun (state office leasing, equipping and staffing), COMPASS did a thorough job over the past quarter developing the Year 1 Work Plan and overall M&E Plan for the project. These were submitted to USAID/Nigeria in November, and I then coordinated the response from the SO13 team. A revised Work Plan is expected within the next week and later this quarter for the M&E Plan.

One area of concern on COMPASS is with the basic education component, as the long-term advisor was removed, due to his lack of suitability for the position, and we are awaiting his replacement. Given this, basic education activities are being bandaged together with outside STTA, and therefore without proper guidance or leadership. Assurances have been made that this situation will be rectified this quarter.

A real achievement in terms of USAID's response to COMPASS has been the fostering of a real sense of ownership and responsibility of the project by all SO13 team members. While I act as CTO of the project, all SO13 team members are continuously encouraged to interact with COMPASS staff and project activities in meaningful and appropriate ways. I simply ask that I, as well as the alternate CTO and now our new team leader, be cc'ed on all correspondence and given appropriate notice of meeting dates so that we can try to attend.

Mary Ann Abeyta-Behnke, TAACS Ethiopia

Quarterly Report

October 21, 2004 – January 20, 2005

Summary Activities Implemented This Period:

1. IR 14.1 Use of High Impact Health, Family Planning and Nutrition Services, Products and Practices Increased

Chaired two meetings of the PRH sub-donor group and coordinated two RH/FP partners meetings and prepared the visit of eight congressional staffers to Ethiopia to observe U.S. supported family planning programs.

2. Overall SO Support

I wrote the RH/FP portions of the 2005 Annual Report to Congress and took responsibility managing the overall health section of the annual report with the Program Office. I also participated in the finalization of the preparatory phase of the Ethiopian Demographic Health Survey.

Major Accomplishments of the Period:

1. IR 14.1 Use of High Impact Health, Family Planning and Nutrition Services, Products and Practices Increased

Eight Congressional Staff visited Ethiopia under the auspices of Action International and Pathfinder International. The one-week trip included site visits and discussions with privately funded family planning programs as well as the USAID-funded program managed by Pathfinder. The delegation met with senior Mission and Embassy staff, including those responsible for PEPFAR.

I participated in the Quarterly Technical Review of the Pathfinder Cooperative Agreement. Arsi Zone in Oromia Region was visited; the Community Based Reproductive Health Agents there are directly under the Ministry of Health and not a local partner. The MOH was particularly pleased with the outreach efforts of the CBRH agent and the close monitoring they can provide.

I coordinated two family planning partner meetings. The venue for the regularly held meetings and the Secretariate are rotated quarterly so as not to be a burden on any one partner. The aim is to keep everyone abreast of each other's activities and to share information. The family planning environment in the country is changing rapidly and it's important to ensure that all organizations are well informed and can assist one another.

I chaired two donor meetings of the Population Reproductive Health sub-donor group of the Health Population and Nutrition Donor Group. There are six regular members supporting the Government in reproductive health; we meet to coordinate funds to ensure donor activities complement each other and support the MOH. Major efforts in policy, contraceptive logistics, contraceptive procurement and services are all being discussed with the intent of creating a strong foundation for reproductive health and family planning in the country. The donors want to provide a united front to the government.

I participated in the MOH Contraceptive Appeal meeting with the donors and with key implementing partner organizations. Although there are remains a number of hurdles to overcome, this was a milestone for the government.

I developed and reviewed key points for two consultative meetings between the Minister of Health and the heads of major family planning implementing organizations. This initiative is also a milestone for the government since it appears they are trying to expand and strengthen family planning in the country and are soliciting advice from the non-governmental organizations involved in family planning.

I continued to work with the POLICY project to develop a two or three-year plan of action for policy dialogue at the national and regional level. The Population Policy should also be revised, but the priority now is to discuss the population momentum and its effects in all sectors.

I participated in the design of the Youth Net assessment in Ethiopia; this is a first step needed for drafting a Youth Reproductive Health Strategy.

I began drafting the Terms of Reference for the Mid-Term Evaluation of the Pathfinder agreement and the Scope of Work for a Team Leader and a local consultant. The evaluation will be coordinated with the Packard Foundation and will take place in March.

2. Overall SO Support

Prepared the "Reduce Unintended Pregnancy" segment of the 2005 Annual Report and coordinated the HAPN contributions and edits of the report with the Mission's Program Office.

I am managing the activities associated with the DHS; over 85 shipments of medical supplies were shipped from the U.S. for HIV/AIDS testing. A memorandum of understanding was developed with ORC/MACRO for all major parties to sign and questionnaire development was begun.

Major Activities Planned for January 21, 2005 to April 20, 2005

1. Finalize the Terms of Reference for the Pathfinder Mid-Term evaluation. Prepare the budget and work with the EXO to find a Team Leader.

2. Review Policy Project plans for national and regional dialogue; coordinated with the National Office of Population.
3. Oversee the National Youth Reproductive Health Strategy activities as they unfold over the next six months.
4. Monitor the implementation of the DHS in Ethiopia, scheduled to start in February.

Priorities for this quarter—20 October-20 Jan 2005

1. prepare the health section for the 2004 Tanzania Mission Annual Report
2. assist in recruitment of new staff to help the health SO implement its new strategy
3. finalize the ACQUIRE work plan
4. do program implementation reviews for ACQUIRE, Deliver, PACT and HKI/MOST
5. monitor DHS field work and THIS dissemination
6. Work with PSO on SO collaboration, especially in the development of population, health, HIV/AIDS and environment (PHHE) activities.

Accomplishments and Activities

1. The annual report was completed before 17 Dec.
2. job descriptions for new staff were completed and approved
3. the ACQUIRE work plan is being finalized and will be presented at a partners meeting 2-3 Feb
4. PIRs were done for ACQUIRE, Deliver, HKI/MOST, and PACT
5. THIS and DHS work is on track; HIV seroprevalence data has been disseminated and included in annual report.
6. regular meetings with PSO were conducted including a field visit to Kigoma (see attached report)

Priorities for next quarter—20 Jan 2005-20 May 2005

1. review baseline data and monitoring and evaluation (M&E) for ACQUIRE
2. review THIS and DHS preliminary results and organize dissemination and data for decision making activities
3. support PSO activities including work with DG and NRM SOs
4. complete draft PMP
5. plan child survival and malaria design and implementation work
6. conduct program reviews with key partners

TAACS Quarterly Report October 21, 2004 – January 20, 2005
Susan Bacheller, BGH/HIDN/ID

Major activities for this period:

1. **TB Team Leadership and Organization:** Regular bi-weekly TB team meetings were held, agendas prepared ahead of time, and minutes documented. I provided technical and managerial guidance to various TB team members in the following areas: research, communications/advocacy, child survival and health grants, and new drug development. TB team responsibilities were updated to reflect changing needs and new activities.
2. **Guiding and Monitoring BGH TB programs:** I provided extensive support for the development of the first year workplan for the TB Task Order, including consultation with USAID missions and various partners. I helped prepare the guidance and feedback regarding Gorgas TB initiative activities, including input on key decisions about the future direction of this initiative. I reviewed and commented activities and plans for HCP, VOA, PHNI, CDC, WHO, CSHGP, QAWD, IUATLD, RPM Plus, USPDQI, and the Alliance for TB Drug Development. I provided technical and strategic guidance to TB team members working on diagnostics, lab strengthening, communications, and TB/HIV-AIDS co-infection. I am providing ongoing technical input to the design of the new TB CAP award, review and commenting on the draft SOW, and discussions with OP regarding various award procedures.
3. **Support to Missions:** I provided extensive support and input into priority setting for the first year workplan of the TB TO. I continued to follow up on ISAC activities in Uganda, Peru, Pakistan, Indonesia, Russia, and Kenya, and to provide technical support to USAID/Mexico regarding options for programming of TB funding. Finally, I prepared the Dominican Republic PHN country team response to the annual report.
4. **Program Management:** I responded to inquiries from Congress regarding USAID's TB programs. I have provided extensive managerial and technical guidance to the TB team member and CTO responsible for this award. I review and commented on the revised GH strategy for surveillance.
5. **Global Leadership:** I participated in the DOTS Expansion Working Group (DEWG) meeting and DEWG Core Team conference calls. I co-chaired a symposium on Sustaining Achievements in TB Control at the IUATLD World Congress in Paris in November. I participated in the HIV-TB working group of the OGAC/PEPFAR, and was a reviewer of the 2005 annual plans and 5 year COPs. I presented on progress in USAID's TB program to the Senior Management team, and participated in the BGH portfolio review. I served as a course facilitator and presenter at a workshop on human resource development for TB control in India.

6. **Reaching out to partners:** I worked with USAID missions and regional bureaus to explore collaboration with the ISAC initiative. Groups that I have met with or conference called with during this reporting period include: CDC, IUATLD, UAB, TBCTA, Health Franchising Initiative, OSI, the Global Alliance for TB Drug Development.
7. **Budget development:** I worked with the regional bureau TB advisors to reach a consensus on the FY05 budget recommendations by bureau, country, and by project (in the case of the BGH budget).

Quarterly Report 10/22/04 – 1/21/05
Brad Barker, MPH MBA
TAACS/Senegal

Major Activities Planned for the Period:

Infectious Diseases

Dialogue with the Ministry of Health to ensure that Senegal's choice of drugs for combination therapy of malaria is presented on blister packs in time for the 2005 transmission season.

Conduct an assessment of the supply and availability of HIV, Malaria and Tuberculosis drugs and supplies within the public health sector.

Expand the voucher system approach to providing ITN to pregnant women and children under five in six health districts.

Child Survival

Implement the recommendation to allow Community Health Agents to manipulate cotrimoxazole for the treatment of pneumonia in children in as many health districts as possible.

Finalize and obtain approval from the Minister of Health to extend to additional health districts the national newborn care policy.

Elaborate of program of priority child survival activities to be conducted over the next two years within the BASICSIII project.

Achieve a consensus for an in-country working group on micro-nutrient fortification and begin research and policy dialogue in preparation of commencing with one foodstuff (most likely cooking oil) and one micronutrient (most likely vitamin A).

STI/AIDS

Finalize the PMTCT strategy, train and supply health care providers in the Districts of Thies and Kaolack.

Ensure that the CCM considers and decides a policy following the recommendations of the Technical Committee to strengthen CCM functioning and donor coordination.

Revisit USAID's strategy for addressing the concerns and needs of key at-risk or bridge groups such as CSW, MSM, fishing and transportation industry workers.

Reproductive Health (RH) & Family Planning (FP)

Pursue policy dialogue in view of having the Ministry of Health adopt a policy in favor of the systematic use of oxytocin to prevent post partum hemorrhage.

Complete the IUD checklist study in preparation for the efforts to promote the IUD nationwide.

Finalize market research activities that will lead to the introduction of an injectable contraceptive within the contraceptive social marketing program in view of an early 2005 launch.

Support the Ministry of Health's proposal to conduct a national symposium on the issues surrounding supervision within the health sector.

Decentralized Health Care Planning & Financing

Continue to monitor to implementation of the contracts signed with 123 Associations of Community Health Workers (ARPV) to conduct a set of health promotional activities in light of both the likely need to discontinue with some ARPV as well as the possibility to expand the types of activities conducted by some.

Major Accomplishments of the Period

Infectious Diseases

Since the national essential drug procurement mechanism had already ordered its 2005 supply of anti-malarial drugs without specifying that these should be prepared on blister packs, USAID was unsuccessful in its efforts to ensure that this would be done in 2005. Given this, we will continue to work with the MoH and with the USPVOs who implement our community management of malaria intervention to ensure proper prescribing and use of anti-malarial drugs at the community level.

The assessment of supply and availability of HIV, Malaria and Tuberculosis drugs and supplies within the public health sector was conducted. Data gathered are currently being analysed.

The voucher system approach to providing ITN to pregnant women and children under five was tested in 2003 in three health districts and expanded into six districts in 2004.

Child Survival

The Ministry of Health was unable to make official the recommendation (made in June 2004) to allow Community Health Agents to manipulate cotrimoxazole for the treatment of pneumonia in children in time for implementation for the November through March primary transmission season.

2/10/04

The Ministry of Health has not yet decided on a national newborn care policy, following recommendations from a September 2004 policy workshop.

Based on the recommendations of national policy workshops on case-management of malaria, community management of pneumonia and newborn care (all supported by USAID and the result of research conducted by USAID), USAID wishes to prioritize its child survival interventions in light of a MoH policy that would have followed these various studies, workshops and recommendations. Given that such policies have not yet been made and relative to the epidemiology of the key illnesses targeted, USAID now hopes to implement the neonatal policy-to-be first, followed by the malaria policy-to-be and lastly the community management of pneumonia in such a way that the key actors can be fully prepared prior to the peak transmission season (at least for malaria and pneumonia).

Due to a recent flurry of personnel changes within the Ministry of Health, discussions on micro-nutrient fortification were largely put on hold during the period.

STI/AIDS

While the medical aspects of the PMTCT policy design have been largely finalized, considerable discussion continues as to who and how various services will actually be provided to the pregnant woman and how communities will be informed and incorporated into the package. The process was delayed further when the two individuals who were responsible for the two Divisions most directly involved with PMTCT were replaced recently.

USAID has worked hard and consistently to try to structure the operations of the Global Fund in Senegal in accordance with USAID's understanding of how the Global Fund is supported to operate. While some apparent progress has been made to strengthen the role of the CCM in this process, it is not clear to USAID that the Global Fund will renew the Senegal Grant at the February 2005 meeting of the Board of Directors of the Fund.

Results from a recently completed combined (biological and behavioral) surveillance study were presented that showed very positive progress with the military and highlighted considerable weaknesses among transportation workers. Corrective actions to target programs to address these findings are underway.

Reproductive Health (RH) & Family Planning (FP)

Recently, the Ministry of Health conducted a three-day reproductive health policy workshop during which current policies were reviewed, revised or maintained for the full range of reproductive health services. Among the decisions taken was to pursue the systematic use of oxytocin to prevent post partum hemorrhage.

Considerable progress was made to promote the IUD as Senegal's long-term reversible method of choice. This progress includes a decision to pilot test post-partum insertion of

the IUD, a recommendation to add the IUD for purchase by the GoS budget, and a program to pursue the training of health care providers (long neglected because of an emphasis on promoting Norplant).

Marketing research continues in preparation for the introduction of an injectable contraceptive through the social marketing program that currently provides only condoms and contraceptive pills.

Decentralized Health Care Planning & Financing

Promotional activities as implemented through 123 Associations of Community Health Workers (ARPV) got underway. USAID and its implementing partners are currently developing approaches to ensure proper technical and administrative supervision of these entities in a way that is both economical and sustainable.

Major Activities Planned for the Next Period:

Given the arrival of a USAID Health Officer to lead the Strategic Objective Team, the specific role of the TAACS has been modified somewhat relative to what it was in the previous year where the TAACS was the acting Team Leader. The structure of Barker's quarterly reports will be hence forth modified to reflect more accurately his Work Objectives as agreed upon for 2005.

Planning and Management

In preparation for the upcoming Strategic Objective Strategy revision, conduct an overall assessment of the strengths and weaknesses of the current Strategy and make recommendations for modifications within the future Strategy.

HIV/AIDS

Finalize the PMTCT policy framework and implement this policy in the Thies and Kaolack Districts.

Resolve the pending situation with regards to Food For Peace contribution of food for PLWHA and undertake an assessment of the feasibility of establishing a form of health insurance for PLWHA as well as a micro-finance mechanism to provide sufficient income for PLWHA to pay for their health care as well as meet other material needs.

Work with partners to strengthen the functioning of the Technical Secretariat of the CCM of the Global Fund.

Expand the network of service providers that target transportation workers, commercial sex workers (both registered and not), and MSM.

Child Survival

Modify as appropriate and implement as far as possible the newborn care package recommended by the 2004 national peri and neo-natal care workshop.

Prepare to implement community management of malaria activities in twelve additional health districts.

Solidify the Working Group on micronutrient fortification in preparation for a national symposium on the question scheduled for March 2005. As part of this preparation, conduct a market survey to determine key supply, distribution and utilization parameters.

Maternal Health and Family Planning

Assess the effectiveness of the “voucher” system in promoting the use of ITN by pregnant women and the relative role of the commercial sector in this approach.

Assess the current functioning of the ARPV in light of deciding which Associations might be ready to implement at Community Based Distribution (CBD) component.

Finalize market research in preparation for the launch of an injectable contraceptive via social marketing.

Decentralization and Health Care Financing

Continue to monitor the ongoing pilot test to determine ways to strengthen the functioning of health management committees.

Implement a health insurance program through previously selected actors in the Ziguinchor region.

Quarterly Report (Nov 2004 – Jan 2005)

Andrew Clements, Infectious Disease TAACS, USAID/Asia and Near East (ANE) Bureau

1. ANE Regional HIV/AIDS and Infectious Disease Program

- Participated in a workshop to review progress on activities to address drug-resistant malaria in the Mekong sub-region of Asia and identify areas for future investment.
- Drafted a Scope of Work for a review of regional infectious disease activities.
- Provided information on results of regional infectious disease activities for the USAID Child Survival and Health Report to Congress and the Annual Report of the Regional Development Mission in Asia.

2. Technical assistance to missions/countries

- Discussed possible options for infectious disease programming with PHN staff from Pakistan.
- Briefed a USAID health officer on infectious-disease issues and existing activities prior to his posting in Cambodia.

3. Technical assistance to USAID/W

- Provided input to ANE Bureau on allocation of PHN funding levels (FY 2005 and FY 2006) for countries in the ANE region.
- Participated in Agency discussions to determine bureau allocations for FY 2005 infectious disease funds.
- Initiated discussions on a new activity to improve access to essential medicines using the private sector.
- Participated in a Voice of America briefing on antimicrobial resistance.
- Monitored developments related to avian influenza outbreaks in Asia.

Quarterly Travel Plans (Feb – Apr 2005): none currently

Quarterly Report
Ann Lion Coleman
TAACS
GH/PRH/SDI
5 November, 2004*- January 20, 2005
* When I started

The following follows the structure from my SOW approved by USAID.

A. Provide technical and managerial oversight of the Capacity Project cooperative agreement (50%)

Activities Completed:

1. Weekly meetings with the Capacity Project staff to assist them with strategic vision, work plan, monitoring and evaluation and budgeting process
2. Review, comment, seek input from others in USAID on Capacity Project work plan
3. By Jan 20, I hope to provide approval for the work plan (minus the SAS section)
4. Assist the Capacity Project with the 2006 budget submission for core funding. Participate in USAID core discussions for 2006 as needed.
5. Assist with organization of Capacity Project launch for USAID and a second launch for external stakeholders and partners. The internal launch was successful with over 70 USAID, mostly senior staff attending a participatory meeting

Projected for Next Quarter

1. Approved work plan and budget for 2005, draft work plan, budget and M&E for 2006 underway and scheduled for approval by June 2005
 2. Oversee successful field assessments in three countries (Kenya, Swaziland, Lesotho)
 3. Finalize Project Monitoring Plan
- B. Participate in the design of the M&L follow-on program, which will contribute to improved service provider capacity (10%)**

Activities Completed:

1. Provided technical input into the new procurement draft, participated in numerous meetings on scoring criteria, staffing needs, timelines, etc.
2. Ensured clarity between the Capacity Project and new procurement

Projected for next quarter

1. Participate on technical review panel. (several weeks)

C. Coordinate GH human capacity development (HCD) efforts among GH offices and the Office of the Global AIDS Coordinator (OGAC) (20%)

1. Began attending OGAC HCD task force monthly meetings,
2. Introduced Capacity Project Overview to group

Projected for Next Quarter

1. Continue to attend monthly meetings, and volunteer for coordination and technical assignments as feasible
2. Oversee the OGAC/Capacity linkages for COP reviews

D. Enhance understanding of Agency program and personnel management and operations, becoming increasingly involved in PRH technical activities (20%)

1. Attended over 40 PRH portfolio reviews
2. Attended sessions on USAID and Money, PRH Strategy , Global Health White Paper
3. Organizing LAC Sota Mini University session
4. Co-organized and provided training on human capacity development for NEP training session
5. Attend weekly staff meetings
6. Have become member of Mozambique Country Coordinator Team, with discussion of becoming the Alternate Country Coordinator

Projected for Next Quarter

1. Attend one week CTO training (signed up)
2. Attend one week financial management course (signed up)
3. Finalize mini university for LAC SOTA
4. Continue Mozambique Country Coordinating meetings

**Quarterly Report for Gary Cook
Senior Health Policy Advisor in ANE/TS
October 21, 2004 to January 20, 2005**

This is the twenty-second quarterly report of my work as Senior Health Policy Advisor in the Asia Near East Bureau.

General Assistance to the PHN Program of the Asia Near East Bureau:

- Welcomed a new Director of the Office of Technical Support and provided introductions of team members, briefings on programs and issues.
- Continued serving as ANE/PHN team leader since the Foreign Service Officer, Jed Meline, left his assignment. A replacement was expected in December 2004, but that assignment has fallen through. I now expect to serve indefinitely as team leader, although the Foreign Service position is still on the books and will be advertised in the upcoming bidding cycle.
- Supervised the four other members of the team, coordinate their efforts, report up the chain of command in the Bureau, speak on behalf of the health sector in the Bureau.
- Lead the PHN effort to contribute to the ANE Bureau's strategic framework under the Agency's new strategic management process.
- Continued supervision of the ANE Bureau input to the health sector reconstruction in Iraq. High level political involvement as well as involvement of other USG departments and agencies makes this an important and high pressure part of the workload for me and the CASU on the team.
- Consulted with visiting PHN staff from numerous missions in the region regarding their programs and needs from the Bureau. During this quarter PHN officers and Mission Directors from a number of missions visited Washington and required consultation. (India, Pakistan, Vietnam, Yemen, Afghanistan, Nepal, East Timor and Indonesia)
- Continued recruitment and interviews for two vacant positions in the Bureau for Global Health/Regional and Country Support Office. This quarter a new Regional Coordinator and Regional Assistant were hired and required orientation and inclusion on the ANE team. They seem off to an excellent start after a prolonged period of vacancies.
- Provided mentoring and advise to a variety of NEPs. Arranged rotations in the ANE bureau to carry out specific functions in Washington as well as in missions including Afghanistan and RDM/A. HR requested our advice on which missions would be good locations for supported NEP ceilings. We hope that as a result, NEP positions will be created and filled in a number of severely understaffed programs where suitable mentoring opportunities will be available.
- Maintained and updated the FY '04, '05, and '06 CHS and ESF budget tables for all missions in the ANE region. Carried out and concluded negotiations in the PHN Sector Council's finance subcommittee on the allocation of FY'05 and FY'06 funds across regions. The problem of shortage of CSH funding was complicated by the political requirement to maintain high levels in Afghanistan

and Pakistan. Reached an amicable solution with the PHN colleagues of other bureaus as well as PPC/Budget and the other parts of the ANE bureau.

- Submitted the FY'05 proposal for obligations of PD&L funds. Each year we are allowed to hold back a small portion of CSH funding from the missions for regional activities that further our PHN goals in the region and focus on "horizon" issue that we have identified in the sector. We have prepared a list totaling about \$5m which includes funding for the non-direct hire members of the team (basically the entire team).

Tsunami Relief and Reconstruction Efforts:

- In response to the Asian Tsunami disaster, USAID has been a major player in the relief and reconstruction effort. Not surprisingly health is a major priority. As a member of the ANE Bureau's Response Management Team (RMT) I have connected with health officers in the effected countries (Indonesia, Sri Lanka, and to a lesser extent India and Thailand.)
- Identified priorities and areas of USAID assistance, provided budget requirements for the supplemental request, and liaised with GH, OFDA, PPC and others.

ANE PHN State of the Art (SOTA) Training Course in Delhi:

- Prepared and sent a reporting cable on the SOTA which included a summary of the event and a number of recommendations from the field.

Afghanistan:

- Coordinated with the Pentagon and HHS on the proposed hospital management summit to be held in Kabul in the Spring. Provided a presentation to the senior level group of planners on the USAID maxims, best practices and lessons learned in hospital management in general as well as recommendations on the subject in Afghanistan.
- Supported the launching of a management review of the REACH project (\$150m, three years) with a view to planning follow-on activities.
- Provided continuing financial guidance to the Mission and to ANE on program plans and requirements.
- Reviewed and revised the Mission's Congressional Budget Justification and Annual Report.

Iraq:

- Supervised the USAID/Washington health team support for USAID/Iraq.
- Mediated the review of health staffing issues in the Iraq Reconstruction Office, resulting in the decision to maintain the position and fill the vacancy.
- Continued to negotiate and liaise with the issue of the Basra Children's Hospital. This involves dealings with NSC, the Hill, OMB, Project HOPE, and the Mission.

Pakistan:

- Continued to support the new FS PHN Officer who is now at post.
- Engaged with AMS, HR, and the Mission on long term staffing issues for the Mission.

Yemen:

- Provided guidance and mentorship to the PHN Officer, through weekly phone calls.

Awards:

- Received “2004 PHN Superior Service to the Field Award” from USAID/Pakistan and USAID/West Bank-Gaza along with fellow country team members.

Gary Cook/January 13, 2005: ANE/SPOTS/gcook/CEDPA/22nd quarterly report

**TAACS
QUARTERLY REPORT
Kristin A. Cooney, Senior Technical Advisor/Reproductive Health and
Child Survival
USAID/WARP (SO5)**

October 21, 2004-January 20, 2005

CTO, AWARE-RH:

- Conducted regular management meetings with project staff.
- Conducted regular technical meetings with selected technical staff (on topics such as mutual health organizations, commodity security, obstetric fistula, national health accounts, communication, etc.).
- Completed initial design of WARP regional response to obstetric fistula with input from partners and USAID/W.
- Participated in workplan meetings and provided input to revising workplan before final submission. Reviewed and provided comments on workplan.
- Coordinated support to polio immunization campaign in The Gambia.
- Conducted coordination meetings between AWARE-RH and field support partners.
- Reviewed personnel and partnership issues with AWARE-RH leadership.
- Reviewed and approved travel requests.

RH, CS, and ID Team Leader:

- Reviewed and approved travel requests for field support activities, including ensuring linkages with Embassy personnel in non-USAID presence countries and WARP implementing partners.
- Mutual Health Organizations (MHOs): Traveled to Mali to visit MHOs in Sikasso. Participated in the meeting of the Concertation, a network devoted to supporting MHOs in the region and to which AWARE-RH is providing support.
- Commodity Security: Reviewed status of all countries receiving contraceptive support from USAID/WARP. Followed up on request for technical assistance from Burkina Faso. Traveled to Burkina Faso for launch of commodity security planning exercise and coordinated with other donors in country to move process forward. Reviewed CPTs from Cameroon and Togo and forwarded to Washington for ordering commodities.
- Field support: Worked with ACCESS Project and Malaria Action Coalition (MAC) as well as NetMark on SOWs and progress with WARP support.
- Repositioning Family Planning: Met with Advance Africa colleagues who are organizing Repositioning Conference in Accra (delayed until February 2005). Provided substantive input to draft agenda and conference organization. Corresponded with colleagues in Washington, as well as POLICY Project and AWARE-RH, to refine efforts for conference.
- Supervisory responsibilities: Reviewed and provided guidance to work of all SO5 employees in absence of Team Leader. Reviewed and approved timesheets, travel and transportation requests, in absence of Team Leader.
- Interface with Country Team, USAID/Washington: Provided updates to country team on program activities and needs. Responded to ad hoc requests for

information. Held conference calls to update on activities. Coordinated visit of Washington backstop to assist with workload (October).

- Technical Advisory Group Meeting: Organized WARP SO5 Technical Advisory Group Meeting held in Dakar in October. Facilitated several sessions during Advisory Group meeting, facilitated several side meetings, and coordinated follow-up activities for reproductive health and child survival. Wrote reporting cable to Washington and participants.
- WARP Advisory Board Meeting: Prepared and presented proposed regional response to obstetric fistula to Advisory Board members in Dakar. Proposal was well received and generated interest in collaboration from both bilateral Missions and non-USAID presence countries.
- Child Survival Proposals: Reviewed this year's Child Survival PVO grants for USAID/Washington and submitted scoring.

HIV/AIDS:

- Continued to provide orientation and assistance to new WARP HIV/AIDS staff (HIV/AIDS Advisor and Senior HIV/AIDS Specialist).
- Coordinated with UNHCR to provide condoms to refugee populations in the region.

SO5 General Activities:

- PIMS: Coordinated responses to questions regarding database that will be set up to track Performance Management Plan (PMP) indicators. Worked with MEASURE Evaluation during their November visit to design the ACCESS/PIMS database and followed up with the IT team in Washington for approval of database.
- Worked with all partners to ensure provision of trip reports and workshop reports to WARP.
- Activities with WAHO: Coordinated DELIVER participation in ECOWAS Health Ministers' Meeting in Accra in October. Participated in the review of small grants proposals and the selection of Young Professionals Internship Program (YPIP) candidates in November in Bobo Dioulasso.
- Annual Program Statement: Reviewed proposals for Annual Program Statement and participated in selection committee.
- Program Office activities: Provided ongoing responses to Program Office requests, including preparation of several documents (country activity sheets, program description, presentations) for WARP Advisory Board, which was held in Dakar in October. Wrote newsletter submissions. Wrote sections of Annual Report for presentation at Annual Portfolio Review and edited all sections for submission to Program Office and ultimately USAID/W for final Annual Report.
- Personnel: Followed up on clearance for two new staff members. Drafted SOW for one staff member to begin work from Washington. Wrote arrival memos to EXO.
- Reviewed financial vouchers of all partners.
- Worked with consultant to organize SO5 electronic filing system.
- Assisted in preparation of annual procurement plan for SO5.
- Served as Health Team Leader during absence of supervisor.

Quarterly Report
Amy E Cunningham
Senior HIV/AIDS Advisor
USAID Uganda
October – December 2004

The dominating theme once again this quarter was the President's Emergency Plan for AIDS Relief (Plan), planning and consultation with partners and development of the 5 year Strategy and 2005 Country Operational Plan and compiling and verifying data for the first annual PEPFAR report. Below are some key achievements.

With the PEPFAR team, finalized and received approval for the 2005 Country Operational Plan for PEPFAR for \$108 million. Finalized and received approval for the 5 year PEPFAR Strategy for USG Uganda. Finalized and submitted the 2004 Annual Report. Held meetings with all implementing partners to review monitoring guidelines and follow up meetings with groups I directly manage to review results.

Held quarterly reviews/end of FY reviews for Joint Clinical Research Center, Elizabeth Glazer Pediatric AIDS Foundation and the JSI Deliver Program. Assessed program gaps and challenges and made recommendations to address issues in each program area. JCRC was able to offer treatment to over 23,000 people in 2004 and opened 22 sites (8 more than the target). EGPAF provided PMTCT services to 70,000 pregnant women and DELIVER assisted in the logistics elements of the national ART roll out. Over 35,000 people are now receiving ART in Uganda, in large part due to USG support in service delivery and technical assistance.

Organized and participated in several site visits to underserved districts in Uganda with the US Ambassador and area members of parliament. Visited the Kabong District Hospital, one of the most remote areas in Northern Uganda plagued by violence from cattle rustlers and the Lords Resistance Army. USAID has supported Joint Clinical Research Center to launch an ART clinic at the hospital which now has 50 people on treatment. Visited St. Joseph's Hospital in Kitgum where USAID has been supporting VCT and PMTCT and encouraged CDC to consider St. Joe's within the Catholic Relief Services support. Visited a number of USAID supported NGOs in Kitgum providing elements of the 'network' of services for HIV care and support. Visited Bundibudyo District where USAID is supporting one of the highest performing PMTCT programs in the country with 100% uptake of counseling and testing.

Helped to plan for and participated in the first national HIV/AIDS Partnership Committee meeting sponsored by the Uganda AIDS Commission which resulted in a group of agreed upon 'undertakings' to be met in 2005.

Carried out interviews resulting in hiring of one new PSC expatriate staff to handle the clinical care portfolio. Interviewed and recommended a new FSN care and treatment program management staff who is now undergoing security checks.

CEDPA QUARTERLY REPORT
Oct. 21, 2004 – Jan. 20, 2005
Cornelia E. Davis MD
Senior Technical Advisor, TB & HIV/AIDS, Kenya

A. Major Activities Planned

Most of the major activities planned for this quarter were accomplished. Dr Davis did participate in the CRHCS Health Ministers meeting in Zimbabwe; and accomplished the monitoring visit to DROC in December. She fell ill and was unable to participate in the NETMARK meeting with countries to reduce taxes and tariffs. And the mission in Ethiopia postponed that visit again. She was able to attend part of the southern Sudan TB Policy formulation workshop, and assisted the SO7 team write up the annual report of activities for the REDSO PHN program.

B. Major Accomplishments

1. Dr Davis and Gil Cripps from PHN attended CRHCS 40th Regional Health Ministers Conference in Victoria Falls, Zimbabwe 31-Oct 04 to 3 Nov 2004. This meeting which gathers the Health Ministers from the 12 East and Southern African countries was the first one that I have attended. CRHCS is one of REDSO's African partners and at this meeting Malaria in Pregnancy assessment of the ESCA countries was presented and NETMARK informed the Ministers of initial work being done for the removal of taxes and tariffs on insecticide treated nets (ITNs). Both presentations were well received. In the malaria working groups that followed, there was long discussion by several countries on the need to revert to the use of DDT. It was pointed out that WHO rules specifically mention the use of DDT for public health purposes may be used by countries but there was a need to conduct an assessment, determine exactly which districts might profit from insecticide use, but just to start indiscriminate spraying was the wrong approach. The malaria in pregnancy assessment pointed out some gaps in countries and follow-up visits to address specific issues on which antimalarials to use in the face of growing resistance to SP.
2. Preparing the annual report for the REDSO mission is always a trying time with all the SOs needing to meet the various timelines. SO7 (PHN) commenced with a Partners meeting and getting their assistance in identifying where we are in achieving our results and where we want to go. With the arrival several months ago of the new office chief who is experienced in performance monitoring we had been reviewing our PMP and indicators. Several would ultimately be dropped while other indicators definitions were tightened up. We also had received the draft mid term evaluation report of SO7 which commended the work of SO7 which they felt was being accomplished despite being pulled from various sides to accomplish work. The final assessment was that the SO was on track, and Washington has extended the REDSO program to 2007.
3. The visit to DROC Dec. 7-11, 2004 was an opportunity to meet the new Health Officer Aleathea Musah and Dr Emile Bongo who is the infectious disease advisor. We reviewed the status of infectious disease activities in DRC, the progress of NTP

activities supported at the national level by USAID, and the specific implementation activities supported in the provinces of the Kasai's , Maniema, Sankuru, Orientale Central. National level statistics from 2003 show an estimated 53,578 cases of TB, and an incidence rate of 167 per 100,000 new sputum smear positive. Currently 70% of the country has access to DOTS (directly observed treatment, short course strategy). Case detection rate is 66% with a cure rate of 71% and a treatment success rate of 79%.

4. The Congo is currently in a transition coming out of a civil war and still not on its feet. When USAID started to support the DRC's TB program, we were asked to support some national activities but at the same time to provide support to provinces that had been on the front line of the war, whose infrastructure was destroyed, whose staff had fled, and the TB program was non-existent in those areas. It was necessary to start at the beginning and rebuild up the provincial laboratories, re-institute case management and laboratory training, and provide logistics to improve supervision, monitoring and drug distribution. Considering where we began, the provinces have made good progress.

Treatment success rate (%)

Provincial Coordinations	2001	2002	2003	2004 1 st Quarter
Kasai Oriental	37	72	66	72
Kasai Occidental	34	78	80	80
Sankuru	83	81	92	88
Maniema	51	72	85	84

5. The main thrust of this visit was to assess the TB/HIV activities being implemented by WHO with USAID funds for the last two years from 2002-2004. At the time in 2002, ARVs were not a possibility but at the same time one wanted to offer some hope to the co-infected. The initial two year pilot project by WHO on TB/HIV collaborative activities has gained some valuable lessons. The HIV/AIDS program has been eager to participate with the NTP. The intended services for the co-infected patients are well received particularly depending on which staff member offers counseling and testing, and at what stage in the treatment (intensive phase most receptive). There are opportunities to strengthen the activities by changing the type of rapid tests, giving test results same day, providing formal transfer to AIDS treatment centers and verifying that co-infected patients are placed on a master list for ARV treatment and actually receive ARVs.

6. Dr Davis participated at the southern Sudan TB Workshop on policy and six year development plan Nov 10-12, 2004. AFR/SD funds provided to the TBCTA had provided a consultant Dr Martin van Cleef and funding for the workshop. NGO partners already working in TB and others interested in providing services, donors,

and participants from the GOS (north) NTP attended. Expected outcomes were: TB Policy and Policy guidelines, six year development plan for scaling up TB control activities, positive exchange of experiences particularly between the government of the north and south, detailed plan for the 1st year, and donor support for the plan. At the end of the workshop they had a draft policy and guidelines. WHO Dr Sindani was to finalize the draft over the upcoming months and to be completed by Feb05.

7. A high level assessment team from Washington went to Burundi to assess progress of the ISP and to determine whether more funds should be provided or to pull out. Dr Davis initially was on the team, but the Burundi Ambassador insisted on reducing the numbers so Dr Davis offered to withdraw. She however had prepared a background paper and presentation on the Health activities. This paper laid out the strategy of working closely with OFDA on health and slowly replacing humanitarian work with development. The strategy was to start in the north which had relative stability and then to add on health components and provinces as and when the political situation warranted and more funds were available. The visit was very successful in showing what had been accomplished and the recommendation was to continue the Burundi health activities.

C. Major Activities Planned Next Quarter

Dr Davis was asked to make an unscheduled trip to Djibouti to focus on some health program problems but the USAID representative returned and felt that she would be able to resolve the difficulty. A TDY is scheduled for Mozambique 17-25 January 2005 to assist the mission to program new TB funds that will be coming and to monitor TB/HIV activities that are being carried out under REDSO funding to the Core Initiative. She has been asked to join a WHO team for the five year program review of the DRC National TB program, Gender training for the week of March 14th, and on B/GH TB technical review panel in Washington DC for selection of the new TB mechanism.

Quarterly Report
Nancy E. Fitch, MD
USAID-Rwanda HIV/AIDS TAACS
October 1 – December 31, 2004.

This quarter was very busy with finalizing Emergency Plan “COP05”, for \$40 million of activities and “USG Rwanda Five Year Strategy”, which were submitted October 29, 2004, and followed by a series of reviews of these documents with headquarters technical teams. Overall, Rwanda’s COP and Strategy were received very favorably and required minimal revisions. This is in contrast to the COP04, which was rejected until major revisions occurred. Key activities in the COP05 were two procurements for “Community-Based HIV/AIDS Services” and “Performance-Based Financing of HIV/AIDS clinical services”.

During this period, relations with the Government of Rwanda were significantly improved. PEPFAR had been effectively stalled, due to government objections regarding lack of collaboration. A joint steering committee, the PEPFAR Steering Committee, was created and TOR developed. USAID hired a coordinator for this Steering Committee.

As mentioned earlier, the HIV/AIDS team was severely short staffed, requiring 18 hour work days, 7 days/week for two months. A series of short term consultants from USAID-OHA helped considerably. A total of 7 additional staff to help with PEPFAR activities are in the process of hiring. Thus, this quarter was also busy with additional staff recruitment and orienting four new staff, including two Michigan Fellows and two FSNs. With this increased staffing, the HIV/AIDS team finally has opportunity to manage our implementing partners appropriately.

Previously mentioned travel plans for CTO training have been modified to Acquisition training and PAL training in Washington, DC, February 28 – March 11, 2005.

**QUARTERLY TAACS REPORT
(November 2004 to January 2005)
Matthew Friedman
USAID/RDMA/HHO**

A. INTRODUCTION:

My major responsibilities in USAID/Regional Development Mission/Asia (RDMA), Bangkok, Thailand consist of co-managing the HIV/AIDS and Infectious Disease portfolio for fifteen focus countries. I also provided technical support to the Human Trafficking and Thai/Burma border programs.

B. ACTIVITIES COMPLETED:

Below are some of the more significant activities carried out to date:

- Prepared the first draft of the Thailand/Burma health border RFA.
- Developed a workshop approach for the Burma TIP program.
- Worked with the Indonesia mission to develop an HIV/AIDS follow-on project (three weeks)
- Visited Indonesia, Sri Lanka and Burma.
- Spent 3.5 weeks in Sri Lanka putting in place 22 grants to 19 organizations as part of the tsunami relief effort. Also developed a comprehensive data collection system to track program impact and progress.
- Helped develop a plan of action for an upcoming MSM workshop in Late March.
- Participated in discussions to link up all of USAID/HHO's data collection approaches (A2, M&E, Coverage Plus, Info Project and mapping) into a single format.
- Continued to work with CDC to develop a comprehensive collaborative relationship.

C. ACTIVITIES FOR NEXT QUARTER

The major activities for the next quarter are as follows:

- Continue developing the overall Mekong Regional HIV/AIDS, ID, Human Trafficking and Thai/Burma Border programs for the HHO.
- Continue revising the operational plan for a new Burma/Thailand partnership program.
- Present the results of the anti-trafficking assessment within the Mekong Region.

Dale Gibb, Senior Technical Advisor/ Policy

TAACS Quarterly Report, October 29, 2004- January 29, 2005

TAACS and other NDH programs

We continue to review new requests for TAACS against the legislative ceiling and contract amounts. No discussions have been held on FY 06 levels. We have worked with GC and others on conflict of interest aspects of TAACS, and ways of clarifying the question in any new procurement.

UNICEF

We prepared the Office Director for participation in the UNICEF Executive Board, and worked with UNICEF on issues regarding child survival, the tsunami, and overall budgetary questions. Our major focus now is making sure that the U.S. has an opportunity to make input into the new Medium Term Strategic Framework which will be presented to the Annual Meeting in June. With the designation of the new UNICEF Director, directly supported by the White House, this should be easier to accomplish than in the past.

World Health Organization

Given the change in leadership of the Bureau for Global Health, we postponed or cancelled our technical consultation with WHO since it is usually somewhat of a policy oriented session. Meanwhile, lower level consultations continue with a number planned here in February, many with new personnel at WHO. We prepared and cleared numerous papers for the WHO Executive Board which I attended from January 17-25. I will forward a short briefer on that meeting later. We continue to modify the annual grant to WHO to reflect budget changes.

High Level Forum

I attended a one day meeting in Paris on January 26, to begin planning for the Third High Level Forum on Achievement of the Millenium Goals in Health. The Third Meeting, to be held in Paris in November 2005, will focus more on policy than on technical issues, but will be action oriented. Putting these two goals together is a challenge – I volunteered our help on agenda items on financing, global partnerships and aid effectiveness, and on fragile states.

Haiti

The team held a comprehensive review of the program on January 5, designed in part to orient the new PHN Deputy, Khadijat Mojidi, but also to give the team a baseline from which we can do a more systematic job of backstopping the Haiti Mission. We tried to focus on items other than AIDS

which has received the bulk of attention since Haiti was named a PEPFAR country. We are now holding weekly calls with the Mission, based on a jointly developed agenda, which should increase the effectiveness of our support. The security situation seems to have improved, making it easier for the Mission to work. We also completed review of the annual report and provided comments to the Mission for their review.

Vietnam

We reviewed the Annual Report and provided comments to the Mission. The PEPFAR program seems to be working well. ARV provision may be a problem.

PASA

We have major job to do in improving budgeting and financial monitoring of the PASA, the administration of which has changed at HHS, simultaneously as we again lost our financial monitor here. This will be a key task in the next quarter.

Major Tasks Ahead

Orienting the new Assistant Administrator and his Deputy will be priorities in the next month, as will be initial budget setting for our program. I participated in several meetings on the strategic objectives for the program in this quarter, with final ones set up for the next week.

I have also been on the panel for the selection of the new Director of the Office of Personnel, Development and Management Support, and will continue to be involved in this task.

2. 11-20-04

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James Griffin
Quarterly Report
Period covered: October 21, 2004 – January 20, 2005

Overview of Activities:

The main accomplishments during this quarter were to complete the REACH evaluation and a mission health strategy, as well as orienting and developing an ongoing training plan for the 2 Mission Health FSNs. As part of the ongoing management of the REACH and PSI agreements, three provincial visits were made.

Specific Activities:

a. Complete the REACH Evaluation

The REACH evaluation was completed and the evaluation report will be presented to the new Minister of Public Health on 1/15/05; then the report will be distributed to a wider audience after it is shared with the new MOPH leadership. The evaluation team consisted of an external consultant, who acted as the team leader; two USAID staff people and three people from the MOPH. In addition to evaluating this project, one of the objectives of this exercise was to begin developing a project evaluation competency within the Ministry of Public Health. Two of the three MOPH team members were thoroughly engaged in the process, participated and received a comprehensive orientation to health project evaluation.

b. Finalize the Mission Health Strategy

A five-year mission health strategy was developed; the health section will be part of a larger mission strategy. It is worth mentioning that all of this work was done with the previous demonstration at the MOH. On December 25th a new health minister was appointed and he in turn named three deputy ministers. Apart from orienting them to the work USAID has done thus far, this health strategy needs to be shared with them to secure their final concurrence.

c. Complete a Training Plan for the 2 FSNs

Individual training plans were completed for the two health FSNs. This plan includes external as well as internal training opportunities as well as specific tasks that they must complete.

d. Visit Three Provinces

Four visits were made to three different projects. The objective of these visits were to visit USAID-supported health clinics to observe service delivery. I walked away from these visits with several impressions; the first is the notion that Afghanistan is one of the

few countries that I have been associated where the demand for services outstrips supply. Said another way, even the most remote clinics seem to be well utilized. The dedication of the providers to their perspective community is above average. Considerable amount of work needs to be done establishing a relationship between health institutions and the communities they serve.

Obstacles:

1. **New Health Administration at the Ministry of Health-** Security is an ever-present problem in Afghanistan and will continue to be so for the short and medium terms. Security concerns make it difficult to visit project sites.

Objectives for the Next Quarter:

1. Orient the new health demonstration
2. Begin the design process for the REACH and PSI follow on projects
3. Establish a relationship with the new MOPH hierarchy
4. Continue to manage the REACH and PSI agreements
5. Supervise the PSI evaluation
6. Visit at least three provinces.

QUARTERLY ACTIVITY REPORT FOR THE PERIOD October 21, 2004 through January 20, 2005 FOR SARAH HARBISON

As acting Team Leader of the Program Research team

- Organized monthly meetings of program research group, identifying key issues for discussion
- Initiated development of a number of assessments of the need for program research in the future
- Promoted coordination of Utilization activities
- Supervised the operations research technical assistant.
- Provided mentoring to the Program Research Fellow
- Continued leadership as the point person for the youth initiative in OR
- Continued to monitor implementation of research activities.

As acting Deputy Chief of the Research Division

Assisted the Chief of the Division in management, budgeting, staffing, and general leadership responsibilities

Coordinated preparation of portfolio reviews

Continued orientation of two new staff members, a utilization advisor and a direct-hire social scientist.

Supervisory responsibility for two PLP fellows

Provided technical and management backstopping to the FGC Advisor.

Participated in the Bureau-wide activities

Adolescent working group

Repositioning of Family Planning Initiative.

Participated extensively in the PAC working group

Review and restructuring of the research compendium

Identification of research research gaps, and funding of new activities

Represented USAID on the technical advisory group of the Social Science task force of the HRP program, WHO/RHR;

Review of proposals
Strategy setting discussions

Prepared briefings for international donors, cooperating agencies, and other organizations on operations research, and identified opportunities for collaboration and utilization of research results.

Provided technical review of a wide range of documents, reports, proposals and technical papers for USAID, WHO, the Population Council, SDI and the RTU; served as a peer reviewer for articles which had been submitted to several international population journals.

Participated on the Bangladesh and Egypt country teams.

Provided ad hoc technical assistance to members of the Office of Population on a range of research issues including design, sampling, and analysis.

Organized several meetings of the Journal Club.

Served as the technical advisor for research to the Youthnet project; participated in project planning meetings, contributed to the development of the research agenda, and reviewed research protocols.

**Quarterly Report for Janet Hayman
October 21, 2004–January 20, 2005**

In my first quarter of the new assignment with USAID/India, I have primarily continued to focus on familiarizing myself with the program. I developed interim work objectives, to cover the time period until March 31, 2005 that is consistent with the annual schedule for the PHN Division's work plans. I also drafted longer-term objective for the following year that will be revised in March. The key areas that have been identified for my new position are: multi-sectoral coordination between the Mission SOs, programs with the private sector, gender issues, and advocacy. I will also be serving as program backstop for the HIV/AIDS component of the CARE/RACHNA project.

World AIDS Day plans and activities took up much of this quarter. The US Embassy launched their HIV/AIDS workplace policy on December 2 at a ceremony that included representatives from business associations and the media. I started initial discussions with the International Labor Office, New Delhi on collaboration for activities with the private sector. I made two trips: one to represent USAID at a ceremony in Chennai, one to view FHI's projects for OVCs, and high-risk groups in Chennai, Salem and Nammakkal, Tamil Nadu. I represented USAID/PHN at a briefing for a team from Emory University. I also provided input into the HIV/AIDS section of the Mission's MPP. I look forward to more active program work in the next quarter.

Much of the quarter was also taken up with transition, including moving into a permanent house, getting residence permits, and other paper work.

Travel

Oct. 23: TDY to Chennai to attend the opening ceremony of APAC's new office floor

Dec. 12-16: Traveled to Chennai, Salem and Nammakkal to visit FHI projects

Outside Meetings/Events

- Oct.21: Meeting with Shyami da Silva, AID/W to discuss issue of PSI future funding
- Oct. 26: Formal introduction to Ambassador and DCM; briefing meeting with FHI
- Oct. 27: Briefing at PSI offices
- Nov. 1: Briefing on CARE/RACHNA program; briefing at FHI offices
- Nov. 4: Immigration office for residence permit
- Nov. 8: Meet with MTV, Mumbai representative on World AIDS Day events
- Nov. 17: Visit to AIDS Walk site; meeting with Project Concern International, GE staff
- Nov. 18: Ethics training
- Nov. 23: Meeting with Federation of Chambers of Commerce of India to discuss TB project
- Nov. 29: Anne Peterson briefed PHN unit on current issues in health during her visit
- Nov. 30: Meetings with American Cultural Center to discuss collaboration on HIV/AIDS
- Dec. 2: Embassy launch of workplace policy
- Dec. 6: Attended meeting of UN Theme Group; briefing with Kim Holzman and Major Solomon Zewdu of the Center of Excellence in Disaster Management, Hawaii
- Dec.8: Meeting to Carl Adorno, director of HIV/AIDS programs for UNICEF on IEC
- Dec. 8: First meeting with ICRW gender assessment team
- Dec. 9: Attended National Consultation on HIV-Positive Women; meeting with PSI; met with Jaya Shreedar and Kathleen Reen of Internews
- Dec. 10: Meeting with Satish Narayanan on the Clinton Foundation to brief on their program
- Dec. 20: HIV/AIDS Division retreat; meeting with ICRW gender assessment team
- Jan.3: Meeting to discuss HIV/AIDS film series at American Cultural Center
- Jan. 4: To ILO to discuss collaboration options with Mohamed Afsar, HIV/AIDS specialist
- Jan. 7: Presentaton on USAID program to visiting team from Emory University
- Jan. 11: Met with Daniel Malleboyina of Global Village to discuss their activities

Mildred Howard, TAACS
Quarterly Report
October – December 2004

Overview: Overall, during the 12-months of 2004, significant progress was made in several areas of health sector reform including, service delivery, financing, and institutional restructuring. During the quarter October – December 2004, work of the TAACS Advisor and the USAID technical assistance contractor continued pace of these developments, and additionally concentrated on planning for the final year (2005) and phase-out of USAID assistance to Egypt's health sector reform program.

Progress this quarter:

- *The Family Health Model emerged as a cornerstone of the GOE's approach to reforming primary health care service delivery.* The Family Health Model (FHM) of primary care service delivery has been under development over the past 8 years and was first piloted with USAID support in Alexandria Governorate, Montazah District, beginning about 5 years ago. The USAID contractor is currently testing and refining the FHM in Suez Governorate.

During November-December 2004, USAID, along with Ministry of Health and Population (MOHP) and several other donor partners, undertook a joint assessment of the Family Health Model in 5 reform governorates (Alexandria, Suez, Sohag, Menofeya, and Quena). Key findings of the assessment were that,

- ✓ The FHM is well-received by providers who view the new family health approach as improving case management and the general quality of care they are able to offer to the community; professionalism and morale of clinic staff is reported to have been improved.
- ✓ Clients like the new family health-oriented approach, and utilization of preventive/promotive services in Family Health Units has improved both family planning and immunization rates (Montazah District) compared to the performance of "non-reformed" primary care facilities.
- ✓ Community participation and involvement in primary care services has improved.
- ✓ Further clinical and managerial training in family medicine and community health is indicated.
- ✓ Physical upgrading of facilities is appreciated by communities and symbolic of positive change in services, but is not an essential pre-requisite for introducing the FHM; improvements in attitudes of clinic staff and availability of drugs are of higher priority to clients.
- ✓ Management structures, including provisions for supervision at district level, require further refinement.

- ✓ Financing mechanisms for primary health care service delivery need further design and development, particularly as relates to accommodating the needs of the poor and underserved.
- *The USAID assistance contractor gained considerable "traction" in its efforts in Suez Governorate to undertake innovations and refinements to the FHM.* A Market Analysis approach to decentralized planning was used to effectively engage Suez Governorate policy makers such as the Governor and Undersecretary for Health, as well as governorate/district managers and providers in planning for implementation of the FHM. With assistance of the contractor, the Suez team developed a long-range facilities improvement plan; a strategic plan for targeting underserved populations; and launched a comprehensive clinical and managerial training program that will reach large numbers of family health doctors, nurses and managers during 2005. The Suez team is reported to be highly committed and involved with the institutional changes now underway, and has taken the lead in customizing several aspects of the FHM to fit their local situation.
- *Progress was made in promoting the quality of primary health care.* The USAID assistance contractor has, over the past 6 months, worked extensively with all 23 public primary care facilities in Suez Governorate to introduce a self-assessment clinical/management tool that improved service provision. This contributed in large part to 8 MOHP facilities (not yet physically remodeled under the reform program) having been accredited (under strict national guidelines) as Family Health Units. The newly accredited facilities are now eligible to contract with the Family Health Fund (the FHM financing mechanism) in Suez Governorate.
- *Plans for physical upgrade and conversion of 11 Suez health facilities to Family Health Unit standards were completed.* The TAACS Advisor spent considerable effort in negotiation and coordination with Suez Governorate policy-makers and planning staff, Ministry of Health and Population Architect/Engineers, USAID Architect/Engineering consultants, and USAID management, to identify and agree upon funding of a rehabilitation project for the 11 identified health facilities. USAID support for the rehabilitation of these facilities has proven to be important to the spirit of reforms in the Governorate. Rehabilitation work is scheduled to begin in early 2005, and is expected to be completed by September 2005. However, the USAID technical assistance contractor has been able to make considerable progress in introduction of the FHM reform activities even in advance of the start of the physical upgrades.

- *There is heightened visibility for health care financing issues.*
 - ✓ The GOE (at Cabinet level) recently announced a 5-year plan to "roll-out" the FHM, committing LE 1.8 billion (about \$3 billion) per year, by its estimates, approximately 40% of the health recurrent budget, to support primary health care, including family health. This compares to a relatively small \$15 million per year projected to come from donors per year in support of health sector reform. Ability of the GOE to project its commitments to financing of primary health care, and calculation of donor share has been substantially assisted by USAID support for development of a (now institutionalized) Budget Tracking System, and a major study on GOE health expenditures, the National Health Accounts (NHA) recently finalized with assistance of the USAID technical assistance contractor. The availability of these data for GOE dialogue on financing issues can be seen as a major outcome to date of USAID support for health sector reform.
 - ✓ Launch of the Family Health Fund (partially funded by the GOE, out-of-pocket expenditures of the community, and the European Commission), made front page news in the national newspaper (Al Aharam, January 2, 2005). The USAID has contributed to the training and preparation of Family Health Fund personnel to make the Fund in Suez fully functional.
 - ✓ USAID will not contribute to financing of the Family Health Fund in Suez Governorate. However, on-going involvement of the USAID technical assistance contractor in training of Fund personnel provides USAID with a seat at the table in future design of primary care financing structures during 2005. Relevant discussions are now underway between USAID, other donor partners, and the MOHP.
- *GOE Institutional structures for mounting of long-range health sector reforms in Egypt fell into place during the latter part of 2004.*
 - ✓ The nascent Health Sector Reform Program supported for many years with substantial operational, technical, and staff (salary) support from USAID, has reached a level of maturity that justifies the phase-out of USAID direct support and technical assistance by the end of 2005. The MOHP's reform program was given a new designation as a "sector" (now one of seven key organization units within the MOHP's organogram), meaning that its role in fostering institutional change within the GOE/MOHP will henceforth take on different characteristics.

First and foremost, "roll-out" of the reform program has recently been turned over to primary care implementers, specifically, the Sector for Primary Health Care (also newly designated in latter 2004). Based on dialogue with the USAID TAACS Advisor, the newly designated Sector for Technical Support and Projects (STSP), formerly the "reform program", reverts to the role of "think tank." Specifically, STSP envisions its new scope and direction as follows:

- Will consolidate previously fragmented PHC policy analysis and planning functions (new).
- Will more and more move into the role of "think-tank" for PHC systems development. [Note: implementation of the FHM in 21 "roll-out" governorates will be done by the Sector for PHC, not the STSP.]
- Will increasingly exercise mandate to coordinate external TA which it would like to see as supporting strategic planning, PHC systems development, and capacity building (but not implementation).
- Will focus PHC systems development over the next 5 years on implementation of integrated PHC services (i.e., the FHM), in some 4,000 public and private facilities in all 26 governorates. This encompasses MCH/FP and other services in the Basic Benefits Package. The GOE has committed LE 1.8 billion/ year to make sure this happens.

Will continue to play a lead role in the area of PHC financing mechanisms (FHF, HIO, etc.), as this is still formative (and difficult).

It should be noted that of all of the functions mentioned above, Egypt does not currently have a consolidated "Policy Analysis and Planning Department" – an essential component of the "think tank" functions envisioned for the STSP. The new vision of STSP offers an opportunity for consolidation of several fragmented public health policy analysis and program development functions to be unified within the MOHP. Specifically, these include: investment (physical facilities) planning, human resource planning, economics/financial planning, and public policy and program development.

To serve the public health needs and challenges of the population, primary care must encompass the interactive dimensions of the public health situation in Egypt (reproductive health, child health, as well as emerging, critical public health issues injuries, life-styles-related diseases, natural and man-made disasters. As a middle-income country, Egypt has primary health care problems that extend well beyond traditional, rudimentary primary care assistance (i.e. family planning, reproductive health, neonatal survival,

immunizations, and communicable diseases) that is typically supported by USAID assistance in less developed countries.

Consequently, for the past 20 years, USAID, with assistance of the United States Department for Health and Human Services has supported the development of related analysis, planning, and program development capacity within the MOHP related to emerging public health and life-style-related problems in Egypt (environmental health, injury control, tobacco control, etc.) in the MOHP's Healthy Egyptian 2010 (HE 2010) Program. This support will continue through the end of the current support for health sector reform in December 2005.

During the report period, the TAACS Advisor concentrated on strengthening the technical capacity of HE 2010. Plans were initiated to support the program's current priorities on Emergency Medical Services and Tobacco Control drawing upon various US technical resources. This included coordination with the USAID-supported "Communications for Health Living" (CHL) activity that is now scheduled to assist Healthy Egyptians 2010 in mounting several public health education campaigns during 2005.

- ✓ Decentralization is now taking on new energy at the governorate/district levels. Provider authorities, roles and functions are being reorganized, and staff are being re-trained and given new powers for decentralized management of resources and decision making. This is a restructuring process, and will not happen abruptly, but the direction of primary health care reform in Egypt is clearer now at the end of 2004, than at any time in the past. Ten new governorates, bringing the total to 15 (including the 5 reform governorates) are scheduled to make a conversion to district-focused management and implementation of the Family Health Model of primary health care (with 2nd level hospital care referral linkages) in the coming two years. It is planned that additional governorates will follow suit over the coming five years.

General Work Plan for phase out of USAID assistance to health sector reforms during 2005

- Extensive planning, coordination, and handover with the MOHP and other reform donor partners to ensure that USAID investments (and technical achievements to date) in pursuit of Egypt's health sector reforms are not lost.
- Documentation of USAID assistance to health sector reforms.

- Further institutionalization of capacity within the Healthy Egyptians 2010 programs.

Planned Next Quarter

- Approval of a strategic Annual Implementation Plan (AIP) for MOHP and phase out of USAID support for the period February – December 2005.
- Final adjustments and guidance to the technical assistance contractor on its Work Plan for the period February – September 2005.
- In collaboration with the European Commission, World Bank, African Development Bank, Italian Cooperation, and World Health Organization, development of a “common agenda” for donor dialogue with the MOHP on technical issues related to health sector reform and expansion of the Family Health Model.
- Plan for and coordinate a major National Conference on Tobacco Control in support of the MOHP's Healthy Egyptian 2010 (public health policy and program development office) with support of Johns Hopkins University Global Tobacco Control Institute (scheduled for May 2005). Arrange for technical consultations with the Department of Health and Human Services to support the MOHP's Healthy Egyptians 2010 (public health policy and program development office) on further development of Egypt's Emergency Medical Services (EMS).

MPH: 01/18/05

Quarterly Report
September 20, 2004 –December 20, 2004

MONICA KERRIGAN
Senior Technical Advisor
FP/RH/Decentralization Team Leader
USAID/Indonesia

I. Technical Advisor Role

1. STARH Program

- A. Worked with USAID/ANE Bureau RH Specialist, STARH and the Indonesian Midwifery Association to explore the possibility of using DCA funding or other mechanisms to create a loan fund for private sector midwives. Met with several banks in Jakarta to explore the feasibility of establishing credit/loan schemes for private midwives.
- B. Followed up with BKKBN senior staff, STARH, and USAID Washington, to review the technical and programmatic issues related to Depo Provera and Bone Density findings. This technical issue will continued to be discussed with key experts in the field to explore how to address quality of care issues for injectable users. The focus will be on long-term users and young adults.
- C. With STARH and BKKBN, furthered discussions and planning for the dissemination meetings to begin to scale up of key activities beginning in April 2005.
- D. Reviewed, provided feedback and approved STARH Workplan and PMP analysis.

2. Maternal and Neonatal Health Program

- A. Conducted the final close out meeting and Hand Over Ceremony with Ministry of Health, Mission Director and Basic Human Services Team. The program officially closed out on September 30, 2004. All documents and materials have been turned over to the MOH and all administrative issues regarding equipment and supplies have been resolved.

3. MSH/Management and Leadership Program

- A. Planned and conducted the Close Out and Handover Ceremony for MSH's work in Decentralization with Minister of Health, Deputy Mission Director, Provincial and District Staff and BHS Team.
- B. Assisted the DDG Deputy Director to organize a SOW for Peter Connell a health decentralization specialist in order for him to

provide feedback to the Mission regarding the integration of USAID activities at the District Level.

- C. Worked with MSH staff to complete the final report and PMP analysis for the program with a focus on activities and interventions related to Maternal and Newborn Health.
- D. With MSH consultant, STARH and BKKBN, reviewed the Family Planning Early Warning and Rapid Response System status and made recommendations for the last 9 months of USAID funding (until June 30, 2005).
- D. Reviewed close out plan for MSH's activities. All decentralization and expatriate staff will leave by the end of February but short term consultants will continue to come until and the Indonesia Program will close June 30, 2005.

4. Coalition for a Healthy Indonesia (KuIS)/JHU CCP

- A. Requested to JHU/CCP to bring in a senior staff member(s) to review KuIS' performance in several key areas including: advocacy, behavior change and public private partnerships.
- B. Discussed recommendations made by JHU/CCP Supervisor regarding staffing, organizational development, and future activities with USAID BHS Senior Staff. Worked with BHS staff to develop a plan to provide KuIS with a final funding tranche with identified deliverables that will be achieved by September 30, 2005.
- C. Reviewed and provided feedback on KuIS's 2005 budget and activities.

5. SUMMIT Program/HKI

- A. Led meetings with HKI staff, USAID BHS Team and the Contracts Office to establish a clear timeline for close out of this program. Worked closely with key stakeholders at MOH/Litbangkes to ensure continued relationships once this program is completed.
- B. Reviewed final report and data sets provided by HKI and will set up HandOver Ceremony in January 2005.

II. Donor Collaboration

Continued to meet with WHO, MOH and UNFPA on Reproductive and Child Health Agenda including Safe Motherhood and Newborn Health Activities. Reviewed the SNL preliminary findings of the asphyxia study and provided feedback to stakeholders.

Continued discussions with the World Bank and BAPPENAS on recommendations made by Val Curtis on Hygiene Improvement/Hand Washing with Soap. Explored the possibility of WHO funding a Coordinator for a Public Private Partnership for Hygiene Improvement.

Met with JICA Health Staff on strengthening collaborative activities in Maternal and Child Health, HIV/AIDS and TB.

III. Basic Human Services

Served on the technical panels for several RFAs for BHS Team and on a DDG evaluation panel.

Participated in a Mission Wide Retreat in September to strengthen a common vision and team building approaches.

Participated in discussions with FANTA Team regarding Monitoring and Evaluation Indicators for FFP Partners and provided feedback on CS indicators.

Followed up the Embassy, BHS Team, MOH and Women's NGOs regarding the issue of Female Genital Mutilation in Indonesia and helped Embassy develop new language that reflects the current situation in Indonesia using data from MOH, USAID, and NGO activities.

Continued to work with CARE and KuIS on issues related to Safe Water Systems in Tangerang and Mauk

IV. Personnel Issues

Worked with the BHS Team to finalize the position for the Reproductive Health Specialist. The position will be posted in January 2005.

C. Kirk Lazell, TAACS, Namibia
Quarterly Report
10/21/04 to 01/20/05

Major activities planned for coming period:

Office of the President's Emergency Plan for AIDS Relief:

Draft proposal for additional funding to O/GAC for treatment, VCT, human capacity development and networking strengthening; Commence operationalizing the 2005 COP; Prepare the Semi-Annual report.

Emergency Plan crosscutting activities:

Work with Peace Corps and PC volunteers in the implementation of community mobilization and the Department of Defense to facilitate contracts/grants process and to support implementation.

Major Accomplishments of the period:

Office of the President's Emergency Plan for AIDS Relief:

5-Year Strategy and 2005 Country Operational Plan (COP) written, submitted and approved by O/GAC; Annual report (October 1, 2003 to September 30, 2004) prepared and submitted; Congressional notification drafted and submitted to O/GAC; Participated in fielding the visit of O/GAC Medical Director, Dr. Mark Dybul.

Emergency Plan crosscutting activities:

Worked with Peace Corps and the Department of Defense to finalize their input to 5-Year Strategy and 2005 COP ensuring synergy with USAID and CDC activities in same sector; Participated in the training of and fielded first contingent of community mobilization PC volunteers.

Marta Levitt-Dayal
SO9 HIV/AIDS Team Leader
USAID/Zambia

Summary of activities:

1. Startup of New Awards and Project Close-outs

- Provided daily supportive supervision and technical guidance to the SO9 CTOs of the new projects: RAPIDS, ““Reaching HIV/AIDS Affected People with Integrated Development and Support” (RAPIDS)”; SHARe, “Sharing HIV/AIDS Resources and Expertise”; IESC HIV/AIDS workplace Project; and PCI Safekid Project.
- Met formally with each of the SO9 CTOs on a weekly or more frequent basis to discuss progress on project start up. Provided advice on specific issues and concerns.
- Reviewed workplans and M&E Plans.
- RAPIDS:
 - a. Accompanied RAPIDS acting Chief of Party to the National AIDS Council for formal introductions.
 - b. Met with RAPIDS acting Chief of Party and new Chief of Party, Bruce Wilkenson on numerous occasions with the CTO, Carl Henn, to discuss the progress of startup and the Emergency Plan FY 05 plan.
 - c. Accompanied the USAID/Zambia Mission Director, Jim Bednar to the RAPIDS office to meet the Chief of Party
 - d. Opened the RAPIDS Stakeholders Meeting
 - e. Provided guidance in the planning of RAPIDS launch
- SHARe:
 - a. Met with new Chief of Party on numerous occasions to discuss workplans, strategies for advocacy and national leadership development, and immediate actions.
 - b. Lead meetings on the HIV/AIDS GDAs with SHARe and CHAMP to finalize budgets and scopes of work for CHAMP.
 - c. Worked with SHARe Chief of Party on the formation of a National HIV/AIDS Leadership Forum which included an initial dinner-dialog with the Minister of Health, Minister of Education, Minister of Youth, Sport and Child Development, Acting Director General for the National AIDS Council, the U.S. Chargé, USAID/Zambia Mission Director, the SHARe COP and Deputy COP, and SO9 Team.
 - d. Worked with the CTO and SHARe staff on finalizing the Emergency Plan FY 05 plans.
- IESC BIZAIDS:
 - a. Held a telephone conference with IESC regional staff to finalize the Emergency Plan FY 05 COP activity descriptions.

- b. Revised activity descriptions for IESC in collaboration with the CTO.
 - PCI Safekids DCOF new Award:
 - a. Worked closely with the SO9 Team, the Program Office and the Regional Contracting Officer to finalize the PCI Safekids Award. This award is being implemented by SO9 with funds from the Displaced Children and Orphan Fund in the amount of \$1.5 million over two years.
 - Policy Project close-out:
 - a. Worked very closely with the SO9 AM, program office staff, and the Washington-based CTO to finalize the Policy Project close-out in Zambia
 - b. Met with Policy Project Chief of Party and Washington staff on a number of occasions.
2. *SO9 Management and CTO Supervision*
- Planned and worked with facilitators for the SO9 Retreat held in November
 - Participated in an All Mission COP Meeting.
 - Provided supportive supervision to SO9 CTOs and AMs and on-going technical and administrative guidance and supervision to all 5 SO9 staff
 - Participated in three-day All Mission retreat
 - Conducted weekly staff meetings and SO9 team meetings
 - Guided staff in reviewing and developing Quarter 1, 2005 workplans.
 - Participated in weekly Team Leader Meetings and bi-weekly SO9 meetings with Mission Director
 - Finalized SO9 Team Staff Training and Annual Leave Plans for FY 05
 - Represented USAID in numerous GRZ, donor and partner meetings in Lusaka, including the Expanded HIV/AIDS Theme Group
 - Represented the USAID/Zambia mission in the Harmonization in Practice (HIP) committee on NGO Harmonization
3. *Technical Support and Guidance*
- Worked with Washington-based CTOs and SO9 Activity Managers to close The Policy Project and FHI/IMPACT SCOPE OVC Project
 - Chaired two Corridors of Hope Project Steering Committee meetings
 - Attended the Regional Informatics Meeting held in Lusaka and gave a presentation with Mark Shields of CDC on the Zambia Emergency Plan SI/M&E situation and plan
 - Attended the National OVC Consultation and assisted in developing speech for the Mission Director
 - Reviewed and provided feedback on the Biologic and Behavioral Surveillance Survey for Corridors of Hope
4. *The Emergency Plan*
- Continued to spend significant time on finalizing the FY 05 COP to plan for the FY 05 Country Operational Plan for SO9, SO5, SO6, SO8, SO7 and the USG. This included:
 - a. Reviewed and edited the entire USAID portion of the COP
 - b. Reviewed and finalized 5-year strategy

- c. Rewrote the Executive Summary and CN notification document
- d. Worked with Janean Martin on TDY from Washington to enter, clean, and finalize the on-line COP System
- e. Developed the Table on targets and Direct and Indirect definitions
- f. Made corrections in the COP from the preliminary review
- g. Responded to the concerns and changes suggested by Zambia's OGAC Team and entered the final corrections/modifications into the COP.

- Worked with Synergy to develop a Scope of Work for the development of a USAID Partners Reporting System.
- Participated in weekly PEPFAR meetings at Embassy and continued to work as the PEPFAR focal person for USAID
- Responded to daily communication regarding PEPFAR

5. *Significant Achievements and Awards*

- Increased the SO9 team budget from \$843,000 in October 2003 to over \$25M in 2005.
- Received a *Franklin Award* from the US Embassy Lusaka for the USG Emergency Plan Team in "Recognition of Your dedication and collaboration on the President's Emergency Plan for AIDS Relief design and implementation in Zambia."
- Received a *Performance and Teamwork Award* from USAID.

Tara Lewing
Quarterly Report
January 31, 2005

Country Coordination: Hosted visiting PHN advisor from the Mission and attended several briefings and program updates with the country team.

PRH Budget: We completed our portfolio reviews and financial reviews over the last two months. I attended all of these sessions. We are now preparing for our FY05 budget year. Our workplan/budget reviews are underway to determine budgets for this fiscal year for all program funded activities. I have been advising staff on their budget requests and documentation. We are identifying early funding needs and solutions to getting funds to those programs. I am engaged in a management review and assisting in closing out a project where front office representation was needed for facilitation and negotiation.

Field Support: We finalized the database documentation to close down the database for FY04 and prepare for FY05. We have been very busy trying to prepare for the new collection cycle which is dependent on the changes that will be made as we implement a new field support system linked to the PHOENIX accounting system—our goal for June of 2005. I've been fully engaged in developing the requirements for the new system as well as negotiating funding for the development of the system. We've been presenting the proposed system to colleagues in each of the regional bureaus and other pillar bureaus to bring them on board with the changes that we are planning. I will be involved in the briefing to our new AA and DAA in the coming weeks to bring them on board with our solutions to field support problems.

Project Management: I put together the presentation for our project results review, though the actual presentation was done by the CTO. We have been very intent on managing budget during this reporting period and determining when activities will be complete. We have had several meetings with the Office of A&A to plan for and efficient and timely closeout. We are meeting regularly with project management to ensure the project is winding down activities, that priorities are completed on time and that funds are spent appropriately.

Other activities:

Procurement sensitive.

Maryinez Lyons

Quarterly Report
October 21 to January 20, 2005

January 10, 2005

Office of HIV/AIDS
USAID/REDSO/ESA

Summary of activities:

- BCC (Behavior Change Network) meeting on October 27-28
- Refinement of TCI (Transport Corridor Initiative) plan with FHI
- Assistance with preparation of REDSO Annual Report
- Participated in PHN partners' workshop in Entebbe Uganda, November 1-5
- Assisted with Statement of Collaboration exercise in Asmara, Eritrea (Mission and partners') November 7-11
- Telephone conference with Djibouti to work out modalities for that Mission to join the TCI November 16th
- TCI partners' workshop and Statement of Collaboration exercise November 17-18
- Reception to welcome new team member, Shelagh O'Rourke
- Performance Implementation Review for SO8 November 23
- PHN debriefing November 23
- Conference call with RCQHC (Regional Center for Quality of Health Care) Kampala, Uganda
- Meeting with Health Officer, Djibouti (in Nairobi) to discuss in further detail Djibouti participation in the TCI November 29
- Meeting with FHI to discuss private sector partnership in TCI strategy December 1
- Meeting at office of Solidarity Center (American Centre for International Labor Solidarity) together with FHI to discuss involvement of trade unions and workers' associations in the TCI December 2
- BCC conference call December 3 to discuss forthcoming meeting in Tanzania
- RCQHC conference call December 8
- Visit together with FHI to pilot sites for TCI project, Busia and Malaba, December 9-10
- Conference call with CORE (Washington DC) to discuss its missing activities report and workplan December 29
- Conference call with private sector consultant in Washington DC, Percy Wilson, to discuss TCI January 3
- Meeting with REDSO's GDA representative to discuss plans for private sector involvement in the TCI January 5
- Meeting with DFID (UK Department for International Development) Health Officer and Country Representative for the Futures Group to discuss possible collaboration on the TCI January 14

- TDY to Asmara, Eritrea as consultant on review of ESMG social marketing program January 16-23

From: Paul Mahanna, Senior Program Advisor, TAACS assigned to USAID/W
Date: January 20, 2004
Re: Quarterly Report for the time period October 20, 2004 – January 20, 2005

Summary of Activities:

- Acting Deputy Director of OHA during the week of Christmas and New Year's.
- Developed, drafted, and revised OGAC and OHA briefing materials for new policy official (new Acting Assistant Administrator) and new Deputy Assistant Administrator.
- FY 2004 Budget
 - Provided ad hoc budget tables as needed.
 - Analyzed and revised the headquarters administrative budget funded by O/GAC.
- FY 2005 Budget
 - Drafted, developed, and negotiated multiple rounds for OHA's OGAC headquarters administrative budget. Provided justification for nearly each line item within the headquarters administrative budget. Responsible for getting a \$1.1M increase within the headquarters administrative budget.
 - Provided ad hoc budget tables as needed.
 - Reviewed and analyzed the FY 2005 appropriations bill and report language. Summarized issues affecting GH/OHA.
 - Involved in setting FY 2005 operating year budget (OYB).
 - Drafted, developed, and coordinated USAID's contribution to OGAC's FY 2005 Congressional Notification. Also coordinated USAID's review and clearance of OGAC's FY 2005 Operational Plan and CN.
- FY 2006 Budget
 - FY 2006 Strategy to Plus Up Non-Focus Countries. Involved in FY 2006 budget strategy to increase the FY 2006 budget request for Non-Focus Countries.
 - Drafted, developed, and coordinated USAID's contribution to OGAC's FY 2006 Congressional Budget Justification. Also coordinated USAID's review and clearance of OGAC's FY06 CBJ.
 - With other OHA staff, drafted and developed the OHA/GH portion of USAID's FY 2006 CBJ.
- OGAC Management Meeting
 - Attended and participated in the OGAC Headquarters and Field Management Meeting to discuss human resources and procurement issues. This was a three-day meeting at OGAC's office.

- Country Operational Plan Review
 - Responsible for reviewing and analyzing the management and staffing sections for three Focus Country COPs.
- Non-Focus Countries
 - Involved in the drafting and analysis of Non-Focus plus ups for FY 2005 and FY 2006.
- AAD and SO4 Amendment—Lead staff person responsible for drafting and developing an action memorandum for the Deputy Assistant Administrator to approve an amendment to OHA's Activity Approval Document (AAD) and Strategic Objective (SO4). The amendment was approved and resulted in an increased authorized life-of-activity of AIDSPAC AAD and SO4 from \$3.7 billion to \$14.3 billion, and extended the end date of the AIDSPAC AAD from September 30, 2007 to September 30, 2013 which is consistent with the current end date for SO4.
- OHA/OGAC Reporting Requirements
 - Coordinated, drafted, and analyzed USAID's contribution to OGAC's annual report.
 - Coordinated, drafted, analyzed USAID's Track One funding by country for FY 2004 and FY 2005.
 - Lead OHA staff person for coordinating and reporting USAID's quarterly obligations to O/GAC.
 - Developed quarterly report and submitted to OGAC; revised report per OGAC requests.
- Portfolio Review
 - Participated in the GH Bureau's and OHA's Portfolio Review.
 - Reviewed and analyzed numerous versions of the OHA's portfolio review presentation slides.
 - Drafted, developed, and revised presentation slides as needed.
- IG Audit
 - Co-Lead staff person responsible for tracking USAID Audits; met with Nate Lokos to discuss upcoming pilot Emergency Plan Audit within Ethiopia.
 - Briefed by USAID IG staff on the pilot audit conducted within Ethiopia.
 - Provided budget tables to Linda Douglas, USAID IG to be submitted to OMB.

- General Office
 - Participated in Bureau-wide strategy and transition meetings.
 - Attend and participate in weekly Division Chief's Meetings
 - Attend and participate in weekly Global Health Budget Meetings. Inform SPBO staff of major items/tasks/activities occurring within OHA.
 - Attend and participate in bi-weekly OHA Meetings.
 - Contribute to weekly Administrator and Assistant Administrator's Weekly Updates.

MARGARET (PEG) MARSHALL
QUARTERLY REPORT
October 1 – December 31, 2004

Hired as Senior Technical Advisor for MCH and ID in the Latin America Bureau
Start date: April 4, 2003

Trainings/Meetings Attended:

- Attended “Acquisitions and Assistance on the Web” training.
- Attended PCS presentation on The White Paper and the Fragile States paper.
- Attended brown bag by CARE International on their maternal and newborn portfolio.

TB Team (member)

Attended fortnightly staff meetings when in town.

Provided input at design meetings regarding LAC needs of the TBCTA follow-on vehicle.

Met with TB team leader regarding LAC mission needs for TB monies for new fiscal year.

Organized and hosted brown bag on PAHO’s TB work under our grant.

Organized and hosted brown bag on the antimicrobial resistance work done by PAHO.

Participated in pre-assessment travel meeting of South American Infectious Disease Initiative (SAIDI) partners.

Malaria Team (member)

Met on regular basis with malaria team.

Met three times with malaria team to determine agency technical staff recommendation for use of new fiscal year monies.

Worked closely with Peru staff on sub-regional malaria and anti-microbial resistance work.

Continue to represent USAID at PAHO malaria meetings.

Organized and hosted brown bag on malaria work carried out PAHO, CDC, USP, and RPM+.

Worked with partners and Peru mission staff on multiple versions of workplans for eight countries and four partners.

Newborn Health Expanded Team (member)

Continued discussions with new GH newborn advisor on how to harmonize new regional newborn initiative with GH efforts.

Met with director of Saving Newborn Lives to discuss how we might best enhance coordination of newborn work in the region.

Met with GH and CARE International staff on how we might better collaborate with particular emphasis on a shared newborn agenda.

Organized and hosted the first LAC newborn working group meeting.

Maternal Health Expanded Team (member)

- Held two meetings with POPPHI staff (Prevention of Post Partum Hemorrhage Initiative) to refine LAC initiative and develop workplan.
- Participated in ACCESS new project start-up meeting and presented LAC plans for this mechanism. Held separate meeting for LAC issues only. Had meeting with ACCESS management regarding intellectual property issues.
- Met with new Spanish speaking staff from the White Ribbon Alliance to discuss how to increase interest in WRA at LAC missions
- Met with PAHO MCH staff on new grant startup issues and workplans.

SUPPORT TO THE FIELD

Responded to routine requests, forwarded topical articles to mission staff, and traveled to El Salvador to assist with their AAD development.

TASK FORCES/WORKING GROUPS

- Worked on development of new GH Surveillance Strategy. Provided input to latest draft. This process has been slow and is not yet final.
- Have played a prime role in the interagency negotiations and finalization of the new PAHO grant.
- Have held multiple meetings regarding development of new activities for the new three year SO in the areas of antimicrobial resistance, newborn resuscitation, post-partum hemorrhage, and education of skilled birth attendants. Workplans have been developed and approved for most program areas.

TDYs

- September 27- October 9, San Salvador, El Salvador. Assisted USAID mission with creation of their new AAD. Met with local professionals regarding potential collaboration in new regional POPPHI and neonatal resuscitation efforts.

OTHER MEETINGS AND/OR WORK

- PHN Sector Council Meeting
- Made presentation to new class of NEPs on the work of LAC.
- Regular LAC PHN staff meetings
- LAC RSD Bureau staff meetings
- LAC PHN team meetings continued and the PMP was almost completed.
- Did quarterly accruals and performed other routine CTO responsibilities.
- Participated in LAC PHN and Inter-American Development Bank meeting to share program interests and discuss possible areas of collaboration/coordination.
- Participated in multiple planning meetings for SOTA conference to be held in 2005. Started to solicit session coordinators for MCH and ID topics requested by the field.

Office of Health, Infectious Disease and Nutrition (HIDN)
Division of Maternal and Child Health
USAID

Summary of activities

- GAVI
 - Participated in GAVI Working Group meeting for the development of papers for the GAVI Board meeting;
 - Member of the FTF core group engaged in multiple phone conferences and face-to-face meetings planning the bridge financing concept moving forward to combination vaccine recipient countries;
 - Continued weekly participation in the GAVI Working Group;
 - Coordinated OECD partner meeting at the GAVI meeting in Abuja;
 - Working with Canadian CIDA regarding representation to the GAVI Working Group;
 - Provided HIDN debrief on GAVI Board meeting for Asst. Administrator
 - Attending Financing Task Force meeting in preparation for the GAVI Board meeting
 - Attended GAVI Board meeting in Abuja, December in addition to multiple side meetings with Anne Peterson, Asst. Admin. For Global Health at USAID
 - Provided multiple debriefs on GAVI planning for phase 2 to various people in HIDN and more broadly in USAID.
 - Continued participation on global team working with the Indonesian Ministry of Health regarding their individualized financial sustainability planning process;
 - Met with Vaccine Fund (as CTO) and counterparts from USAID regarding the Vaccine Fund A133 audit;
 - Provided portfolio review for GAVI/Vaccine Fund to USAID MCH division;
 - Attended Pneumo ADIP supply core group of experts meeting to help review the demand model developed for pneumo vaccine;
 - Engaging vaccine manufacturing industry for further details on readiness for supply of combination vaccines for reduced pricing implications for countries;
 - Began processing the action memo in preparation for the obligation of funds to the Vaccine Fund for FY2005.

- Immunization More Generally and Research
 - Coordinated USAID immunization inputs to WHO and UNICEF on the new joint vision and strategy for global immunization through 2015. This is continuing work.
 - On-going participation in the budget process of the Immunization Pod through a budgeting by priority exercise. This work will continue.
 - Attended the WHO Strategic Advisory Group of Experts meeting to provide guidance on specific issues in immunization for USAID;
 - As co-CTO to the new Immunization Basics project, providing ongoing assistance to the development of the work plan for the five year project;
 - Provided a seminar and discussion opportunity on vaccine supply dynamics to the people involved in the USAID Immunization Basics cooperative agreement;
 - Continued work marrying the global level immunization financing work with country level opportunities for the Mission through new Immunization Basics project in Rwanda. While this involved a trip to USAID Rwanda in October, this work is on-going.
 - Worked with colleague, Murray Trostle, to identify and hire a new Hopkins Fellow to work with us in immunization;
 - Participated in Health Tech telecom with PATH and WHO to explore moving forward with TechNet and other options for policy related dialogue

Tim Meinke
TAACS Quarterly Report
(10/21/04 to 1/20/05)

World Bank

Continuing work on collaboration in the E&E region, this quarter included a TDY to Uzbekistan and Kazakhstan to meet with USAID, World Bank, ADB, Host and other Partners to discuss expanding ties and examining lessons learned. As previously noted, USAID will spend approximately \$5.5 million during the next five years leveraged directly against over \$80 million in outside funding for the restructuring of primary health care in Uzbekistan. All sides agreed that this relationship benefited from a combination of various elements (some replicable, some not). Ideas were developed and proposed for Kazakhstan as well as other CAR countries, though much of the emphasis has been on taking the successful E&E model to other regions. Significant time has been spent following up with USAID and Bank staff on what, if anything, would be most helpful to field Missions and HQ staff to facilitate this type of collaboration in a more systematic way (including exploration into an institutional strategic agreement). Results will be presented in early February.

Continue also to develop and build ties with the WBI which provided a speaker to the last ANE SOTA in Delhi. USAID will reciprocate and provide a speaker to the Bank's Public-Private course in Dhaka, Bangladesh at the end of January. Exploring collaborative ties, a dialogue really, in the area of health and corruption. Continue to disseminate World Bank related policy and project info as needed and relevant to USAID staff.

Japan

This quarter included a TDY to Tokyo, Thailand and Bangladesh related to the USAID-Japan Partnership for Global Health. My new counterpart in the Ministry of Foreign Affairs took his position in October and, though we know each other in previous incarnations, this was our first opportunity to interact in an official capacity on the Partnership. For practical reasons, the focus of the dialogue in Tokyo was on HIV/AIDS and Malaria, with key countries (largely in Africa) and next steps being identified in both areas for 2005. Bangkok was an opportunity to follow up with JICA's Regional ID Project Chief and explore potential areas of collaboration. Bangladesh received a joint Project Formulation Mission in 2000 which resulted in strong support in the area of polio, child survival and some HIV/AIDS work. Recently, however, collaboration has focused primarily on child survival (polio/EPI) with other areas working more in parallel. The visit was an opportunity to introduce both sides and explore opportunities with JICA's new Project Formulation Advisor and the Embassy of Japan's Chief Economic Development Officer, who used to be based in Washington, DC.

In addition, GH's new Seconded from JICA assumed his position in December and much time was spent preparing for his placement (admin, logistics, security, etc) as well as defining his SOW and role during his two year tenure at USAID.

Margaret Meites
Quarterly Report
October 20, 2003 -- January 20, 2004

Office of Health
Regional and Country Support Division
USAID

Summary of activities:

During this quarter I completed three major assignments:

- Organized and managed the updating of the GH Users Guide and set out the rationale for transferring the User's Guide to a more user-friendly format. The Guide is expected to go to print by the end of January. The update is on schedule. A meeting will be held the first part of January to get senior staff consensus on redevelopment of the electronic version of the users guide.
- Assisted Namibian Mission by developing the HIV/AIDS annual report and CBJ. Organized the presentation of the material; worked with junior GH colleague on TDY to mission to interpret the data and draft sections and provided on-going mentoring to assist her to outline products and assistance she could develop for the mission to document their HIV/AIDS program.
- Served on an Agency procurement panel.

As part of my ongoing responsibilities in the Strategy Unit I:

- Did the preliminary analysis on the mission comments and suggestions in the Administrators Survey related to the quality of the services GH provides to the missions and other pillar bureaus.
- Reviewed and made programmatic and technical comments on various Agency documents; i.e., HIV/AIDS and regional Bureau strategies; guidance for the Annual Report; PMP guidance for the OH; RFA for small grants program and review of training manuals.
- Assisted the OHA with the Cambodia strategy review and developed the Cambodia Issues Review Paper for the review.
- Initiated a dialogue that will hopefully move the office towards a more strategic and cost-effective approach to managing technical requests and to improving the quality of assistance the office provides to the field.

Susan Monaghan
Quarterly Report to CEDPA
Through January 20, 2005

Almost immediately upon arriving at post in Dar es Salaam, Tanzania, Susan Monaghan joined into the HIV/AIDS Team/Tanzania's efforts to prepare the 2005 Country Operation Plan (COP) for the President's Emergency Plan for HIV/AIDS Relief (PEPFAR). Though an arduous process, it was an excellent opportunity to learn about the array of HIV/AIDS programs underway through the USG PEPFAR Initiative. As if that were not enough to learn all about the USG activities to address AIDS, Dr. Monaghan then engaged in the results reporting for the 2004 COP, moved right into the annual reporting to USAID, and then worked on preparations for the December visit of Ambassador Randall Tobias, the Global AIDS Coordinator. To round out all the writing and indicator reporting, she accompanied the HIV/AIDS team (once the reporting deadlines passed) to a biennial HIV/AIDS conference organized by the Tanzania AIDS Society. Over 1,000 health professionals and PLWHA participated in the meeting, providing a significant opportunity to meet key stakeholders. With all that as useful context, Dr. Monaghan has begun managing several key activities in the HIV/AIDS portfolio related to care and treatment and system strengthening. Her most interesting experiences to date have been making site visits to rural PMTCT clinics in the Kilimanjaro region, and participating in the formal discussions about the role of innovation, partnerships, and holistic care in the successful completion of HIV/AIDS projects funded through a small grants program sponsored by several donors under the auspices of the Tanzanian AIDS Commission, and managed by USAID through Management Sciences for Health and Deloitte. She reports that she is adapting well to the work, the HIV/AIDS Team/Tanzania, and to Tanzania itself.

Maureen Norton

Quarterly Report for the period October 21 2004 – January 20 2005:

October 21- November 21, 2004

- Attended bi-monthly PRH office senior staff meetings
- Attended weekly SDI division staff meetings
- Attended bi-monthly PRH office staff meetings
- As Pakistan Country Coordinator for Health, organized and held weekly phone meetings with USAID/Pakistan
- As CATALYST CTO, met with CATALYST staff (phone or in person weekly)
- Supervised 1 CATALYST Technical Advisor and 1 CATALYST Program Assistant daily/weekly
- As Advance Africa CTO, provided technical guidance to Advance Africa staff (by phone)
- Supervised 1 Advance Africa Technical Advisor and 1 Advance Africa Program Assistant daily/weekly
- Followed up on TDY to USAID/Cambodia in September – reviewed additional documents and provided written feedback
- Continued phone meetings with WHO Geneva reproductive health unit staff on USAID-WHO collaboration to support new birth spacing research, and develop new global service delivery guidance/standards
- Met with HIDN staff on Marge Koblinsky's integrated, post-partum care Asia network proposal
- Coordinated and prepared SDI division results report for PRH office report/presentation to AA for Bureau for Global Health
- Worked with SDI division staff to prepare for and hold SDI Division Portfolio/Results Review
- Provided written feedback to CATALYST on birth spacing training materials to be used in Pakistan to train 7000 Lady Health Workers
- Held phone meetings to provide feedback on JHU proposal on integrated, community-based post-partum care (research to be conducted in Bangladesh and India)
- Continued monitoring CATALYST Birthspacing Systematic Literature review – three sub-teams (perinatal-maternal; nutrition; infant-child)

November 21- December 21 2004

- Attended bi-monthly PRH office senior staff meetings
- Attended weekly SDI division staff meetings
- Attended bi-monthly PRH office staff meetings
- As Pakistan Country Coordinator for Health, organized and held weekly phone meetings with USAID/Pakistan
- As CATALYST CTO, met with CATALYST staff (phone or in person weekly)
- Supervised 1 CATALYST Technical Advisor and 1 CATALYST Program Assistant daily/weekly

- As Advance Africa CTO, provided technical guidance to Advance Africa staff (by phone)
- Supervised 1 Advance Africa Technical Advisor and 1 Advance Africa Program Assistant daily/weekly
- Worked with SDI division staff to prepare for and hold SDI Division Financial Review
- Followed up on TDY to USAID/Indonesia in October – reviewed additional documents, provided feedback and participated in several conference calls with USAID/Indonesia staff
- Worked with SDI division senior staff to prepare for SDI division retreat (held Jan 6-7); provided guidance to retreat facilitators
- Coordinated with GH PAC Team Leader and provided written feedback on CATALYST PAC community mobilization activity in Bolivia
- Collaborated with USAID/Indonesia FP/RH bilateral, STARH, and CATALYST on expanded method mix initiative in Indonesia
- Continued phone meetings with WHO Geneva reproductive staff on USAID-WHO collaboration to support new birth spacing research, and develop new global service delivery guidance/standards
- Continued monitoring RAND Corporation's re-analysis of Matlab, Bangladesh birth spacing data
- Continued phone meetings with JHU /Baltimore researchers on integrated, community-based post-partum care to provide technical feedback

December 21- January 20 2005

- Attended bi-monthly PRH office senior staff meetings
- Attended weekly SDI division staff meetings
- Attended bi-monthly PRH office staff meetings
- As Pakistan Country Coordinator for Health, organized and held weekly phone meetings with USAID/Pakistan
- As Pakistan Country Coordinator for Health, prepared review of Pakistan Annual Report (health section)
- As CATALYST CTO, met with CATALYST staff (phone or in person weekly)
- Supervised 1 CATALYST Program Assistant daily/weekly
- As Advance Africa CTO, provided technical guidance to Advance Africa staff (by phone)
- Supervised 1 Advance Africa Technical Advisor and 1 Advance Africa Program Assistant daily/weekly
- Continued phone meetings with WHO – Geneva on birth spacing meta-analysis and WHO review
- CATALYST Technical Advisor transferred to USAID/Honduras as a TAACS; As head of recruitment panel, initiated coordination with COMFORCE to begin recruitment for new CATALYST Technical Advisor; reviewed and rated applicants' CVs and coordinated/reviewed CV ratings of other panel members; planned interviews
- Appointed as PRH senior staff "back-up" Tsunami point person
- Coordinated with PRH Repositioning Family Planning working Group Team Leader to review/plan agenda for Advance Africa's Repositioning Family Planning Conference in Accra, Ghana in February 2005
- Began coordination with ORC MACRO to plan MEASURE country birth spacing analyses to be presented at the Ghana conference

- Met by phone with USAID/Guatemala TAACS to discuss new Guatemala birth spacing initiative
- Began planning Ghana and Bangladesh TDYs (for Ghana, to attend Repositioning Family Planning conference in Accra, and for Bangladesh, to attend first meeting of USAID-sponsored Integrated, Community-Based Postpartum Care Network in Asia)
- Appointed as GH FP/RH team leader for new Africa Bureau Regional Health Strategy; coordinating with Africa Bureau and GH Bureau team members, prepared and submitted new framework (including sector goal, objectives, indicators and targets) for new FP/RH strategy for Africa
- Met with Stan Bernstein to provide input for his draft of the FP/RH Task Force Report for the UN Millennium Project
- Reviewed budget of JHU /Baltimore research protocol, included in HARP workplan, on integrated, community-based post-partum care; initiated planning with HIDN staff to identify funding sources for proposal; provided written feedback on semi-final draft

John Novak

(October/20/04 – January 20/05)

My accomplishments over the past three months, as M&E advisor to the HIV-AIDS Office of USAID include the following:

(1) Serving as team leader for the Monitoring, Evaluation & Reporting group (4 staff) within the Office of HIV/AIDS.

(2) Serving as the USAID representative to support the Strategic Information (SI) Coordination Unit in the Office of the Global AIDS Coordinator (OGAC) at the Department of State. OGAC coordinates the multi-agency USG response under the President's Emergency Plan for AIDS Relief, the \$15 billion, five year initiative to treat 2 million persons, prevent 7 million new HIV infections and provide care and support to 10 million HIV infected children and adults. The M&E units of USAID and other USG agencies work under the direction of the director of the SI Unit in the Office of the Global AIDS Coordinator to develop USG-wide SI guidelines and coordinate the implementation of these guidelines in the 15 priority countries. In addition, I represent USAID on the following SI working groups:

- Country Operation Plan and Reporting (COPR) database design
- Surveillance & Survey
- SI Capacity Building
- Estimating the size of Most-at-Risk-Populations (MARPs)

(3) Serving as the USAID representative on the UNAIDS Monitoring & Evaluation Reference Group (MERG)

(4) Serving as an alternate on the Technical Evaluation Reference Group (TERG) for the Global Fund to Fight AIDS, Tuberculosis and Malaria.

(5) Serving as CTO for the MEASURE/Evaluation Project

Travel:

- Geneva, Switzerland, Oct. 25-26: Attend the UNAIDS Monitoring & Evaluation Reference Group (MERG) meeting.

Ellyn W. Ogden

Quarterly Report

October - December 2004

- Ongoing project management CORE, WHO, UNICEF
- Worked with USAID and VOA on implementing 2004 workplan
- Continue to work on Polio/EPI communications strengthening through UNICEF and Communications Initiative and Immunization BASICS.
- Attended Washington premier of CARE Polio Documentary. Worked with CARE, State Dept, UNF to develop invitation list.
- Observed NIDS in Lagos, Nigeria. Met with Partners in Abuja. Continued to develop local grants with WHO and UNICEF.
- Met with Deputy Minister of Health for Afghanistan to discuss polio situation
- Was guest speaker at George Washington University
- Was guest speaker at Columbia University
- Initiated development of polio section of 2004 Child Survival report to congress.
- Met with USAID TDY staff from Pakistan, Haiti, and DR Congo
- Participated in conference calls with USAID Nigeria, Pakistan, Angola
- Participated in Health and Conflict workshop
- Represented USAID at India Expert Advisory Group meeting for polio in New Delhi
- Attended the Child Survival Partnership meeting in India
- Participated in Africa Regional Task Force on Immunization meeting in Mali
- Briefed USAID senior management on Sudan outbreak and current polio situation.
- Met with PHNI to develop USAID's websight on polio eradication
- Met with GH/HIDN staff to discuss CORE secretariat model and potential use for community-based treatment of pneumonia.
- Continued to coordinate with InterAgency Task Force on Polio with State Dept, CDC, HHS, NSC: contributed to senior level advocacy, letters, phone calls, talking points, media events, cables etc. Followed-up with numerous USAID Missions on their responses and info requests.
- Continue to coordinate with other donors e.g. DFID, CIDA and JICA on polio
- Prepared briefing documents, talking points, briefers for the G8 meetings and World Health Assembly.

Clifford Olson
Program Coordinator
Population Health and Nutrition
USAID / Bangladesh

Summary of activities:

- **Social Marketing Company activities**
 - Follow up on forecasting of contract management procurement of Zinc from ACME
 - Visit to ACME Pharmaceutical factory for discussions on Zinc procurement and promoting Drug Commission approval.
 - Worked with SMC Managing Director and Board members on a variety of tasks
 - Attended multiple SMC board meetings
 - Joined job interviews for selection of key staff
 - Provided support to SMC consultant on SMC long term strategy development
 - SMC organizational restructuring: review, revision, and submission to sub committee
 - Encouraged the commencement of production at ORS factory
 - Facilitated signing of MOU between ICDDR,B and SMC re Zinc marketing and distribution
 - Attended SMC / Futures Group Strategic Planning three day workshop
 - Worked with Futures Group consultant on Zinc communication strategy
 - Worked to reinstate use of A.C. Nielsen retail audit
 - Worked with CTO to develop commodity forecasts and shipping schedules
 - Participated in brand name, logo, and blister pack design selection for Zinc product
 - Worked with TFGI consultant on SMC communications strategy

- **DELIVER activities:**
 - Joined Washington CLS TDYer in site visits and discussion of future role for DELIVER in Bangladesh
 - Conducted follow up discussions with DELIVER
 - Attended and participated in a DELIVER funded course on Procurement
 - Attended bi-monthly work plan review meeting
 - Initiate discussion for the stock level survey study

Shelagh O'Rourke, TAACS REDSO
Quarterly Report
November 1 – January 31, 2005

Arrived on post on November 13

Major Accomplishments of the quarter

General Support

- *Team Building Exercise:* Assisted in the development of a team building exercise to define roles and responsibilities and to integrate new staff into existing team.
- *Annual Report:* Prepared final drafts of the HIV/AIDS Office's contributions to the FY04 Annual Report.
- *Preparation of new RFA:* Provided substantial input on the new RFA that will streamline the HIV/AIDS' Office management responsibilities.
- *Technical Assistance:*
 - Served as Team Leader for an assessment of the USAID/DRC HIV/AIDS program.
 - Provided input as HIV/AIDS Office activities manager to the FANTA, RPM+, and CHRCS work plans.
- *African BCC HIV/AIDS Network:* Assumed responsibility for the BCC Network consisting of members from 20 nations and assisted FHI to plan and prepare the first Network workshop on BCC and care and support.
- *Continentalization Exercise:* Prepared the agenda and participated in the logistics and preparation for this exercise that will involve the HIV/Offices of WARP, RHAP, RCAS, and REDSO
- *New Africa Bureau Framework:* Served as HIV/Office representative for the drafting of the HIV/AIDS portion of this framework.

Transport Corridor Initiative

- Worked with CTO to develop a strategy for involving the region's business sector into this innovative new program
- Identified and recruited highly qualified consultant to help launch the business sector response.

Major Activities Planned for Next Quarter

General Office and Mission Support

- *Team Building Exercise:* Participate in the team building exercise from Feb. 9-11 and integrate results of role defining exercises into FY05 work plan.

Quarterly Report for Anne M. Peniston, USAID/Nepal TAACS
October 21, 2004 to January 20, 2005

Supervisory Activities: Acting Team Leader September 28 to October 31, 2004.

Personnel: As Deputy Team Leader and HIV/AIDS Program Manager, I directly supervise three Nepali professionals and one Nepali administrative support person. We are recruiting to fill a Population Leadership Fellowship position as a technical advisor in our HIV/AIDS team.

Program: My technical role in USAID/Nepal is Program Manager for our HIV/AIDS program. Three global programs implement activities in Nepal valued at \$8.7 million annually in field support aimed at addressing a concentrated epidemic among Nepal's most-at-risk groups. Activities include prevention, BCC, VCT, STI prevention and treatment, policy development, reducing stigma and discrimination, social marketing of condoms and support to developing national standards and guidelines related to aspects of care and support including ART. The USAID/Nepal technical team meets at least monthly with each implementing partner and participates in coordination meetings between themselves.

Program Management and Technical Activities:

- Directed the development of USAID/Nepal's overall HIV/AIDS annual workplan with 3 implementing CAs and UNICEF. The format follows coding by President's Emergency Plan (PEP) activities and indicators for easy reporting on activities and results to O/GAC which, as a PEP Non-focus Country, Nepal will do for the first time in FY 2005.
- Led preparations for Partners' Annual Portfolio Review on November 4 with USAID with team and partners. Presented session on "Improving our Partnerships" with Chief of Party for USAID/Nepal's main bilateral program.
- Directed HIV/AIDS team preparations for various annual reports including the Mission Director's Results Review for HIV/AIDS program, the Annual Report to AID/W, the U.S. Embassy/Nepal's Mission Performance Plan, and the Joint USAID-State Performance Measures Report.
- Coordinated with American Center, U.S. Embassy/Nepal and with GON on World AIDS Day events December 1.
- With Team Leader, participated in HIV/AIDS Country Coordinating Mechanism meetings for the Global Fund to Fight HIV/AIDS, TB and Malaria (GFATM). While the malaria activities are running smoothly in Nepal, the HIV/AIDS activities to be funded under the GFATM have met obstacles over agreements between the GON and the designated Management Support Agency, UNDP. So far, no major activities have begun and the end-date for the first year is March 31, 2005. Unfortunately, it is unlikely that Nepal will be able to show any results by March 31.
- Assisted Team Leader to finalize submissions for FSNs for the new USG CAJE (Computer-assisted Job Evaluation) system for FSN position classifications.
- Completed two FSN annual performance evaluations both showing improvement over previous evaluations. Began annual performance evaluations for 1 other FSN.

Planned Travel for January – April 2005: Tentatively to Delhi and Mumbai in March, 2005.

Miscellaneous: The voluntary authorized departure for non-essential personnel was lifted by the State Department for Nepal on October 26, 2004.

QUARTERLY REPORT
FOR THE PERIOD OCTOBER 21, 2004- JANUARY 20, 2005
FOR ESTELLE QUAIN

During this period I completed my detail as Human Capacity Development Advisor in the Office of the U.S. Global AIDS Coordinator (OGAC) and returned to the Office of HIV/AIDS (OHA) in the Bureau for Global Health at USAID on January 10, 2005. My major activities at OGAC were:

- Chairing the OGAC HCD Working Group and leading the HCD technical review of the FY05 COPs and five-year strategies for the 15 focus countries; develop HCD policy issues paper for OGAC follow-up
- Serving as Core Team Leader for Guyana and leading the review process for the Guyana strategy and COP; serving on the Programmatic Review committee for these documents and developing feedback memos to the field
- Developing concept paper on institutional capacity building for PEPFAR with HRSA
- Orienting the Office Population and Reproductive Health's Capacity Project on PEPFAR priorities
- Working with WHO and technical leads in OGAC on generic curricula for the delivery of community-based HIV/AIDS services
- Providing feedback to the USAID Europe and Eurasia Bureau on a proposal to utilize Russian doctors in Emergency Plan countries
- Liaising with NORAD on HCD issues
- Working with OHA lead on public-private partnerships to implement Pfizer Health Fellows Program in PEPFAR countries
- Developing briefing for Ambassador Tobias on WorldSpace unsolicited proposal
- Serving as OGAC liaison to Expatriate Doctors volunteer program
- Serving at CTO for the Institute of Medicine Study on the use of volunteers under PEPFAR; attend 2-day meeting on this study
- Responding to unsolicited proposal from Tulane University
- Providing input on capacity building for the Annual Report to Congress

In OHA my activities have been:

- Serving as CTO for the Community REACH and International AIDS Alliance
- Attending briefing meetings at PACT and reviewing their FY05 workplan
- Presenting on HCD needs for PEPFAR at the Capacity Project launch in the Bureau for Global Health and providing feedback on the development of a project database for HR; developing proposal for HR activities related to TB and HIV

Quarterly Report
Norman Rifkin
October 22, 2004 -January 21, 2005

Major activities planned for the period:

- Continue the implementation of Education Sector council Meetings.
- Assume role of Cognizant Technical Officer of the DOT.EDU activity.
- Provide Field Support as required.
- Begin work on the Agency Operational Plan for Education
- Continue the development of the GLP as a primary means of communication with Regional Bureaus and with the field.

Major accomplishments of the period.

1. After months of discussion and an initial recalcitrance on the part of the Regional Bureaus, it was agreed that the Education Sector Council Meetings would be chaired alternately by representatives of Bureaus. Initially, the Regional Bureaus were comfortable with EGAT/ED (Rifkin) chairing the meeting, but EGAT felt that there would be more Regional Bureau ownership of the meetings if the chair were to rotate. This is significant because one of my key objectives was to deliver a closer level of cooperation between Bureaus, especially between EGAT and the Regional Bureaus. I am very pleased with success to date. For example, the Africa Bureau, which had behaved quite independently in the past, is now involving four EGAT staffers in the development of the new Africa Bureau Framework. EGAT and representatives of Regional Bureaus are serving together on a number of working groups, such as research and staffing, and feeding their findings into the Global Learning Network where their work can be accessed by all overseas Missions.
2. As noted in my previous quarterly report, a great deal of my time over the past three months has been dedicated to the reorganization of EGAT/ED. I participated in a team that has completely reorganized the office in such a way as to make it responsive to the needs of our field missions while offering a much higher level of technical support. EGAT/ED was criticized in a report conducted by the Administrator's office for not being sufficiently responsive to field Mission needs. The reorganization is designed to overcome this, and other deficiencies.
3. As a result of the reorganization, the role of the Policy Advisor has been amended to include duties associated with coordinating field services. The Policy Advisor will, in the future, coordinate all requests for field services and chair an advisory group consisting of Regional Bureau, EGAT and Regional Platform personnel to assign responsibility for each requested action. The Policy Advisor will monitor all field services provided and assure that nothing slips between the cracks.

Barbara Seligman
Reflections on the Year
Major Achievements, October 1, 2004 – December 31, 2004

Over the course of the last quarter my major achievements have included:

Legislative and Policy.

- Serving as principal resource person on guidelines for using and restrictions affecting use of population and reproductive health funds including briefing Mission and implementing partners.
- Providing extensive in country and Washington-based support to USAID/Bangladesh to strengthen management of compliance with Mexico City Policy and assist with management of RIG audit of selected population grantees.
- Monitoring and analyzing legislative developments relevant to the PRH funding.
- Advising CAs, USAID field staff and Washington-based staff and others in the international health community on matters related to sensitivities concerning use of language and questions related to USAID policy and statutory requirements.
- Serving as principal liaison with advocacy groups on policy and legislative matters.
- Preparing congressional correspondence on population-related issues.
- Preparing briefing materials for new AA.

State Liaison.

- Serving as principal liaison to colleagues at State/PRM.
- Providing technical support to State/PRM.

Research/Dissemination.

- Organizing a plenary session for the section on Population, Family Planning and Reproductive Health on Priorities for Reproductive Health, including Family Planning, for the annual meetings of the American Public Health Association, November 2004.
- Reviewing evidence early childbearing to health risks for women and children.

Programmatic.

- Serving as country coordinator for the Bangladesh PHN program.
- Serving as NAS/CPOP Cognizant Technical Officer [CTO].
- Serving as member, Repositioning Family Planning, Post Abortion Care working groups, and of SO2 expanded team.
- Serving as a member of the Repositioning Family Planning secretariat on advocacy and policy activities.

Agency representation.

- Preparing technical materials for and presenting on USAID population policy and on effective gender-based approaches to programming at the ANE SOTA, October 2004.

Other

- Supervising PRB intern.
- "Mentoring" junior staff.

CEDPA Quarterly Report November 2004 – January 2005
Dr. Karen Shelley, TAACS Mozambique
January 19, 2005

The end of 2004 was a very busy period at USAID/Mozambique. The main accomplishments were the development of a detailed national HIV/AIDS operational plan for March 2005 – April 2006 and completion of the Emergency Plan Annual Report for FY2003. The primary technical work involved planning and design of two targeted evaluations on nutrition and HIV/AIDS within the context of prevention of mother-to-child transmission (PMTCT) programs in Mozambique. As the lead advisor at USAID/Mozambique on PMTCT, I worked with MOH colleagues to strengthen the PMTCT national policy by proposing additional components to the existing standard package of care for pregnant mothers.

USG Country Operational Plan for 2005 – 2006

Mozambique is one of 15 countries participating in the President's Emergency Plan for AIDS Relief (PEPFAR). On October 30, 2004, the combined USG team in Mozambique submitted both a Five Year Strategic Plan for HIV/AIDS and a Country Operational Plan (COP) for 12 months under the PEPFAR program. Under the leadership of the American Ambassador, USAID/Mozambique, Centers for Disease Control and Prevention, Peace Corps and American Embassy staff worked as a joint team to complete these highly demanding program design and strategic planning tasks. The COP proposal required application of technical expertise, collaboration with government and NGO partners and consensus-building among all USG agencies. Between early November 2004 and mid-January 2005, I worked as a HIV/AIDS technical advisor along with other members of the USG team to response to questions from Office of the Global AIDS Coordinator (OGAC) in Washington and to submit further justifications on our proposed Country Operational Plan (COP). The plan is designed to provide expanded HIV/AIDS prevention, integrated health service delivery, care and treatment including antiretroviral drugs to thousands of Mozambicans.

The plan calls for USG expanded support by 2008 to 55 of the 129 National Integrated HIV/AIDS Network sites that will offer a full range of health services that will create a continuum of care for HIV-infected and affected communities. The plan also accommodates national needs for human capacity building and health system strengthening. Health facilities are being rehabilitated and laboratory capacity will be equipped and strengthened. With the assistance of experienced and new civil society partners, the USG team will continue a strong collaboration with the Government of Mozambique to respond to the HIV/AIDS epidemic.

I provided technical assistance on the expansion of HIV/AIDS prevention strategies and activities and program design for prevention of mother-to-child transmission. I worked with existing partners, provincial health teams and the national PMTCT Directorate to identify ways of expanding prevention interventions to pregnant women and their families. I also collaborated with other USG team members to plan a basic package of

care for HIV/AIDS-infected and affected families that would include safe drinking water and bed nets for malaria prevention.

In my responsibilities as a CTO and Activity Manager, I worked with a number of large NGOs and their community partners to plan a logical and feasible HIV expansion plan within the framework of the National HIV/AIDS Strategic Plan and the Ministry of Health's Plan. In the crafting of program designs, I incorporated the technical expertise and implementation experience of several centrally-funded USAID projects to create a set of partnerships that will be sustainable through time. With the increasing large numbers of Mozambican women affected by HIV/AIDS, technical and program planning requires ensuring a strong interface between antenatal services, PMTCT and HIV treatment. Taking into consideration the growing national demand for HIV/AIDS prevention, care and treatment services, I worked with the USG team to take advantage of opportunities for new service delivery points and expanded program targets that meet the objectives of the PEPFAR program. The work of faith-based organizations and community organizations provides expanded opportunities for community mobilization. I ensured that both clinic-based and community-based program components improve access to services and follow-on care and treatment.

CTO Responsibilities

Because of the departure of one of our technical staff members, I was nominated and appointed as interim CTO for Population Services International. In my capacity as CTO for Health Alliance International and as Activity Manager for Family Health International, MEASURE Evaluation and Elizabeth Glaser Pediatric AIDS Foundation I provide continued technical assistance to improve uptake of services by pregnant mothers. Collaborating with existing grantees, I developed additional program components that PMTCT partners are providing to mothers during the post-natal period and championed the need for a higher level of integration of family planning activities into the PMTCT program supported by PEPFAR. During this period I worked with the program office to draft Action Memos and Justification Memos within USAID guidelines and procedures that will allow for the continuation of a strong set of programs in Mozambique.

National AIDS Council

I supported national HIV/AIDS program work at the National AIDS Council by advocating for a technically stronger HIV/AIDS Communications Strategy that includes the considerable community experience of Mozambican NGOs. I reviewed three drafts of an evolving strategic document and provided technical comments. In collaboration with American Embassy staff, I continued to participate in planning and coordination meetings at the National AIDS Council on HIV/AIDS prevention and care programs within public sectors beyond the health sector. We are currently engaged in strengthening interventions with the Ministry of Defense and other uniformed personnel.

Peace Corps Orientation

I developed a presentation on social stigma in Mozambique for Peace Corps Volunteers that was part of their mid-service review program. As part of this task, I pulled together a

number of new user-friendly tools on addressing social stigma that volunteers can use at the community level in Mozambique. I enlisted a theatre group supported by Population Services International (PSI) to present an interactive sketch in Portuguese on dimensions of social stigma in communities that affect men and women in Mozambican communities.

TO: Susan Masse,
CEDPA TAACS Coordinator
Amy Feldman,
CEDPA Program Assistant

DATE: 25 January 2005

FROM: Cheryl Sönnichsen, USAID/Kenya

SUBJ: Quarterly Report: October 20, 2004 to January 20, 2005

Colin Powell Meets with Kenyan Youth on AIDS

Secretary of State Colin Powell came to Nairobi to attend the signing of the Sudan Peace Accord on Sunday, 9 January. I was asked by the American embassy to organize an HIV/AIDS event. On Saturday, the Secretary met with a group of 19 youth from five organizations funded by USAID. The Secretary had requested the meeting to hear how young people in Kenya were coping with the AIDS epidemic. On Friday, in less than eight hours, two of USAID's partners, Family Health International and PSI, were able to identify 19 youth who work in their programs. They contacted them - some of them in the slums with no telephones - and USAID forwarded their names to the Embassy. On Saturday morning all were in place 90 minutes before time, including three who had come in the night before from Nakuru, 90 miles away.



Ten participants came from PSI's "Chill" abstinence program and from their advocacy program for young HIV-positive people. Nine came from FHI's faith-based university program "I Choose Life," the Kenya Girl Guides (Girl Scouts), and the National Organization of Peer Educators. They all gave accounts of the work they were doing, how they promoted abstinence and being faithful, and condom use when other interventions weren't possible, and the success they were having. They told of their experiences looking after people with AIDS and of adopting orphans into their families and asked the Secretary to continue providing assistance to Kenya.

The event was scheduled for 20 minutes, but the Secretary continued for a total of 38 minutes. He later expressed specific appreciation to Ambassador Bellamy for the event and how well it went. It was the main outcome for the local and international press that day, with radio and TV follow-on interviews with the participants.

<http://www.nationmedia.com/dailynation/nmgindex.asp>

Jeffrey Sachs' Visit to Kenya

Jeffrey Sachs, director of the Earth Institute at Columbia University and special advisor to the UN Secretary General on the Millennium Development Goals, was in Nairobi presuming to speak on behalf of the Government of Kenya and donors. USAID/Kenya attended a meeting, called by the Minister of Health and Professor Sachs, to discuss the MDG's. Minister of Health Ngilu opened the meeting, and the Permanent Secretary spoke about his plan to improve procurement planning.

Otherwise, Sachs dominated the meeting, speaking at times as though he were part of the GOK. One of the main issues was the discussion of a lack of health care workers in the field. (He seemed ignorant of a recent DFID survey which found thousands of ghost workers on the MOH payroll.) Sachs said that the GOK would call another meeting to present areas where the GOK will ask donors to focus. (The MOH had made significant progress by scheduling working group

meetings for the entire year, but even this progress was undermined as Sachs has called for the groups to all begin meeting this week.)

While there was some discussion of the politically divisive National Social Health Insurance Fund, with Mission Director Kiert Toh arguing for sanity from an economic point of view, the meeting was not an ambush of the donors. Rather it was a forum for Sachs to hold forth on how easy it would be for donors to take action and change the course of the health care system in Kenya. One newspaper quoted him as saying that "the US was willing to give \$2.2 million to the anti-malaria program this year, while a substantial amount of money awaited Kenya from the Global Fund, the United Kingdom and other donors such as the International Monetary Fund."

We were surprised that Sachs spent so much time in Kenya and suspect his attention to Kenya over the last month strongly portends a continued intervention in Kenyan affairs. Given his statements last week that a model village in Western Kenya is receiving PEPFAR support (when, in fact, it will only receive PEPFAR ARVs as a matter of regularly planned distribution to GOK facilities), and the support that USAID "will" provide the GOK, we need to be on the watch for other areas where USG programs or policies might be misrepresented.

2005 PEPFAR COP Rewrite

In spite of having turned in our 2005 Country Operations Plan (COP) to the Office of the Global AIDS Coordinator by October 31, 2004, and having had extensive interaction with Washington in the process, within two weeks of submission we were asked to write it again!! Contrary to what the COP database suggested, i.e. that they required brief, succinct but descriptive paragraphs for each activity similar to that for 2004, the team in Washington requested a minimum of three paragraphs for each activity with related statistics. So, the team went back to the drawing board. I was responsible for two major components: Abstinence for Youth and Other Prevention activities. We had utilized a concept paper submission process to identify new partners, so it was relatively easy—if time-consuming—to go back to each of the 240 concepts we had selected for funding and add information. We did in fact succeed in finalizing a revised and highly commended COP within the following two weeks, and one that was accepted in its entirety last week.

Samburu District Project Visit

Our Office of Population and Health has a new year's resolution following last year's writing three PEPFAR plans: field visits!! Accompanied by our clinical care specialist, I travelled to one of the more remote parts of Kenya. The Samburu Aid in Africa (SAIDIA) project is funded in the amount of \$250,000 over two years through the FHI/IMPACT project. Through 2004 PEPFAR funds, USAID is funding the pilot TB component of the project. FHI monitors this project through their Nakuru field office. SAIDIA has been working with the Samburu people for 18 years and has a very broad funding base. The main purpose of the field visit was to deliver a Toyota Land Cruiser to Ngilai to be used as a mobile clinic and to sit in on a training session in TB awareness for community-based distributors in Baragoi.

SAIDIA is headquartered in Nanyuki town, a two and a half hour drive from Nairobi. The project sites they have chosen for this TB pilot project are the ones in which they are currently working: Ngilai, Wamba, Maralal, Lesirikan and 20 mobile sites. From Nanyuki, via the Isiolo road, Ngilai is another five hours on average-to-poor murrum road.

We first toured the Ngilai dispensary where they have set up TB services and VCT. They only have five TB patients under treatment at the moment. Representatives of the community including the local Chief, primary school students, a Canadian Lutheran missionary and a women's group attended the handing over of the vehicle. They mentioned rabies and snake bites as attacks they looked forward to getting treated with the assistance of the new transport. The drive southwest between Ngilai and Maralal took another four and a half hours along variable road conditions. It was apparent to us that project work in such an area was expensive due primarily to transport costs. They do not have any communication as mobile phone reception

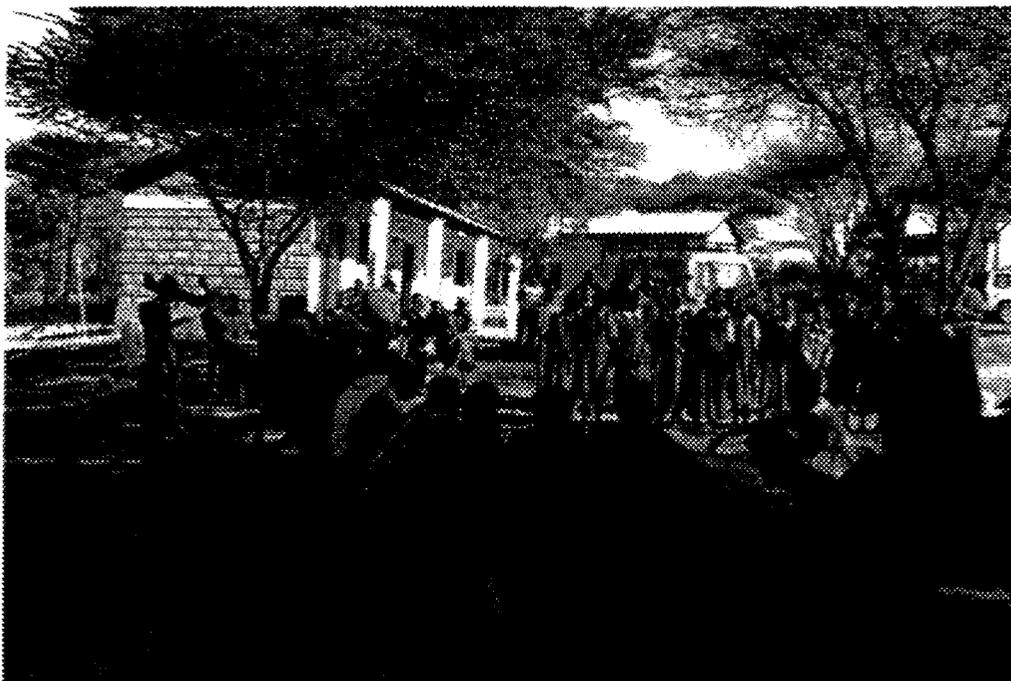
fails once outside of Maralal. It would be ideal, though expensive, to have radios for the project sites and vehicles.

The second day's visit was to Baragoi, a three-hour drive from Maralal on particularly poor and rocky roads. In spite of this, IMPACT have been able to establish a VCT site at the MOH dispensary. Our courtesy call to the District Officer was unsuccessful as he was travelling.

The TB training workshop included 19 CBDs, mostly women, who had been working in family planning. They have been distributing birth control pills, condoms, ORT salts and five essential drugs when available. The District TB Coordinator, Steven Murage, was one of the facilitators, along with Julius Gitonga Mwendwa, SAIDIA Nursing Officer/Acting Health Manager. Mr Murage had informed us that there were 434 TB patients in the district.

During a question and answer period we learned that the majority do not recognize TB symptoms. In fact, they believe chest pain is a result of a blow to the chest, and that when someone begins to cough up blood, it's a sign of recovery. Stigma is shown toward TB-infected people who become suspect when they are seen taking medicine on a daily basis. However, among informed families, the patient has a separate room in the house for sleeping, and his/her utensils are kept separate.

On returning to Maralal that afternoon we met with the District Medical Officer, Dr P.K. Too. He gave us a brief tour of Maralal District Hospital where ART is now available. They have six on treatment now with four waiting to pass adherence tests. We toured the TB manyatta on the hospital compound which SAIDIA is going to renovate.



CHRISTINE SOW, TAACS USAID/MALI QUARTERLY REPORT

Reporting period: Oct 21 2004 – Jan 20, 2005

Major activities for the period

CTO responsibilities:

Christine Sow continues her CTO responsibilities for the PSI Pathways to Health Project. She meets on a regular basis with the PSI Resident Advisor as well as with the PSI technical team. Christine is also the CTO for the CDC PASA with USAID/Mali and continues to oversee their activities with assistance from the USAID/Mali HIV advisor. In addition she is activity manager for POLICY Project activities in Mali and provides active oversight and input POLICY interventions. In addition to her regular CTO activities, during this period Christine reviewed and provided feedback to the SO6 partners on their annual reports and workplans.

FP/SR activities

Christine continues to work with the SO6 family planning partners and the Reproductive Health Division (DSR) of the MOH to design a multi-media family planning promotional campaign. Planning for the campaign (now scheduled for March 2005) continues. Christine's role in the coordination of the campaign has included negotiating the amount of the USAID contribution to the campaign costs and activities to be covered; contributing as a key participant to the technical organizing committee and meeting with the Minister of Health to brief her about the planned campaign objectives and activities.

Christine is currently overseeing three other FP/SR activities:

- MAQ Country Partnership: strengthening of IUD services via technical assistance from the ACQUIRE Project. ACQUIRE made a first visit to Mali in December 2004 to meet with key stakeholders and make an initial assessment of the current status of IUD services. Christine helped plan and coordinate the team's visit and is responsible for in-country follow-up.
- Coordination of the USAID-sponsored participants in the Mali delegation to the 'Repositioning Family Planning' conference to be held in Ghana in February 2005;
- Determination of scope and type of maternal health activities to be included in the SO6 2005 workplan and the mechanisms to cover these activities (ongoing).

HIV/AIDS activities:

Christine has been responsible for drafting the terms of reference and hiring a consultant to carry out the institutional strengthening of the Mali CCM. The consultancy will take place beginning in January 2005. Christine was also an active participant of discussions that took place during the visit of the Global Fund representatives to Mali in November

2004. Christine is representing USAID on the organizing committee for the Health Sector HIV/AIDS plan as well as on the steering committee for the development of the new national five year HIV/AIDS strategic plan.

Christine presented two technical presentations (on prevention and access to VCT, respectively) at the Annual GAIA Meeting of HIV/AIDS Experts held in Bamako each January.

Monitoring and Evaluation

Christine was responsible for drafting the annual report for SO6 and for updating the indicator tables included in the reporting. In addition she piloted the preliminary Data Quality Assessment process for the three key indicators reported on in the Annual Report; more in-depth DQAs are planned for 2005.

SO6 management:

Christine continues to supervise the work of the SO6 HIV advisor, two SO6 Program Management Specialists and the SO6 Program Assistant.

Field visits:

Christine made a field visit in November to the region of Tomboctou to work with the regional health directorate on planning for 2005, and in December went to the region of Segou to attend the annual regional planning meeting.

Other

Christine received a Mission Certificate of Appreciation in January 2005 for her work in HIV/AIDS, FP and M&E.

Upcoming activities Jan 21 – Apr 20, 2005

February: attend the FP Repositioning conference in Accra, Ghana

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**MARY ELLEN STANTON
QUARTERLY REPORT
OCTOBER 1 – DECEMBER 31, 2004**

MATERNAL HEALTH TEAM (Team Leader for GH Strategic Objective #2)

- Prepared for and presented maternal health portfolio review to senior staff
- Drafted and reviewed the maternal health section of the Program and Accountability report (PAR) and the Annual Report (AR)
- Met with PHNI to review maternal and neonatal health content on the website
- Updated the Users Guide for maternal and neonatal health programs
- Provided background and reviewed Frontlines article on midwives
- Attended the report out of the 6 year, Gates-funded, Columbia University Averting Maternal Death and Disability program
- Started planning for the mapping of bilateral programs with significant maternal and neonatal health components
- Participated in initial meeting for UbuMama NGO project
- Met with EGAT Bureau to discuss microfinance linkages to maternal health
- Organized the Maternal Health Technical Series: "Improving Maternal and Newborn Survival: Evolution of a PVO's Approach" by CARE
- Provided written technical review of a planned ICDDR/B study, "Maternal Morbidity in Bangladesh"
- Met with team to discuss/review proposal for the community-based postpartum care network in Asia
- Reviewed final version of the maternal health section of the DHS core questionnaire (see working groups below)

FISTULA

- Completed tasker responding to congressional inquiry on fistula programming

MNH PROGRAM (Cognizant Technical Officer)

- Reviewed the pipeline
- Reviewed final report and other final workproducts
- Prepared and presented program at the MCH division portfolio review

ACCESS Project (Cognizant Technical Officer)

- Chaired management meetings to discuss progress of workplan, budget
- Worked with OAA to meet with JHPIEGO CEO, plan transition to new Project Director, and approved selection
- Met with regional bureau stakeholders and project personnel to plan regional activities
- Presented program at the MCH division portfolio review
- Via telephone, worked with mission counterparts and project staff to ensure that project is responsive to mission needs.

POPPHI Project (Cognizant Technical Officer)

- Participated in implementing partner meetings
- Reviewed the draft workplan and the performance monitoring plan
- Prepared and presented program at the MCH division portfolio review
- Participated in meetings to discuss PPH prevention research and commercialization of uterotonics

IMPACT (Cognizant Technical Officer)

- Participated in funder conference call to plan for IMPACT annual meeting
- Traveled to Aberdeen, Scotland to review with Gates, Foundation, DfID and the EU the progress on the grant
- Prepared and presented program at the MCH division portfolio review

WORLD HEALTH ORGANIZATION GRANT (Technical Advisor for maternal and neonatal health under umbrella grant)

- Reviewed with the Executive Director of the Partnership for Safe Motherhood and Newborn Health the plans for World Health Day and collaboration with the Child Survival Partnership on a visit to India
- Met with program staff in Geneva to review progress on the grant, especially the WHO database for maternal and peri-natal health
- Prepared and presented program at the MCH division portfolio review

UNICEF GRANT (Technical Advisor for maternal and neonatal health under umbrella grant) (no activity this quarter)

SUPPORT TO THE FIELD

Afghanistan (Country Coordinator)

- Participated in weekly conference calls with mission and ANE Bureau
- Organized visits and participated in meeting with Deputy Minister of Health
- Prepared summary of GH contribution to the Afghanistan mission

Pakistan (Team Member)

- Met with PHN Officer to discuss new bilateral maternal and neonatal health program

India

- Met with PHN officer to discuss maternal and neonatal strategy and planned visit

Indonesia

- Met with PHN officer to discuss maternal and neonatal health programming

Bangladesh

- Provided written review of an analysis commissioned by the mission to be published in the Lancet

TASK FORCES/WORKING GROUPS

Neonatal Working Group (Member)

- Provided written comments on paper 3 of the Newborn Lancet series
- Traveled to Geneva, Switzerland to participate in the WHO/Lancet consultation on the draft papers in the Lancet series and served as discussant for paper 3

CONTINUING EDUCATION

- Managing Without Micromanaging (8 hrs)

PRESENTATIONS

- "Maternal and Newborn Health," George Washington University, Oct. 12
- "Maternal Mortality Reduction: Interventions, Issues and Progress," CORE Maternal Health/Safe Motherhood Working Group at CEDPA, Oct. 14

OTHER

- Participated in division staff, office staff, senior staff and sector council meetings, HIDN senior staff retreat, and GH portfolio reviews
- Participated on selection panels for position in the GH Regional and Country Support Office and for the MCH Research Advisor
- Participated in BASICS and Hygiene Project post-award meetings
- Participated in an orientation for New Entry Professionals (NEPs)
- Mentored a NEP for a rotation in the MCH Division
- Briefed PHN officer assigned to the CAR, Almaty

AWARDS

- Superior Group Award — Maternal and Child Health Team, Nov. 2004
- Above and Beyond Award, Nov. 2004

LINDSAY STEWART
QUARTERLY REPORT
October 21 2004 - January 20 2005

The following report includes a selected number of activities that I have been involved in during this reporting period.

HIV/AIDS.

One of the two thematic areas I cover is HIV/AIDS. During this reporting period, among the many activities I have carried out are the following.

- **LACRI/Synergy.** The LAC Regional HIV/AIDS Initiative (LACRI), run by the Synergy Project, continues to be on track. During this reporting period, via multiple meetings, emails and telephone conversations, I worked with the Synergy staff to finalize the plans for developing a manual on lessons learned in working with men who have sex with men (MSM) to prevent HIV/AIDS. This publication should be finalized by March 31st, the final date for support to the Synergy Project.
- **Haiti.** During this reporting period, the President's Emergency Plan for AIDS Relief (PEPFAR) reviewed strategies and plans for the 15 focus countries, including Guyana and Haiti, the two PEPFAR countries in the LAC region. I was the primary reviewer for Haiti's 5-Year strategy and one-year country operating plan, leading the all-day Haiti review team discussion (with representatives from the various USG agencies that work on HIV/AIDS, including, for example, CDC, HHS, DOD, DOL and HRSA). Subsequently, the review team presented Haiti's plans to the PEPFAR principals who represent high levels of the major USG agencies working on HIV/AIDS, including USAID. The principals approved the Haiti plans. As a member of the Haiti team in USAID/Washington, I will continue to work with GH and USAID/Haiti and its other partners to ensure implementation proceeds as planned. This includes identifying appropriate people to provide technical assistance to the Mission, something we are currently working on. Also as part of the Haiti team, I participate in regular meetings, phonecalls, and emails to provide support to the Mission as it greatly scales up its HIV/AIDS program. In addition, I attended a meeting with the LAC Front Office and members of the Inova Fairfax Hospital team to learn about that group's work in Haiti.
- **HIV/AIDS Budget Issues.** I have worked with USAID offices, including PPC, OHA and LAC/SPO to determine LAC mission budget levels for both FY05 and FY06. Once again, the Office of the Global AIDS Coordination (OGAC) has straight lined the FY05 and FY06 budget at the FY03 levels for all LAC countries except Haiti and Guyana (the two PEPFAR countries in LAC). As we did for the FY04 budget, we prepared documents to support the argument that several non-focus countries/regions need more money than the straight lined levels. Given that Congress had asked that selected non-focus countries should receive additional money, we were successful in getting the budgets for the two regional programs (the Caribbean and Central America) and for Honduras bumped up. We expect new reclaims for the FY06 budget levels, and will deal with them as they come in.
- **Some of My Other HIV/AIDS Activities included:**
 - **Women and HIV/AIDS.** I am part of a USAID team that is writing a paper on women and HIV/AIDS. During this reporting period, I wrote the section on social norms and cultural practices that contribute to the increasing feminization of HIV/AIDS. I also reviewed two versions of that document, making suggestions for improvement.
 - **HIV/AIDS and Vulnerable Groups in the Caribbean.** On December 6th I participated in a panel discussion on HIV/AIDS in the Caribbean at the

- International Organization on Migration. My topic was on identifying and working effectively with the populations most vulnerable to HIV/AIDS in the Caribbean.
- **Orphans and Vulnerable Children.** I met with the director/CEO and a board member of Children's Hospice International to discuss their interest in working with USAID on orphans and vulnerable children in LAC. We heard about their programs (they have not worked in LAC yet) and interests, and referred them to the USAID Missions in Guyana and Haiti which, as PEPFAR countries, have the largest programs in the region and are thus most likely to be available to work with them.
- **Coordination with other Agencies.** I attended an inter-agency meeting at OGAC to discuss coordination among USG agencies working on HIV/AIDS and others, including PAHO/WHO.
- **OHA Meetings.** As the LAC Bureau staff member working on HIV/AIDS, I attend regular meetings with various members of the OHA staff and the OHA staff meetings.

Family Planning/Reproductive Health (FP/RH)

The second major thematic area I work on is FP/RH

- **Contraceptive Security.** The major LAC activity during this reporting period was the Contraceptive Security workshop held October 25-27 in Lima, Peru, which I helped organize along with the POLICY and DELIVER contractors. This workshop was attended by about 85 people from nine Latin American countries. They represented governments, NGOs, USAID Missions, USAID/Washington, CAs and representatives of drug companies. Several high level people attended, including two deputy ministers of health and a congressman. The workshop included presentations of the contraceptive security assessments carried out in five Latin American countries, as well as an analysis and report on the overall findings and recommendations of those assessments. The participants worked in country teams to plan their next steps on contraceptive security, with the aim that these teams will continue to work on ensuring contraceptive security on their return home. In addition, the results of the assessments and the workshop have also helped identify common issues needing a regional approach, something that LAC-PHN plans to continue supporting over the next few years. Following the Lima workshop, I arranged for the POLICY/DELIVER staff to present their major findings at meetings of the Graduation Working Group and of the Health Sector Council. I have also worked with the two contractors to ensure a viable work plan for FY05.
- **Graduation Working Group.** I continue to be the co-chair of the Graduation Working Group on Strategic Allocation of FP/RH Resources. We had a number of meetings during this reporting period and have developed draft definitions of and criteria for graduation. I read and commented on various drafts of these documents, as well as on the lessons learned paper on graduation. This work is becoming increasingly important to LAC as our Population/Family Planning funding rapidly decreases. The next steps will be to work with selected Missions to develop graduation plans.
- **Post-Partum Family Planning.** I met once and have had considerable email correspondence with the Frontiers Project about the LAC funding of an assessment of the state of family planning in post-partum, post-abortion and PMTCT settings. Frontiers submitted a proposal which I reviewed in coordination with the Technical Advisor to the Frontiers Project. The proposal was not at all along the lines we had requested, so we asked the Frontiers people to rewrite it to correspond to what the LAC Bureau had agreed to fund. We are awaiting that submission.

- **Youth Reproductive Health.** I met with the two people charged by USAID to review the status of youth reproductive health programming and needs in the Agency. They have submitted a report to USAID with the pros and cons of various options laid out.
- **Population/Reproductive Health Budgets.** I worked with PPC and LAC/SPO to recommend various scenarios for funding for the FY05 and FY06 periods. This has been especially difficult as the funding is decreasing more rapidly than we had anticipated.

HIV/AIDS and Family Planning

- **LAC State of the Art (SOTA) Consultation.** I worked with the planning team for the LAC SOTA to be held the week of March 7th in Miami. Among other tasks, I helped plan the agenda, recruited coordinators for the five HIV/AIDS and Family Planning sessions, and worked with those coordinators to plan their sessions. I will attend this SOTA.
- **Trends Analyses.** I have worked with the LAC-PHN staff and the contractor PHNI to develop the HIV/AIDS and Family Planning trends analyses. I have also prepared a draft report on these trends to be presented in February to the LAC/AA.
- **Annual Report Reviews.** I have reviewed and commented on the HIV/AIDS and Family Planning sections of the LAC Missions' annual reports.
- **USAID Policies.** I worked with the Policy Advisor of Global Health and the General Counsel for Global Health to develop presentations on Family Planning and HIV/AIDS policies to the participants in the Contraceptive Security meeting held in Peru in October. I also helped organize a meeting of the LAC desk officers to discuss the Agency's policies.

Support to USAID Missions

- **Jamaica.** I was the team leader for a five-member USAID/W-USAID/Jamaica group working in Jamaica January 17-28 to help develop the Mission's HIV/AIDS implementation plan for the 2005-09 period. The team has recommended to the Mission that it change its focus and concentrate on: 1) TA to the MOH and the NGO community in monitoring and evaluation, to better measure HIV/AIDS program results; and 2) work with the National AIDS Committee and its Parish AIDS Committees, NGOs, CBOs and FBOs in four "hot spots" (the parishes of Kingston, St. Andrew, St. Ann and St. James), concentrating on the most at-risk populations, including, for example, MSM, CSW, uniformed personnel and vulnerable young people. For point 1, we recommended that the Mission use the MEASURE/Evaluation Project (which gives access to CDC as well). For point 2, we recommended three possible alternative CAs. The team met with the Mission Director and PHN staff, who approved the overall lines of the implementation plan. It is now up to the Mission to select the CA who will work on point 2. This new strategy means virtually no direct assistance to the Ministry of Health which has been the prime recipient of USAID funding in the past. The MOH will, however, continue to receive technical assistance through the CAs the Mission names to work on its HIV/AIDS program.
- **Central America.** At the request of USAID's Central American Regional Program, I represented LAC/RSD at two meetings in Honduras, December 9-10, related to HIV/AIDS in Central America: 1) "Human Rights and HIV/AIDS," focused on fighting stigma and discrimination- among the major driving forces of the epidemic in the region; and 2) "Monitoring and Evaluation of HIV/AIDS" in the region- ensuring one evaluation plan per country, as agreed to in the "Three Ones" strategy (One country plan of action; One committee to oversee that plan; and One M&E plan per country). I also assisted the

Central American program by reviewing drafts of a number of presentations, proposals and working papers.

- **Peru.** At the request of USAID/Peru, I have become the Country Coordinator for Peru. This has meant having regular phone, email and other contact with the Mission to help them with any health issues or needs that arise. I will visit Peru in mid-February to participate in their mid-term health review. I will concentrate on the Mission's HIV/AIDS and Family Planning programs. Also, while in Peru in October for the Contraceptive Security Meeting, I spent two days working with the Mission on various HIV/AIDS and family planning issues.
- **Meetings with Mission Staff.** During the reporting period, I have met with various mission staff as they have passed through Washington, discussing issues and needs with them, and following up, as appropriate. Among those I have met with during this period are: Chris Barratt (Haiti), Rebecca Rohrer and Angela Davis (Caribbean Regional Program), Kellie Stewart (Honduras – briefing prior to her new assignment), Nancy Widflier-Field (Jamaica – also briefing her prior to her new assignment) and Glen Anders (Guatemala). I have also participated in conference calls with mission staff in Haiti, Jamaica, the Caribbean and Central American regional HIV/AIDS programs, Peru the Dominican Republic.

Responding to LAC Front Office and LAC/RSD-PHN

- **Preparation of AA/LAC and others for meetings.** I prepared briefing materials and talking points and reviewed those others prepared for the AA/LAC on various matters and for various meetings during the quarter. This included developing talking points on HIV/AIDS in the region for Adolfo Franco, the AA/LAC, for his meeting with the House International Relations Committee, background information on HIV/AIDS in Brazil for his trip to Brazil, and talking points for his meeting with the Global AIDS Coordinator.
- **Portfolio Review.** I prepared the background documents and gave presentations to selected LAC staff on the LAC/PHN accomplishments and issues related to HIV/AIDS and FP/RH in the past year.
- **Annual Report.** I wrote the sections on HIV/AIDS and FP for the LAC/RSD-PHN annual report and reviewed and commented on the overall draft RSD report.

Task Forces/Working Groups and Other Regular Meetings

I continue to participate actively in the following task forces or working groups:

- PAC
- PMTCT
- FP/HIV Integration

I have just been asked to be part of the Orphans and Vulnerable Children Task Force, and will join it as well.

I also regularly participate in assorted other staff meetings, including the PHN Sector Council, the Population Open Staff Meeting, LAC/RSD and LAC/RSD-PHN staff meetings, and the Haiti, Peru, Jamaica, Central American and Caribbean Teams' regular meetings, phonecalls and emails.

Professional Meetings and Continuing Education

- In early January I participated in a three half-day workshop on Gender Integration into Health Programs.
- In November, I attended an all-day training session sponsored by the Global Development Alliance on Building Public-Private Alliances.
- Also in November, I attended selected sessions of the American Public Health Association during its annual meeting held in Washington D.C. I also co-chaired the Adolescent Task Force of that meeting.

Other Activities

- **Recruitment.** I served as one of four members of a panel charged with recruiting the new LAC Team Leader for Global Health's Regional and Country Support section. We interviewed nine people in person or by phone and made recommendations for hiring one of them. That person still needs to work out the final arrangements of her appointment with HR.

ISABEL STOUT – TAACS GUATEMALA
Quarterly Report: October-December, 2004

General

- Finalized Private Sector Portfolio Review in mid November
- Reviewed final reports and worked with APROFAM and ProRedes Salud in highlighting results and identifying lessons learned
- Attended Development Credit Authority workshop

ONGOING PROGRAMS

1. APROFAM

1. Started implementation of a six-month unfunded extension of current Cooperative Agreement to allow APROFAM to comply with special award conditions as “High Risk Partner” institution.
2. Participated in review and modification of new Statutes for APROFAM
3. Participated in APROFAM Board meetings as ex-officio member.
4. Advised APROFAM on structure of new Sustainability Trust Fund

2. ProRedes Salud

- Provided input and approved final report.
- Organized reports and deliverables from the project
- Maintain contact with newly created ASOREDES, a network of the PRS networks.

3. MSH: Management and Leadership Project – TA for APROFAM

- Monitored technical assistance from MSH to APROFAM
- Negotiated core funding coverage while OHE funds become available for MSH

4. Population Council: Frontiers Project

- Reviewed reports and materials and distributed in OHE
- Followed up on pending activities

NEW ACTIVITIES

1. Strategic Alliances for Social Investment

- Continued to support negotiations with applicants to this Cooperative Agreement.
- Coordinated Technical Evaluation Committee Activities
- Interviewed proposed staff
- Made changes in Program Description to reflect evolving scenarios.

2. **APROFAM**
 - Finalize design of new Cooperative Agreement
 - Lead proposal development and approval
 - Document compliance with “High Risk Status” partner

3. **Development Credit Authority**
 - Started meetings to create consensus on developing cross-cutting DCA guarantee for university loans.
 - Started consultations with interested universities.

4. **Child Survival Grants**
 - Visited for three days Curamericas Child Survival projects in Huehuetenango.
 - Discussed proposal from La Leche League for next funding cycle.

5. **Georgetown University**
 - Authorized standard days methods activities in Guatemala for three methods – the necklace, the two day method and the postpartum method

PLANS FOR NEXT QUARTER

- Launch off Alliances Activity. Invite Business for Social Responsibility Vice-President to high profile event.
- Finalize design of new Cooperative Agreement for APROFAM
- Continue design of DCA loan guarantee
- Guide APROFAM in design of their sustainability trust fund

Stanley S. Terrell

Quarterly Report
Third, 2004
10/21/04 to 1/20/05

January 24, 2005

USAID/G-CAP
Regional HIV/AIDS Program

Summary of activities:

Regional HIV/AIDS Team Leader, CAM SO 3, IR 4: HIV/AIDS and Other Infectious Diseases Contained and Impact Mitigated

- Drafted and submitted the annual report for the Mission portfolio review meeting, the annual report to Washington and the Congressional Budget Justification (this was the activity that had me most occupied during the past quarter).
- Continued work on drafting the program description for the follow on procurement to the regional behavior change and social marketing activity including coordinating feedback from external partners and USAID missions (second most time-consuming activity during the quarter)
- Continued monitoring partner implementation of program activities.
- Continued work with partners and the Measure Project on the refinement of the Performance Monitoring Plan indicators.
- Worked with PSI/PASMO and Measure Project on reviewing initial results of their BSS/KAP survey.
- Continued to perform secretarial function for the integrated interagency HIV/AIDS USG core working group headed up by the Ambassador. Coordinated meetings as well as the process to develop a plan for an integrated USG information dissemination program and the development of a national AIDS policy. Drafted and sent a reporting cable.
- Coordinated with the PASCA and Synergy Projects on the USAID support for a regional forum on human rights and other topics in Tegucigalpa and attended the forum in Tegucigalpa including the session on M&E.

- Met with Kfw to coordinate support for social marketing programs. Coordinated with Kfw and UNAIDS on a regional donors meeting for December as part of the regional forum mentioned above and attended the same.
- Visited the USAID Missions in Tegucigalpa to coordinate development of the follow on to the regional behavior change and social marketing activity with the bilateral programs.
- Continued coordination with Pfizer at the regional level on the donation of Diflucan for the treatment of opportunistic fungal infections. First donation is now in Belize.

General Office

- Continued preparation for the transition process of the regional platform to El Salvador including coordination with the Mission in San Salvador on the preparation of obligations and requests for emergency funds.
- Continued participating in the restructuring and reassignment of activities within OHE as part of the mission's management "right-sizing".

Quarterly Report
October 21, 2004 – January 20, 2005
Murray Trostle, Dr. P.H., M.P.H.

January 18, 2005

Office of Health and Nutrition
Child Survival Division
USAID

Summary of activities:

My primary responsibilities are Senior Immunization Advisor and Head of the Immunization Pod (I-Pod Commander) in SO3 for the Office of Health, Infectious Diseases and Nutrition; Head of the Infectious Disease Surveillance Working Group at USAID/Washington, CTO for the new Immunization Project (ImmunizationBasics) and I am a member of the Partners in Health Reform Plus (PHRplus)Project CTO team.

PHRplus CTO team

- I am responsible for the ID surveillance group at PHRplus and provide technical and management guidance to them on the development and implementation of their ID surveillance program
- I reviewed and discussed operations research activities in the area of infectious disease surveillance
- I worked with PHRplus to develop a GFATM Proposal for the government of Tanzania
- I reviewed and approved all ID surveillance plans and budgets for the remainder of the project

Team leader for the Infectious Disease Initiative Surveillance working group

- I attended the Third TEPHINET Global Scientific Conference in Beijing, China from 8-11 November. I represented USAID at the meeting and discussed and reviewed a number of field epidemiology presentations from students all over the world
- I attended the TEPHINET Board meeting in China to discuss with the Board the development of an African Regional Proposal to the GFATM for the support of the four African FETPs. The Board accepted my suggestion and agreed to submit a proposal.
- I am serving on the working group for developing a GFATM proposal to support the African FETPs.

- I met with the program directors from the four African FETPs in Uganda for two days to discuss a USAID grant to the programs and ways in which I could work with the programs to support them over the next few years.
- I attended a consultation in Miami called by CDC to discuss CDC's role in global disease detection. I represented USAID at this meeting.
- I continued to work on the Interagency working group within the US government reviewing and commenting on the International Health Regulations. This involved a very high level meeting in January with the Secretary of HHS and senior WHO and Agency officials. I am the official representative of USAID in the IAWG.
- I developed the FY2005 infectious disease surveillance budget and overall resource allocation strategy
- I finalized the Agency Infectious Disease Surveillance strategy and it was accepted by the Health Sector council as the agency's official strategy.
- I designed a package of expansion for the TEPHINET grant and budgeted the increase in that grant
- I wrote the ID Surveillance chapter for the Child Survival Report to Congress

Senior immunization coordinator and CTO for the new immunization project

- I continue to manage the distribution of Immunization Essentials.
- I continued to manage the BOOST initiative for the promotion of immunization programs with USAID missions and have included a performance tracking mechanism.
- I recruited and hired new Child Survival Fellow to work on immunization activities
- I am mentoring a new Presidential Management Fellow on program management
- I worked with the ImmunizationBasics Project to finalize their strategic plan and their first year's workplan
- I travel to India to conduct a program review of the Mission's immunization strategy and also planned the ImmunizationBasics component of that strategy.
- I traveled to Rwanda to plan a program to assist the Rwandan government to maintain Hib vaccine in their schedule and mobilize donor support for the introduction of new vaccines.
- I developed the FY2005 Immunization budget for the office.
- I wrote the immunization chapter in the Child Survival Report to Congress.
- I worked with UNICEF for the translation for Immunization Essentials to Spanish for use in the LAC region
- I reviewed and commented on the Global Immunization Vision and Strategy for WHO and UNICEF
- I reviewed the work of the GAVI Working Group with respect to bridging financing and infrastructure support funding
- I supervised the Immunization staff within the MCH Division

Other Activities

- I was given an Award by the office for Sustained Outstanding Performance in connection with my work directing the immunization program at USAID
- I was given a Group Award for my contribution to the performance of the Maternal and Child Health Division

Murray Trostle, Dr. P.H., M.P.H.
Senior Immunization Coordinator and Head of the Infectious Disease Surveillance
Working Group
Office of Health, Infectious Diseases and Nutrition
USAID

Emily Wainwright
Senior Technical Advisor
Infectious Diseases and Environmental Health
USAID/W Bureau for Global Health

Subject: Quarterly Report for 10/21/05 – 1/21/05

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ACCOMPLISHMENTS

I. Support to SO5/Infectious Diseases

- Backstop the SO5 portfolio and the SO 5 Team Leader
- SO 5 budget planning and portfolio review for FY05
- Provided technical guidance to the Front Office in responding to legislative issues
- Responded to congressional taskers on various aspects of USAID's Infectious Disease Initiative

II. Tuberculosis

- Provided technical assistance to Regional Bureaus and Missions on the design and implementation of TB programs.
- Member of the TB Working Group
- Lead advisor and coordinator for USAID's program to support approaches to expand the involvement of PVO/NGOs in DOTS implementation.
 - Coordinate the review process for the submitted FY05 proposals to be conducted in February.
 - Finalized Detailed Implementation Plans for FY04 grantees.
 - Provide TA to the 5 grantees under this program with program design and coordination with Missions and MOHs. In particular the Indonesia and Mexico programs.
 - Coordinate technical assistance efforts between TASC2 TB, CORE & CSTS. All three projects were awarded this fall requiring the development and coordination of workplans for all three mechanisms.
 - Represented USAID's TB Team at the PVO CORE Group.
- Reviewer for the CORE on documenting PVO contributions to TB programs.
- CTO for the cooperative agreement with the Global Alliance for TB Drug Development.
- Participating on TB design team.
- Preparing FY05 budget requests for CDC, TB Drug Alliance, CSTS, CORE and the CSGHP.

III. Surveillance

- Member of the Surveillance Working Group
- Strategic planning and allocation of funds for the Global Bureau's Disease Surveillance Program
- Participating on team to develop a new agency wide strategy.
- Provided technical assistance to regional bureaus and missions on the design and implementation of infectious disease surveillance programs

- **CTO - TEPHINET Epidemiology Training Grant**
 - Routine project management and technical guidance
 - Working with new Executive Director on strengthening the organizational structure and the technical agenda for the next year.
 - Preparing FY05 budget request
- **Project Manager E&E Regional Health Information and Disease Surveillance Project**
 - Provided routine project monitoring of WHO and PHRplus activities
 - Tracked the budget and pipeline
 - Coordinated partner activities and funding
 - Negotiated country selection and project design with USAID Missions
- **PHRplus Infectious Disease Surveillance (IDS) Contract**
 - Member of the CTO team for the Partners in Health Reform Plus Project, responsible for their work in immunization and infectious disease surveillance
 - Reviewed Country Assistance Plans, annual work plans, Technical Directives and Monitoring & Evaluation plans for all IDS Activities
 - Budget tracking and monitoring
 - Backstop the Tanzania and Ghana Infectious Disease Surveillance Project
 - Technical advisor on the development of the Global Leadership Agenda for the IDS portfolio
- **Project Manager Georgia Immunization Health Information and Disease Surveillance Program**
 - Provided routine project monitoring and technical guidance to activities
 - Review sub-agreements for award under the agreement
 - Provided project updates to Mission and Regional Bureau
 - Track budget and pipelines

IV. CTO for the CDC 1999 IAA

- Provide routine project management – vouchers, fields support,
- Prepared amendments to the 1999 IAA
- Technical support to mission
- Member of Malaria Action Coalition oversight committee

V. CTO for Armenia Vaccine Endowment with ANMF

- Routine project monitoring of activities and budgets
- Prepared and distributed project updates for the mission and E&E/GH Bureaus
- Participated in bi-annual board meeting

VI. Global Health Co-Country Coordinator for Nigeria

- Provide routine assistance for Mission in identifying appropriate funding mechanisms, finding mission coverage/technical expertise etc.

VII. Other

- **Member of the Afghanistan working group**
- Provided a one month child health rotation for a New Entry Professional and a project specific rotation for an International Development Intern.
- Participate in the SO2, SO3 and SO5 budget process.
- Acting CTO for BASICS II & BASICS III
 - Management of project transition from BASICS II to BASICS III.
 - Managed close out of BASICS II.

- Participate in Interview panel for BASICS III CTO
- Overseeing the start-up and office set-up of BASICS III
- Coordinating strategy and year one work plan development.
- Preparing FY05 budget request from the various SOs.
- Negotiating and managing project activities for numerous country and regional projects:
 - Country programs in Senegal, India, Iraq and E. Timor
 - Regional post-partum initiative in ANE
 - Regional newborn initiative in LAC
 - Regional review of child health in E&E
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Quarterly Report
Susan Wright, TAACS SDI Division
October 21, 2004 – January 20, 2005

Planned for the Quarter:

1. Private sector team: Results reporting for June 2003-July 2004 demonstrates high-quality results in the private sector. All team members involved in start-up of new procurements.
2. M&L: M&L management review and senior leadership seminar generate positive feedback. Procurement-related work proceeds on schedule
3. PSP: TO1 workplan reflects GH and mission priorities, and is well underway. TO2 provides support for existing loans programs and identifies new opportunities.
4. Flexible Fund: GSM underway with at least one round of procurements.
5. Mission support: perform assistance related to private sector and/or short-term support to Nigeria, as appropriate.

Key accomplishments of the quarter:

1. Private Sector Team: Since this was the final report period for the CMS project, the results for this period were the culmination of several years of activity. The CMS team including USAID staff took the opportunity to reflect on what had worked well but also on what is still to be accomplished in the commercial sector. These lessons helped guide start-up of the PSP program. Other results reported for the private sector portfolio were well received; the success of the Flexible Fund in generating increased interest from Missions in PVO/NGO family planning work was particularly appreciated by senior staff in PRH.
2. Management and Leadership Project (M&L): The annual management review for this project took place in early December and included an in-depth discussion of how leadership activities and approaches have been scaled up through this project. This was followed by a well-attended seminar on how to attract and mobilize senior leadership in support of sustained performance improvement through empowerment of health personnel. Late in the quarter I also had the opportunity to visit the Aswan Governorate in Egypt where I met with a health team who have been using the leadership development approach that they learned several years ago from a pilot activity of M&L. Even though they received no further funding or technical support they have not only achieved continual increases in indicators but also are organizing themselves to train other teams in this process, two years after the intervention. This was a very striking example of transformational development.

During this period most of my time and attention were focused on leading development of the next phase of leadership and management activities. I led the design team through several iterations and we prepared and obtained approval from GH for all the technical sections for a procurement document that is ready to advertise. This pending action was announced in a pre-solicitation notice posted on FedGrants in late December. The document is in the USAID Acquisitions and Assistance office ready for advertisement.

3. Private Sector Program (PSP) IQC: The contractor team for PSP-One prepared an ambitious first year workplan. The USAID team including myself worked with them to ensure that there was an appropriate mix of core and field support activities, that the PMP was in good shape, and that all activities reflected GH and mission priorities. The initial activities of this workplan are well underway. We have gotten considerable interest from missions in adding field support to PSP-One, mostly to continue social marketing activities originally developed by PSI, one of the sub-contractors of PSP-One. We are working with missions to determine the appropriate mix of support from PSP-One and support from country-specific task orders under the IQC.

The second core-funded task order under PSP, Banking on Health, is meant to increase credit availability for private health care entities. Since the award of this task order in late September, the team has been providing support for existing Summa loan programs and has made initial visits to and Nicaragua, the Philippines to identify opportunities for new loan programs using the DCA credit authority.

4. Flexible Fund: The Grants Solicitation and Management (GSM) activity to help implement the Flexible Fund was signed on September 30, 2004 but due to problems in the Office of Acquisitions and Assistance it was not transmitted to the grantee until mid-November. This delay significantly affected the start-up for this activity; the new team, from World Learning, has only recently submitted their first workplan. GSM will allow missions as well as PRH to support a range of PVO/NGO family planning activities. The initial round of solicitations is now planned for early 2005. Meanwhile the FF team worked with existing Flexible Fund grantees to ensure that their activities are well planned to increase use of family planning services, and that M&E systems and indicators are appropriate.

5. Mission Support: I was asked to go to Egypt in January with two other team members from GH to assist the mission in developing their last bilateral PHN program. This was a challenging but also exciting opportunity to help the mission build on their impressive successes to date to achieve further improvements in key indicators, in a way that will last beyond the end of USAID support to the sector in 2011. I am still engaged in this effort, until January 28, 2005.

6: Other: As a member of the O/GAC Human Capacity Development (HCD) working group, I participated in the HCD review of 5-Year Strategies and Country Operational Plans. I was the primary reviewer for the Tanzania 5-Year Strategy and COP, and secondary reviewer for the Kenya plans. We also framed parameters to better define what we expect to see in HCD and agreed on other steps to provide more guidance and

assistance to country PEPFAR teams in this area. I also helped organize and participate in an HCD session for a NEP training during this period. I am concerned that the time commitments for the various HCD activities are becoming more than I can take on at this time; I am trying to reduce my involvement in this activity to a more manageable level.

Planned for the Next Quarter (January 21, 2005 to April 20, 2005)

1. Private sector team: Budget review process for FY 05 results in reasonable levels available for all of the activities in our portfolio: PSP, M&L, GSM, and other Flexible Fund activities. New PA hired and being mentored to provide effective support to the team.
2. M&L: Good progress in existing workplan activities and final workplan approved. New LMS procurement posted and applications received; technical review process underway.
3. PSP: PSP-One has made progress on its first year workplan and parameters of the 2nd year workplan are agreed. USAID PSP team has worked with OAA to determine best way to accommodate the volume of mission requests for follow-ons to AIDSMARK. Banking on Health proceeding well.
4. Flexible Fund: GSM underway with at least one round of procurements. Other grantees receive necessary technical and administrative support.
5. Mission support: perform assistance related to private sector and/or short-term support to Nigeria, as appropriate.
6. Lead development of an HCD plenary discussion on HCD in Miami, March 2005. Obtain agreement on low level of involvement in other CD work, especially since there is good expertise in this area available from others in SDI.