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**WID TO I, SHORT-TERM TECHNICAL
ASSISTANCE & TRAINING
QUARTERLY REPORT**
Second Quarter, FY07
January - March, 2007

March, 2007

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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.

Background

A 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.

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.

Project Core Activities

The Project Core activities for the second quarter of FY07 (January – March 2007) 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

During the second quarter of FY07 DevTech analyzed its final sample of USAID procurement documents in the ongoing gender integration measurement task for reporting to Congress. A report on the findings from this sample was submitted to EGAT/WID. Next quarter, a report summarizing the findings of the entire gender integration measurement activity will be submitted.

A team of DevTech consultants compiled a gender assessment report and recommendations for a draft action plan for USAID/Colombia. This report will be finalized next quarter pending Mission approval.

DevTech also provided technical assistance to USAID/Jordan in the selection and recommendation of gender training materials for a training of Mission staff.

DevTech continues to refine and review gender training modules, which ultimately will be converted electronically into a CD-ROM or similar web-based tool.

A.2. Quarterly Task Report

I. Technical Assistance to EGAT/WID

Tasks Completed this Quarter:

1. Measuring Gender Integration

In response to a request from Congress for an audit of USAID efforts in integrating gender concerns in its programs, EGAT/WID designed a methodology for review and analysis of mission Country Strategic Plans (CSPs; sample includes those active in April 2005), and current USAID procurement solicitation documents. DevTech has implemented this methodology through a detailed process of document scoring and data analysis. Four samples were drawn at three-month intervals for the procurement document review. During this quarter, the fourth and final sample of procurement documents was drawn and analyzed, and a report on the findings from this phase issued. Next quarter a summary report of findings from the entire year will be submitted.

2. Gender-Based Violence Events Calendar

DevTech continues to compile a calendar of events related to gender-based violence on a monthly basis for reference and circulation by EGAT/WID. This quarter, calendar updates were submitted at the end of January, February and March.

Tasks Planned for Next Quarter:

1. Finalize report summarizing the results of the gender integration measurement in procurement documents task.
2. Continue compiling and updating gender-based violence events calendar.

2. Technical Assistance to Missions

Tasks Completed this Quarter:

1. USAID/Colombia

Last quarter a team of DevTech consultants traveled to Colombia to conduct a gender assessment for USAID/Colombia in preparation for their upcoming Operational Plan. This quarter the Gender Assessment report and recommendations for a draft action plan were submitted to the Mission and EGAT/WID. The report will be finalized next quarter, pending Mission approval.

2. USAID/Jordan

In response to a request for gender training materials for Mission activity managers and CTOs, DevTech selected appropriate activities from its Gender Training Modules (currently in development) for piloting in the field. Other AID-specific materials were also gathered and provided, along with guidance on possible usage, so that the requesting party could facilitate an interesting and appropriate training.

Tasks Planned for Next Quarter:

1. Finalize report and recommendations from USAID/Colombia gender assessment.
2. Continue to respond to Mission requests as needed.

3. Technical Assistance to Other USAID Operating Units

Tasks Completed this Quarter:

None to report at this time.

Tasks Planned for Next Quarter:

No active requests at this time.

4. Trainings and Workshops

Tasks Completed this Quarter:

1. Gender Training Modules

The modules and supporting materials have been organized into a user-friendly format for review by peer trainers. The review of the content of the modules to ensure compatibility with on-going reform in USAID programming processes is continuing.

Tasks Planned for Next Quarter:

1. Send gender training modules out for peer review.

5. Communications, Reporting and Dissemination

Tasks Completed this Quarter:

1. Submitted Quarterly Report (October - December, 2006) to EGAT/WID and the Development Experience Clearinghouse (DEC).
2. Submitted report "Measuring Gender Integration: Procurement Document Review" Phases Four, to EGAT/WID.
3. Submitted gender-based violence events calendars at end of January, February and March.
4. Submitted draft report on USAID/Colombia gender assessment to Mission and EGAT/WID for review.
5. Conferred with USAID on opportunities to integrate gender into potential/forthcoming agency initiatives on disabilities. Provided background materials to relevant IWID fellow for follow-up.

Tasks Planned for Next Quarter:

1. Issue Quarterly Report (January - March, 2007)
2. Finalize summary report on gender integration in procurement documents.
3. Submit gender-based violence events calendar at the end of each month.
4. Finalize gender assessment and recommendations for gender action plan for USAID/Colombia.
5. Continue the electronic adaptation of gender training modules.
6. Revise site structure for Gender Resources CD, according to revised agency objectives; integrate new functionalities (e.g. electronic indexing).

B. Significant Results

The completion of the procurement monitoring and the USAID/Colombia gender assessment report were the principal accomplishments of the quarter. In the absence of requests for services from USAID operating units, staff has focused on background reading and identifying resources in newly identified USAID priority areas.

C. Project Management

The recent hiatus in the demand for technical assistance from the field and reduction in staffing presents the opportunity to extend at no additional cost the period of performance of the task order.

D. Implementation Constraints

The continuing reorganization of USAID programming processes and budget shifts seem to have temporarily constrained Mission-based demand for task order services. A further potential constraint may be posed by the cost-sharing requirement by missions requesting technical assistance or training.