

WORKING GROUP  
ON  
WOMEN'S  
PROGRAMS

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December 28, 1979

Ms. Arvonne Fraser, Coordinator  
Women in Development Office  
USAID, Department of State  
Kcom 3243  
Washington, D. C. 20523

Dear Arvonne:

Enclosed please find a copy of the Report on the fifth meeting of the Working Group on Women's Programs, held on November 14 and 15, 1979.

As you know, this completes the requirements for Part A of Purchase Order #AID/OTR - 147 - 79 - 43. (An invoice will be submitted when Part B is completed.) All of us in the Working Group wish to thank you for the support your office has provided to us during this crucial, developmental year for the group.

Best wishes for the New Year.

Sincerely,

*Judy*  
Judith F. Helzner  
Coordinator

Enclosure

cc: Carol Gibbs

#0698007

c/o room 310, 1330 boylston st., boston, mass. 02167. 617-731-1700

WORKING GROUP  
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December 28, 1979

TO: Working Group Members  
FROM: Judith F. Helzner, Coordinator *Judy*  
SUBJECT: Report on November Meeting of Working Group

Enclosed please find a copy of the Report on the Working Group meeting held on November 14 and 15. You will see that we accomplished a good deal, including the setting of some plans and tasks for ourselves.

I am pleased to report that several sub-groups are proceeding with activities. The special issue of Studies in Family Planning is definitely in the works, thanks to Judith Bruce and S. in F.P. editor, Val Slade. Christina Brinkley-Carter has planned what ought to be an excellent session for the P.A.A. meeting this coming April; more on that later. Chris, Sally Fox and I had an "exchange of information" meeting with staff members of the International Office of the Educational Testing Service in Princeton, New Jersey earlier this month. And we hope that our proposal for a workshop on women-oriented family planning and health programs will eventually be accepted by the planning committee for the NGO "Forum" to take place in Copenhagen in July, 1980.

Happy New Year to all; I look forward to seeing you at our next meeting, on February 27 and 28 at the Population Council.

Enclosure

c/o room 310, 1330 boylston st., boston, mass. 02167. 617-731-1700

REPORT OF THE FIFTH MEETING OF THE  
WORKING GROUP ON WOMEN'S PROGRAMS

November 14,15,1979  
New York City

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1'

The fifth meeting of the Working Group on Women was held November 14 and 15, 1979 at the offices of the Carnegie Corporation in New York City.

The meeting was opened by Judith Helzner, who agreed to act as the moderator for the first day of meetings. Joanne Revson agreed to moderate the second day of meetings.

A report of the fourth meeting was given by Vera Plaskon.

The planned agenda was discussed and revised in the following manner:

- I. Wednesday, November 14, 1979
  - A. Minutes of the May meeting.
  - B. Review of the Agenda
  - C. Reports of other meetings of interest
    1. Meeting convened by Overseas Education Fund, September, 1979
    2. Monthly meetings of the Washington, D.C. Society for International Development, Women in Development Chapter
    3. Other
  - D. Questionnaire results and discussion
    1. Future of Groups : membership, funding, location, etc.
    2. Possible projects of Group : case studies, professional meetings, documentation of activities, etc. (See also Thursday A.M.)
- II. Thursday, November 15, 1979
  - A. Specific plans for the next meeting and specific strategies for a possible project. (Continued from Wednesday afternoon.)
  - B. Discussion of Mother Jones' article on A.I.D. population programs.
  - C. Evaluation Session
    1. Ann Van Dusen, Acting Chief, Bureau of Human Resources, Policy and Programs Coordination Bureau, A.I.D.
    2. Robert Berg, Associate Assistant Administrator for Evaluation , A.I.D.
    3. Other members

A. Brief reports of the following meetings were given :

1. Society for International Development, Women in Development Chapter, Washington, D.C.

This group has been sponsoring a series of monthly luncheon meetings. This year's theme for the meetings is " Women and the Technology of Development." Each month a speaker discusses a particular aspect of this topic. Recent discussions have focused on the "Impact of Agricultural Technology on Women's Roles", and "Guidelines for Involving Women in Cash Crop Cultivation rather than Subsistence Crop Cultivation." Case reports of projects in Kenya and Mali were used as a partial basis for these discussions.

This group has approximately 200 members. Six people are elected yearly to membership on the steering committee which plans the monthly luncheons. Members of the Working Group interested in joining the SID,WID Chapter should contact Newanganga Shields, membership chairperson.

2. Overseas Education Fund Coalition

In December of 1976, the OEF convened a meeting of individuals and representatives of several organizations concerned with women's programs because of the belief that not enough attention was being given to the impact the women in Third World Countries can have on improving the quality of life in their own communities. The result of this meeting was the formation of an informal, action oriented coalition,

the Coalition for Women in International Development. This group, based in Washington D.C., has been active in lobbying in Congress and monitoring issues which relate to women and development. Members of the Working Group interested in learning more about the activities of this group should contact:

Blossom Holland or Leah Janus  
Co-Chairpersons  
Coalition for Women in International Development  
2101 L Street, N.W., Suite 916  
Washington, D.C. 20037

Membership fees are \$10 for individuals and \$25 for organizations.

3. Lael Stegall Task Force

Ms. Stegall has been influential in organizing an informal ad hoc committee to investigate how more money can be obtained for women's programs. Members of the committee are : Gayla Cook, Marilyn Richards, Kathy Sreedhar , Gretchen Maynes , Tyna Ellenbogen, Freya Bicknell, and Stephanie Dailey. The committee meets in small groups and each member is assigned a task to work and report on. At present they are working on locating available funds for Women's Programs.

4. MATCH

This is a group based in Canada which is working on ways to increase funding for Women's Programs. They operate by trying to match needs with resources. They work primarily with small groups such as local women's groups who raise monies for Third World Women's Projects. MATCH has the following :

1. Project Clearinghouse
2. Talent Bank
3. Resource and Information Center

5. American Council of Voluntary Agencies Overseas

This group has a task force on women and development which meets in New York City. Dao Spencer is the contact person. The group has put together a handbook on evaluation of women's projects. Its meetings seem to be in response to A.I.D.'s mandate for PVOs to work together towards better coordination of program efforts. Membership is for American PVOs.

6. United Nations Voluntary Fund for Women in Development

The Voluntary Fund currently has about 90 projects around the world. It has a committee which meets twice a year. The goal is to respond to needs for which funding is not readily available: studies as well as workshops (e.g., with development planners) and action projects. It is possible for NGOs to receive funds if the government simply gives its approval. Projects may be submitted through UNDP officers, regional women's offices, or the U.N.s Branch for the Advancement of Women (moving to offices in Vienna).

7. Mid-Decade Conference on Women - Copenhagen, July 1980

a. Official U.N. Meeting

The official meeting to mark the midpoint of the U.N. Decade for Women was originally scheduled for Teheran but the location has of course been changed, to Copenhagen. There is a Secretariat for the conference at U.N. headquarters in New York; the funding is separate from that of the Branch for the Advancement of Women, though some staff members are borrowed from the branch. Regional meetings are being held and background papers prepared for the conference.

Emily Moore at the Department of Health and Welfare, Evaluation Office, is coordinating the U.S. Country Paper on Health for the Copenhagen meeting. Ms. Moore is interested in receiving input for this paper from a wide variety of sources. Members of the Working Group interested in providing material should contact Ms. Moore directly at (202) 472-7916.

b. NGO "Forum" (Summary of reports made on Wed. and Thurs.)

As in Mexico City in 1975, a meeting for NGOs (in this case called the Forum) will be held simultaneously with the U.N. meeting for government representatives. Anne Sheffield and Vicki Semler reported on the progress of planning for this meeting. Anne reported that there are three planning committees:

(1) Committee of Non-Governmental Organizations - N.Y.C.

This committee is presently looking for Third World Women living in New York City who can serve as resource people for program planning. The committee is also requesting the names of Third World people who may need travel funds to attend the meeting in Copenhagen. Suggestions should be sent to Anne Sheffield.

(2) Committee of Non-Governmental Organizations - Geneva.

The committee is currently seeking women and men from developing countries who will be able to attend a program planning meeting in Geneva sometime in January or February 1980. All expenses will be paid to attend the meeting. Anne requested names of suggested participants by the end of the second meeting day.

(3) Elizabeth Palmer, chairperson of the third NGO planning committee, is also requesting suggestions for a coordinator,

preferably from a developing country, to assist in organizing the overall meeting.

These committees are also seeking suggestions for workshops and panels to be held during the Forum. It was suggested that the Working Group may want to participate in the conference by sponsoring a workshop or panel presentation on: Health and Family Planning Programs from a Women's Perspective. This would be a complementary activity to our proposed special issue of Studies in Family Planning (see below).

8. IW Tribune Centre

Vicki Semler reported on the International Women's Centre. This organization maintains a calendar of meetings sponsored by many groups dealing with women. Members of the Working Group can contact Vicki on how to obtain listings from this calendar.

Tribune  
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9. P.A.A. Session on Women's Programs

Christina Brinkley-Carter is organizing a session for the upcoming 1980 Population Association of America (PAA) meeting, to be held April 10-12 in Denver. Members of the Working Group interested in participating in this session, "Demographic Aspects of the Women's Movement in the Less and More Developed Countries" (title to be changed) should contact Chris as soon as possible. Chris is now working at Mathematica in Princeton, New Jersey, telephone, 609-799-2600, Ext. 2510.

10. APHA Roundtable on Women's Programs

Judith Helzner reported on the roundtable discussion led by herself and Dr. Ieda Wiarda at the Population Roundtable session of the previous week's American Public Health Association meeting in New York. Entitled "International Development: Women and the Population Policy Process", the discussion was well attended. The participants -- including Working

Group members, several men prominent in the population field, and others -- engaged in a lively debate on the subject.

B. QUESTIONNAIRE RESULTS

At the Fourth Working Group meeting it was decided to survey all members of the Working Group about their opinions of the group, specifically its format, membership, goals, objectives, and future plans. The questionnaire was developed by Judith Helzner and mailed to all members in the Summer of 1979. Judith reported on the results :

1. Most but not all members responded to the questionnaire.
2. There was a wide spectrum of responses to the questions.
3. Results :
  - a. The Working Group on Women should continue to meet.
  - b. The structure of the Working Group should remain informal.
  - c. Ways of maintaining continuity:
    1. Continue circulating written reports of meetings.
    2. Select one particular topic per year to develop and discuss.
  - d. Membership - the respondents displayed a great variety of opinion on this question. Some members wanted to increase the number, some wanted to decrease the number and some wanted to retain the current number. Consensus at the meeting was that the group should have between 20 to 30 members.
  - e. Purposes : Information exchange.  
Support group for women working in the area.  
Production of case study materials on women and development.  
Overall impression : Group definitely needs more specific goals and objectives.
  - f. Suggestions / Comments
    1. Work on definition of women's programs.
    2. Develop a summary of members' experiences in working with women's projects.
    3. Contribute papers at professional meetings, e.g.  
Population Association Meetings  
American Sociological Association  
American Public Health Association
  - g. Future Financing - seek funds from private foundations.
  - h. Main problem : deciding on what we, as a group, want to do. The group needs to develop specific goals.

C. FUTURE OF THE WORKING GROUP ON WOMEN'S PROGRAMS

The discussion covered five main areas :

1. Focus/Format
2. Membership
3. Funding
4. Role/Purpose of Steering Committee
5. Role/Purpose of the Working Group Coordinator

1. FOCUS/FORMAT

The discussion on this topic was extensive. A summary of the main points and conclusions follows :

It was decided that the Working Group on Women would remain an informal group. The group would serve the following functions:

1. Information sharing.
2. Support group for women concerned with the field of women and development.
3. Provide effective documentation of process and outcome of women's projects.
4. Examine the issues involved in the management and evaluation of women's programs.
5. Influence policy makers through the dissemination of information on the issues involved in women's programs.
6. Document alternative approaches to including women in the development process.

In order to accomplish the above, it was decided that the group should focus on one particular project or topic each year, beginning in July. To round out the group's previous work and take us to July, 1980, it was decided to focus on women-oriented family planning programs. One product of this effort will be a special issue of the Population Council's Studies in Family Planning with articles by Working Group members (and others) in this general area. The journal issue would consist of a number of case studies and an introductory article which would provide a framework to link the case studies together and relate them to the central theme of the special issue. Judith Bruce agreed to act as the coordinator for this project. The following timetable for the project was proposed:

1. Judith Bruce will discuss the project with Val Slade, the new editor of Studies in Family Planning at the Population Council.
2. Members of the Working Group who wish to submit a case study should contact Judith Bruce or they may suggest names of other individuals who might be interested in writing a case study of a relevant project. Individuals whose names have been suggested will be contacted by Val Slade and asked if they wish to participate.
3. Individuals who agree to write a case study must submit an outline by January, 1980, the first draft of the article by February, the revised article by March, and the final copy by April. The issue must go to press by May if the group wants to have it available by July, 1980, for use in the workshop on this topic to be prepared by the Working Group for the Copenhagen "Forum".
4. The Population Council will assist with editorial matters. An honorarium may be available for those individuals who do not have an institutional base for support.
5. If the Working Group on Women would like to have extra copies of this edition printed, additional funds will be needed. Judith Bruce and Kristen Anderson agreed to explore possible sources of funds.

The next meeting of the Working Group will also have women-oriented family planning as its theme. One goal will be to review drafts of the articles submitted for this issue. Also, there may be some attempt made to meet with policy makers in the health and family planning field.

## 2. MEMBERSHIP

Judith Helzner reported that the current membership is 18. It was decided to increase the number to 25 but that new members not be invited to join until after the case study project is completed and the new topic for the coming year's meetings has been selected. The exceptions to this are suggestions that an I.P.P.F./London representative be invited to the next meeting, and that Gayla Cook of the African-American Institute be asked to join the group.

3. ROLE OF THE STEERING COMMITTEE

Due to the varied travel schedules of members, the steering committee has not always functioned at an optimal level. It was decided that the steering committee was needed to provide a mechanism for joint decision making and to assist the coordinator in maintaining the continuity of the group. The following members volunteered to be on the committee:

Vicki Semler  
Judith Bruce (until March, 1980)  
Kathy Piepmeier

4. ROLE OF THE WORKING GROUP COORDINATOR

Judith Helzner reported on the work involved as Coordinator of the Working Group on Women.

Through a purchase order from A.I.D., funds have been allocated to pay for the work of the coordinator, report writing, a paper on women's projects written by Judith, and support services such as xeroxing, phone calls, etc. A total of \$2,967 is to be paid for 15 days of coordinator's time, 5 days of secretarial time, 8 days of time for report writing, xerox costs for preparing background materials, telephone calls, etc., for Working Group business.

Judith outlined the coordinator's responsibilities as follows :

1. Setting dates for meetings.
2. Developing agenda in conjunction with the steering committee.
3. Preparing background materials for meetings.
4. Sending meeting reports to members (and A.I.D.)
5. Keeping working group members informed of changes in meeting dates, issues involving the Working Group.
6. Answering telephone calls and other inquiries about the work of the group from non-members.
7. Checking on the progress of sub-committees.

At this time the members of the Working Group expressed their appreciation for the excellent job Judith has done as coordinator and for all the extra time and effort she has spent in her role as coordinator. She has been a central figure in maintaining the continuity of the group. It was decided that rotating the responsibility of coordinator would not be effective.

5. FUNDING

As of December 31, 1979 funding from A.I.D. will cease. It was suggested to seek funding from private sources. Kristen Anderson will be asked if she can explore alternative funding sources. New funding will be needed by July, 1980.

Until new funding can be obtained, it was decided that each member organization will be responsible for paying for one meeting, that is to provide the meeting place, finance costs of xeroxing background materials, mailing meeting announcements, and other needed services. Judith Helzner agreed to act as an informal coordinator for the next six months. She will maintain records, provide information to those requesting it about the Working Group and its activities, The organization hosting the meeting will be responsible for all activities involved in organizing and conducting the meeting.

Judith Bruce offered to have the next meeting at the Population Council.

D. EVALUATION SESSION

Guest Discussant : Robert Berg, Associate Assistant Administrator  
for Evaluation, A.I.D.

Anne Van Dusen was unable to attend.

The focus of Mr. Berg's presentation was a discussion of the A.I.D. evaluation guidelines as applied to women's programs. He began with a description of the current foreign aid situation both in Congress and administratively. A new umbrella agency called the International Development Cooperation Administration (I.D.C.A.) has recently been formed. It encompasses A.I.D. and several other foreign assistance agencies within the government.

Overview of Evaluation Division at A.I.D.

Within A.I.D. evaluation has a decentralized approach and is considered an essential part of good management. All A.I.D. projects must have an evaluation component and in 1978 A.I.D. scheduled approximately 900 evaluations.

The role of the evaluation office is to set standards and to monitor the progress of evaluation studies in addition to being responsible for analyzing studies which cut across the agency's various departments.

A.I.D. also has a large Social Science Studies Division and employs approximately 130 social scientists. This division employs a social science design system to "look at who benefits from the program" and the social-economic impact of programs.

### Current Work Being Done in Evaluation at A.I.D.

1. Current Evaluation Concerns - Rural Roads, Rural electrification, potable water supplies, village based health, small scale irrigation, agricultural research, housing. The evaluation office hopes to have reports on these areas in about 18 months. The topics were selected based on demands for information in these areas.
2. The level of evaluation personnel at the mission level has been raised. No one less than the number three person (Program Officer) can be in charge of evaluation.
3. Two levels of evaluation:
  - (a) Project evaluation -- most requested during life of project, by A.I.D. Missions or Bureaus, and carried out by consultants.
  - (b) Impact evaluation -- 20 to 30 of these have been scheduled for this fiscal year at the request of the Administrator; will primarily be carried out by interdisciplinary teams of A.I.D. staff members.

### Approaches that Evaluation Office has taken in Evaluating Women's Programs

#### Methodology

##### Logical Framework - A.I.D.'s Evaluation Guidelines

The components of this approach are:

1. Hierarchical matrix which relates inputs to outputs to goals.
2. Evaluation looks at whether the inputs are still valid.
3. The assumptions about the relationship of inputs to outputs are both technical and administrative in nature - e.g., are projects sound, do they lead to outputs.
4. Outputs must be related to the purpose of the project. They must be testable and verifiable. Assumptions are social and economic.
5. Initial project impacts are evaluated - in the future hope to look at more long term impacts.
6. The uniqueness of the design is that it forces one to define when the project ends.
7. The relationship between project purposes and development goals can be measured by the spread effect of the project and its replication of the project. At the present time it is difficult to predict and measure spread effect.

#### Women's Programs

A.I.D. has tried to create more interest in Women in Development

Programs by:

1. Situating the W.I.D. office in a position to influence all agency activities.
2. Locating existing evaluations of W.I.D. programs -- how and when evaluations of women's programs have been done, i.e., a report by Veronica Elliott and Victoria Sorsby, "An Investigation into Evaluations of Projects Designed to Benefit Women". This report may be obtained from:  
AAA/PPC/E  
Room 3928 N.S.  
Agency for International Development  
Washington, D. C. 20523
3. Ruth Dixon, hired by the A.I.D. evaluation office, is conducting a content analysis of W.I.D. programs. This report should be ready shortly.

Unfortunately, the W.I.D. issue is still often handled on an informal or anecdotal basis. However, efforts such as those given above, are being made in an attempt to correct this situation.

Following the presentation a short discussion was held. This focused on the need for administrators and policy makers to become more aware of women in development issues before the field -- and its evaluation -- can become an integral part of development rather than a marginal concern.

The next meeting of the Working Group on Women's Programs will be held February 27 and 28, 1980, at the Population Council in New York City. The meeting will focus on a discussion of the papers submitted for the special issue of Studies in Family Planning. Members will react to the papers and will raise issues which should be included in the preface to the issue.

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PARTICIPANTS - November 14, 1979

Judith Helzner - moderator  
Vicki Semler  
Kristin Anderson  
Kathy Piepmeier  
Joanne Revson  
Sally Fox  
Vera Plaskon - rapporteur

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Judith Helzner  
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Mayra Buvinic  
Vera Plaskon - rapporteur  
Robert Berg, Guest Speaker

