



**United States Agency for International Development
Bureau of Democracy, Conflict and Humanitarian Assistance
Office of Food for Peace**

Fiscal Year 2010 Annual Results Report

**Title II
PROSHAR - ACDI/VOCA**

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List of Acronyms

CA	Cooperative Agreement
FFP	Office of Food for Peace
GoB	Government of Bangladesh
IPTT	Indicator Performance Tracking Table
M&E	Monitoring and Evaluation
MoFDM	Ministry of Food and Disaster Management
MYAP	Multi-Year Assistance Program
NGO	Non-Governmental Organization
PCI	Project Concern International
PREP	Pipeline and Resource Estimate Proposal
PROSHAR	Program for Strengthening Household Access to Resources
SO	Strategic Objective
USAID	US Agency for International Development

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1. Introduction: Annual Food Aid Program Results

ACDI/VOCA was awarded a five-year Multi-Year Assistance Program (MYAP) on May 24, 2010 to be implemented in the Khulna Division of Bangladesh. ACDI/VOCA received its NGO registration on June 3, 2010 which legally allowed it to operate the organization as a non-profit organization (NGO) in Bangladesh. As ACDI/VOCA was not currently present in country, and the PROSHAR MYAP was a new program in Bangladesh for the organization, ACDI/VOCA began start-up activities such as identifying and hiring all new staff, procuring all equipment, and opening a local bank account among other things to lay the foundation for a successful program.

The timing of the Host Country Agreement (and subsequent ability to open up a bank account in Bangladesh which allowed for staffing, procurement, etc.) as well as understanding the paperwork and regulatory issues in-country has required adjusting timelines. Furthermore, ACDI/VOCA has had to adjust its expectation that we would be able to hire in-country professionals with Title II experience and strong knowledge of USAID regulations. This has increased the need for an additional expat to provide senior level management and administrative skills especially in areas of developing Scopes of Work, Contracts, and Reports to meet program needs, and donor expectations. This has also meant that PROSHAR has had to add more time to develop basic training manuals, and provide more mentoring and training to staff. Even with these challenges, however, ACDI/VOCA has made considerable progress against its implementation plan.

In early July, key personnel were hired and in place, a Dhaka-based office was leased and a Khulna-based office was identified. Both offices are now open and procurement of furniture, equipment and other services to support staff and operations is well underway. Additional technical and support staff, including the Disaster Manager and Response Team Leader, were also identified and approximately 35 new team members will be in place by November.

The June call forward was made for monetization and distribution commodities. By August, the Host Country Agreement between the Government of Bangladesh's Ministry of Food and Disaster Management (GoB MoFDM) and ACDI/VOCA was finalized. Commodity management efforts were also initiated including tenders for surveyor services and a clearing agent/inland transportation service. Commodity staff training is scheduled for November, 2010.

Work on assessments, household surveys, and preparing for the monitoring and evaluation baseline work, including the drafting of a scope of work, all moved forward as scheduled in the Detailed Implementation Plan during the months of August and September.

The Cooperative Agreement (CA) included Program Specific Recommendations and Comments which ACDI/VOCA is addressing. Foremost, the Office of Food for Peace (FFP) requested that ACDI/VOCA participate in a Monitoring and Evaluation (M&E) workshop during which time the results framework and indicator performance tracking table (IPTT) would be revised. PROSHAR staff attended this workshop and prepared a revised framework and IPTT and drafted plans for the baseline survey. After the August workshop, PROSHAR staff proceeded to assess its target areas and begin preparations for data collection, after which it will carry out the baseline survey.

ACDI/VOCA has spent considerable effort establishing relationships with key government entities, other Cooperating Sponsors, local NGOs and private sector firms. These relationship building activities have been conducted in both Dhaka and in Khulna Division. In September, ACDI/VOCA hosted an event to provide an opportunity for MoFDM and other GOB officials to get to know ACDI/VOCA's core mission, approach and methodology better. The event was timed to be concurrent with the arrival of the USAID Title II monetization commodity to further recognize the critical partnership between USG and GoB food security investments in Bangladesh. ACDI/VOCA is now represented on several working groups in Dhaka, including Disaster Management, Nutrition, and Water and Sanitation.

PROSHAR is completing due diligence of illustrative partners for implementation roles for technical and community-based field work. Field operations including final selection, Mission vetting and issuance of sub-awards will begin in January 2011 timed with the anticipated receipt of monetization proceeds.

On July 13, 2010, ACDI/VOCA received a letter from the USAID Mission outlining its concerns with ACDI/VOCA's ability to aggressively implement due to the lack of progress made by its subrecipient, Project Concern International (PCI), with registration. On August 1, 2011, ACDI/VOCA submitted its PREP for the second implementation year in order to allow for adequate review and approval time by USAID/FFP for an October call forward following discussions with the Agreement Officer Technical Representative. At the time, ACDI/VOCA designed the PREP to ensure program implementation could proceed in the second year given that its subrecipient, PCI, was not registered, assuming overall responsibility for in-country activities under Strategic Objective (SO) 2, Health and Nutrition for Women and Children, with the exception of some training. On August 8, 2010, PCI became registered and ACDI/VOCA requested that it be allowed to resubmit the PREP with a revised strategy based on this change, which FFP approved. This PREP was subsequently designed to describe activities in the second implementation year based on ACDI/VOCA's assuming leadership for activities under SO2, as well as leadership of SO3, Disaster Risk Reduction, with PCI continuing its responsibilities for implementation under the two objectives. ACDI/VOCA is currently responding to FFP's Issues letter for the revised PREP.

Lessons Learned

The United States government through the US Agency for International Development (USAID) has a long and rich history of providing substantial assistance to Bangladesh to improve food security through food aid. PROSHAR is deeply indebted to the generous support and deep sharing of technical best practices, and lessons learned from two organizations with previous experience implementing Title II Programs in-country, CARE and Save the Children USA. Their assistance was especially helpful during the negotiation of the Host Country Agreement phase with the Government of Bangladesh when ACDI/VOCA was trying to quickly maneuver a myriad of customs and norms that were unique and new within tight deadlines and negotiations.

The seasoned and experienced Title II professionals of CARE and Save the Children USA were able to identify for ACDI/VOCA's attention the need for clear reference to VAT and import tax waiver clauses as well as clearly defined roles and responsibilities for each party to ensure coordination, communication and collaboration between various stakeholders in the implementation of the USG funded programs. Those clauses were incorporated into ACDI/VOCA's Host Country Agreement with the Government of Bangladesh, and its line-ministry - Ministry of Food and Disaster Management. This document was formally signed on August 3, 2010 in the presence of Ministry of Food and Disaster Management officials, USAID Mission representatives, and Save the Children, USA Title II professionals. As a result of this firm foundation of informational and technical support, PROSHAR has had a very seamless call forward concurrence process, and importation paperwork clearance for its Title II monetization commodities which arrived at the Port of Chittagong in September.

With the continuous support from USAID Bangladesh and the generous technical assistance from CARE and Save the Children, ACDI/VOCA will be able to more effectively and efficiency operationalize PROSHAR, especially in areas of commodity management, and risk reduction and mitigation. The lessons learned from this start-up activity is the recognition of the importance of early and close collaboration, communications and coordination with the Government of Bangladesh, USAID, and the other Title II MYAP implementing partners for long-term inclusion and success.

Attachments

- A. Indicator Performance Tracking Table
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