

Girls' and Women's Education Project
Quarterly Report
April 1, 2001 through June 30, 2001

Prepared for:

G/WID
United States Agency for International Development
Washington, D.C.

Prepared by:

DevTech Systems, Inc.
Contract # LAG-C-00-97-00017-00

NARRATIVE

TITLE

Technical and Administrative Services to the Global Bureau's Office of Women in Development to Support the Girls' and Women's Education Activity Objectives. (WID-GWE) LAG- C-00-97-00017

1. Background

A five-year contract to carry out this assistance was awarded to DevTech Systems, Inc. on September 30, 1997. The objectives of the contract are to support the G/WID in: 1) monitoring the Girls' and Women's Education Initiative; 2) developing effective communications among all stakeholders in the Girls' and Women's Education Initiative; and 3) documenting programs and products concerning the Girls' and Women's Education Initiative. This contract calls for the execution of core activities and not buy-in or subcontractor activities.

2. Expected Results

The restructuring within the Global Bureau of USAID placed the implementation of the Girls' and Women' Education (GWE) Initiative in the Office of Women in Development. One result of this restructuring is the requirement for technical and administrative assistance from a contractor to support G/WID's attainment of the goals and objectives of this Initiative. Implementation of the Girls' and Women's Education Initiative is conducted in both emphasis and cooperating countries by contractors under separate procurements. The purpose of this contract is to provide assistance to G/WID to ensure that the goals of the GWE Initiative, as reflected by SSO2 (Broad-based, informed constituents mobilized to improve girls' education in emphasis countries.) and its IRs and indicators, are attained.

3. Project Core Activities

The Project Core Activities for the 4/01 – 6/01 quarter are divided into the following three parts:

A. Activity Narrative and Task Report

The Activity Narrative and the Task Report contain both a discussion and a recounting of all the events covered during the reporting period (including events already detailed in the monthly reports for the same period). The Task Report is divided into eight general contract tasks: 1) monitor GWE Initiative; 2) develop effective communications with GWE constituencies; 3) plan and coordinate a range of GWE focused meetings and events; 4) provide technical and administrative assistance to Missions; 5) develop, or assist in, writing reports, studies, and concept papers, and develop innovative ideas; 6) coordinate development, review, revision, and dissemination as appropriate of GWE focused documents, publications, and deliverables; 7) coordinate monitoring and evaluation activities for GWE; and 8) develop and maintain reference materials on the Girls' and Women's Education Initiative.

B. Project Management - A report on what activities were accomplished to fulfill contractual responsibilities.

C. Implementation Constraints – A report of constraints that prevented the fulfillment of specific contractual responsibilities.

A.1. Quarterly Narrative

There have been many new developments in the third quarter of FY 2001. Because the former GWE CTO, Dr. Susie Clay, was appointed to the LAC Bureau as the Desk Officer for Nicaragua, the CTO position had been left vacant. Katherine Blakeslee, Director of G/WID, announced that the GWE contracts would be assigned to the following individuals until a replacement had been found: Julia Escalona would be acting CTO for Devtech Systems, Inc. and Juarez & Associates; Edward Lijewski would be acting CTO for World Education and Creative Associates; and, Shirley Toth would be acting CTO for Institute for International Research, Development Alternatives, Inc. and the University of Massachusetts. DevTech assisted the contractors

in redefining the lines of communication between them and USAID in the early weeks of the transition. In April, Meghan Donahue joined the policy and planning support staff as the senior policy and planning advisor.

Aside from the normal communication and monitoring activities, from reviewing and processing terms of reference and country clearances, interacting with Missions to share data and request information on girls' education, to constructively participating in contractor meetings and reviewing and commenting upon contractor reports and studies, the DevTech team completed several major tasks. The team re-established the contractor monthly meetings that had been postponed while the former CTO had been on sick leave. The meetings serve as a vehicle for discussing current activities in the field and provide a forum for discussion and queries. In addition, DevTech provided assistance to the contractors in completing their respective Portfolio Reviews. This task was especially challenging, as it was the first time GWE had completed this kind of report and many contractors had to find records of their activities that had begun five years ago. It has been established that submitting the portfolio review will become standard operating procedure and that it will be done every six months.

The team also began working with the Institute for International Research in preparation of a lessons learned conference to be held in Washington DC in August 2001. Muzit Mesfun traveled to Morocco and Meghan Donahue traveled to Peru to observe the GWE achievements first hand and to meet with and interview key participants in the GWE activity. These experiences will enable the DevTech team to better assist in the lessons learned conference as the planning process becomes more defined.

Muzit Mesfun completed her Masters' Degree from the School for International Training in Brattleboro, Vermont in May 2001. Ms. Mesfun has also finished her first year working for DevTech Systems as part of the GWE team in June 2001.

A.2. WID-GWE Provided Technical and Administrative Assistance to G/WID in:

General Contract Tasks	Specific Tasks Completed
1. Monitor GWE Initiative	<ul style="list-style-type: none"> • Reviewed AED's second bi-weekly report for Jan. 01. • Reviewed AED's annual report for the year 2000. • Reviewed SAGE's Quarterly Report (Dec. 00 to Feb. 01) • Reviewed and commented on Mali 2001 Implementation Plan. • Reviewed World Education's November, December, January monthly progress report for Nepal, Honduras and Bolivia. • Reviewed AIR's bi-weekly report for Dec. 11 – Jan. 5, 01. Reviewed AIR's Peru monthly reports for Nov. & Dec. 00. • Reviewed 2 AIR quarterly reports for Morocco, July – December 2000. • Reviewed AIR's Guatemala monthly reports for Oct., Nov. and Dec. 2000. • Reviewed the final draft of Project Design No. 10, Enhancing Girls' Education through Child Care Programs, which was approved for printing. • Participated in semi-annual Project Directors' Meeting • Wrote a brief history on GWE as told through the R4s.
2. Develop Effective Communications with GWE Constituencies	<ul style="list-style-type: none"> • Attended "Afghan Education – Strategies for Educating Girls and Hard-to-Reach Populations". • Attended R4 preparation meeting at USAID. • Provided Sharon Phillips with the Dr. T. Paul Shultz's "Why Governments Should Invest More to Educate Girls" as well as his web-site for future reference.

	<ul style="list-style-type: none"> • Summarized and distributed notes on the meeting on the Performance Review. • Upon the request of G/WID's Deputy Director, sent "Sustainability of Girls' Education Initiatives" to fulfill a private citizen's request. • Provided information to COTR in regard to USAID/Guatemala's request for clarification on radio spots for girls' education. • Forwarded a three-part article in the Washington post on US Foreign Aid to GWE project directors. • Provided information on girls' education in Guatemala to former Director of USAID/G/HCD. • Revised and circulated the GWE Personnel List • Disseminated the new country clearance request form to GWE personnel. • Attended a presentation entitled "The Impact of HIV/AIDS on Girls and Girls' Education", by May Rihani. • Provided statistics on HIV/AIDS and girls to COTR. • Prepared and distributed to the participants in the Project Directors' Meeting, the list of sustainable components of the GWE projects generated at the meeting. • Sent information on USAID GWE projects to Diane Mull for a paper on child labor.
<p>3. Plan and Coordinate a Range of GWE Focused Meetings and Events</p>	<ul style="list-style-type: none"> • Planned, coordinated and helped facilitate the two-day semi-annual Project Directors' Meeting at the Grand Hyatt Hotel in which all country coordinators were present. • Coordinated, prepared document for and arranged a meeting with GWE contractors and Shirley Toth on the Portfolio Review.
<p>4. Provide Technical and Administrative Assistance to Missions</p>	<ul style="list-style-type: none"> • Reviewed SOWs for technical assistance to missions • Processed country clearances
<p>5. Develop, or Assist in, Writing Reports, Studies, and Concept Papers, and Develop Innovative Ideas.</p>	<ul style="list-style-type: none"> • Reviewed and commented on 4th draft of the Peru Research Report, "Menarche and its Implications for International Policy" which was approved for printing. • Reviewed and commented on World Education's Peru Policy Brief. • Provided a descriptive paragraph on the GWE project in Mali for the Director of G/WID at her request. • Provided a more detailed, written description of the GWE project in Mali to Sharon Phillips. • Provided the "actual" 1999 result of the number of analytical tools and studies produced and disseminated to inform policies, strategies, and programs for girls' education" for the Congressional Notification on SO-2. • Participated in the review of a briefing document on girls' education that was to be presented on Capitol Hill by

	<p>Barbara Turner.</p> <ul style="list-style-type: none"> Reviewed and revised the section on USAID's Education Sector Support in an OECD document entitled "Working Party on Gender Equality". Commented on draft paper on countries with USAID Basic Education Programs in response to a request from Congress. Reviewed and commented on SOW for an "Ethnographic Study of the Effects of Active Learning on Girls' Persistence." Prepared and submitted GWE success stories to the Deputy Director of G/WID for featuring on the front page of the Congressional Presentation.
6. Coordinate Monitoring and Evaluation Activities for GWE	<ul style="list-style-type: none"> Helped coordinate and attended initial meeting to plan and agree upon the process for the Performance Review. Guided and directed the submission of information from Began the R4 process. Reviewed, commented upon and sent back R4 data to GWE contractors for more information and clarification. Prepared and submitted FY 2003 R4 Submitted GWE success stories that were to be included in the annex section of the FY 2003 R4
7. Develop and Maintain Reference Materials on Girls' and Women's Education Initiative	<ul style="list-style-type: none"> Updated table on USAID Missions with Girls' Education in their SOs, IRs and Indicators.

Project Management

General Contract Tasks	Specific Tasks Completed
Contract Maintenance	<ul style="list-style-type: none"> Submitted monthly reports. Attended GWE and G/WID staff meetings Participated in DevTech Management Meeting Attended GWE and G/WID staff meetings Hired, Meghan Donahue, as a Senior Education Policy and Planning Consultant.

Implementation Constraints

While the G/WID team is still incomplete in that the CTO position is vacant, DevTech and GWE contractors continue to work through the acting CTOs. In spite of this, the contractors and G/WID staff are working hard to facilitate all activities that need attention in a smooth and efficient manner.

Performance

Despite the above constraints, the DevTech team made great strides in facilitating G/WID program management of contractors and communication with G/WID-assisted missions. DevTech is also beginning to work more on the technical side of the contract by responding in a more academic fashion to papers, projects and drafts. The DevTech team is making an attempt to remain current in the field of girls' and women's education.

4. Statement of Work

The DevTech team has not determined that a modification of the statement of work is necessary for this quarter. While the team is relatively new, effort has been made to redefine the lines of communication. However, this issue may need to be revisited when a new CTO arrives.