

Quarterly Progress Report FOR USAID VIETNAM

I. Name of Grant

- | | |
|-------------------------------|----------------------------------|
| 1. Name of Grantee: | Health Volunteers Overseas (HVO) |
| 2. Grant Number: | 492-G-00-98-00011-00 |
| 3. Title of Project: | Vietnam Rehabilitation Project |
| 4. Date of Report Submission: | 30 July, 2007 |
| 5. Reporting Period: | April 1- June 30, 2007 |

II. Goals, Objectives and Progress to date

1. Summarized table of achievements

Objective 1: Support the activities of the Disability Forum (DF), now established as a local NGO called IDEA (Inclusive Development Action)

Outputs/Activities	Indicator	Overall target	Quarterly target	Quarterly Achievement	Achievement to-date
<p>Disability Forum becomes an independent local organization</p>	<ul style="list-style-type: none"> - Legal status as a local NGO obtained - Bank account opened 	<p>To have legal status by early 2006</p>	<p>Raise the profile of IDEA as a new and legal NGO</p> <p>Refer to Disability Forum as the Information Network of IDEA</p>	<p>A vice executive officer is recruited to direct the operations of the NGO, while the acting director leaves her position for a three month consultancy as advisor for IDEA.</p> <p>VSO confirms its ongoing support to IDEA and offers the opportunity to request another volunteer in 2008-2009.</p> <p>JBIC (Japanese Bank of Cooperation) hires IDEA as a consultant for logistics for a workshop on universal design of accessible transportation, to be set up in July in Hanoi and HCM city</p> <p>IDEA staff continues to build network during meetings of DDC, NGO Resource Centre, etc</p>	<p>Recruitment completed</p> <p>VSO, IDEA and HVO staff have a round-the-table discussion in August to define future partnership</p> <p>Since IDEA is a legally established NGO, several NGOs contact IDEA for potential collaboration. Handicap International (French and Belgian section), MCNV and DPI Japan and Thailand express interest in collaborating with IDEA for implementing training courses and other activities.</p>

<p>Capacity-building for DF staff</p>	<p>Staff of the DF will work independently with minimum supervision from HVO</p>	<p>- 2 DF staff members will continue to be employed by the new NGO - Senior staff manage the new NGO smoothly</p>	<p>Provide support in organizational development and strategic planning to the new local NGO-- identifying Vision/ Mission/ Main Activities</p> <p>Strengthen the capacity of IDEA staff in grants research</p>	<p>Vice executive officer follows a full week course on Organization Assessment and development in Hanoi</p> <p>The administrative officer and the Vice Executive Officer receive English language training.</p> <p>An international consultant is hired to provide technical assistance, consulting and training on grants research for staff of IDEA.</p> <p>On May 15-16 a group of six people involved in proposal development for IDEA receives training on proposal writing as part of the above mentioned consultancy contract on grants research.</p> <p>Strategic planning for DF (see below, under national meetings)</p> <p>One IDEA staff receives a scholarship for studies in Australia; hence the recruitment of a new program officer is launched. Due to limited English skills of the current vice EO, IDEA will also employ a translator cum administrative assistant.</p> <p>HVO project director functions as advisor and provides on the job training for the vice executive officer</p>	<p>On target.</p> <p>Planning for second level of language courses to be taught by a native English speaker, once the basic level training is completed (July 2007).</p> <p>Grants research consultancy completed</p> <p>One volunteer, one board member, three IDEA staff and one HVO staff participate in the proposal writing course</p> <p>Interviews to complete the open positions at IDEA take place; selected staff will be employed in Q.3.</p>
---------------------------------------	--	---	---	--	--

Management & administrative training	<ul style="list-style-type: none"> - All trainees learn management concepts - 75% of trainees rate courses as useful - Increased number of trained SHG leaders 	<ul style="list-style-type: none"> - 5 boards of provincial groups are trained after legal status obtained - 2-3 trainers in-house - 100 board members manage associations competently 	Continue the series of provincial training events.	An introductory training to setting up a web log is organized in IDEA office.	<p>On target.</p> <p>Eight participants join in training</p> <p>IDEA prepares a training on fundraising for August</p>
Organize national meetings on relevant topics related to disabilities issues	<ul style="list-style-type: none"> - Increased participation of PWDs in choosing topics & organizing tasks - All DF members understand development & legislation issues 	<ul style="list-style-type: none"> - Six conferences & meetings with 300 participants - At least 4 workshops/ conferences organized by provincial SHGs 	Prepare for one national meeting in the second quarter of 2007	<p>The Plenary meeting of the DF is held at IDEA premises on April 5.</p> <p>A national conference on Inclusive Development is held on June 12 and 13 in Hanoi with representatives from INGOs, DPOs, and other stakeholders from all over the nation. The strategic planning for the Disability Forum for the coming three years is discussed with the participants.</p>	<p>On target.</p> <p>50 participants in the plenary meeting</p> <p>100 participants join in the national conference</p> <p>35 stakeholders join in the strategic planning discussion</p>
Distribution of Monthly Updates and other publications	<ul style="list-style-type: none"> - Monthly Updates are e-mailed, mailed, & posted to website - Increase to 700 e-mail subscribers 	<ul style="list-style-type: none"> - 12 Monthly Updates - 700 subscribers - 1,000 manuals for self-help groups & other barrier-free environment materials distributed 	<p>Distribute MUs monthly.</p> <p>Gather international and local news of interest.</p> <p>Complete editing for UNESCAP book</p>	<p>The MU editing and distribution routinely occurred.</p> <p>The first and second modules of the UNESCAP manual are edited for the first time.</p>	<p>On target.</p> <p>The first draft of the manual with full lay out will be ready by the end of August</p>

<p>Expanded activities of DF and enhanced status</p>	<p>Increased membership</p>	<p>- Updated directories of local and foreign organizations</p>	<p>Measure impact of DF through final evaluation Plan additional activities with relevant organizations and potential long-term partners</p>	<p>Swiss Contact invites IDEA to provide training for their staff on vocational training and employment for PWD. GTZ staff receives training from IDEA staff about the UN convention and the circular on Disability A team of consultants (national and international) prepares and implements the final evaluation of the DF. Three training sessions on disability issues (accessibility in schools, mental and Intellectual disability, inclusive education) are provided according to plan, in the project with Blue Dragon Children's Foundation</p>	<p>On target IDEA staff provides three days of training to 30 Swiss Contact staff IDEA staff provides 1.5 days of training to 40 GTZ staff Evaluation completed: the final report is forthcoming in July Training for Blue Dragon reaches different groups of beneficiaries: educators, teachers and parents of children with disabilities.</p>
<p>Other training courses/events as required</p>	<p>One per quarter</p>	<p>One training or other event per quarter</p>	<p>Increase the visibility of people with disabilities in public events</p>	<p>IDEA launches an essay and poem competition about the life of Women with Disabilities, within the project of UNV AmCham donates two computer screens to IDEA.</p>	<p>Competition completed: its launch received good media coverage Training and other events organized on a regular basis.</p>

Objective 2: Support VIETCOT students in the one-year orthotics specialty course

All activities in support of this Objective have been completed.

Objective 3: Strengthen university linkages

Outputs/Activities	Indicator	Overall target	Quarterly target	Quarterly Achievement	Achievement to-date
Provide advanced training for nurses at Hue Medical College	All nursing staff attend & develop teaching skills in theory & research	On-going professional contact among nurses	None	N/A	Completed
Conduct 2-3 workshops on nursing issues	Nursing skills & techniques are improved	100 nurses & others, students receive Temple University training	No further visits planned	N/A	Completed
Donate manikin, teaching aids to skills labs	Donation improves quality of learning	Improve inventory in new skills labs	Review equipment requests	The Hue College of Medicine and Pharmacy and Thanh Hoa University received, respectively, a pediatric manikin and an IV arm for their medical training	On target

Objective 4: Develop professional capacities of nurses, PTs & physicians

All activities in support of this Objective have been completed.

Objective 5: Improve quality of care & management at Danang Rehab Center through PSBH

Outputs/Activities	Indicator	Overall target	Quarterly target	Quarterly Achievement	Achievement to-date
Improve diagnostic evaluation for CP & CVA patients	Better classification of CP patients	All MDs are able to accurately diagnose CP patients for type	No further interventions planned	N/A	Completed

Standardize MIS for patient records	Computerized record management system established	- All patient history & visits computerized - All patients receive ID cards	System fully functional, records computerized	N/A	Completed
Implement individual problem-solving activities	- All PoAs implemented & sustained - All staff understand & use problem-solving skill in their work	- All PoAs sustained - 30 staff of DRC & Hospital C become problem-solvers - DRC designated Problem-solving Hospital - 2-3 developed facilitators	No further interventions planned	N/A	Completed
Content experts visit 4 times per year or as needed	Positive response from staff reflected in assessment surveys	All teams improve technical skills in patient care	No further visits planned	N/A	Completed
Monthly monitoring of activities	Monthly progress reports are sent	Effective monitoring procedure	System in place	HVO launches the search for a consultant.	A consultant will write a report on the lessons learned from this PSBH project.

2. Summary of progress taken

All positions in the IDEA team were filled with the appointment of Nguyen Hong Oanh as the Vice Executive Officer. For several years she has been actively involved in the arena of disabled people in Vietnam. Shortly after her arrival, IDEA needed to recruit a new project manager since Le Hai Anh received a scholarship for overseas studies. At the same time, IDEA launched the recruitment for a translator cum administrative assistant. Six influential people have now agreed to sit on IDEA's management board, and a board meeting was held in June.

The final evaluation of the Disability Forum was implemented during this quarter; it was an undertaking shared between a Vietnamese and a foreign consultant who traveled nationwide to gather feedback from all stakeholders. The final report is forthcoming in July. Another consultancy resulted in the development of five proposals and a training on proposal writing, with the development of a proposal template specific for IDEA.

A different consultant has been contracted to record the lessons learned in the area of Quality Assurance in the Danang Rehabilitation Centre and Hospital C. This work will be realized in July and August 2007.

Finally, with the hiring of the Vice Executive Officer, Vu Thi Binh Minh, the acting director, left her position and stepped in for a three month consultancy as advisor for IDEA.

During this quarter the team's investment in fundraising was high and the outcome positive: IDEA successfully applied for grants from the World Bank and the British Embassy, to be used for the development of business skills training for women with disabilities. Additionally, SIDA agreed to support IDEA for a project on environmental changes. IDEA is currently awaiting the response from USAID on their RFA proposal that was written and submitted in collaboration with VNAH. Unfortunately, none of the three proposals submitted to the World Bank, under the Innovation Day 2007 call, were held for the second round of reviews.

The collaborations with Swiss Contact and GTZ resulted in two more training sessions organized by the IDEA staff. During the second quarter, IDEA was contacted for new partnerships with JBIC (Japanese Bank for International Cooperation) as well; in July, the assistance of IDEA is required for the organization of their workshops in Hanoi and Ho Chi Minh City on the universal design of accessible transportation. MCNV and the French, as well as the Belgian, sections of the NGO Handicap International have expressed interest in future partnership. Australia Business Volunteers and IDEA have launched a discussion for the placement of a volunteer in support of the IDEA projects. DPI Japan and Thailand have both expressed interest in collaborating with IDEA for implementing training courses and other activities. IDEA is highly aware that the fact of being fully legally established is a fundamental asset for potential future funding and partnerships. Simultaneous with the negotiations of new alliances, IDEA completed the actions under the Innovation Day (2006), UNV and AmCham funding. In addition, VSO has confirmed its ongoing support to IDEA and offers the opportunity to request another volunteer in 2008-2009.

The modules of the UNESCAP manual have been translated and the team is studying the appointment of final editors and illustrators. The printing is planned for the third quarter.

Regular activities such as the publication of the Monthly Update for the Self Help Groups and the organization of the Plenary Meeting were accomplished. The Plenary Meeting for June was integrated in the national workshop on Inclusive Development which took place on June 12 and 13. Among the participants were representatives from INGOs, DPOs, and other stakeholders from all over the nation. Strategic planning for the Disability Forum for the coming three years was discussed and agreed upon amongst the participants.

HVO Executive Director Nancy Kelly and Project Manager Linda James paid a final visit to Vietnam, to meet with collaborating partners throughout the country, explain that the grant project was closing down, and assess what final activities remained.

3. Impact

An increasing number of national and international organizations find their way to IDEA and want to discuss future areas of collaboration. The demands are currently higher than what IDEA can handle. However, talks are set for the future, which may result in the financial sustainability for the local NGO. IDEA is considered a valuable representative structure for people with disabilities and hence is invited to events such as national meetings on traffic accessibility, the creation of a National Disabled People's Organization, as well as congresses organized by local groups of people with disabilities.

Thanks to the national workshop in June, Mr. Somchai Rungslip, from APCD (Asia Pacific Development Center on Disability) had the opportunity to meet firsthand with the disabled people in Vietnam. Until then, he was unaware of the situation at the grassroots level. He was very grateful to HVO and IDEA for this unique opportunity.

Due to lobbying by international organizations, the Irish Embassy has specifically employed a data entry clerk with a disability. HVO believes this is the first disabled person to be employed by an embassy in Hanoi.

4. Constraints

The current period did not allow IDEA to implement all agreed activities in a timely fashion, for a variety of reasons. HVO and IDEA have requested and received an extension of three months for the implementation of their final activities.

5. Issues or upcoming events for which you would like USAID's support

No specific assistance is needed at this time.

III. Expenditures

Submitted separately.

IV. Plan of Action for the next quarter

HVO will implement all remaining activities during the Third Quarter, which is the final quarter under its current agreement with USAID.

Further action will be taken to reinforce the sustainability of IDEA. The needs for additional training for the staff and board members will be identified and the grants research is ongoing.

HVO will also assess the need for replacement or upgrading of equipment for correct functioning of the offices of IDEA and other HVO partners.

V. Data collection

National conference on Inclusive Development: 100 participants

DF strategic planning: 35 stakeholders

Plenary meeting April: 40 participants

Proposal writing course (internal): 6 participants

Training on web log: 8 participants

Swiss Contact training: 30 participants

GTZ training: 40 participants

Innovation Day (2006) project: three training sessions with respectively 16, 18 and 8 participants

ACRONYMS:

APCD:	Asia-Pacific Development Center on Disabilities
AmCham:	American Chamber of Commerce
CP:	Cerebral Palsy
CVA:	Cerebral Vascular Accident
DF:	Disability Forum
DRC:	Danang Rehabilitation Center
EIDHR:	European Initiative for Democracy and Human Rights
IDEA:	Inclusive Development Action
ISPO:	International Society for Prosthetics & Orthotics
JICA:	Japan International Cooperation Agency
MCNV:	Medical Committee of Netherlands, Vietnam
MOH:	Ministry of Health
MOLISA:	Ministry of Labor, Invalids, and Social Affairs
MU:	Monthly Update
NCCD:	National Coordinating Committee for Disabilities
NLR:	Netherlands Leprosy Relief
PCM:	Project Cycle Management.
PSBH:	Problem Solving for Better Hospitals
PSBN:	Problem Solving for Better Nursing
PWD:	People with Disabilities
TAG:	HVO's Technical Advisory Group
UNIFEM:	United Nations Development Fund for Women
VABED:	Vietnamese Association of Business Enterprises of Persons with Disabilities
VFST:	Vietnam Foundation for Science and Technology
VIETCOT:	Vietnamese Training Centre for Orthopaedic Technologists
VINAREHA:	Vietnam Rehabilitation Association
VNA:	Vietnam Nurses' Association
VNAH:	Vietnam Assistance for the Handicapped
VVAF:	Vietnam Veterans of America Foundation