



Quarterly Report

April 1- June 30, 2004

(Third Quarter, FY'04)

July 30, 2004

DevTech Systems, Inc.
USAID Contract #: GEW-I-01-02-00019-00

The Women in Development (WID) IQC

Chemonics International, Inc. • Development Alternatives, Inc. • Development & Training Services, Inc. •
DevTech Systems, Inc. • Juarez and Associates, Inc. • Management Systems International/The Futures Group

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and Trade, U.S. Agency for International Development*



NARRATIVE

TITLE

Quick Response, Short-Term Technical Assistance and Training Supporting Gender Integration in USAID Operating Units under Leadership of EGAT/WID, GEW-I-01-02-00019-00

1. Background

A three-year contract to carry out this assistance was awarded to a consortium led by DevTech Systems, Inc. on September 30, 2002. The objectives of the contract are: 1) to support the efforts of EGAT/WID to further the integration of gender in all Agency policies, programs, projects, research materials, information systems and in multilateral and bilateral policy dialogue efforts; 2) to increase awareness of, information about, and skills for addressing gender issues; and 3) to provide intellectual and technical leadership in gender integration and the advancement of women in development.

2. Expected Results

Technical services provided will support USAID Missions, USAID operating units in Washington, and others (host country governments, NGOs, other USAID partners and other donors, etc.) requiring innovative gender expertise and approaches in assessment/analysis, design, implementation and evaluation of programs and projects to ensure that gender is included as a key development variable in all activities. These services will enhance the effectiveness and sustainability of USAID's development assistance by identifying and building on women's roles and capabilities and identifying and minimizing the constraints to women's participation in social, economic and political processes. Technical training on gender in USAID's various strategic focuses and sectors (economic growth, agriculture and trade; democracy, conflict and humanitarian assistance; and global health) will also be provided.

3. Project Core Activities

The Project Core Activities for the third quarter (April–June, FY'04) are divided into the following four parts:

- A. Activity Narrative and Task Report** – The Activity Narrative and the Task Report contain both a discussion and account of events covered during the reporting period, as well as planning for future undertakings done during the reporting period. The Task Report includes a timeframe for each event.
- B. Significant Results** – A summary of significant results accomplished to date.
- C. Project Management** – A report on what activities were accomplished to fulfill contractual responsibilities.
- D. Implementation Constraints** – A report of constraints to the fulfillment of specific contractual responsibilities, and adjustments made to the plan.

A.1. Quarterly Activity Narrative

DevTech responded to numerous requests from EGAT/WID and USAID Missions for Short-term Technical Assistance and Training (STTA&T) during the third quarter of FY '04. DevTech also responded to requests for STTA&T from other USAID operating units including, DCHA/DG and EGAT/ENV/EET.

DevTech completed reviews of Country Strategic Plans (CSPs) for USAID/Tanzania, USAID/El Salvador, USAID/Panama, USAID Central American Regional Program, and USAID/Peru. DevTech also reviewed USAID/Kenya's Integrated Strategic Plan (ISP). The Strategy Concept Paper for USAID/Paraguay was reviewed for attention to gender issues.

In response to requests for technical assistance from the Missions, fieldwork for a study of women's access to radio in Mali for USAID/Mali was completed this quarter, in collaboration with UNESCO in Mali, and the report will be finalized in the fourth quarter. USAID/Namibia was very pleased with the technical assistance provided for capacity building in NGOs for voter and civic education, and with the final report that was completed this quarter. Additionally, a gender assessment for USAID/Russia began this quarter and will stretch into the fourth quarter.

The EGAT/WID contribution to the final report of the study of innovative approaches to slum electrification was delivered to EGAT/EIT/Energy this quarter; a shorter paper focused directly on the gender considerations in this arena is expected next quarter. DevTech also responded to a request from DCHA/DG to initiate a gender analysis for their new strategy development.

DevTech completed three gender training activities during this quarter. In early April, the final session in the African Bureau Gender Trainings was held in Ethiopia. In June, DevTech fielded two consultants to the Philippines to conduct gender training for Conservation International staff of a USAID project in population and environment. Finally, a half-day gender training for the staff of EGAT/AG took place in Washington, DC at the end of the quarter.

DevTech continues responding to requests for STTA&T and has several gender assessments and trainings that will take place during the fourth quarter, including gender assessments for USAID/Mexico, USAID/South Africa, and USAID/Paraguay.

A.2. Quarterly Task Report

1. Technical Assistance to EGAT/WID

Tasks Completed this Quarter:

1. Country Strategy and Concept Paper Reviews

DevTech employees and consultants completed the following reviews this quarter: Country Strategy Plan (CSP) reviews for USAID/Peru, USAID/Tanzania, USAID/Kenya, USAID/El Salvador, USAID/Panama, and the Central America Regional Program; and a gender review of a Concept Paper for USAID/Paraguay.

2. Technical Assistance to Missions

Tasks Completed this Quarter:

1. USAID/Mali – Women’s Access to Radio in Mali

DevTech fielded a consultant (DevTech) to work with a local team lead by UNESCO, in cooperation with USAID/Mali. The Mission request to study Malian women’s access to radio entailed a country-wide survey of producers and listeners. The data collected were forwarded to the Mission. The final report is expected next quarter.

2. USAID/Namibia

DevTech fielded three consultants to do capacity building with local NGOs for voter and civic education for women, persons with disabilities, and marginal populations, in anticipation of upcoming elections. The final report was submitted to the Mission and EGAT/WID.

3. USAID/East Timor

DevTech consultant Nancy Diamond conducted a gender assessment for E. Timor in June, 2004. The final report was under preparation at the end of this quarter, and will be finalized in July 2004.

4. USAID/Russia

Three consultants (one expat from L.T. Associates, and two Russians) were contracted for an extensive Gender Assessment for USAID/Russia, in anticipation of their revised Country Strategy Plan (CSP). This TDY began 6/21 and will extend into the next quarter, 7/22. The report is expected next quarter.

Tasks Planned for Next Quarter:

1. USAID/Mexico Environment Program: DevTech has identified 3 consultants (DevTech, Cultural Practice, and one local) to do a gender training and assessment of economic activities within USAID/Mexico’s Environment Program. The team will focus on Conservation International’s activities. The TDY is scheduled for 7/7-7/23, and the report is expected by the end of next quarter.
2. Finalize report for USAID/Mali’s study on women’s access to radio
3. Gender Assessment for USAID/South Africa
4. Gender Assessment for USAID/Paraguay
5. Follow-up technical assistance for the CSP of USAID/Bolivia

3. Technical Assistance to Other USAID Operating Units

Tasks Completed this Quarter:

1. EGAT/ENV/EET Gender Research and Analysis

The Report on Innovative Approaches to Slum Electrification finalized. A follow-up paper focused directly on gender considerations in this arena is expected in August.

2. USAID/EGAT Gender Assessment

DevTech has collected the input of three consultants in response to a request for a gender assessment for the new EGAT Bureau strategy. The assessment will be completed in the fourth quarter.

3. DCHA/DG Strategy Gender Analysis

A Gender Analysis was initiated this quarter by two consultants and will stretch into the fourth quarter. The report, expected next quarter, will focus on recommendations for gender mainstreaming within DCHA/DG's new strategy and program

Tasks Planned for Next Quarter:

1. Phase II report for the EGAT/ENV/EET Gender Research and Analysis
2. Complete the USAID/EGAT Gender Assessment
3. USAID/EGAT Sustainable Tourism Gender Assessment
4. Gender Analysis and recommendations for DCHA/DG
5. Short-term Technical Assistance with the USAID Water Team for gender mainstreaming to the West African Water Initiative (WAWI)

4. Trainings and Workshops

Tasks Completed this Quarter:

1. Africa Bureau Gender Trainings

In the previous quarter (Jan-Mar) DevTech completed two of the three on-site regional trainings for West Africa (Ghana, March 16-19) and Southern Africa (South Africa, March 23-26). The final training in Ethiopia occurred at the beginning of this quarter (April 5-8). Final deliverables were given to EGAT/WID and AFR/SD/POSE on June 29, 2004.

2. Gender Training: Conservation International's Population and Environment Program

DevTech fielded two consultants (1-DevTech, 1-CP) to do a 4-day workshop on "Gender Issues in Conservation" for Conservation International's Population Environment (PE) Program. A third consultant (CP) assisted in background research and module preparation. Final report expected in August.

3. EGAT/AG Gender Trainings

The first half-day training session in a series of three, on Gender Training for USAID Agricultural Office CTOs occurred on June 29th. The following half-day sessions are planned for next quarter.

Tasks Planned for Next Quarter:

1. Two half-day training sessions on gender for USAID Agriculture Officers.
2. Two one and one-half day workshops on gender integration for Conservation International Headquarter staff.

5. Communications, Reporting and Dissemination

Tasks Completed this Quarter:

1. Submitted Quarterly Report (January-March 2004) to EGAT/WID and the Development Experience Clearinghouse (DEC).
2. Submitted USAID/El Salvador Gender Analysis.
3. Submitted final report of USAID/Macedonia Gender Assessment and Mission Training.
4. Submitted final report of USAID/Ethiopia EMPOWER.
5. Submitted USAID/Panama Gender Assessment.
6. Submitted final report for USAID/Nicaragua on gender integration in activity design.
7. Submitted final report of USAID/Namibia Gender Mainstreaming and Disability Sensitization in Civic and Voter Education
8. Submitted final deliverables for AFR Gender Training to EGAT/WID and AFR/SD/POSE

Tasks Planned for Next Quarter:

1. Final report on Assessment of Women's Access to Radio, USAID/Mali
2. Final report on Gender Assessment, USAID/Russia
3. Final report on Gender Training, Conservation International P-E Program
4. Final report on Gender Assessment and Training , USAID/Mexico
5. Final workshop report of Africa Bureau Gender Trainings
6. Quarterly Report (July – September 2004) to EGAT/WID

B. Significant Results

The final report to the Mission and to EGAT/WID concerning civic and voter education for women, persons with disabilities and marginal populations in Namibia received especially positive feedback.

During this quarter, DevTech conducted two trainings (i.e., the third component of the AFR Bureau Gender Training, and training on gender in environment and population for Conservation International project staff), with a total of 53 participants from 9 countries: Ethiopia, Tanzania, Kenya, Sudan, Uganda, Philippines, Mexico, Cambodia and Madagascar.

The EGAT/WID and AFR/DP/POSE gender training for representatives of all Missions in AFR on gender mainstreaming in Economic Growth programs was completed during this quarter. This activity was an extended undertaking. The development, and field testing and polishing of the four-day program for the economic sector is a significant accomplishment that EGAT/WID expects to put into a format to make it accessible to a broad range of users through the EGAT/WID web site. Until recently little attention had been given to gender mainstreaming issues in economic growth programming outside of agricultural and micro-enterprise development.

Preliminary feedback from the Conservation International Training has also been positive. According to the Summary Report prepared by CI staff, "Overall, participants were very positive and appreciative of the gender training and praised the trainers for their clear and concise

presentations, the participatory nature of the training, the delivery of an effective methodology which participants can apply to their projects, and the overall framework for incorporating gender into project design. They valued the diversity of the participants, the interactions and exchange of experiences, and how facilitators helped participants to reach a common understanding in all discussions.” Further information regarding significant results will be provided in the Workshop Report.

The demand for services under the Task Order continues to grow and to become more diversified. Whereas the majority of the early requests were for Gender Assessments for Strategic Planning, recent requests are increasingly sector specific and reflect the Missions’ concern with implementation of the Strategic Plan and design of activities.

C. Project Management

DevTech continues to respond quickly and effectively to requests from USAID for technical assistance and training. The scope and number of activities completed to date has provided a large consultant pool for fielding new requests and DevTech also continues to liaise with its subcontractor partners on many activities.

D. Implementation Constraints

No unusual constraints to discuss this quarter

Trip Report

Women's Access to Radio in Mali, USAID/Mali

Purpose

Assessing women's access to radio in Mali

Country

Mali

Dates

Intermittent between March 16th and April 10th, 2004

Team composition and responsibilities

Nicholas Griffin, DevTech Consultant; Rokia Ba Touré (UNESCO), Team Leader; InfoStat, local data collection firm; ComDev/USAID-Bamako

Brief detail of team activity:

- developed methodology and survey questionnaires to assess producers and consumers of radio information in Mali, especially women;
- developed sample frame and randomly selected 22 sites across Mali for data collection;
- organized program of work for data collection using quantitative and qualitative methods;
- conducted Mission briefing with Mission Director; separately conducted Mission briefing with SO Teams;
- identified interviewers and supervisors and conducted 4-day training;
- identified radio producers for personal and telephone interviews; conducted approximately 30 interviews
- implemented listener survey (ongoing through April 27, 2004)

Accomplishments:

Completed preliminary phase of study and got complex country-wide data collection effort underway; final report to be issued by Team Leader (UNESCO) in June 2004.

Problems:

Certain difficulties encountered in accessing randomly selected villages for sample; methodology provided for alternate selection procedure.

Lessons Learned:

Fieldwork conduct was challenging given sensitivities in certain remote rural areas vis a vis conduct of one-on-one interviews with women; the fact that all interviewer staff were women facilitated matters a good deal; likewise, since access was required at both government (Mairie) and traditional (village elser) levels, presence of male supervisors facilitated access.

[Nick Griffin, 4/22/2004]

Trip Report
Gender Integration Training: EGAT/WID and AFR/DP/POSE
Addis Ababa, Ethiopia

Purpose: Observed and assessed training on gender integration in economic growth, agriculture and trade developed by the STTA&T TO in response to a request from AFR/DP/POSE and EGAT/WID. This was the third of three training workshops: the first was held in Ghana, the second in South Africa and the third in Ethiopia.

Date: April 5- April 8

Participants

Most of the participants were USAID/Ethiopia staff, particularly from the Economic Growth and Agriculture sectors. Other participants were from USAID Missions in Kenya, REDSO, Sudan, Tanzania and Uganda. The trainers were James Barham and Hilary Feldstein. The local gender expert working with them was Fetlework Ketsela. The EGAT/WID Office was represented by Nancy Rockel, AFR/DP/POSE by Afia Zakia and Herschelle Challenor, DevTech by Nina Etyemezian.

Accomplishments

The training was very well received by the participants who indicated a particular appreciation of the case study approach. The daily evaluations were invariably positive and appreciative of the extensive group work and the high level of engagement that the work required.

Based on discussion during the daily debriefing with the trainers, Africa Bureau and EGAT/WID Office representatives, the following are observations on the training.

- The ADS presentation on the first morning of the training can be presented more interactively so that participants are better able to engage issues in the ADS that are relevant to their work/needs.
- Case Study 2B works much better after the extensive revision it has undergone. Nonetheless, it can benefit from some more editing in order to further focus the discussion on the meso- rather than the micro level.
- The Ethiopia training had the largest number of participants – twenty four -- of all three training workshops. The trainers found that with such a number, facilitating the extensive amount of small group work (in this case 4 groups of 6 people) benefited from having four, rather than two, facilitators (Nancy Rockel from the WID Office and the local gender expert, Fetlework Ketsela as co-facilitators for the small groups).
- The case study approach to training worked extremely well for the audience. All indications from informal conversations with participants were that the training content and sequencing helped them make the necessary connections vis-à-vis their daily work, gender integration and the ADS's requirements.
- The training's emphasis on one sector (EGAT) was quite a success since it allowed participants to engage the material thoroughly, provided them with concrete examples to

work with and allowed them to share experiences in a more meaningful way and to learn from each others' professional experiences.

- The small group work for macro-level centered on four small case studies. It may be advisable to instruct future trainers to only work on two case studies in each training as opposed to four. It took a very long time to report out from the current four case studies and although good points arose, it may be better to use that time for other section of the training (such as PMPs or indicators).

Trip Report
USAID/Namibia Gender Mainstreaming and Disability Sensitization in Civic and Voter Education
Susan D. Somach, Consultant

Purpose: To examine the Civic and Voter Education (CVE) Program funded by a USAID, the Royal Netherlands Embassy and the Embassy of Sweden/Sida for the mainstreaming and sensitization to gender, disability and other marginalized groups (to be determined during the consultancy) and prepare recommendations on the development of general strategies and partner-specific guidelines for the integration of gender, disability and minority issues into future programming..

Country: Namibia

Dates: April 20 – May 14, 2004

Team Composition and Responsibilities:

- Susan D. Somach, Team Leader and Gender Specialist – Responsible for integrating gender concerns into ESC planning and coordinate and contribute to the team’s fulfillment of the Terms of Reference (conducting assessment meetings, workshop and follow-up meetings and debriefings, writing report).
- Dr. Debie LeBeau, Namibia Minority Populations and Gender Specialist – Responsible for integrating concerns of minority populations and contribute to team’s fulfillment of the Terms of Reference.
- Jerome Mindes, Disabilities and Civic Education Specialist – Responsible for integrating concerns of disabled populations and civic education/outreach, and contribute to team’s fulfillment of the Terms of Reference.

Team Activities: The Team Leader and Disabilities Specialist traveled to Namibia for two and three weeks, respectively, and were joined in their work by the Namibia Minority Populations and Gender Specialist. Upon arrival, the team was instructed by their USAID contact, Monica Koep, to give priority to the Electoral Support Consortium (ESC) partners. Meetings with outside NGOs, were discouraged in favor of more intensive work with ESC partners. During the period April 20 – May 14, they conducted interviews with each of the funding and implementing partners of the ESC, including the Electoral Commission of Namibia (ECN), Namibia Institute for Democracy (NID), the Legal Assistance Centre (LAC), and the Institute for Public Policy Research (IPPR). In addition, meetings were also conducted with the “Secondary Consortium” partners i.e., the Namibian School Debating Association (NSDA), Service Centre for the Visually Impaired (SCVI), and the Namibia Community Radio Network (NCRN). An additional meeting was held with Sister Namibia, which is considered an additional resource although not currently an ESC partner. Mr. Mindes also met with the Advisor on Disabilities to the Office of the Prime Minister (OPM), and a group of representatives from disability organizations. Based on data collected from the consultative meetings, the team conducted a workshop on April 28, 2004 with all of the partners as well as additional resource organizations. From April 30 – May 13, 2004, the team had follow-up meetings with the ESC partners and debriefed USAID and the other donors. The Team Leader also conducted a two-and-a-half-hour gender integration training for Mission staff and provided some resources on gender integration for Mission use.

Accomplishments: Over the three-week period, the following was achieved:

- Individual meetings with each of the donors, the Electoral Commission of Namibia (ECN), the Electoral Support Consortium (ESC) partner organizations and secondary consortium partners prior to the workshop. Follow-up and debriefing meetings were also conducted with all of the same organizations after the workshop.
- All-day workshop on Gender Mainstreaming and Disability Sensitization for the ECN, the ESC and other organizations and individuals strategic to the CVE efforts
- As a result of the various meetings and workshop, some immediate synergies were realized (and others planned for the months ahead) between and among the ESC partners and other strategic organizations/individuals.
- Two-and-a-half-hour Gender Integration Training for 6 USAID staff.

Problems: The main challenges faced by the Team were problems with the ECN's interest/ability to better coordinate CVE activities, and the limited capacity of the NGOs to expand their activities. The capacity issue has been a problem since the end of apartheid 14 years ago; NGOs will train staff only to have the government steal them away for higher paying civil servant positions. An additional problem was the impending turnover of key donor staff from the Netherlands and Sweden, adding uncertainty to budget revisions necessary to implement some of the recommendations for gender mainstreaming and disability sensitivity within the CVE activities.

Lessons Learned:

- A knowledgeable and experienced **local consultant with the confidence of the Mission** can be critical in helping the outside team members understanding issues of local sensitivity and avoiding some cultural misunderstandings
- **Advanced scheduling of the first days' meetings** by the Mission contact person facilitates a quick start on the ground.

Trip Report
East Timor Gender Assessment
June 2004

Purpose: to provide a written analysis of the gender components of USAID/East Timor's program and give specific recommendations on greater integration of gender in the development of the Performance Management Plan.

Country: East Timor (Timor-Leste)

Dates: 24 May to 5 June 2004.

Team composition and responsibilities: Nancy Diamond, Team Leader, with responsibility for the entire assessment and completion of the report. She was assisted by two mission FSN staff, Angela Rodriguez and Maria Isabel Ximenes, who provided topical and local expertise, logistical assistance and interpreting services.

Brief statement about what the team did: The team conducted a series of group and individual interviews with mission staff, partners and other key informants. The latter included both sectoral and gender experts from government units, non-government organizations and donor agencies. Most interviews were held in Dili, the capital; one women's group representative was interviewed in Manututo town. These interviews were preceded by a review of relevant literature/documents available during the period of work.

Accomplishments: The Gender Assessment Report was completed in July 2004 and was well received by the Mission. To quote the email from the Mission upon receipt of the final report, "Thank you very much for the final report on gender assessment. Great job, congratulations."

Problems: No information

Lessons Learned: No information

V. Lambert
July 28, 2004

Trip Report: Gender Training for Conservation International Population and Environment Program (TDY 36)

Background and Purpose: Conservation International (CI) and its Population Environment (PE) Program sponsored a six-day workshop in the Philippines from June 15-20, 2004. The workshop brought together PE staff from four country programs: Madagascar, Philippines, Mexico and Cambodia to share lessons learned in integrated program implementation and monitoring, demonstrating success stories in the field and fostering cross-team collaboration and capacity building.

As part of this workshop, DevTech provided CI a gender training that *integrated gender training sessions into the workshop program* and introduced:

- the concepts of gender,
- the impact of gender factors on conservation and on population/reproductive health programs,
- how to integrate a gender perspective into programs; including a series of group exercises focused on country workplans.

Team composition and responsibilities:

Debbie Caro (Cultural Practice):	Lead Trainer
Jim McNicholas (DevTech Systems):	Trainer/Facilitator
Susan Paulson (Consultant to CP):	Material Preparation

In addition, Michal Avni (Technical Advisor for USAID's Population Leadership Program) joined Debbie Caro and Jim McNicholas as a third Trainer/Facilitator on site. Given the size and duration of the training (25 participants – 12 women and 13 men - over 4 days) the staffing level was appropriate. Additional facilitation and support services (logistics, material support, note-taking) were provided by the CI Headquarter and Philippines staff.

Activities

The Gender Training Team facilitated a series of group exercises and plenary discussion sessions in addition to presentations. Among the key sessions facilitated by the Gender Training Team include:

- Gender Beliefs Clarification Exercise (Vote with Your Feet)
- Introduction to Gender Analysis Framework (includes working a case study together in plenary)
- Application of Gender Analysis Framework to PE Country Programs (small group work facilitated by trainers)
- Gender and Environment Requirements of USAID/ADS Presentation
- Gender Integration PE Project Cycle (Country Program, small group work facilitated by trainers)
- Monitoring and Evaluation Presentation
- Wrap Up and Distribution of Certificates of Participation and Certificates of Appreciation

Accomplishments

As part of the training, the participants conducted a preliminary gender analysis of their own country workplans, and each country prepared a gender analysis matrix identifying gender constraints and appropriate responses. Based on this, each participant provided CI with a Commitment Sheet pledging concrete follow-up actions. Country Gender Analysis Matrices, Participant Evaluations of the workshop, and further details are available in the TDY 36 Workshop Report.

Problems

The primary constraint on trainers was the number of languages spoken by the various country programs represented. Informal interpretation of Spanish, French and Khmer was conducted by trainers and participants. The multiple languages and translations slowed progress and inhibited interaction. Nevertheless the group successfully communicated effectively.