

# **OFFICE OF WOMEN IN DEVELOPMENT**

## **USER'S GUIDE**

**BUREAU FOR GLOBAL PROGRAMS, FIELD SUPPORT & RESEARCH**

**UNITED STATES**

**AGENCY FOR INTERNATIONAL DEVELOPMENT**

**USAID/G/WID  
Room 714, SA-18  
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**June 1994**

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## I. Purpose of the Guide

This User's Guide provides information about the services and resources available from the Office of Women in Development, Bureau for Global Programs, Field Support and Research to help the United States Agency for International Development (USAID) foster empowerment of women as a part of USAID's strategies for sustainable development.

The following sections give a brief overview of the Agency's WID policy and describe the range of information and support services available through the WID Office and how to access them.

This document is intended for use by USAID personnel, as well as contractors, non-governmental organizations, and other international development professionals.

## II. Overview

### A. History and Objectives

Through the provision of technical expertise and funds, the WID Office works to ensure that women participate fully and benefit equally from USAID's development efforts. As the crucial role played by women in national economies is increasingly recognized and strengthened, this in turn improves the results achieved through USAID's investment.

The Office of Women in Development was established in 1974 to guide USAID in the integration of women and gender issues into all aspects of U.S. bilateral development assistance.

In 1982 the Agency issued a Policy Paper on Women in Development which stated that the constraints that women face are often different from those men face. Analyzing and addressing these constraints, as well as realizing potentials and building on opportunities, is the focus of USAID's Women in Development program. The paper said:

"Research from the last decade portrays a fairly consistent pattern of findings that, in most developing countries, females differ from men in their:

- access to and control over productive resources;
- stakes in development outcomes;
- responses to incentives introduced to encourage development."

In March of 1994 USAID's commitment to Women in Development was reaffirmed and further strengthened in a message from USAID Administrator Brian Atwood to all Agency personnel, on the occasion of the United Nations' International Women's Day. It said in part:

"On this occasion I want to reemphasize this Administration's and USAID's commitment to breaking the cycle of gender-based discrimination and abuse which still exists around the world, and to fully incorporating gender issues into all of the Agency's policies, programs, and projects. Recognizing and addressing women's roles in the development process is a decisive element in achieving sustainable improvements in the economic and social well-being of individuals, families, and nations.

Development which is not based on recognition of gender issues and does not include the full and equal participation of women is not sustainable. As USAID strives to promote peace, development, and democracy throughout the world, women's equal participation, knowledge, expertise, and leadership will be

essential.

As Administrator of USAID, I am giving top priority to the empowerment of women and the protection of the human rights of women and girls through all our development efforts. I will expect all missions and bureaus to integrate gender into their development strategies.

We must forge ahead in our efforts to institutionalize programs and policies across all development sectors which address gender issues and to increase the level of women's and men's participation in the development of their own communities and countries."

As indicated in the Administrator's message, understanding of the importance of providing sufficient attention to the differential roles, responsibilities, and resources of men and women as they affect the development process continues to grow throughout the Agency. Knowledgeable personnel in Bureaus and USAID Overseas Missions are beginning to provide strong new leadership in addressing these gender issues at all stages of the program and project cycles.

The WID Office works in partnership with USAID's Missions and Bureaus to strengthen the strategic planning and monitoring process, to improve staff skills and knowledge, and to evaluate program impact to ensure a focus on people and attention to women's as well as men's issues in the development process.

## **B. USAID's Approach to Women in Development**

USAID's approach to women in development has evolved and matured from the original concentration on small, women-only projects which often tended to marginalize women, to a more integrated approach that takes gender into account as a fundamental socio-economic factor. Gender analysis is a necessary tool to assist in empowering women, and seeks to mainstream women into the broad spectrum of development initiatives. In measuring USAID's development results, we seek to ensure that programs and projects produce measurable positive effects on women's as well as men's lives.

In support of USAID, the WID Office provides expertise in, and focus on issues of:

- o Economic Growth;
- o Democracy and Governance;
- o Population, Health and Nutrition;
- o Environment;
- o Human Capacity Development;

### C. USAID's WID Activities and Personnel

The Office of Women in Development (WID) remains a separate Office in the Bureau for Global Programs, Field Support, and Research, reflecting USAID's recognition of the paramount importance of women's integration and participation in the development process. The WID Office serves both as an advocacy and demand-driven service office providing technical leadership, advice, and support to the Global Bureau Centers of Excellence, the Bureau for Program and Policy Coordination, the regional bureaus, and the field missions in all program and policy matters pertaining to women and development and gender issues. The WID Office exercises an oversight role with regard to Agency WID policy and its implementation. The WID Office also oversees professional development, technical upgrading, recruitment and placement of all technical WID personnel. Other major action areas for the WID Office include:

- o Policy analysis and policy elaboration
- o Training on gender issues
- o USAID's WID research agenda
- o Projects on global and interregional women's issues
- o Efforts to increase numbers of women in training programs
- o Technical coordination with other donors
- o Liaison with nongovernmental organizations (NGOs) concerned with women's issues

The WID Office Staff offers regional and sectoral expertise related to gender in the strategic areas specified in USAID's "Strategies for Sustainable Development" as well as training, evaluation, communications, and donor and NGO coordination skills. (See Section V, Part A for a detailed listing.)

Bureau Gender and Development Advisors and Committees also play important roles because USAID's WID network extends well beyond the WID Office to the bureaus and the field missions. The regional bureau advisers and committees provide support for the integration of gender issues throughout the strategic planning, implementation review, and monitoring and evaluation of programs in each region. They provide input for regional bureau guidance for the field and provide support to the field in collaboration with the WID Office. (See Section V, Part C for a complete listing.)

Field Mission WID Officers and Committees ensure that country strategies and projects fully integrate women based on a careful analysis of gender issues. They provide input for policy and program decisions at the Mission level and promote participatory development, with support from their regional bureaus and the WID Office as needed. They coordinate with other donors and local NGOs. (See Section V, Part D for a complete listing.)

### III. WID Office Services

#### A. Training

The WID Office conducts numerous training activities on the gender dimensions of development. Training is conducted in Washington and in the field for USAID Missions, Bureaus, contractors, and NGOs. While many workshops are periodically scheduled, others are specially initiated at the request of USAID Missions for their own staff and for host country counterparts in the public and private sectors.

The workshops provide an opportunity for program and project teams to examine their activities and develop actions plans for increasing the effectiveness of the integration of gender considerations in USAID development activities. Particular attention is given to sustainability, participatory approaches, and monitoring and evaluation. The workshops include country- specific contextual analysis of gender issues, examination of social and economic equity issues of gender, and opportunities to revise program and project logical frameworks, and development of implementation plans.

The WID Office has recently created and presented in Washington a series of workshops addressing the gender dimensions of USAID's strategies for sustainable development: building democracy, encouraging broad-based economic growth, protecting the environment, and stabilizing world population growth and protecting human health. These will likely be repeated, and others will be developed.

Workshops being offered currently are:

The Gender Dimensions of Development: A Workshop for USAID Staff, Host Country Government and PVO/NGO Counterparts, and Contractors. The workshop provides the opportunity to development personnel to examine their own programs and develop the skills to support full integration of gender and WID.

AIDS and Gender: From Analysis to Action. Aimed at host country government and NGO counterparts, the workshop focuses on developing strategies to lesson the sharply increasing vulnerability of females to HIV infection.

NGO Program and Project Management. With the goal of developing stronger institutional counterparts, the workshop seeks to strengthen the capacity of NGOs to plan, implement, and monitor and evaluate their programs from a gender analysis perspective.

Planning Workshops for Government Officers. This workshop targets government policy makers and operational level staff to increase the engagement of women as active partners in the development process. The workshop emphasizes the importance of women as critical participants in all aspects of national development.

NGO Assessment and Evaluation. This training focuses on strengthening the role of NGOs working in WID by facilitating a "stock taking" of what they have accomplished and increasing their capacity to evaluate their performance.

The WID Office can also tailor training sessions for particular needs and a specific audience. Training can be conducted in Washington or in the field. For further information about workshops, schedules and special training requests, contact Dr. Rosalie Huisinga Norem at the WID Office, tel: (703) 875-4668.

## **B. Technical Assistance and Research**

The WID Office can assist all levels of USAID operating units in addressing gender issues in:

- o policy analysis
- o strategic planning
- o program performance measurement
- o program and project review
- o sectoral assessments
- o project design, implementation, monitoring and evaluation
- o data collection and analysis tools
- o research guidance and design

The WID Office also helps operating units develop strategies for strengthening institutional support for WID. In addition, the WID Office provides sector specific guidelines for integration of gender issues into development activities. WID Office staff collaborate with regional bureau WID Officers and committees to provide ongoing assistance, best practices case materials, and guidance to WID Officers to WID Officers in the field.

## **C. Monitoring and Evaluation - Managing for Results**

Collaboration with CDIE, regional bureaus and the Global Bureau Centers for Excellence aims to increase the consideration of gender issues and gender disaggregated indicators in Strategic Management Frameworks and impact evaluations through guidance on monitoring and evaluation, improved monitoring and evaluation tools, training and technical assistance. The WID Office provides assistance to bureaus and missions in addressing gender issues in strategic planning, monitoring, and evaluation. The WID Office is working closely with CDIE's Office of Evaluation, the Office of Population Demographic and Health Survey Project, the International Division of the U.S. Bureau of the Census, as well as other donors to provide technical assistance to USAID staff and improve sex-disaggregated data collection.

#### **D. Donor Coordination and NGO Liaison**

In global forums the WID Office, representing USAID, collaborates with many key donors and international aid agencies. The WID Office participates on the Development Assistance Committee (DAC) of the Organisation for Economic Co-Operation and Development (OECD) as a member of the Expert Group on Women in Development. The WID Office coordinates with other donors and NGOs to ensure that key women's issues are addressed in the World Population Conference in Cairo and the World Summit for Social Development in Copenhagen. And in collaboration with the U.S. Bureau of the Census, USAID continues to host a donor coordination group on gender disaggregated databases.

The WID Office is collaborating with FAO and UNDP to develop gender sensitive participatory project design materials, and is working with the World Bank on gender training issues. In addition, many of the USAID WID Officers in the field participate in formal and informal donor coordination groups.

The WID Office has been active in supporting NGOs and fostering the development of women's organizations. For example, USAID/WID is providing support to U.S. and indigenous NGOs for activities such as assistance for civic organizations in Latin America and the Caribbean, support and capacity building for women's networks in the New Independent States, and the strengthening women's grass roots organizations in Asia.

WID Officers in the field work closely with NGOs through meetings and information sharing, institution building, support for projects, and the provision of information and gender training.

#### **E. Support for the United Nations World Conference & NGO Forum**

The WID Office provides operational support in the coordination of worldwide preparatory activities for the United Nations World Conference on Women and NGO Forum '95 in Beijing, China in September, 1995. This activity focuses on:

- o mobilizing government officials, NGOs, donors, academic institutions and other key WID personnel at all levels in preparation for the regional NGO forums and preparatory meetings, the World Conference, and NGO Forum '95;
- o acting as a catalyst for the exchange of information, ideas, and resources and the discussion of strategies regarding preparation for the World Conference and NGO Forum '95 among those groups and individuals listed above; and,

- o assisting in the identification and articulation of WID issues specifically for the World Conference and NGO Forum '95 but also more generally for follow-up activities after Beijing.

For further information on this activity, contact Joan Wolfe at (703) 875-4668.

## **F. Communication**

### **Overview of WID communication services:**

USAID possesses a wide range of WID information and resources, generated by the Agency and from other sources, including donor organizations, PVOs, universities, and commercial databases.

The WID Office responds to requests for WID and gender information in a variety of ways, including provision of documents and reports, conducting briefings, and arranging for additional resources and specialists within or outside USAID. Requests pertaining to particular topic areas or geographic regions can be directed to the appropriate WID Office staff (as listed in Section V, Part A).

Responses may be supplied from within the WID Office, or may be channeled through the CDIE Research and Reference Service (RRS) or Development Information Center (DIC). Requests which clearly require a CDIE response can be made directly to RRS, by contacting Diane Russell, Research Manager at 703/875-4854, or DIC by contacting John Butsch, DIC Coordinator, at 703/875-4818 (see also the CDIE contact list included in Section VI).

Priority in responses is always given to requests from USAID staff at Missions and Bureaus. Others involved in development, such as international organizations, NGOs, contractors, and educators can receive assistance as well. Priority is also given to requests which improve gender integration of policies, programs, and projects.

### **Reference Resources:**

A WID Resource Collection is maintained in the USAID Development Information Center (commonly known as the CDIE or USAID Library). This collection contains both USAID and non-USAID documents gathered from Agency offices or received from the World Bank, the United Nations, and other donor and private organizations and individuals. Reference documents in the WID Collection cover all development sectors, such as agriculture, education, employment and income-generation, energy and natural resources, and health. Publications may be borrowed by USAID/W staff, or used on the premises by the public.

The library is located at 1601 N. Kent St., Rosslyn Plaza, Room. 105, Arlington, VA, and is open to USAID staff and the public from 10:00 a.m. through 4:00 p.m. Monday through Friday. Tel: (703) 875-4818. Fax: (703) 875-5269. USAID staff can E-Mail at: @CDIEINFO. Cables should be addressed: CDIE/DI.

#### **WID Office Publications:**

The WID Office publishes and disseminates documents either written by WID staff, produced through WID funding, or received from other agencies for distribution. These can be ordered, free of charge, by USAID staff and the public. (See the Publication List and order form included in Section VII).

### **IV. Access to WID Funds**

USAID Missions and Bureaus may request funding from the WID Office. Also, a very limited amount of support is available for unsolicited proposals received from Private Voluntary Organizations and Non-governmental Organizations. All funds requested must be matched with funds from other USAID sources. Prior to submission of proposals, as time permits, short concept papers may be first submitted to elicit WID feedback.

#### **A. General Guidelines For WID-Funded Activities**

Activities proposed by Missions, as well as through unsolicited proposals must:

1. Support the overall goal to assist the Agency to develop, implement, monitor, and evaluate policies, programs, and projects that facilitate women's full participation in, contribution to, and benefit from the economies and societies in which they live
2. Be categorized under one or more of the following sectors:
  - economic growth, including sustainable agricultural development
  - private enterprise, including both formal and informal small businesses and micro-enterprises
  - human capacity development, education and literacy
  - environment, including natural resource management, urban programs, energy, and technology
  - democratic initiatives, including human rights
  - population, health (particularly AIDS), and nutrition

3. Include one or more of the following types of services:

- applied research and analysis
- monitoring and evaluation
- technical assistance
- training
- information dissemination

Proposed activities must be financially supported by USAID field Missions, Regional Offices, and/or USAID/Washington Bureaus to meet the WID Office's match requirements.

Requests will be evaluated on the basis of the following criteria:

1. Do they enhance integration of WID into Mission activities?
2. Will Missions, Regional Offices and/or USAID/Washington Bureaus assume much of the management responsibility?
3. Will the activity be replicable, self-sustaining, and cost-effective?
4. Does the implementing organization have the institutional capacity and WID expertise to carry out the proposed activity?

**B. WID Funding for USAID Missions and Bureaus**

Requests will be considered for activities that enhance the integration of WID into USAID Mission and Bureau activities, train USAID Mission and Bureau staff, and meet general technical assistance activities. Funds should be used to supplement and encourage additional spending for women and expansion of development activities, but not as a substitute for other USAID funds that benefit women's development. Inquiries and requests should be addressed to the WID Office.

When considering WID assistance, Missions and Bureaus should keep in mind the Agency's funding cycle. The timely provision of assistance also depends on the type of Mission or Bureau funding: current year, bilateral, and non-bilateral. Non-bilateral, current year funds are suggested when a quick response is required. The use of bilateral funds necessitates cost negotiations that often result in a slower response time and a delay in implementation of the scope of work.

Funding options for WID assistance range from partial funding provided by the Office of Women in Development to full funding provided by the USAID Mission or Bureau. Some possible funding approaches are described below. Please note that the funding options and mechanisms are undergoing revision. Check with the WID Office for the

latest information regarding funding.

- USAID Missions and Bureaus may use work orders to request specific activities and deliverables from existing WID Office projects. WID can provide a dollar-to-dollar funding match.

For example, a field Mission requests WID Office collaboration in conducting a needs assessment and in designing and implementing a training workshop. It includes follow-on technical assistance activity aimed at building skills and capacity to address gender issues among technical staff and Host Country Counterparts. The Mission provides \$37,500 of its Project Development and Support funds to cost-share the total effort through a work order to a WID Office training contract. The WID Office provides another \$37,500 from its matching funds in the project toward the total estimated cost of \$75,000.

- USAID Missions and Bureaus may participate in existing WID Office contracts without a WID match. Such activities are 100% funded by the USAID Mission or Bureau and benefit from the quick response time made possible through the use of existing contracts and from the access to gender sector specialists.

Requests from Missions and Bureaus need not be in the form of a formal proposal. They can send E-mail memorandum which descriptively satisfy the general guidelines stated above. They should include a proposed budget and scope-of-work.

### **C. Unsolicited Proposals**

Each year the WID Office funds a very limited number of activities proposed by organizations that do not have a current grant or contract with USAID. Note however, that organizations requesting funds must be currently registered with USAID in Washington or in country field Missions. Proposals are also accepted to amend existing grants or contracts.

Funding from the WID Office requires that funds be matched (co-funded) in equal amount by another funding source within USAID (such as a field mission or a regional bureau). It is the responsibility of the contractor or grantee to identify and obtain the agreement of that co-funding source. However, proposals may be submitted prior to securing co-funding arrangements if specific opportunities have been identified and matching is likely.

**Proposals should include the following components:**

1. Purpose and goals -- what is/are the basic purpose(s) of the activity(ies) being proposed? What is/are the overall goal(s) of the project?
2. Objectives -- what are the specific objectives to be achieved?
3. Project description -- key elements of the project. How will it work?
4. Rationale -- how does/do the proposed activity(ies) relate to the policies and programs of your institution and USAID and the WID office strategic priorities? What is the potential for project activities to contribute to the knowledge base about gender issues? What are the potential contributions to policy dialogue guidelines and/or policy reform? How will the project contribute to the development of training materials for WID? Does the work contemplated involve women in all phases of the activity? Does it strengthen women's organizations? Does it promote sustainable development?

*NOTE:* Some projects may not relate to all of the issues identified under "Rationale" (4) above, but proposals should respond carefully to the questions which are relevant. The rationale should also show linkages of project activities to one or more WID priority areas as noted above.

5. Background -- this should briefly summarize existing studies and/or project and program experience showing that the activity(ies) is/are an important area of study, training, information/communication, and/or technical assistance.
6. Institutional capacity -- this should demonstrate the institutional capacity and the WID expertise of the implementing organization to carry out the proposed activity(ies).
7. Deliverables to the WID Office -- specifically which products, such as reports, training materials, state-of-the-art papers, etc. will be delivered to WID? If the major output of the activity is research or information, how will or could the information be communicated in a practical way to effect change? What is the dissemination strategy for materials produced?
8. Projected time line -- this should include all phases of the proposed project, with dates for completion of all deliverables.
9. Budget -- the budget should be a 2-column budget showing how funds will be allocated, both for WID matching funds and funds from a project, mission, or bureau which will "trigger" the matching funds. A sample piece of co-

funding budget is shown below. Note that it is only intended to provide an example of structure, and is not meant to indicate particular budget categories or funding levels.

#### SAMPLE CO-FUNDING BUDGET

<u>Item</u>	<u>Request from WID</u>	<u>Matching Portion</u>
Technical Personnel	\$75,000	\$75,000
Support Personnel	12,000	12,000
Travel	8,000	8,000
Operational Research	50,000	50,000
Communications	<u>3,000</u>	<u>3,000</u>
Total	\$148,000	\$148,000

#### Deadlines for submittal process:

Early submission ensures adequate time for consideration and improves the chances that funds are still available. Proposals should be received by mid-July to be considered for funding in the following Fiscal Year. Fiscal years begin October 1 and end September 30.

#### Proposals should be submitted to:

Director,  
Women in Development Office  
Agency for International Development  
Room 714 SA-18  
Washington, D.C. 20523-1816  
(Tel: 703/875-4668)

#### D. Selected WID Co-Funded Project and Activity Descriptions

Following are example descriptions of match-funded WID activities.

**TITLE OF ACTIVITY:**

**Citizen Participation Project--Partners of the Americas**

**SECTOR:** Democracy and Governance

**PURPOSE:** The project promotes democratic skills and increases citizen participation in civic organizations and agencies that promote open and free societies. The WID funds will provide resources to strengthen work with women's groups and gender issues in all programs, increase the number of civic projects awarded seed grants, expand the size and scope of planned workshops, and enable partnerships to assist more civic organizations at the local level.

**CONTRIBUTION TO WID PROGRAM:** Linkages to NGOs throughout the LAC region and with U.S. based chapters of Partners of the Americas. Models for community based research and training which can be used in other settings.

**FUNDING:**           WID:           \$713,673  
                          MATCH:       \$713,673

**USAID MATCHING SOURCE:** LAC Bureau

**DURATION:** 3 years

**TYPE OF ACTION:** Grant to Partners of the Americas

**HOW INITIATED:** LAC Bureau request

**TITLE OF ACTIVITY:**

**The Environmental Education and Communication Project  
(GREENCOM)**

**SECTOR:** Environment

**PURPOSE:** To integrate WID issues, analyses, studies and information into GREENCOM activities. Gender differences and the role of women in environmental education and communication (EE&C) play an important part in the impact of EE&C activities and in GREENCOM operations research and information exchange activities.

**CONTRIBUTION TO THE WID OFFICE:** GREENCOM intends to provide the WID Office with a model of how to address WID/gender issues throughout all project activities, rather than as a remedial set of activities. It also represents collaboration among three offices.

**FUNDING:**

WID:	\$588,000
MATCH:	\$672,000

**USAID MATCHING FUND SOURCE:** G/E/Environment and Natural Resources and G/HCD/Education

**DURATION OF ACTIVITY:** Five years

**TYPE OF ACTION:** Contract

**HOW INITIATED:** G/HCD/Education Office request

**TITLE OF ACTIVITY:**

**Demographic Health Survey - (DHS)**

**SECTOR:** Health and Population

**PURPOSE:** To provide a DHS/WID analyst to undertake comparative research on women's status and employment worldwide.

- First year: comparative analysis of women's employment and other indicators of women's position in DHS/II countries.
- Second year (currently): WID analyst is developing a women's status and employment module to be undertaken in one DHS/III country.
- Third year: Statistical analysis of new module and male surveys and develop comparative reports and regional summaries.

**CONTRIBUTION TO WID OFFICE:** Will provide baseline information on women's status and education worldwide, with linkages to women's fertility preferences - a key WID Office research effort.

**FUNDING:**           WID:           \$492,500  
                          MATCH:       \$492,500

**USAID MATCHING FUND SOURCE:** G/R&D/POP

**DURATION OF ACTIVITY:** 5/19/92 - 9/30/96

**TYPE OF ACTION:** Contract

**HOW INITIATED:** WID Office Initiative

**TITLE OF ACTIVITY:**

**African Women: Community Development and Combined Technologies - (CODEL)**

**SECTOR:** Economic Growth/Environment & Natural Resources/ Democracy

**PURPOSE:** The objectives of this three year project are to develop three combined technology community projects in east Africa (Uganda, Kenya and Tanzania) and one case study project focused on women in development. The objective of the combined technology projects is to identify women's traditional wisdom about sustainable management of natural resources and fuse this knowledge with modern technologies for improved environmental and agricultural management. The objective of the women in development case study is to break new ground in understanding the factors that lead to success in community development.

**CONTRIBUTION TO THE WID OFFICE:** CODEL will present a case study of women in development within the NGO forum at the Beijing conference. In addition, this project contributes to other efforts funded by the WID office in democracy, participatory development, environment, and sustainable development.

**FUNDING:** \$850,000

**USAID MATCHING FUND SOURCE:** BHR/PVC (Bureau for Humanitarian Response/Office of Private and Voluntary Cooperation)

**DURATION OF ACTIVITY:** FY93-95

**TYPE OF ACTION:** Add-on to the Cooperative Agreement entitled, "African Women: Community Development and Combined Technologies" awarded to CODEL under the FHA/PVC's umbrella "Matching Grant Project (938-158)".

**HOW INITIATED:** BHR/PVC and WID Office collaboration

**TITLE OF ACTIVITY:**

**LAC Regional Municipal Development/Regional Government Project**

**SECTOR:** Democracy and Governance

**PURPOSE:** To promote gender equity in the structures, procedures and policies of local governments in Spanish-speaking Latin American. The program will coincide with movements for government reform and the consolidation of democracy in all of the countries of the region, understood to imply an amplification of municipal responsibilities in local economic development. Its specific objectives lie in the production and circulation of knowledge and validation of strategies for promoting gender equity. The project will interface with the LAC Regional Municipal Development/Regional Government Project and provide a synergism to enhance both efforts. The projects will operate under combined project management in RHUDO/SA.

**CONTRIBUTION TO THE WID PROGRAM:** This builds on phase one of the Women and Local Government Project which has produced models now of interest across the region and in other regions as well. Phase 2 will focus on specific strategies for promoting gender equity which can be used across the world.

**FUNDING:**

WID:	\$500,000
MATCH:	\$500,000

**USAID MATCHING SOURCE:** RHUDO/SA field mission.

**DURATION:** 1 year with possible subsequent years

**TYPE OF ACTION:** Transfer of funds to RHUDO/SA field mission.

**HOW INITIATED:** RHUDO/SA field mission request.

## V. USAID WID NETWORK

### A. WID Office Staff Directory

OFFICE OF WOMEN IN DEVELOPMENT  
Bureau for Global Programs, Field Support & Research  
Agency for International Development  
Room 714, SA-18  
Washington DC, 20523-1816  
Fax: 703-875-4633

#### OFFICE MANAGEMENT

	<u>Telephone (703)</u>
ACTING DIRECTOR Katherine M. Blakeslee	875-4668
DEPUTY DIRECTOR Martin J. Hewitt PVOs, CTO Contract Mgmt, ENI	875-4979

#### OFFICE STAFF

PROGRAM ANALYST Pat Allen Programs/Contracts Procurement/Buy-Ins	875-4668
PROGRAM ANALYST John Chao Statistical Analysis	875-4617
SECRETARY Donna P. Sediqi	875-4668

#### TECHNICAL PERSONNEL

#### PROJECT MANAGEMENT

WID STRATEGIES & RESOURCES (WIDSR) PROJECT MANAGER Rosalie Huisinga Norem, Ph.D. Human Capacity Development University Center, Training	875-4684
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WIDSR DEPUTY MANAGER  
Adam Koons, Ph.D.  
Communications  
Humanitarian Assistance  
875-4668

SUPPORT FOR U.N. CONFERENCE ON WOMEN  
PROJECT MANAGER  
Joan M. Wolfe  
875-4662

**SECTOR SPECIALISTS**

DEMOCRATIC INITIATIVES ADVISOR  
Jenna Luche  
875-4485

ECONOMIC GROWTH ADVISOR  
W. Philip Boyle, Ph.D.  
875-4984

ENVIRONMENT ADVISOR  
Nancy K. Diamond, Ph.D.  
875-4737

EVALUATION ADVISOR  
Mari H. Clark, Ph.D.  
875-4699

HEALTH AND POPULATION ADVISOR  
Debra Schumann, Ph.D.  
875-4670

**REGIONAL SPECIALISTS**

AFRICA ADVISOR  
Sylvie Morel-Seytoux  
875-5508

LATIN AMERICAN AND CARIBBEAN ADVISOR  
Anne-Marie S. Urban  
875-4668

NEAR EAST AND ASIA ADVISOR  
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### C. WID Committees and Working Groups at USAID/Washington

Note that mail addressed to all of the following people should include the office and room number listed below, in addition to:

US Agency for International Development  
Washington DC 20523.

#### AFRICA WID COMMITTEE

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Carol Carolus	AFR/ARTS Room 2744-NS	202/647-8503 202/647-2993
Dick Day	AFR/DP Room 2495-NS	202/647-3305 202/647-3364
Kristan Drzewiecki	AFR/ONI Room 301 SA-2	202/663-2730 202/663-2797
Sherry Grossman	AFR/DP Room 2495-NS	202/647-2975 202/647-3364
Linda Howey	AFR/AA/DRCO Room 2744-NS	202/647-9780 202/647-3804
Phil Jones	AFR/ARTS Room 2744-NS	202/647-9352 202/736-7130
Kathy Keel	AFR/DP Room 2495-NS	202/647-3009 202/647-3364
Mike Magahuey	AFR/ARTS Room 2744-NS	202/647-9352 202/647-7130
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Don Muncy	AFR/ONI Room 301 SA-2	202/663-2714 202/663-2797
Rebecca Niec	AFR/SWA Room 3491-NS	202/647-9206 202/647-6032
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Nancy Hardy	ANE/ASIA/SA Room 3318 NS	202/647-9668 202/647-7368
Kerri-Ann Jones	ANE/ASIA/TR Room 3214 NS	202/647-2694 202/647-9843
Linda Morse Chairperson	ANE/ASIA/AA Room 3212 NS	202/647-8298 202/647-9601
Carol Rice	ANE/ASIA/TR Room 3214 NS	202/647-0916 202/647-9843
Arthur Silver	ANE/ASIA/FPM Room 3313A-NS	202/647-9639 202-736-4921
Chuck Strickland	ANE/ASIA/PD Room 3208 NS	202/647-7477 202/647-1805
Charlotte Suggs	ANE/ASIA/ORAO Room 3208 NS	202/647-7475 202/647-1805
George Taylor	ANE/ASIA/TR Room 3214 NS	202/736-7460 202/647-9843
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Leslie Vinjamuri-Wright	ANE/ASIA/FPM (CDIE) Room 3313A NS	202/647-5624 202/736-4921

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Pamela Mandel	ANE/NE/ENA Room 103 SA-2	202/663-2622 202/663-2643
Kenneth Prussner Committee Chair	ANE/NE/DR Room 200 SA-2	202/663-2499 202/663-2494
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John Batelle	ENI/EUR/DR Room 4440 NS	202/647-6982 202/647-6962
Patricia Bekele	G/R&D/OIT Room 205 SA-16	703/875-4174 703/875-4346
Aleksandra Braginski	ENI/EUR/RME/ER/BLA Room 4725 NS	202/647-8674 202/647-8237
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Catherine Cleland	ENI/EUR/DR/HS Room 4720 NS	202/647-8725 202/647-8439
Regina Coleman	ENI/NIS/DIHHR Room 2638 NS	202/647-5876 202/647-6962
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Anne Langhaug	LAC/DPP Room 2253 NS	202/674-5267 202/647-8098
Cecil McFarland	LAC/CEN Room 5258 NS	202/647-9540 202/647-0102
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GLOBAL BUREAU - ECONOMIC GROWTH CENTER WID COMMITTEE

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Elisabeth Rhyne	G/PRE/SMIE Room 302 SA-2	202/663-2360 202/663-2708
Dale Sarro	G/EG Room 501 SA-2	202/663-2280 202/663-2149
John Wilkinson	G/EG Room 501E SA-2	202/663-2288 202/663-2373

#### D. WID Officers in USAID Field Missions

Please note that WID Officers change periodically, as do overseas phone numbers. If you identify any mistakes or changes, please notify Jeffrey Franklin by E-Mail, at the WID Office. Also, it is advisable that any correspondence addressed to people listed here also indicate that the WID Officer is the intended recipient, so that it will be forwarded to newly assigned Officers.

#### AFRICA REGION

For some African Missions the names of WID Coordinators have been included after the names of WID Officers.

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Botswana USAID/Gaborone Kgalalelo Chetete	IGI House, The Mall Queens Road Corner of Independence Gaborone, Botswana	(267) 353982 Fax: 313072
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Cameroon USAID/Yaounde Theodor Bratrud	Rue Nachtigal B.P. 817 Yaounde, Cameroon	(237) 234014 Fax: 221890
Cape Verde USAID/Praia Antero Veiga	Rua Hoji Ya Yenna 81 C.P. 201 Praia, Cape Verde	(238) 614363 Fax: 611355

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Eritrea USAID/Asmara Pamela Delargy	34 Zera Yacob Street Asmara, Eritrea	(291)(1) 123093 Fax: 117584
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Guinea USAID/Conakry Sally Sharp Dominique Jenkins WID Coordinator	B.P. 603, American Embassy 1 E Etage Imm. Archeveche Conakry, Guinea	(224) 4412163 Fax: 411985
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Uganda USAID/Kampala to be announced	British High Commission Obote Avenue Kampala, Uganda	(256)(41) 259791 Fax: 233417
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Zimbabwe USAID/Harare Margo Ellis	172 Rhodes Avenue Harare, Zimbabwe	(263)(4) 794521 Fax: 722418

LATIN AMERICA AND THE CARIBBEAN REGION

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Bolivia USAID/LA Paz Hector Diez De Medina	Banco Popular Del Peru Bldg. Calles Mercado & Colo La Paz, Bolivia	(591)(2) 350120 326858 Fax: 391552
Brazil USAID/Brasilia Jennifer Adams	Avenida Das Nooes Lote 3 Brasilia, Brazil	(55)(61) 2258607 Fax: 2259136
Chile USAID Representative Joan Carlos Diaz	Codina Bldg 1343 Agustinas Santiago, Chile	(56)(2) 6325211 Fax: 6380931
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Honduras USAID/Tegucigalpa Carmen Zambrana	Avenida La Paz Frente Embajada Americana Tegucigalpa, Honduras	(504) 323120 Fax: 312776
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Mexico USAID/Mexico City Nancy Sweeney	Paseo de la Reforma 305 Mexico City 5, D.F. Mexico	(52)(5) 2110042 Fax: 5119980
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Panama USAID/Panama City Nilka de Varela	Apartado 6959 Panama City 5 Panama	(507) 636011 636740 Fax: 640104
Paraguay USAID/Asuncion Claire Sorenson	1776 Lopez Avenue Casilla Postal 402 Asuncion, Paraguay	(595)(21) 213715 Fax: 213728
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Uruguay USAID/Montevideo Juliana Abella	Lauro Miller 1776 Montevideo, Uruguay	(598)(2) 236061 405200 Fax: 400022

ASIA REGION

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India USAID/New Delhi Heather Goldman	Shanti Path Chanakyapuri 110021 New Delhi, India	(91)(11) 6865301 Fax: 6868594
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Nepal USAID/Kathmandu Sally Patton	Pani Pokhari Kathmandu, Nepal	(977)(1) 272424 Fax: 272357
Pakistan USAID/Islamabad Fatima Kassim	Diplomatic Enclave Rama 5 Islamabad, Pakistan	(92)(51) 824071/9 Fax: 824086
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Sri Lanka USAID/Colombo Kamalini Fernando	210 Galle Rd. Colombo 3 Colombo, Sri Lanka	(94)(1) 574333 Fax: 574264
Thailand, Cambodia, Mongolia USAID/Bangkok Susan Palmer	USAID 37 Petchburi Soi 15 Petchburi Road Bangkok, Thailand	(66)(2) 2553650 Fax: 2553730

NEAR EAST

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Israel USAID Rep/Jerusalem Karen Turner	American Consulate 18 Agron Road Jerusalem, Israel	(972)(2) 253288 Fax: 259484
Israel (Tel Aviv) USAID Affairs Officer Harry Birnholz	American Embassy 71 Hayarkan Street Tel Aviv, Israel	(972)(3) 654338 Fax: 663449
Jordan USAID/Amman Pe Balikrishnan	American Embassy P.O. Box 354 Amman, Jordan	(962)(6) 820101 Fax: 820143
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Oman USAID/Muscat Michael Gould	American Embassy #968 Mumtaz-Mutrah, Al-Jilal, Ruwi-Muscat, Oman	(968) 703000 Fax: 797778
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Yemen USAID/Sanaa Joyce Davidson	Amran Road Sanaa, Yemen	(967)(2) 231213 Fax: 251578

## VI. ADDITIONAL WID RESEARCH AND REFERENCE RESOURCES

In addition to the WID Office, there are other readily available sources for Women in Development, and Gender Issues information and resources within, and outside of USAID. The following resources do not comprise a comprehensive list but will serve to assist in locating information.

### A. USAID Center for Development Information and Evaluation (CDIE)

CDIE Library - Bibliographies and Literature Search. In addition to the WID Collection maintained on the shelves of the library (described in Section III, Part D), there are extensive gender-related documents and reports listed in the USAID library computer database. USAID documents alone pertaining to WID issues number in the thousands. Many of them have not been widely circulated. They represent a very valuable resource. In addition, many non-USAID references are listed. Numerous outside databases can be accessed, including university and institutional libraries and commercial sources.

Upon the request of USAID Washington and Mission staff, CDIE will perform literature searches and develop bibliographies on given gender-related subjects, or by particular authors or organizations. Topical citations are most easily identified in a search by providing one or more keywords.

The public, as well as USAID staff are welcome to come in to the CDIE library and use computer terminals to conduct their own literature searches. The terminals are easy to use and library staff will assist in using them.

The library is located at 1601 N. Kent St., Rosslyn Plaza, Room. 105, Arlington, VA, and is open to USAID staff and the public from 10:00 a.m. through 4:00 p.m. Monday through Friday. Tel: (703) 875-4818. Fax: (703) 875-5269. USAID staff can E-Mail requests for bibliographies or literature searches to: @CDIEINFO. Cables should be addressed: CDIE/DI.

Tailored Information Packages. USAID staff may request that CDIE research personnel identify, analyze, and select a group of documents, publications, excerpts, and unpublished papers to meet requirements for a particular WID-related task. These are packaged and sent to USAID Mission staff via pouch or APO with a cover memo explaining the selection and summarizing important points. For Washington staff, a package of citations and references are provided which can either be a broad sweep of the development literature or a narrowly targeted selection, depending on the requester's information needs. Contact CDIE as listed above. For more information or to discuss special requests contact John Butsch, CDIE/Development Information Center Coordinator: (703) 875-4818; or Diane Russell, Research Manager of CDIE/Research and Reference Service: (703) 875-4854.

## **B. CDIE Research Staff Contact List**

USAID personnel can contact research staff of CDIE's Research and Reference Service directly, according to the particular type of information needed. The main telephone number is 703/875-4807.

### Democracy, Governance, and Education:

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Healthier McHugh  
Rachel Patterson  
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### Health and Population:

Lane Vanderslice  
Jim Esselman

### Environment and Natural Resources:

Roberto Martin  
Molly Davis

### Economic Growth:

Janice Stallard  
Dana Wichterterman  
Jeff Bland  
John Coakley

### Africa Bureau Information Center:

Patricia Mantey, Manager  
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### C. USAID Documents and Publications

USAID documents identified through a bibliography request or literature search should be ordered directly from the Development Information Services Clearinghouse (DISC). Many of the documents are stored on microfiche and must be printed to order. (Each document has an identification number which must be used when ordering. The number can be found by CDIE Library staff or by using a CDIE reference-computer terminal.) Orders are free to USAID staff. Others will be charged a fee listed with the document in the database. Contact DISC at: Tel (703) 351-4006, Fax (703) 351-4039. Written orders should be addressed to the DISC Document Distribution Unit, 1500 Wilson Blvd, #1010, Arlington, Virginia, 22209, or through the pouch to AID/DISC SA-18, Room 303. Orders should include the title, document identification number (and payment, if applicable).

### D. Additional Reference Resources

University of Maryland WID Collection. The McKeldin Library at the University of Maryland, in College Park MD, maintains a WID collection. It was initiated during the UN Decade for Women and contains considerable historic references from that period, including hundreds of government and institutional research reports and publications. The library includes a large part of the WID Office collection which was moved there to provide greater public access. The WID holdings are updated periodically and maintained by the Women's Studies Program. The catalog of holdings can be accessed by computer through Internet as part of the national university library catalog system. WID references are coded as such within the general catalog. Materials may be used on-site, and some may be obtained through interlibrary loan. Library hours are 8:00 am to 10:00 pm weekdays, and varying weekend and holiday hours. Further information is available from Betty Day, Women's Studies Bibliographer, at Tel:(301) 405-9117.

USDA/OFDA. The USDA/OFDA Famine Mitigation Activity Project maintains a library which includes gender literature, particularly with respect to food security and emergency assistance. A search for particular topics, and copies of documents can be requested. Further information is available from Eileen Runcy at 202-690-0920.

Interlibrary Loan Services. For USAID staff the CDIE Library can borrow books and acquire photocopies of journal articles from a large network of libraries in the United States. Books cannot be sent to overseas Missions. However, some materials, such as photocopies of article or book chapters can be faxed or mailed, as appropriate to overseas and U.S. locations. Make requests directly through the CDIE Library using the contact information given above.

## VII. WID OFFICE PUBLICATIONS LIST (June 1994)

The WID Office offers the documents on this list free of charge to USAID staff and the public. Please note that the WID office can only respond to requests from this list. Other sources of WID references and documents are discussed in the "Information" section of this guide.

Please use the order form at the back of this list to indicate the documents you are requesting. Documents to be ordered are identified by title and by the number in parenthesis following the title. Send your order to:

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Office of Women in Development  
Agency for International Development  
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Washington, D.C. 20523-1816

NOTE: \* preceding a title indicates a new listing since the last publication of this list.

This list is divided into the following topic sections:

- WID Office Policies and Activities
- Training and Gender Integration Guidelines
- Environment/Natural Resources/Agriculture
- Education
- Microenterprise/Labor/Employment
- Economic Change/Structural Adjustment
- Democracy
- General

### WID OFFICE POLICIES AND ACTIVITIES

**\* WID Publications List (WID-021)**

USAID/WID

June 1994 update, 10 pp.

**\* Office of Women in Development User's Guide (WID-001)**

USAID/WID. Spring 1994, 47 pp.

Intended for use by both USAID and others seeking information about the USAID WID mandate and the resources available to operationalize it. Includes sections on funding, services, USAID/WID personnel, and publications list.

**\* Women in Development Report, FYs 1991 and 1992 (PN-ABP-733)**

USAID/RD/WID, 1993, 75 pp.

Report to Congress presents WID highlights for 1991/92. Reports on progress in strengthening the gender focus throughout USAID in each bureau. Describes the application of lessons learned to the private sector, education, environment and natural resources, democracy and governance, health and nutrition, population, and participant training.

**Women in Development: The First Decade 1975-1984, A Report to Congress (PN-AAS-673)**

USAID/WID, 1985, 59 pp.

Report updates information submitted to Congress on a biennial basis and charts the progress made by USAID during the United Nations Decade for Women.

**Women in Development: A Report to Congress by USAID, FY 1989 and 1990 (PN-ABH-695)**

1991, 93 pp.

Describes progress made by USAID in FY 1989 and FY 1990 in fulfilling the WID congressional mandate.

**USAID Action Items for Women in Development (WID-003)**

Article in USAID's Front Lines Monthly, August 1988. 1p.

Reports on the Administrator's five basic requirements for Bureaus and Missions to address gender issues by developing and implementing WID Action Plans, collecting gender-disaggregated data, etc.

**USAID Policy Paper, Women in Development (PN-AAL-777)**

October 1982, 12 pp.

Document delineates and explains the Agency's WID policy as it evolved over the nine years from the initial congressional WID mandate stated in the well-known 1973 Percy Amendment.

## **TRAINING and GENDER INTEGRATION GUIDELINES**

### **\* Guidelines for Integrating Issues of Women in Development into University International Development Activities (PN-ABN-962)**

Mary Hill Rojas and Barbara Thomas-Slayter.  
USAID/WID, 1991, 31 pp.

Presents a model to incorporate gender issues into university/USAID activities and institutionalize gender perspective into university structure. Universities can benefit from the expanding body of gender literature and gender analysis. Included is an implementation case study of SARSA at Virginia Polytechnic Institute.

### **Gender Information Framework (PN-ABM-009)**

Virginia Hubbs, Al Rollins, The MayaTech Corp., Ron Grosz.  
USAID/WID. June, 1991, 90 pp.

Presents guidelines for incorporating gender considerations into the development programming cycle of USAID

### **Gender Information Framework Executive Summary (PN-ABM-008)**

Virginia Hubbs, Al Rollins, The MayaTech Corp. and Ron Grosz.  
USAID/WID. June 1991, 18 pp.

Summarizes process of incorporating gender into USAID development programming cycle.

### **Gender Information Framework Pocket Guide (PN-ABC-451)**

USAID/WID, 1989

A very brief, 3.5" X 8.5" brochure with inserts covering USAID's CDSS, AP, PID, and PP. Intended for those who have attended a GIF training or who are involved in gender and/or WID activities and may wish to have a brief reminder of the GIF process.

### **A Trainer's Manual - Volume I -- How to Conduct a Workshop to Integrate Gender Considerations into Development Programming (PN-ABM-010)**

Al Rollins, Virginia Hubbs, The MayaTech Corp, Ron Grosz  
USAID/WID, October 1992, 147 pp.

A guide for training specialists to assist USAID personnel to better integrate gender considerations in development activities. Includes workshop logistics and preparation, individual sessions, flip charts, etc., for three days of training.

**A Trainer's Manual - Volume II -- Opportunities for Creative Solutions: Integrating Gender Concerns into Development Projects (PN-ABM-011)**

Al Rollins, Virginia Hubbs, The MayaTech Corp. and Ron Grosz  
USAID/WID, October 1992, 123 pp.

A companion to Volume I, this document is intended to assist development professionals to provide effective training in the incorporation of gender considerations into their development programs and projects. Includes information for WID specialists with little training background as well as for expert trainers seeking help in gender issues.

**Guidelines for Increasing Female Participation in USAID Training Programs for Asia and the Near East (PN-ABG-704)**

Laurel Elmer. USAID/WID, September 1990, 21 pp.

Covers policy considerations, project design, and implementation strategies.

**Institutional Strategies for Successfully Incorporating Gender Analysis and Strategy Design: The USAID Experience, A Focus on Training (PN-ABJ-679)**

Ron Grosz. USAID/WID, May 1991, 14 pp.

Examines efforts of the WID Office to create an institutional demand in USAID for training in gender issues in development.

## **EVALUATIONS**

**\* USAID Evaluation News: Focus on Women in Development (WID-40)**

USAID Center for Development Information and Evaluation  
Vol. 3, No. 3, 1991, 24 pp.

Collection of articles which include a WID overview, discussion of the economic and social impacts of girls' primary education, gender in development communications, women in microenterprise, and gender-oriented project design and evaluation methods.

**Women in Development: USAID's Experience, 1973-1985, Vol. I (PN-AAL-087)**

Program Evaluation Report No. 18  
Alice Steward Carloni. USAID, April 1987, 94 pp.

Synthesizes information from 102 USAID projects covering a 12-year time span. Documents how USAID has interpreted its women in development mandate over the years and how policy is being implemented.

**Women in Development: USAID's Experience, 1973-1985, Vol. II: Ten Field Studies (PN-ABF-235)**

USAID Working Paper No. 131. Paula O. Goddard, ed.  
USAID/CDIE, December 1989, 207 pp.

Contains edited case studies that form a companion to the synthesis paper presented above as Volume I. Includes projects in Botswana, Sri Lanka, Thailand, Dominican Republic, Guatemala, Kenya, Nepal, Morocco; one with the Inter-American Commission of Women of the OAS, and the Caribbean Agricultural Extension Project.

**ENVIRONMENT/NATURAL RESOURCES/AGRICULTURE**

**\* Gender and the Environment: Crosscutting Issues in Sustainable Development (PN-ABN-589)**

USAID/WID, June 1993, 11 pp.

With the idea that women must be included in every sector of development activities for those activities to succeed, the roles of women are examined to better incorporate them into all phases of development projects. In particular, women's roles as natural resource managers, community-based organizers, and social and cultural educators are explored.

**\* Gender in Community Development and Resource Management: An Overview (PN-ABP-468)**

Rekha Mehra. World Wildlife Fund and International Center for Research on Women.  
USAID/WID, March 1993, 30 pp.

Rapid environmental degradation and resource depletion, combined with poverty and limited access to technical information have constrained women's ability to manage resources. Report examines socio-economic, institutional, policy and program-related constraints and presents case studies from India, Kenya, Nepal, and the Philippines which provide useful lessons.

**\* Gender and Agriculture & Natural Resource Management in Latin America and the Caribbean: An Overview of the Literature (PN-ABL-599)**

GENESYS Special Studies No. 7

The Futures Group for USAID/WID, June 1992, 28 pp.

This literature review examines data on respective roles, responsibilities, interactions, and impacts of women and men in A&NRM across Latin America. Report focuses on sustainable development, prevention/reduction of deforestation, conservation of biodiversity, and water conservation/quality. For each sub-region it describes research gaps, discusses implications of these gaps, and recommends where further research is needed..

**\* Women's Participation in the Cogtong Bay Mangrove Management Project: A Case Study (PN-ABP-569)**

Rekha Mehra, Margaret Alcott, and Nilda S. Baling  
World Wildlife Fund and International Center for Research on Women, USAID/WID,  
March 1993, 55 pp.

Project in Philippines sought to provide incentives for increased community management of coastal resources. This case study recommends how to improve the integration of women into the project and identifies short-term low-cost technical assistance to increase women's participation.

**The Role of Women in Evolving Agricultural Economies of Asia and the Near East: Implications for USAID's Strategic Planning (PN-ABH-730)**

Inji Islam and Ruth Dixon-Mueller. May 1991, 105 pp.

Examines the dynamic characteristics of economic growth within Asian and Near Eastern countries in five strategic areas: agribusiness development, natural resources management, agricultural planning and analysis, infrastructure management, and trade and market development. Concludes that investing specifically in women is more likely to achieve greater positive benefits than similar investments in men. Offers recommendations for field missions.

**Gender Issues in Agriculture and Natural Resources Management (PN-ABC-450)**

S. Russo and J. Bremer-Fox. April 1989, 80 pp.

Provides methods, guidelines, and examples that facilitate the integration of women into agriculture and natural resource development projects.

**Gender Issues in Farming Systems Research and Extension: A Survey of Current Projects (Executive Summary) (PN-ABC-452)**

S. Poats, J. Gearing, S. Russo. August 1989, 9 pp.

Analysis of the mechanisms that have led to either successes or failures in integrating gender analysis and issues into a selected group of agricultural research and extension projects that are using the Farming Systems Research and Extension approach.

**Gender and Food Aid (PN-ABJ-794)**

Judy Bryson, Emily C. Moore, The MayaTech Corp., Martin J. Hewitt.  
USAID/WID, October 1992, 49 pp.

Reviews food aid issues, including impact on women of policy issues. Discusses program food aid (concessional sales and bilateral food grants) and various types of project food aid.

**Women's Roles and Gender Differences in Development: The Nemow Case (WID-025)**

Ingrid Palmer. Kumarian Press, 1985, 53 pp.

An agricultural case study to assist development planners in designing development projects which consider the impact on class and gender groupings.

**Women's Roles and Gender Differences in Development: The Impact of Agrarian Reform on Women (WID-028)**

Ingrid Palmer. Kumarian Press, 1985, 52 pp.

Examines case studies in land distribution between households, adjudication of traditional land systems, settlement schemes, collectives and producer cooperatives, and women's cooperative farms.

**Women's Roles and Gender Differences in Development: The Kano River Irrigation Project (WID-029)**

Cecile Jackson. Kumarian Press, 1985, 65 pp.

Examines the consequences for women of the Kano River Project in Northern Nigeria, in terms of economic contributions and overall impact. Includes an analysis of how local cultural differences led to very different impacts on two groups of women.

**Women's Roles and Gender Differences in Development: Sex Roles in the Nigerian TIV Farm Household (WID-026)**

Mary E. Burfisher and Nadine R. Horenstein  
Kumarian Press, 1985, 40 pp.

This case study provides a planning methodology that accounts for sex roles in the farming household, with a focus on division of labor, income, and financial obligations.

**Women's Roles and Gender Differences in Development: The Ilora Farm Settlement in Nigeria (WID-027)**

Heather Spiro. Kumarian Press, 1985, 48 pp.

This case study examines women's roles in settlement schemes, including positive and negative outcomes, and provides insights for planners.

**Women's Roles and Gender Differences in Development: Agricultural Policy Implementation: A Case Study from Western Kenya (WID-030)**

Kathleen Staudt. Kumarian Press, 1985, 65 pp.

This study examines the impact of agricultural policy on women in the Kakamega District in Western Kenya in the 1970s.

**Women's Roles and Gender Differences in Development: The Impact of Male Out-Migration on Women in Farming (WID-031)**

Ingrid Palmer. Kumarian Press, 1985, 78 pp.

This monograph examines the lives of women who remain behind in rural areas when men of the household migrate to seek employment elsewhere.

**EDUCATION**

**\* Lessons Learned In Basic Education in the Developing World: A USAID Workshop (PN-ABQ-959)**

Office of Education, Bureau for Science and Technology,  
USAID, 1990, 58 pp.

Consolidation of lessons from research and experience during the past decade. Presented are major conclusions in four key areas: girls' education, strategic planning and management improvement, instructional technologies, and teacher training. Intended as a catalyst for designing new interventions.

**Educating Girls and Women: Investing in Development (WID-020),**

Elizabeth King. World Bank, 1990, 17 pp.

Examines the importance of family, school, and communal factors and of education policy in increasing the education of girls and women in different developing regions. Outlines the benefits of female education.

**Investing in Female Education for Development: Women in Development Strategy for the 1990s in Asia and the Near East (Summary Paper) (PN-ABH-728)**

Jere R. Behrman. The Futures Group. USAID/WID, May 1991, 36 pp.

Reviews the current state of female education and development in Asia and the Near East as a basis for Women in Development strategies in the 1990s. Includes implications for policy.

**Female Education and Socio-Economic Indicators Bibliography (WID-022)**

Faith Knutsen, ABEL Project,  
Creative Associates, February 1990, 8 pp.

**Educating Girls: Strategies to Increase Access, Persistence, and Achievement (PN-ABK-950)**

Karen Tietjen and Cynthia Prater, ed.  
Advanced Basic Education and Literacy Project - AED,  
USAID: WID and Education Office, December 1991, 120 pp.

Reviews the policies, programs, and projects implemented by governments, donors, and other institutions to increase girls' access and achievement at the primary school level. Examines both formal and alternative approaches in an effort to identify those strategies that have had measurable impact.

**Women's Education: Findings from Demographic and Health Surveys (WID-023)**  
IRD/Macrosystems, Inc., March 1990, 17 pp.

Results from 28 national level surveys, carried out under the Demographic and Health Surveys Program, show the relationships between women's education and fertility and family planning, and women's education and maternal and child health.

**Female Education: Summary of Research Findings of BRIDGES and ABEL Projects (WID-024)**

Research Triangle Institute.  
USAID:WID and Education Office, February 1990, 4 pp.

These are individual summaries of the cross-cutting relationships of female education and infant mortality, life expectancy, fertility, and labor force participation.

**The Economic and Social Impacts of Girls' Primary Education in Developing Countries (PN-ABJ-598)**

Maria Floro, Joyce M. Wolf,  
USAID ABEL Project, Creative Associates, December 1990, 105 pp.  
*(Specify English, French, or Spanish).*

Worldwide literature review focuses on the impact of education. Explores the existing evidence on the impact of girls' education, particularly primary education.

**Investing in Female Education for Development (PN-ABH-731)**

Jere R. Behrman. May 1991, 27 pp.

Examines the extent of the gender gap in education in the countries of Asia and the Near East. Outlines analytical frameworks for measuring determinants and impacts of female schooling. Evaluates policy options.

**Gender Issues in Basic Education and Vocational Training (PN-AAW-364)**

Mary Anderson. USAID/WID, February 1986, 31 pp.

This manual is for designers, implementors, and evaluators of basic education and vocational training projects. Presents ideas on when and how to integrate girls and women into projects so that the likelihood of achieving project objectives and purposes is improved.

**Educating Girls: Achieving the Development of Guatemala -- First National Conference (PN-ABK-452)**

USAID/Guatemala; January 1991, 62 pp.

Summary of Guatemala's first national conference on the role that the education of girls plays in the country's social and economic development. Includes recent data on girl's education and the principal conclusions and recommendations made at the conference.

**Educating Girls: Achieving Guatemala's Development -- Planning and Implementing a National Conference for Policy Makers: A Development Model (PN-ABL-229)**

Suzanne A. Clay. USAID/Office of Health and Education, 1991, 28 pp.

Companion to PN-ABK-452, described immediately above. Report is a "how to manual" for initiating public and private sector cooperative activities to promote girls' education. Includes procedures, processes, and lessons learned from USAID Guatemala experience in creating a policy dialogue and action issue by planning and implementing a national conference.

**MICROENTERPRISE/LABOR/EMPLOYMENT**

**\* USAID and Microenterprise, 1990-1993: Report to Congress (PN-ABM-794)**

Microenterprise Monitoring System

USAID, June 1992, 14 pp.

Describes microenterprise program in detail, with particular attention on women. Includes beneficiary data and quantitative data on loan numbers and magnitudes for each recipient country.

**\* Gender and Generation in the World's Labor Force, Module One: International and National Trends (including wall chart) (PN-ABQ-348)**  
USAID/WID, December 1993, 33 pp.

First in a series whose purpose is to provide an overview of gender-based trends and variations in labor force participation in the world's regions; explore associations with educational level, marital and childbearing status, and wage levels; and to identify strengths and weaknesses of various sources of labor data.

This module analyzes global labor force differences, explores the extent to which women are economically active in relation to men, and compares men's and women's work patterns. An accompanying wall chart prepared by the Bureau of the Census presents the data statistically and graphically.

**\* Gender and Trade and Investment in Latin America and the Caribbean: An Overview of the Literature (PN-ABN-187)**  
GENESYS Special Studies No. 8. Mary T Mulhern and Suzanne B. Mauze.  
The Futures Group for USAID/WID, December 1992, 91 pp.

Prepared by request of the USAID/LAC Bureau WID Working Group this literature review examines how T&I topics have been analyzed with a gender-oriented approach, and suggests further research needs. Analysis of labor market issues is a key theme of this document. It identifies and explores the strong linkages between T&I, labor, and gender, with attention to the differential impacts on men and women, and discrimination within the labor force.

**Financial Services for Women -- Tools for Microenterprise Programs: Financial Assistance Section (PN-ABL-375)**  
Jean C. Weidemann, Weidemann Associates  
USAID/WID, March 1992, 40 pp.

State-of-the-art guide on financing women's enterprises. Discusses the benefits as well as misconceptions about financing women, women's special credit needs and problems, and operational issues affecting programs. Includes a detailed review of available financing for female entrepreneurs.

**Gender Issues in Small Scale Enterprise (PN-AAY-219)**  
Maria Otero, Laurence Semenza, et al.  
USAID/WID, July 1987, 74 pp.

Summarizes the reasons why women must be integrated into small and microenterprise development, presents a set of guidelines, and examines the implementation, monitoring, and evaluation of SME projects in regard to gender issues.

**Making the Case for the Gender Variable: Women and the Wealth and Well Being of Nations (PN-ABC-454)**

Rae L. Blumberg, University of California San Diego.  
USAID/WID, October 1989, 115 pp.

Document makes case for gender as a critical variable in development. An overview and specific examples of women's contributions to national economies are given. Topics presented include the impact of women's production and control of income, women's use of income, implications for the African food crisis, women food producers' contributions and constraints, the consequences of women's education, and policy implications for women's participation in national economies.

**Executive Summary: Making the Case for the Gender Variable: Women and the Wealth and Well Being of Nations (WID-011)**

USAID/WID, 1989, 5 pp.

Summarizes the benefits of integrating women into national economies and includes case examples, lessons learned, and sectoral analyses.

**Private Enterprise Development: Gender Considerations (PN-ABE-612)**

Arthur Young  
USAID/Bureau for Private Enterprise, November 1988, 58 pp.

This manual represents a first step in exploring the role of gender in private enterprise projects and programs.

**ECONOMIC CHANGE/STRUCTURAL ADJUSTMENT**

**Socio-Economic and Gender Issues in Policy-Based Development Assistance: Shifting to Sectoral Cash Transfers in Latin America (PN-ABC-453)**

LAC Bureau Regional Workshop on "Gender Considerations in Development,"  
Antigua, Guatemala.  
Philip Boyle. USAID/WID, November 1988, 11 pp.

Examines the USAID shift in the late 1980's from economic development support funds (ESF) for macro-economic policy reform to the focus on specific sectoral reforms. Makes the case that sectoral reform must take the population into account by analyzing its characteristics and proposing remedial measures when negative impacts are predicted.

**The Effects of Structural Adjustment on Women (PN-ABC-276)**

Paper presented to the DAC, Paris, October 1988.

Philip Boyle. USAID/WID, October 1988, 18 pp.

Examines the overall impacts on women of macro-economic policy reform and stabilization programs of the World Bank and the International Monetary Fund. Reviews the controversial literature and concludes that the numerous negative impacts require further study and remedial measures.

**Gender and Adjustment (PN-ABI-677)**

Ron Hood, Mary Altomare, Lawrence Haddad, Martha Starr-McCluer, Virginia Hubbs. The MayaTech Corp. USAID/WID, October 1992, 194 pp.

Covers various theories and models of adjustment and includes case studies from several countries, with lessons for donors.

**Poland: Gender Issues in the Transition to a Market Economy (PN-ABL-103)**

Coopers and Lybrand Ass., Ltd.,

USAID Bureau for Private Enterprise & USAID/WID, December 1991, 59 pp.

Documents how women in Poland are bearing a disproportionate amount of hardship due to the country's economic and political reforms. Includes recommendations for addressing gender considerations in U.S. development assistance programs.

**Hungary: Gender Issues in the Transition to a Market Economy (PN-ABK-002)**

Coopers and Lybrand Ass., Ltd.

USAID Bureau for Private Enterprise & USAID/WID, December 1991, 61 pp.

Documents how women in Hungary are bearing a disproportionate amount of hardship due to the country's economic and political reforms. Includes recommendations for addressing gender considerations in U.S. development assistance programs.

**DEMOCRACY**

**\* Democracy and Gender: A practical Guide to USAID Programs (PN-ABN-926)**

GENESYS Special Studies No. 9

David Hirschmann

The Futures Group for USAID/WID. February 1993, 54 pp.

Reference manual addresses the integration of gender in USAID's Democracy Initiative. Intended to aid design, implementation, and evaluation of policies, programs, and projects focusing on the initiative. Document breaks down initiative into components and explains each with respect to gender.

**\* Women and the Transition to Democracy in Latin America and the Caribbean: A Critical Overview (PN-ABN-186)**

GENESYS Special Studies No. 6

The Futures Group for USAID/WID, December 1992, 53 pp.

Presents an overview of woman-based democratic transition literature and identifies gaps in the existing research. Considers some of the constraints women face in gaining political and economic equity. Discusses factors which set stage for democratic participation and the role of women in establishing civil and political liberties. Concludes with gender-oriented research recommendations.

**GENERAL**

**\* 1995 Fourth World Conference on Women Bilateral Donors Support to Preparations for Beijing: Information Note on the Facilitation Initiative (WID-041)**

OECD/DAC Expert Group on Women in Development. 1994, 9 pp.

(specify English, Spanish, French, or Portuguese)

Booklet provides background description on conference, purpose of the Expert Group, and purpose of the Facilitation Initiative. Also provides regional contact point information.

**\* Women and the Municipality: A New Community Presence in Local Development in Latin America: Notebook of the Local Government Training and Development Center, Second Edition (PN-ABP-830)**

Women and Local Development Program,

USAID Regional Housing and Urban Development Office/South America and Office of Women in Development. August 1991, 134 pp.

Volume of papers presented at an international seminar by senior Latin American women government officials. Subjects include women's experience in government, low-cost community housing, inter-institutional cooperation, local women's programs, and municipal actions and policies for women.

**Gender Relevant Findings: Synthesis Report (PN-ABL-106)**

Deborah Caro, Mary Mulhern.

GENESYS Project. USAID/WID, June 1992, 72 pp.

The synthesis of a series of office-by-office exercises in USAID's Research and Development Bureau to identify specific examples of the role gender plays as a critical development variable. Provides sector-specific examples.

**Conference Proceedings: Women, Economic Growth and Demographic Change in Asia, the Near East and Eastern Europe (PN-ABK-842)**

Inji Islam, Paula J. Byran, Tulin Pulley, ed.  
USAID/WID, May 1991, 50 pp.

Proceedings of a conference held in May 1991. Part of a special series of studies prepared for that conference.

**Women's Income, Fertility and Development Policy (PN-ABH-726)**

Boone A. Turchi, Mary Mulhern, Jacqueline J. Mahal.  
GENESYS Project. USAID/WID, May 1991, 61 pp.

Provides a framework for understanding how development policy can affect women's fertility through its impact on their labor force participation. Presents several hypotheses explaining the inverse relationship between female participation in the labor force and fertility rates, an overview of evidence from Asia and the Near East, and useful policy recommendations.

**Lessons Learned from the Advanced Developing Countries (PN-ABH-729)**

Susan P. Joeques. Institute of Development Studies, University of Sussex  
USAID/WID, May 1991, 75 pp.

Argues that the rapid economic growth witnessed in advanced developing countries of Asia is causally linked to women's economic participation, and that early attention to female education was important to this pattern of development. Hong Kong, Singapore, South Korea, and Taiwan are examined. Discusses policy lessons for middle income countries.

**Institutions Working in Gender Issues in Latin America and the Caribbean (PN-ABL-343)**

GENESYS Project. USAID/WID, April 1992, 62 pp.

Lists Private Voluntary and Non-Governmental Organizations and Universities based in LAC countries and those based in the U.S. which conduct programs in LAC countries. Organizations are listed by country and by sector.

**Bibliography: Gender Issues in Latin America and the Caribbean (PN-ABL-267)**

Suzanne B. Maize, GENESYS Project. USAID/WID, June 1992, 85 pp.

Chapter headings include: agriculture and natural resources, democratic initiatives, human resources, poverty, statistics/indicators on women, and trade and investment.

**Engendering Development in Asia and the Near East: A Sourcebook (PN-ABL-503)**

Rekha Mehra, David Burns, et al.

Gender Manual Series, International Center for Research on Women.

USAID/WID, 1992, 121 pp.

Contains sections on trends in women's participation in economic and public life, private enterprise, agriculture, environment and natural resources, education, and health, population and nutrition. In each section. Each section includes discussions of women's role in the sector, their constraints, country examples, USAID activities and interventions, comparative country statistics, and a list of relevant references.

**Women and the Law in Asia and the Near East (PN-ABH-727)**

Lynn P. Freedman. Futures Group, May 1991, 44 pp.

Outlines ways in which the law deprives women of autonomy and undercuts the success of women's participation in USAID projects. Provides a conceptual framework to analyze how the law in any given society relates to women's lives.

**Gender Issues in Latin America and the Caribbean: Integrating Women into Development Programs (PN-AAX-047)**

K. White, M. Oterao, et al,

International Center for Research on Women, May 1986, 88 pp.

Provides practical, applicable guidance to help the USAID LAC Bureau integrate concerns regarding women's economic participation into project design, implementation, and evaluation.

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WID-011	_____	Making the Case Executive Summary
WID-020	_____	Educating Girls and Women - World Bank
WID-021	_____	WID Publications List, 1994
WID-022	_____	Educational Indicators Bibliography
WID-023	_____	Demographic and Health Surveys
WID-024	_____	Female Education and Infant Mortality
WID-025	_____	Gender Difference - The Nemow Case
WID-026	_____	Sex Roles in the Nigerian Household
WID-027	_____	The Ilora Farm Settlement in Nigeria
WID-028	_____	The Impact of Agrarian Reform on Women
WID-029	_____	The Kano River Irrigation Project
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