

**FAMILY PLANNING MANAGEMENT
DEVELOPMENT (FPMD)
1997 WORKPLAN**

SEPTEMBER 1996

Family Planning Management Development (FPMD) Project
Project Number: 936-3055
Cooperative Agreement No.: CCP-3055-A-00-5000-00
Office of Population

Management Sciences for Health
400 Centre Street
Newton, MA 02158

Highlights of FPMD 1996

As part of its efforts to create a flexible project structure and to encourage effective and innovative project management, FPMD initiated a series of project-wide activities during 1996. Some of these innovations include collaboration with other organizations, south-to-south collaboration, leveraging other resources, and technical leadership and research.

Since the initial Technical Advisory Group (TAG) meeting held in January 1996, FPMD staff have worked with individual members of the TAG. The Publications and Communications (PC) Unit staff consulted periodically with I. J. Gujral, an Avicenna representative, about development of electronic publications and materials. As a result of TAG member Maurice Middleberg's presentation to FPMD, the Latin America and Caribbean Unit (LAC) began exploring possibilities for collaboration with CARE/Peru and the PC Unit initiated contact with CARE to obtain their mailing list for distribution of FPMD materials. The FPMD ANE Unit met with Tom Merrick at the World Bank. Mark Laskin, from IPPF/London, visited FPMD offices in Boston with the new IPPF Secretary General for further orientation to the project. Two Sloan School faculty members attended the FPMD launch workshop and one faculty member, Barbara Bund, returned to give a one-day presentation on marketing to FPMD staff.

Satellife, FPMD's technology partner, installed a micro-network in Mali for use by FRAC members, initially for the planning of the 1996 FRAC meeting. Satellife and FPMD also made an initial visit to PROCOSI, an umbrella network of reproductive health and development organizations, in Bolivia. With Satellife's help, FPMD continues to develop the *Electronic Resource Center* (ERC) and experiment with new communications technologies by hosting electronic conferences on sustainability and community management of health programs.

Publication of the Arabic edition of the *Family Planning Manager's Handbook* (available January 1997) offered the PC Unit the opportunity to collaborate with IPPF/Arab World Region and Pathfinder International. This effort included, at the request of the regional committee overseeing the activity, development of a new chapter on evaluation, produced with Technical Unit input. The PC Unit is also collaborating with IPPF/Arab World on an Arabic/English/French edition of the *Pocket Glossary* (available December 1996). This collaboration also involves cost-sharing between the organizations involved.

FPMD also took advantage of every opportunity to work with other CAs during the past year. Cost sharing is an important part of this collaboration as well. These efforts began with an FPMD-sponsored meeting in Washington, D.C., in December 1995, with the service delivery CAs to discuss possible areas for collaboration in the new FPMD project. A few examples of this type of field-level collaboration with CAs as well as South-to-South interactions include FPMD's work with ICDDR,B (Bangladesh), URC (Bangladesh), IPPF (all regions, but particularly Africa), Population Council (MEXFAM, Situation Analysis in Africa), Futures Group (Turkey), participation on the MAQ Steering Committee (Management and Supervision Group), on the Reproductive Health Working Group, on the Sustainability Index Taskforce and on the Reproductive Health Materials Working Group.

To maximize scarce resources, FPMD staff have actively sought other areas in which costs can be shared or complementary activities undertaken. For instance, as part of its cost-recovery efforts, the PC Unit began charging subscribers in the U.S. and Western Europe for FPMD publications and can now accept credit card orders. Other donors financed Technical Unit staff's participation in conferences in Ecuador, Tunis and Pakistan as well as regional work in Morocco, Guatemala, and Turkey during 1996.

Since the launch workshop, FPMD has worked in inter-organizational clusters to identify specific research areas and tools to be developed during the project. After participation in and presentation at the results orientation workshop sponsored by the EVALUATION Project in July 1996, FPMD held workshops to train all project staff in the new USAID strategic objectives/results framework. This training assisted in

encouraging the use of results-oriented “thinking” and language in the development of this workplan as well as in all project documentation.

Overview of FPMD 1997 Workplan

During 1997, FPMD will continue its efforts in the above noted areas of project management innovation, building on the bases created last year.

Collaboration with other organizations:

FPMD will continue to work in close collaboration with other organizations including the members of its Technical Advisory Group, the Sloan School of Management at Massachusetts Institute of Technology, SatelLife, and other CAs. In 1997, as a result of ongoing dialogue with I. J. Gujral of the TAG, Avicenna will be an FPMD contractor for development of electronic products. FPMD and IPPF are still exploring areas of mutual interest in several regions and countries, particularly in Africa. These efforts to work collaboratively and to utilize the expertise of individual TAG members will continue.

The LAC unit and SatelLife staff are currently in the process of installing a HealthNet node and developing a micro-network for PROCOSI in Bolivia. During 1997, ANE and SatelLife will work together to establish a HealthNet node in Nepal and create a micro-network for use by NGOCC HealthNet subscribers. The PC Unit and SatelLife are in the final stages of preparing the FPM Electronic Resource Center and will be evaluating its use over the next year. Five electronic conferences, to be planned and moderated by the Technical Unit with training and assistance from SatelLife, are planned for the coming year in general support of topics of interest to the broader FPMD project.

During the next year, the PC Unit hopes to work with UNFPA in Brazil and others to produce a Portuguese edition of the Handbook and the IPPF/Africa Regional Office (and perhaps Pathfinder) on a Swahili edition of the Handbook.

We anticipate that the other collaborative initiatives begun with the other CAs during 1996 will continue during the coming year and that new areas of collaboration will open up in. This coordination will continue to take place through meetings in Washington D.C. and on site in each country.

South-to-South Activities

FPMD expects to continue encouraging South-to-South exchange so that increasingly, individuals working with successful programs in one developing country will provide technical assistance to colleagues in client organizations in other developing countries. In Morocco, as part of sustainability plans, ANE and consultants from MSH's management training program will work together with the National Training Center for Reproductive Health (NTRH) and the National Institute for Health Administration so that the NTRH can meet regional training needs in reproductive health service delivery. In Latin America, PROFAMILIA consultants will continue their technical assistance to ASHONPLAFA, the IPPF affiliate in Honduras. In Africa, FPMD will work with IPPF family planning associations (FPA) to develop their capacity to provide assistance to each other, resulting in improved local and regional capacity to support sustainable FPAs.

The PC Unit will continue its efforts to encourage the publication and dissemination of foreign language editions of the *Family Planning Manager*. Once launched, the ERC will facilitate electronic communication between users in many developing countries. The Technical Unit is launching a monograph series on lessons learned in various management topics from FPMD's experience of more than a decade. These publications will be shared with, among others, the leading national and regional management

institutions which are well placed to use the lessons in their ongoing consultations and technical assistance activities.

Leveraging donor resources

Other donors or CAs will be sharing the costs of publishing the Portuguese and Swahili versions of the *Family Planning Manager's Handbook* and an Arabic/English/French edition of the *Pocket Glossary*. During 1997, a long-term strategy for cost-sharing and selling publications to U.S. organizations will be developed. In Brazil, UNFPA will support FPMD's work in management training for the Secretariat of Health in Ceará and Bahia. Efforts such as these will continue in the coming year to foster other leveraging and cost sharing activities.

Technical Leadership and Research Agenda

In 1997, FPMD will begin to collect, develop and test generic tools, guidelines, or protocols. These tools will be designed to address common management issues and needs identified by public and private family planning service providers in areas of quality improvement, clinic management, financial management, use of information for decision-making, and performance management. The Technical Unit will also be experimenting with electronic communications technologies to lead conferences and stimulate discussion on these topics and others related to family planning management.

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Africa Unit

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|--|---|-------------------------|--------------------------|
| FRAC Micro Network AFRFR \$214,978 | <p>Sub Result: An active and functional micro network of FRAC members, that interacts through affordable electronic networking and conferencing technology to address family planning and reproductive health programs matters in between the annual FRAC meetings</p> <ul style="list-style-type: none"> ▶ Finalize Program for FRAC IX meeting (October 1996) ▶ Follow-up visit to Mali FRAC network (October 1996) ▶ Facilitate FRAC IX meeting and present FRAC micro network (November 1996) | C Nagy T Thompson S Vriesendorp K Gallivan A Fraser L McCullough P Temples C Nagy T Thompson Moussa Fall S Vriesendorp C Nagy T Thompson A Fraser M Fall SatelLife Info. Consultant R Riccio | 15hrs/wk - December '96 55 days 3 days LOE 3 days LOE 3 days LOE 3 days LOE 3 days LOE (included above) (included above) 10 days; RT Dak.-Bam.; 10 days per diem 17 days; RT Bos -Bam; 15 days per diem 25 days; RT Paris-Bam; 22 days per diem 25 days RT Bos-Bam; 22 days per diem 25 days; RT Bos-Bam 22 days per diem 20 days; RT Dak-Bam 17 days per diem 17 days; RT Bos-Bam 15 days per diem 2 days LOE | 4 2 | 1.1 1.2 1.3 1.4 |
| FRAC Micro Network (cont'd) | <ul style="list-style-type: none"> ▶ Moussa Fall to travel to Burkina Faso, Senegal, Cameroon to connect and train FRAC members who attended FRAC IX (January 1997) | Moussa Fall | 20 days LOE; RT Dak-Ouaga.; RT Dak-Yaounde; 17 days per diem | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|---|-------------------------|--------------------------|
| | <ul style="list-style-type: none"> ▶ SatelLife Info. Consultant to travel to Madagascar to identify information needs and train connected FRAC members on the use and access of FPMD and HealthNet information resources available through the electronic network. | SatelLife Info. Consultant T Thompson (in collaboration with SHS 10 days LOE) | 10 days LOE; RT Bos-Tana; 10 days per diem RT Bos-Tana.; 10 days per diem | | |
| FRAC Micro Network (cont'd) | <ul style="list-style-type: none"> ▶ Develop selection criteria to determine in which FRAC countries are the most appropriate candidates for establishment of a HealthNet node. Explore contacts in countries where the HealthNet node will be established. ▶ Moderation of FRAC electronic conference: including research and selection of topics; development of content, translation, etc... | SatelLife Staff Member J Miller K Austin S Vriesendorp T Thompson T Thompson | 2 days LOE in collaboration with Pubs. in collaboration with Pubs 2 days LOE (included above) (LOE included above) | | |
| IPPF Africa Region AFRIP \$206,622 | <p>Sub Result: At FPA level: Sustainable FPAs and self reliant in addressing reproductive health priorities.</p> <p>Sub Result: At Regional Level: Strong technical capacity to support sustainable FPA operations</p> <ul style="list-style-type: none"> ▶ Develop selection criteria for participating FPAs (Oct. '96) ▶ Undertake selection process of FPAs (Nov-Dec '96) ▶ Prepare needs assessments tools in collaboration with FPMD Tech. Unit staff (Oct. '96 -Jan '97) | B Tobin B Tobin B Tobin B Tobin SC Huber G Rosenthal Tech. Unit staff TBD | 90 days (LOE included above) (LOE included above) (LOE included above) in Tech. Unit Budget in Tech. Unit Budget in Tech. Unit Budget | 1 4 3 | 1.1 1.2 1.3 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|--|--|-------------------------|-----------------|
| IPPF Africa Region (cont'd) | <ul style="list-style-type: none"> <li data-bbox="407 199 919 261">▶ Implement Needs Assessments in selected countries (Jan-March 97) <li data-bbox="407 557 919 586">▶ Develop MDPs with selected FPAs | <ul style="list-style-type: none"> <li data-bbox="945 199 1253 228">B Tobin <li data-bbox="945 290 1253 319">Paul Fishstein <li data-bbox="945 381 1253 410">Paul Fishstein <li data-bbox="945 557 1253 586">B Tobin <li data-bbox="945 647 1253 677">Paul Fishstein <li data-bbox="945 771 1253 800">Sallie Craig Huber | <ul style="list-style-type: none"> <li data-bbox="1278 199 1587 505">OE included above; 3 trips (5 days per country) 15 days per diem 10 days LOE; 1 RT Bos\Nairobi: 10 days per diem 10 days LOE; 10 days per diem; 1 RT US-Nairobi/other country in region <li data-bbox="1278 557 1587 800">LOE Included above; 3 trips (5 days per country) 15 days per diem 10 days per diem; 10 days LOE; 1 RT Bos-Nairobi(or other country in region) 1 days LOE | | |
| IPPF Africa Region (cont'd) | <ul style="list-style-type: none"> <li data-bbox="407 854 919 976">▶ Develop classification grid, baseline information; and evaluation indicators (Nov 96-Jan 97) <li data-bbox="407 1243 919 1487">▶ Technical Assistance to selected FPAs and the Regional Secretariat in are TBD after needs assessment; possible Volunteer Development, Supervision, Financial Mgmt, Strategic Planning etc. (April 97-Sept 97) | <ul style="list-style-type: none"> <li data-bbox="945 854 1253 915">B Tobin Gerry Rosenthal <li data-bbox="945 977 1253 1071">Tech. Unit or MSH staff: SC Huber G Rosenthal <li data-bbox="945 1243 1253 1273">B Tobin <li data-bbox="945 1399 1253 1461">Tech. Unit or MSH staff (3) | <ul style="list-style-type: none"> <li data-bbox="1278 854 1587 915">(LOE included above) 5 days LOE <li data-bbox="1278 1010 1587 1071">both covered by Tech Unit budget FY 97 <li data-bbox="1278 1133 1587 1227">Workshop in Nairobi (cost to be estimated at this point in time) <li data-bbox="1278 1243 1587 1338">(LOE included above) 20 days per diem; 2 RT regional <li data-bbox="1278 1399 1587 1487">33 days LOE (total); 3 RT Bos-Nairobi, 30 days per diem | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|--|--|-------------------------|-----------------|
| ZNFPC Strategic planning and Management Zimbabwe ZIMSP \$206,663 | <p>Sub Result: A national strategic plan for the Zimbabwe FP program to direct program implementation and development.</p> <ul style="list-style-type: none"> ▶ External assessment in preparation for strategic planning | B Tobin Marvelous Mhloyi B Tobin | 50 days LOE MOU/Contract (LOE included above) ; 4 RTs Nairobi-Harare; 15 days per diem | 1 2 | 1.2 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--|---|-------------------------|-----------------|
| ZNFPC Strategic planning and Management Zimbabwe (cont'd) | <ul style="list-style-type: none"> ▶ Data analysis for internal and external assessment formatted into strategic questions ▶ Work with Consultants on data analysis process and attend Information Conference from October 15-17 ▶ Assessment report finalized and presented to ZNFPC and FPMD for approval. Situation Analysis (SA) results included in report. ▶ Strategic Planning Workshop and Pop. Council SA Data Interpretation Workshop and (late October - early November 1996) | <p>Marvelous Mhloyi Raval Marindo</p> <p>B Tobin</p> <p>Marvelous Mhloyi Raval Marindo</p> <p>B Tobin</p> <p>SC Huber Marvelous Mhloyi</p> <p>B Tobin</p> <p>SC Huber</p> <p>S Vriesendorp</p> | <p>(Part of external assess. MOU/Contract listed above)</p> <p>(LOE included above); RT Nairobi - Harare; 5 days per diem (Part of external assess. MOU/Contract listed above)</p> <p>(LOE (included above); RT Nairobi\Harare 5 days per diem 3 days LOE MOU/Contract</p> <p>(LOE included above), 1RT Nairobi/Harare, 10 per diem 10 days LOE, 1RT Boston/Harare, 10 per diem 15 days LOE, one way Boston/Harare/BKO 10 days per diem</p> | | |
| ZNFPC Strategic planning and Management Zimbabwe (cont'd) | | <p>Maggie Makanza</p> <p>B Newbrander (Fin. Sustainability)</p> | <p>Per MOU/Contract</p> <p>15 days LOE, Two RT Boston/Harare, 10 per diem(in cost sharing with HF.)</p> <p>Workshop costs (number of people; estimated costs involved)</p> | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|--|---|---|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Components finalized and consolidated into strategic plan for approval | B Tobin SC Huber Marvelous Mhloyi M Mitchell | LOE included above), RT Nairobi/Zim;10 days per diem 2 days LOE As per MOU\Contract 10 days LOE, RT Nairobi/Zim;10 days per diem | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|---|--|-------------------------|-----------------|
| CESAG/ Senegal NITCG \$109,814 | <p>Sub Result: CESAG's health management program updated and internationally recognized; strategies for organizational and financial sustainability in place.</p> <ul style="list-style-type: none"> ▶ Needs Assessment Visit September 1996 ▶ Technical oversight and support Oct. 1996 - Sept. 1997 March 1997 and May 1997 ▶ Training of Trainers (TOT) Workshop Jan. 1997 Preparation Facilitation ▶ Individual follow-up of TOT training | <p>M Mitchell</p> <p>M Mitchell M DiMascio</p> <p>M DiMascio Prof. R Gosselin</p> <p>B Diallo</p> <p>B Diallo</p> | <p>Covered in previous FY</p> <p>LOE 12 days LOE 12 days 2 tdys; LOE 15 days/each 15 days per diem/each</p> <p>2 days LOE 12 days LOE; 1 RT Montreal-Dakar-Boston- Montreal; 12 days per diem 12 days LOE</p> <p>16 days LOE/ local transportation</p> | 3 | 1.3 |
| CESAG (cont'd) | <ul style="list-style-type: none"> ▶ Development of curriculum modules: Pharmaceutical Mgt. (1); Health System Analysis and Planning (2); Hospital Mgt. (3) Health Economics and Fin. (4); Project Mgt (5); Collection and use of information (6) ▶ Development of marketing strategies | <p>M DiMascio</p> <p>J Pierre Salet (1); R Northrup (1); C Stover (3) TBD (4) TBD (5) TBD (6)</p> <p>M Mitchell</p> | <p>5 days LOE</p> <p>5 days LOE 5 days LOE 5 days LOE 5 days LOE 5 days LOE 10 days LOE</p> <p>2 days LOE</p> | | |
| CERPOD/ Mali NITCP \$35,452 | <p>Sub Result: CERPOD staff demonstrate skills and attitude to manage change in order to maintain organizational sustainability</p> | | | 1 3 | 1.2 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|---|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Workshop “Managing Change” for CERPOD staff ▶ Further activities to be determined when discussions with REDSO are finalized and fund will be allocated | S Vriesendorp | 15 days LOE; 1 RT Bos\BKO, 10 days per diem Workshop cost TBD | | |
| <p>New Initiatives NITAF</p> <p>\$49,779</p> | <p>Sub Result: FPMD activities expanded into three more countries and/organizations</p> <ul style="list-style-type: none"> ▶ Ghana: Exploration of opportunities through FPMD/MSH contacts; collaboration with Population Council ▶ Tanzania: Exploration of opportunities through FPMD/MSH contacts | <p>B Tobin</p> <p>B Tobin</p> <p>B Tobin</p> | <p>25 days LOE</p> <p>7 days per diem; 1 RT Nairobi-Ghana</p> <p>7 days per diem; 1 RT Nairobi-Tanzania</p> | TBD | TBD |
| <p>New Initiatives (cont'd)</p> | <ul style="list-style-type: none"> ▶ Zambia: Exploration of opportunities through FPMD/MSH contacts ▶ Exploration of other opportunities for FPMD to expand its technical assistance in the region; e.g.: visits to World Bank, UNFPA, Population Council and other CAs; follow-up on contacts received through FPMD/Pubs; attending conferences etc. | <p>FPMD and MSH staff TBD</p> <p>Other FPMD and MSH staff Africa Unit Staff</p> | <p>2 days LOE</p> <p>2 days LOE</p> <p>5 days in country travel</p> | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|---|---|-------------------------|--------------------------|
| Burkina Faso In- country Micro-Network BURMH \$41,049 Note: Sub project pending availability of funds and workload of SatelLife staff. Will revisit the situation second part of workplan year. | Sub Result: Prototype for In-country Micro Network\MOH tested and established ▶ Write concept paper for pilot test ▶ Seek additional sources of funding for development of Burkina Faso internal network | Y Ouedraogo C Madden K Gallivan SatelLife Develop. Staff Y Ouedraogo M Fall SatelLife Info. Consultant SatelLife Tech. Staff R Riccio | 7 days LOE 3 days LOE 3 days LOE 3 days LOE 30 days LOE 15 days LOE; RT Dakar- Ouag.; 15 days per diem 15 days LOE; RT Bos.- Ouag.; 15 days per diem 5 days LOE; RT Bos- Ouaga; 5 days per diem 2 days LOE | 2 4 | 1.1 1.2 1.3 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|----------------------------|--|-------------------------|-----------------|
| Burkina Faso In- country Micro-Network (cont'd) | <ul style="list-style-type: none"> ▶ Conduct pilot test by connecting two to three family planning clinic sites to HealthNet Node in Burkina Faso ▶ SatelLife Info. Consultant to travel to Burkina Faso to identify information needs and train connected family planning clinic sites on the use and access of FPMD and HealthNet information resources available through the electronic network. | SatelLife Info. Consultant | 15 days; RT Bos.-Ouaga 15 days per diem | | |

Asia/Near East

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|-----------------|--|-------------------------|-----------------|
| Bangladesh/Local Initiatives Program (LIP) BANLP \$2,112,195 | <p>Sub-result: Program coverage has been expanded to a maximum of 110 thanas:</p> <ul style="list-style-type: none"> ▶ Initiate LIP activities in 12 new thanas via 3 MTPs (November, February, April) ▶ Develop 60 refunding Action Plans (October-March) ▶ Monitor thana programs and provide TA (October-August) ▶ Conduct approximately 97 Planning & Implementation Workshops (October-June) ▶ Conduct approximately 110 internal audits of thana programs (October-August) ▶ Provide basic and refresher training to 500 service providers in door-step injectables (October-December) | LIP staff | TAI contract | 1 | 1.3 1.4 |
| | <p>Sub-result: Local management of FP/MCH service delivery has been strengthened:</p> | LIP staff | TAI contract | 1 2 3 | 1.3 1.4 |
| | <ul style="list-style-type: none"> ▶ Convene 1 follow-up workshop for district and thana managers on Performance-based Supervision and Monitoring (April) | A. Ellis | Boston-based technical support and 2 2-week TDYs | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|--|---|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Continue to analyze method mix changes in union-level programs and provide continuous feedback (ongoing) | | | | |
| Bangladesh/Local Initiatives Program (cont'd) | <ul style="list-style-type: none"> ▶ Collaborate with relevant USAID-funded CAs and NGOs to establish training protocols, referral and reporting systems for selected MCH indicators (ongoing) ▶ Conduct client appraisals (satisfaction studies) in 8 thanas (December-June) <p>Sub-result: Programmatic, institutional, and financial sustainability issues have continued to be addressed through implementation of activities:</p> <ul style="list-style-type: none"> ▶ Finalize the Sustainability Options Report (January) ▶ Phase out technical and financial assistance to 6 thana programs (October-May) ▶ Continue to scale down TA to 20 maturing thana programs (ongoing) | <p>SC Huber</p> <p>LIP staff</p> <p>A. Ellis</p> <p>S. Helfenbein and A. Ellis</p> | <p>Boston-based technical support and 2 2-week TDYs; 40 days LOE total</p> <p>TAI contract</p> <p>Boston-based technical support and 2 2-week TDYs</p> <p>30 days LOE and 1 2-week TDY (Helfenbein; on hold per USAID request); Boston-based TA (Ellis)</p> | 1 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--|---|-------------------------|-----------------|
| Bangladesh/Local Initiatives Program (cont'd) | <ul style="list-style-type: none"> ▶ Develop a strategy and sustainability plan for LIP volunteers and identify potential income-generating activities in 4-8 thanas (October-August) ▶ Continue the pilot introduction of users' fees/fees-for-service in 2 thanas in collaboration with the ICDDR,B (ongoing) ▶ Continue to explore and introduce cost saving alternatives to door-step delivery of pills, condoms, and injectables in 2 thanas, including conversion of volunteers to depot holders (ongoing) ▶ Analyze any cost savings and/or improved management efficiency through the decentralization of project operations in Sylhet region (October-June) ▶ Complete the cost study of LIP interventions in 12 thanas initiated in 1996; undertake cost study of an additional 12 thanas (October-June) <p>Sub-result: The impact of interventions on local management capacity and service delivery performance have been evaluated:</p> | <p>Local or regional consultant (TBD)</p> <p>SC Huber</p> <p>SC Huber</p> <p>C Stover</p> <p>LIP staff</p> | <p>35 days LOE and 1 4-week TDY</p> <p>Boston-based technical support and 2 2-week TDYs; 40 days LOE total</p> <p>Boston-based technical support: 20 days LOE</p> <p>TAI contract</p> | <p>1 2</p> | <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|--|--|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Finalize report on six rapid assessments of service delivery performance in selected unions (December) | SC Huber | Boston-based technical support | | |
| Bangladesh/Local Initiatives Program (cont'd) | <ul style="list-style-type: none"> ▶ Conduct focus group discussions with LIP volunteers to assess the impact of linkages with income-generating opportunities on their motivation for continued involvement in the LIP and benefits received (March-June) ▶ Assist the Directorate of FP in establishing FP/MCH management committees nationwide at district, thana, union and unit levels (ongoing) ▶ Finalize the FWA survey report: “Impact of LIP on Local FP/MCH Service Delivery Level” (November) <p>Sub-result: LIP management tools and materials, findings and achievements have been disseminated to other organizations:</p> | <p>SC Huber</p> <p>SC Huber</p> <p>LIP staff</p> | <p>Boston-based technical support and 2 2-week TDYs; 40 days LOE total</p> <p>Boston-based technical support</p> <p>TAI contract</p> | <p>1 4</p> | <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--|--|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Continue to distribute the LIP <i>Management Manual Series</i>, and to distribute (public sector) and sell (NGO/private sectors) the Bangla editions of the <i>FP Manager's Handbook</i> and "Initiatives" (LIP video) (ongoing) | | | | |
| Bangladesh/Local Initiatives Program (cont'd) | <ul style="list-style-type: none"> ▶ Publish 4 issues of "Uddog" (Bangla edition of the <i>FP Manager</i>) (October [2], January, July) ▶ Present LIP at APHA (November) ▶ Finalize 1995-96 Annual Report (November) ▶ Prepare Final Report and update Lessons Learned (June) <p>Sub-result: Project close-out has been completed. (August)</p> | <p>FPMD Publications Unit staff</p> <p>A. Sayeed</p> <p>A. Sayeed and A. Ellis</p> <p>A. Sayeed, K. U. Ahmed, and A. Ellis</p> <p>A. Ellis</p> <p>TBD, FPMD Accounting and ANE Unit administrative staff</p> | <p>15 days LOE</p> <p>1 2-week TDY</p> <p>1 2-week TDY</p> <p>Boston-based technical support 24 day LOE total; 2 2-week TDYs</p> | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|--|--|----------------------------|--------------------------|
| Bangladesh/ Cooperating Agency/ Non-Governmental Organization BANNG \$131,709 | <p>Sub-result: NGOs have access to local technical assistance in planning.</p> <ul style="list-style-type: none"> ▶ Provide follow-up technical assistance to NGOs in using planning tools and in preparing sustainability plans. (October-January) <p>Sub-result: NGOs have the knowledge of where their sustainability plans can be improved.</p> <ul style="list-style-type: none"> ▶ Provide feedback on the strengths/weaknesses of NGO draft sustainability plans based on a systematic review. (October-January) | <p>P. Fishstein (FPMD)</p> <p>A. Barkat (local consultant) URC(B) consultants (local)</p> <p>P. Fishstein (FPMD) S. Sacca (MSH) A. Barkat (local consultant) URC(B) consultants (local)</p> | <p>15 days LOE; 1 2-week TDY 12 days LOE(contract) 80 days LOE (contract)</p> <p>3 days LOE 3 days LOE 5 days LOE (contract) 10 days LOE (contract)</p> | <p>1, 3</p> <p>1, 3</p> | <p>1.3</p> <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|---|-------------------------|-----------------|
| Bangladesh/ Cooperating Agency/ Non-Governmental Organization (cont'd) | <p>Sub-result: NGOs and USAID have identified the lessons from the sustainability planning process.</p> <ul style="list-style-type: none"> ▶ Conduct wrap-up workshop in which lessons are presented. (January) | <p>P. Fishstein (FPMD) S. Sacca (MSH) A. Barkat (local consultant) URC(B) consultants (local)</p> | <p>18 days LOE; 1 2-week TDY 18 days LOE; 1 2-week TDY 5 days LOE (contract) 15 days LOE (contract) 1 day workshop for 30 persons</p> | <p>1, 2</p> | <p>1.3</p> |
| | <p>Sub-result: The experiences and learnings from the sustainability planning process have been synthesized and documented. (January)</p> | <p>P. Fishstein (FPMD) S. Sacca (MSH) A. Barkat (local consultant) URC(B) consultants (local) Tech Unit (TLDSU, to be budgeted)</p> | <p>10 days LOE 3 days LOE 10 days LOE 15 days LOE 5 days LOE</p> | <p>1 2 3</p> | <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|---|-------------------------|--------------------|
| Morocco/Technical assistance to the National Training Center for Reproductive Health (NTPRH) and to the National Institute for Health Administration (INAS)/ MORNT \$304,970 | <p>Sub-result: The NTPRH has been developed as a business entity for specialized family planning training:</p> <ul style="list-style-type: none"> ▶ Define the NTPRH’s role in the Morocco reproductive health/FP program (November) ▶ Conduct an initial assessment of the NTPRH to determine its training capacity and the market for future training/technical assistance activities, and prepare a sustainability plan in collaboration with the NTPRH, MOPH, and USAID/Rabat (November) ▶ Provide follow-up TA to the NTPRH in the implementation of the sustainability plan (December-September) | <p>J. Wolff</p> <p>J. Hoey C. Stover</p> <p>D. Collins</p> <p>C. Welsh</p> <p>S.C. Huber</p> <p>C.C. Coburn</p> <p>J. Hoey C. Stover Other technical consultants, TBD C. Welsh</p> <p>S.C. Huber</p> <p>C.C. Coburn</p> | <p>27 days LOE; 1 1-week TDY</p> <p>28 days LOE; 1 2-week TDY 28 days LOE; 1 2-week TDY</p> <p>5 days LOE; Boston-based support 10 days LOE; Boston-based support 2 days LOE; Boston-based support 1 days LOE; Boston-based support</p> <p>LOE and TDYs TBD LOE and TDYs TBD LOE and TDYs TBD</p> <p>5 days LOE; Boston-based support 3 days LOE; Boston-based support 2 days LOE; Boston-based support</p> | <p>1</p> | <p>1.2 1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|--|---|-------------------------|-----------------------|
| NTCRH/INAS (cont'd) | <p>Sub-result: The management training capacity of INAS has been developed:</p> <ul style="list-style-type: none"> ▶ Conduct a needs assessment of INAS' capacity to design and offer management training courses for public health managers and international participants (December/January or TBD) ▶ Depending upon the outcome/recommendations of the assessment, develop/adapt and offer a management training course with INAS trainers (April or TBD) <p>Based on results of NTCRH and INAS assessments, develop a MDP and workplan for the balance of the program period (March/April)</p> | <p>J. Hoey</p> <p>M. Dimascio</p> <p>S. Helfenbein</p> <p>S. Vriesendorp</p> <p>A. Ellis</p> | <p>19 days LOE and 1 2-week TDY</p> <p>38 days LOE and 3-week TDY</p> <p>38 days LOE and 3-week TDY</p> <p>38 days LOE and 3-week TDY</p> <p>Translation of materials; course materials and supplies</p> <p>1 3-day TDY</p> | <p>1</p> <p>1</p> | <p>1.3</p> <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|--|--|-------------------------|-----------------|
| Nepal/ Family Planning Association of Nepal/ NEPPF \$85,223 | Sub-result: FPAN's regular monitoring of information quality and timeliness has been strengthened. (October-February) | H.R. Bhattarai (local MSH staff) | 5 days LOE | 1, 3 | 1.3 |
| | Sub-result: FPAN staff regularly use MIS and supplementary information for management. | | | 1, 3 | 1.3 |
| | <ul style="list-style-type: none"> ▶ Develop and conduct a prototype regional workshop on the use of information for management, developing FPAN's capacity to replicate in other regions. (December-January) | H.R. Bhattarai (local MSH staff) R.K. Shreshta (tentative) (local consultant) | 10 days LOE 10 days LOE | | |
| | <ul style="list-style-type: none"> ▶ Provide follow-up technical assistance in use of information to select field staff on-site. (January-February) Sub-result: FPAN HQ has a fully functioning automated finance system. <ul style="list-style-type: none"> ▶ Provide FPAN Finance Director with training in managing an automated finance system. (January) | H.R. Bhattarai (local MSH staff) | 3 day workshop for 30 persons 8 days LOE external training TBD | 1, 3 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|-------------------------------------|-------------------------|-----------------|
| Nepal/ Family Planning Association of Nepal (cont'd) | <p>Sub-result: An upgraded human resources MIS has been implemented in FPAN.</p> | | | 1, 3 | 1.3 |
| | <ul style="list-style-type: none"> ▶ Complete implementation of the upgraded system. (October-December) | H.R. Bhattarai (local MSH staff) | 5 days LOE | | |
| | <p>Sub-result: Local capacity to install, adapt, and support logistics software has been developed.</p> | | | 1, 3 | 1.3 |
| | <ul style="list-style-type: none"> ▶ Train FPAN MIS staff in the installation, adaptation, and support of Commodities and Logistics Management (CLM) software. (October-December) | H.R. Bhattarai (local MSH staff) M. Watt (MSH) | 25 days LOE (Tech Unit activity) | | |
| | <p>Sub-result: Finance and service information is accessible to all relevant users over FPAN's local area network (LAN).</p> | | | 1, 3 | 1.3 |
| | <ul style="list-style-type: none"> ▶ Modify service statistics module to run on the local area network. (October-November) | H.R. Bhattarai (local MSH staff) | 10 days LOE | | |
| Nepal/ Family Planning Association of Nepal (cont'd) | <p>Sub-result: Through liaison with HealthNet Nepal and the NGO Coordinating Committee (NGOCC), NGOs have increased access to health/management information (October-February)</p> | H.R. Bhattarai (local MSH staff) | 3 days LOE | 1, 4 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|--|---|----------------------------|--------------------------|
| | <p>Sub-result: Activities have been coordinated with AVSC/Nepal on MIS technical assistance provided to NGOs through the Management Support Program (ongoing)</p> <p>Sub-result: Subproject progress has been monitored and documented:</p> <ul style="list-style-type: none"> ▶ Review ongoing project progress. (October-February) ▶ Liaise with USAID/Kathmandu. (October-February) ▶ Participate in FPAN regional MIS workshop. (January) ▶ Coordinate with other CAs, donors, and HealthNet/Nepal. (October-February) ▶ Conduct final review of technical assistance to FPAN.(February) | <p>P. Fishstein (FPMD)</p> <p>P. Fishstein (FPMD)</p> | <p>funded by AVSC</p> <p>2 1-week TDYs</p> | <p>1, 3</p> <p>1</p> | <p>1.3</p> <p>1.3</p> |
| <p>Nepal/Establishment of a micro network (SatelLife)</p> <p>\$42,012</p> | <p>Sub-result: NGOCC HealthNet/Nepal (HNN) subscribers have been connected to each other via an electronic micro network (October-November)</p> <p>Sub-result: NGOCC HNN subscribers have received additional training in computer networking (January)</p> | <p>Network Manager</p> <p>Network Manager</p> | <p>7 days LOE (SatelLife contribution)</p> <p>Equipment upgrade (SatelLife contract)</p> <p>10 days LOE (SatelLife contribution)</p> | <p>3, 4</p> <p>3, 4</p> | <p>1.3</p> <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|--|-------------------------|-----------------|
| Nepal/Establishment of a micro network (cont'd) | <p>Sub-result: NGOCC HNN subscribers have received appropriate training on the use of and access to FPMD and HealthNet information available through the electronic network (March)</p> | <p>Satellife Information Consultant</p> <p>Network Manager L. McCullough</p> | <p>Satellife contract: 18 days LOE; 1 2-week TDY</p> <p>10 days LOE Satellife contract: 2 days LOE</p> | 3, 4 | 1.3 |
| | <p>Sub-result: The HNN Information Officer and System Officer have received training in generating local information resources and making them available to network subscribers; NGOCC HNN subscribers have received follow-up training on the use of and access to FPMD and HealthNet information (July)</p> | <p>Satellife Information Consultant</p> <p>System Officer Information Officer L. McCullough</p> | <p>Satellife contract: 18 days LOE; 1 2-week TDY</p> <p>10 days LOE 10 days LOE 2 days LOE</p> | 1, 3 | 1.3 |
| | <p>Sub-result: HNN has sufficient management and technical capacity to support and expand its work (October-February)</p> | <p>Network Manager K. Gallivan</p> | <p>10 days LOE (Satellife contribution) Satellife contract: 5 days LOE</p> | 1, 3 | 1.3 |
| | <p>Sub-result: FPMD and Satellife have assessed the perceived utility of HNN services to subscribers, subscribers' ability to locate and retrieve relevant information, and HNN's technical and management capacity and identified any needed changes. (August)</p> | <p>Network Manager K. Gallivan</p> | <p>5 days LOE (Satellife contribution) Satellife contract: 5 days LOE</p> | 1, 3 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|--|-----------------------|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Draft a field manual for conducting integrated FP/MCH cluster surveys for LGUs and finalize based on OPHS input; develop an implementation strategy and plan for conducting integrated FP/MCH cluster surveys in LGUs in collaboration with the OPHS and MSH/Manila (October-March) | R. Timmons | | | |
| Philippines/IFPMH (cont'd) | <ul style="list-style-type: none"> ▶ Develop an implementation plan for introducing community-based monitoring for FP (October-June) | R. Timmons | | | |
| Turkey/Technical Assistance to the MCH/FP General Directorate TURMH \$ 210,185 | <p>Sub-result: The use of information by the MCH/FP General Directorate and by provinces participating in the sub-project has been improved:</p> <ul style="list-style-type: none"> ▶ Improve the Logistics/MIS (LMIS) technical team's capacity to process service statistics and commodities management data and introduce more flexible software (ongoing) | Dr. Ersin Topcuoglu, Local coordinator/MIS consultant | 182 days LOE total | 1 2 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|---|-------------------------|---|
| | <ul style="list-style-type: none"> ▶ Conduct 2 regional workshops for a total of 12 provinces (November/December) ▶ Conduct field visits to participating provinces for follow-up TA (April-September) <p>Sub-result: Program progress has been assessed and the FY98 workplan developed in collaboration with the MCH/FP General Directorate. (January, March/April, June/July)</p> | <p>Dr. Ersin Topcuoglu</p> <p>Dr. Ersin Topcuoglu R. Timmons</p> <p>Dr. Ersin Topcuoglu A. Ellis P. Fishstein</p> | <p>1 1-week TDY 2 1-week TDYs</p> | <p>1</p> | <p>1.3</p> |
| <p>Turkey/Technical assistance to the NGO Network (KIDOG)/TURNG</p> <p>\$111,988</p> | <p>Sub-result: Operating systems for the Network are defined:</p> <ul style="list-style-type: none"> ▶ Conduct 2 workshops for NGO Network members to determine operational systems and protocols, including internal communications systems (in conjunction with skills training in fundraising; see below) (January-April) <p>Sub-result: The fund raising and grant writing skills of the Network and its member organizations have been developed and/or strengthened.</p> | <p>S. Vriesendorp</p> <p>A. Ellis P. Fishstein</p> <p>S. Vriesendorp A. Ellis P. Fishstein</p> | <p>54 days LOE total of U.S.-based and in-country TA; 3 1-week TDYs</p> <p>Coordination with The Futures Group/Policy Project; Boston-based technical support</p> | <p>1</p> <p>1</p> | <p>1.2 1.3 1.4</p> <p>1.2 1.3 1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|---|---|-------------------------|-------------------|
| | <ul style="list-style-type: none"> ▶ Conduct 2 workshops for NGO Network members to determine priority activities for fundraising in support of advocacy activities, and to provide skills training in fundraising/grant writing (in conjunction with the development of Network operational systems; see above) (January-April) | | | | |
| Turkey/Technical assistance to the NGO Network (cont'd) | Sub-result: Coordination with Futures/Turkey staff; program progress has been assessed and FY98 workplan developed. | A. Ellis P. Fishstein | 1 2-3 day TDY in conjunction with other Turkey/regional travel 2 2-3 day TDYs in conjunction with other Turkey/regional travel | 1 | 1.2 1.3 1.4 |
| Asia/Near East Unit New Initiatives NITAS \$ 122, 403 | Needs assessments in 1-2 new countries have been conducted, e.g., Cambodia; joint needs assessment with IPPF/Arab World Regional Office. Opportunities for follow-up TA in Romania and other Eastern European countries have been pursued. Coordination with USAID/Washington country specialists, other donors, other CAs has been undertaken. | 2-3 technical consultants TBD A. Ellis P. Fishstein | 60 days LOE total 4 3-week TDYs 3 trips to AID/W and 3 trips to other domestic cities | 1 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--------------------------|---|-------------------------|-----------------|
| Asia/Near East Unit Technical Leadership Activities TLDAS \$27, 393 | Participate in AID/W seminars; present at APHA and other conferences; contribute to FPMD cluster work in areas of sustainability, decentralization, supervision, and new technologies; initiate preparation of papers on lessons learned in Bangladesh and Nepal programs | A. Ellis P. Fishstein | 2 trips to AID/W and 2 trips to other domestic cities | 1 | 1.3 |

Latin America and the Caribbean

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|--|-------------------------|-----------------|
| Bolivia Caja Nacional de Salud BOLCN \$123,466 | Sub-result: Institutionalized Continuous Quality Improvement (CQI) program within participating CNS polyclinics ▶ Development of quality of services accreditation protocol (including standards, criteria, indicators and incentives) (November 96, March 97 and June 97) ▶ Implementation of system of accreditation (November 96) ▶ Development of local CQI monitoring team w/in CNS (November 96-July 97) ▶ Provide Training of Trainers (TOT) in CQI (May 97) ▶ Monitoring and follow-up visits by primary trainer to the participating polyclinics (February 97-September 97) ▶ Conduct client satisfaction surveys of five polyclinics with CQI programs (January/February 97) ▶ Monitor progress of FPMD | N. Hernandez I. Fajardo (potentially in coordination with JHPIEGO & Pathfinder N. Hernandez L.de la Peza L.de la Peza L.de la Peza TBD (FPMD CQI group) L.de la Peza Local Consultant TBD P. Mott | 40 days total, 2 or 3 TDYs 10 days total, 1 TDY See LOE above 32 days total, 2 TDYs See LOE above LOE above, 1 TDY CNS will assume all participant costs 20 days 1 In-country TDY 7 days, 1 TDY | 1 2 3 | 1.3 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|--|---|-------------------------|-----------------------|
| CIES (cont'd) | <p>Sub-result: CIES clinic managers better equipped to monitor their progress towards financial sustainability</p> <ul style="list-style-type: none"> ▶ Development of a practical costing model for CIES (February 97) ▶ Provide technical assistance in the use of model for decision making (February 97) ▶ Monitor progress of FPMD activities (July 97) | <p>D. Collins and/or Sustainability Cluster</p> <p>E. Necochea</p> | <p>14 days, 2 TDY's</p> <p>3 days, 1 TDY</p> | | |
| PROCOSI BOLPR \$114,968 | <p>Sub-result: Network of 24 NGOs able to develop and use a functional operational/business plan</p> <ul style="list-style-type: none"> ▶ Provide training and TA to PROCOSI members in institutional strengthening and business planning (March 97 and June 97) <p>Sub-result: Improved communications for institutional strengthening among member NGOs</p> <ul style="list-style-type: none"> ▶ Installation and pilot test of HealthNet node (through SatelLife) (October 97) | <p>FPMD/Tech Unit TBD</p> <p>A.Fraser/Satellife</p> | <p>10 days, 1 TDY MOU-workshop costs \$10,000</p> <p>TBD (Core funding)</p> | <p>1</p> <p>4</p> | <p>1.3</p> <p>1.3</p> |
| PROCOSI (con't) | <ul style="list-style-type: none"> ▶ Development of a micro network, including local version of Electronic Resource Center with Pubs unit (ongoing) | <p>A. Fraser/Pubs unit staff</p> | <p>TBD</p> | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|--|---|--|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Training in use of HealthNet and accessing micro network members (January 97) ▶ Hiring of staff to support HealthNet node (January/February 97) ▶ Evaluation of HealthNet and micro network's impact (June/July 97) <p>Sub-result: Expanded FP service coverage at PROCOSI rural Service Delivery Points (SDPs) through CCH (ON HOLD)</p> <ul style="list-style-type: none"> ▶ Provide TA in development of standardized service provision by PROCOSI NGO members ▶ Define standards and administrative mechanisms for provision of funding by CCH to increase rural service delivery | <p>B. Bezmalinovic/Pubs Unit staff</p> <p>TBD</p> <p>Rolf Stern TBD</p> <p>Rolf Stern or TBD (in coordination with JHPIEGO)</p> | <p>10 days (Core funding)</p> <p>14 days, 2 TDY 14 days, 2 TDY</p> <p>10 days, 1 TDY</p> | <p>2</p> | <p>1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|--|---|-------------------------|-----------------|
| Brazil Reproductive Health/Family Planning Program of the State Secretariat of Health of Bahia BRZBA \$302,897 | <p>Sub-result: Central and intermediate level managers of the reproductive health and women's health program will become more team oriented for better coordination and increased ability to identify program management constraints.</p> <ul style="list-style-type: none"> ▶ Assessment of management capabilities of reproductive and women's health program managers ▶ Technical assistance in development of curriculum for institution (October & December 96) ▶ Workshop on management skills with emphasis on tools for the development of practical skills (November 96) | <p>Contract with the Institute of Collective Health of the Federal University of Bahia (Also, collaboration with UNFPA with technical & financial resources)</p> <p>J. Seltzer L. de la Peza</p> <p>Contract</p> | <p>Contract-\$25,000 Local Participant Costs \$20,000 5 days</p> <p>10 days, 1 TDY 10 days, 1 TDY</p> <p>5 days</p> | <p>1 3</p> | <p>1.4</p> |
| Brazil Reproductive Health/Family Planning Program of the State Secretariat of Health of Bahia | <ul style="list-style-type: none"> ▶ Program management workshop with special attention on effective direction and monitoring (December 96/January 97) | <p>Contract</p> | <p>5 days</p> | | |

(cont'd)

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|---|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Monitor progress of FPMD interventions (July 97) <p>Sub-result: FPMD Technical assistance enhanced through in-country coordination and representation (Ongoing, October 96-September 97)</p> | <p>E. Necochea</p> <p>K. Lassner L. Kropsch Local participant training costs</p> | <p>10 days, 1 TDY</p> <p>55.5 days, 3 TDY's 37 days, 2 TDY's \$15,000 (half of total cost. To be shared with BRZCR)</p> | | |
| <p>Brazil State Secretariat of Health of Ceara's (SESA/CE) Viva Mulher Program BRZCR</p> <p>\$345,293</p> | <p>Sub-result: Central -Level RH management team members will have an improved management skill base, enabling them to effectively plan, program, implement and monitor expanded Reproductive Health activities.</p> <ul style="list-style-type: none"> ▶ Assessment of capabilities of women's and adolescent health program managers (November 96) | <p>Contract with the School of Public Health of the Secretariat of Health of the State of Ceara</p> | <p>Contract - \$25,000 Local Participant Costs-\$30,000 5 days</p> | <p>1 3</p> | <p>1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|--|--|---|
| Brazil State Secretariat of Health of Ceara's (SESA/CE) Viva Mulher Program (Cont'd) | <ul style="list-style-type: none"> ▶ Technical assistance to develop training curriculum with school of public health (October & December 96) ▶ Workshop on management skills with particular emphasis on tools, team building and negotiation skills for coordination with managers of decentralized health services (November 96) ▶ Program management workshop to develop program planning and management skills (December 96/January 97) ▶ Monitor progress of FPMD interventions (March 97) <p>Sub-result: The State of Ceara's Family Planning logistics system is fully operational and able to support the expansion of Family Planning/Reproductive Health services within the state.</p> <ul style="list-style-type: none"> ▶ Assessment of current logistics system, particularly the distribution of contraceptives to the municipal health facilities (January - September 97) | J. Seltzer L. de la Peza Contract Contract E. Necochea Contract with CEPEO and BEMFAM | 10 days, 1 TDY 10 days, 1 TDY 5 days 5 days 10 days, 1 TDY 12 days, 1 TDY 12 days, 1 TDY | 1 3 | 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|--|---|-------------------------|-----------------|
| Brazil State Secretariat of Health of Ceara's (SESA/CE) Viva Mulher Program (Cont'd) | <ul style="list-style-type: none"> ▶ Training and technical assistance based on the assessment to improve the logistics system (January - September 97) ▶ Monitor progress of FPMD activities (November 96) <p>Sub-result: FPMD Technical assistance enhanced through in-country coordination and representation (Ongoing, October 96-September 97)</p> | <p>E. Necochea</p> <p>K. Lassner L. Kropsch Local participant training costs</p> | <p>10 days, 1 TDY</p> <p>55.5 days, 4 TDY's 37 days, 2 TDY's \$15,000 (Half of total cost. Costs shared with BRZBA)</p> | | |
| Brazil Reproductive Health/Family Planning Program of the State Secretariat of Health of Bahia & State Secretariat of Health of Ceara's (SESA/CE) Viva Mulher Program BRZBA/BRZCE | <p>Sub-result: Selected teams of FP/RH service providers of four selected public health facilities of the states of Ceara and Bahia are better equipped to provide client-focused, quality services</p> <ul style="list-style-type: none"> ▶ LAC consultant participates in interchange of experiences at COPE seminar (November 96) | <p>Joint effort by JHPIEGO, PCS and FPMD to improve access and quality at the services level through the accreditation of quality providers.</p> <p>A. Kaufman</p> | <p>10 days, 1 TDY</p> | | |

(Budgeted for in previous activities planned for Brazil)

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|--|--|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Teams will receive client-focused, quality improvement training using the COPE methodology provided by AVSC as well as follow-up (Ongoing, January 97-September 97) | A. Kaufman | 64 days, 12 TDY's | | |
| SESA/CE (cont'd) | <ul style="list-style-type: none"> ▶ Training of Trainers workshops on the COPE approach for selected personnel of the health secretariats of the states of Bahia and Ceara (Ongoing, January 97-September 97) ▶ Monitor progress of FPMD activities (March 97) <p>Sub-result: USAID will receive input for national level policy dialogue on the potential distortions in the provision of Family Planning/Reproductive Health services due to reimbursement policies of national health</p> <ul style="list-style-type: none"> ▶ Impact Study on reimbursement policies of the Brazilian national health system (November 96) | <p>A. Kaufman</p> <p>E. Necochea</p> <p>Local Consultant (TBD)</p> | <p>50 days, 9 TDY's</p> <p>10 days, 1 TDY</p> <p>10 days, 1 in-country TDY</p> | 1 | 1.2 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|---|---|-------------------------|-------------------------------|
| Guatemala APROFAM GUAAP \$89,245 | <p>Sub-result: Increased management capacity of APROFAM's rural program managers</p> <ul style="list-style-type: none"> ▶ Provide support for three-week training of new director of rural programs (October/November 97) ▶ Conduct two five-day program management and supervisory training for rural program supervisors (April & September 97) ▶ Provide TA in monitoring and evaluation of new CBD strategies and training (April 97) ▶ Monitor FPMD interventions and identify future activities (Sept 97) <p>Sub-result: Rural program managers have increased financial information for cost effectiveness analysis of CBD services offered</p> <ul style="list-style-type: none"> ▶ Provide TA in the development of cost model to monitor and analyze program costs and productivity (ongoing-linked with MSH Cooperative Agreement visits) | <p>Management Training Course/Mexico</p> <p>L. de la Peza TBD</p> <p>TBD</p> <p>TBD</p> <p>D. Collins</p> | <p>Course Tuition: \$2,950 plus airfare and per diem</p> <p>14 days, 2 TDY's 13 days, 2 TDY's</p> <p>10 days, 1 TDY</p> <p>7 days, 1 TDY</p> <p>7 days, 1 TDY</p> | <p>1</p> <p>1 2</p> | <p>1.3 1.4</p> <p>1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|---|-----------------------------|-------------------------|-----------------|
| DGSR (cont'd) | <p>Sub-result: DGSR service delivery staff in Zacatecas and Coahuila able to identify and resolve quality improvement opportunities within selected services</p> <ul style="list-style-type: none"> ▶ Provide TA in CQI with particular focus on selected services in both states (Ongoing, September-September 97) ▶ Training of Trainers (TOT) in CQI for selected personnel of each state & central level | L. de la Peza N. Murray | LOE included above “ ” “ | 1 | 1.3 |
| Mexico Fundacion Mexicana para la Planeacion Familiar (MEXFAM) MEXME \$159,157 | <p>Sub-result: MEXFAM senior staff at central & clinic levels are able to monitor financial performance of clinics and rural programs and make informed decisions</p> <ul style="list-style-type: none"> ▶ Technical assistance in financial monitoring (Feb,May & Sept 97) ▶ Provision of technical assistance and basic equipment and accounting software to Hermosillo clinic(May 97) | D. Collins (Collaboration with Pop Council) D. Collins (Coordination with Packard Project) | 21 days, 3 TDY's | 1 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|---|--|-------------------------|-----------------|
| MEXFAM (cont'd) | <p>Sub-result: Managers of MEXFAM clinics will have a strengthened management capacity and are better able to focus on quality</p> <ul style="list-style-type: none"> ▶ Technical assistance on the development and implementation of quality clinical services. This includes standards, procedures and verification systems. (Jan 97) ▶ Training on clinic management for clinic administrators (April 97) | <p>Local consultant (TBD) N. Murray</p> <p>Local consultant (TBD)</p> | <p>MOU- \$45,000 ½ time for 12 months 14 days, 1 TDY</p> <p>½ time for 12 months</p> | <p>1 3</p> | <p>1.3</p> |
| | <p>Sub-result: MEXFAM senior staff will have an improved strategic business focused direction and teamwork orientation</p> <ul style="list-style-type: none"> ▶ Workshop for MEXFAM's senior staff for institutional strengthening (March 97) | <p>Local consultant (TBD) C. Stover, MSH E. Necochea</p> | <p>10 days, in-country TDY 5 days, 1 TDY 10 days, 1 TDY</p> | <p>1 3</p> | <p>1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--|--|-------------------------|-----------------|
| Mexico Federacion Mexicana de Asociaciones de Salud y Desarrollo Comunitario (FEMAP) MEXFE \$126,531 | <p>Sub-result: Increased awareness of FEMAP affiliates in the elements that constitute a successful affiliate</p> <ul style="list-style-type: none"> ▶ Best organizational effectiveness pilot study (benchmarking) (November 96-March 97) ▶ Organizational effectiveness workshop identifying characteristics of successful affiliates (February 97) | C. McMillen L. de la Peza M. Diaz N. Murray G. Rosenthal | MOU-\$30,000 35 days, 3 TDY's 7 days, 1 TDY 7 days, 1 TDY 28 days, 2 TDY's (Tech Unit Budget) | 1 3 | 1.4 |
| FEMAP (cont'd) | <p>Sub-result: FEMAP managers will be able to generate more useful information for monitoring of financial performance</p> <ul style="list-style-type: none"> ▶ Assessment of feasibility of development of integrated clinic management information system | D. Nelson | 10 days, 1 TDY | 1 | 1.3 |
| Peru Ministry of Health PERCQ PERID \$309,580 | <p>Sub-result: Development of local capacity in CQI training and model for quality service delivery developed</p> <ul style="list-style-type: none"> ▶ TA/Training/TOT in CQI to regional family planning and service delivery managers in one new and two existing priority regions (September 96 & March 97) | L. de la Peza T. Espejo Carmen Basurto | 35 days - 4 TDY's 10% of time 59 days - 6 in country trips | 1 3 | 1.3 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|---|---|-------------------------|-----------------|
| Peru Ministry of Health (cont'd) | <p>Sub-result: Family planning managers, administrators, statisticians and decision making regional personnel can maximize use of information and data generated locally</p> <ul style="list-style-type: none"> ▶ Provide training in IBDM to family planning coordinators in 4 priority regions. (February 97) ▶ Revise FP-MIS manual to produce more operational version for use at region & subregion levels. (October - February 97) ▶ Provide assistance in developing or improving upon Activity Programming and Monitoring Process at region & subregion levels (November 96) ▶ Provide in-country coordination of project activities (Ongoing) ▶ Monitor FPMD activities and identify needs for future activity (January 97, June/July 97) | <p>D. Nelson T. Espejo</p> <p>Jaime Benavente</p> <p>T. Espejo</p> <p>T. Espejo</p> <p>J. Eckroad E. Necochea</p> | <p>33 days, 3 TDY's 20% of time</p> <p>20 days</p> <p>See LOE above</p> <p>70% of time</p> <p>21 days, 3 TDY 6 days</p> | 1 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---------------------------|----------------------------------|-------------------------|-----------------|
| Paraguay Ministry of Health (cont'd) | <p>Sub-result: Selected community level organizations are better able to target and offer appropriate information and services for potential consumers</p> <ul style="list-style-type: none"> ▶ Assessment of needs of Gobernacion, Health Commissions and health/women's NGO's in priority regions ▶ TA in definition of roles and responsibilities in consumer oversight of local health services ▶ TA for identification of consumer oversight/feedback mechanisms | M. Hall Consultant TBD | See LOE above 21 days, 3 TDYs | 1 | 1.3 |

Publications and Communications Unit

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|--|---|-------------------------|----------------------------|
| <p><i>The Family Planning Manager</i> (English) TLDME \$345,040</p> | <p>Sub-Result: Four new issues of <i>The Family Planning Manager</i> have been developed, published, and distributed.</p> <p>1.Planning for Sustainability: Assessing the Management Capabilities of Your Organization (Winter 1996) 2. Using Evaluation as a Management Tool (Spring 1997) 3. Understanding and Using Population Data (Summer 1997) 4. TBD-Developing and Using Simple Accounting Systems?? (Fall 1997)</p> | <p>J. Miller (lead), C. Bahamon, J. Wolff, L. Suttentfield, J. Forbes POP staff collaborators all issues: J. Seltzer, A. Buxbaum, S. Helfenbein</p> <p>Writers/guest editors: S. Helfenbein, S. Sacca, SC Huber, A. Ellis,</p> <p>SC Huber</p> <p>J. Seltzer</p> <p>D. Collins</p> | <p>PCU staff--322 days</p> <p>SH-15 days; J. Seltzer- 15 days; A. Buxbaum- 20 days</p> <p>SH-15 days; SS-10 days; SCH-3 days; AE- 2 days</p> <p>SCH-10 days</p> <p>JS-15 days</p> <p>DC-15 days</p> | <p>2 3 4</p> | <p>1.1 1.3 1.4</p> |
| <p><i>The Family Planning Manager</i> (Foreign Editions) TLDMF \$112,187 TLDMS \$112,546</p> | <p>Sub-Result: Corresponding French and Spanish editions of the FPM have been published and distributed to foreign language readers (4 foreign issues per year, published approximately 2 months after each English edition).</p> | <p>C. Bahamon (lead), C. Reddy Translators, language reviewers Barb. Timmons (MSH) Eliz. Cruz (MSH)</p> | <p>PCU staff--36 days</p> <p>Translators and language reviewers paid by PO B. Timmons-15 days E. Cruz-15 days</p> | <p>2 3 4</p> | <p>1.1 1.3 1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|--|-------------------------|-------------------|
| Pocket Glossary: New Language Editions TLDGL \$102,107 | Sub-Result: Publish Bangla/English edition. (October 1996) | J. Miller, A. Sayeed | PCU staff--2 days, Sayeed covered by LIP | 4 | 1.1 |
| | Sub-Result: Publish Arabic/English/ French edition. (December 1996) | L. Suttentfield, J. Miller, IPPF/AWRO | PCU staff--5 days | 4 | 1.1 |
| | Sub-Result: Publish English/Spanish/ Portuguese edition. (February 1997) | L. Suttentfield, J. Miller E. Necochea, (UNFPA, PF, IPPF/WHRO?) | PCU staff--10 days EN--2 days | 4 | 1.1 |
| <i>The Family Planning Manager Compendium</i> (Bound edition of reprints of Vols. I - IV) DISMG \$106,050 | Sub-Result: Three editions of the FPM Compendium have been published. ▶ Finalize and print French edition of the Compendium. (October 1996) ▶ Layout, finalize, and print Spanish Compendium. (January 1997) ▶ Sell and/or distribute all editions to readers (On request) | C. Reddy, J. Miller, L.Suttentfield, C.Bahamon C. Reddy, J. Miller, L.Suttentfield, C.Bahamon W. Antebi | PCU staff--60 days, PO for indexer and language reviewer | 2 4 | 1.1 1.3 1.4 |
| <i>The FP Handbook</i> (Foreign Editions) TLDHA \$56,416 | Sub-Result: Foreign editions of <i>The Family Planning Manager's Handbook</i> have been published and distributed. ▶ Finalize and print Arabic edition. (January 1997) | L. Suttentfield (lead)-- with CA collaborators L. Suttentfield, IPPF/AWRO, Pathfinder | PCU staff--15 days Cost-sharing with CA collaborators | 2 3 4 | 1.1 1.3 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|---|--|-------------------------|--------------------|
| TLDHP \$57,132 | ▶ Translate and adapt (as necessary) for Portuguese edition. (Print in Jan/Feb 1998) | L. Suttentfield, E. Necochea, collaborators (IPPF/WHRO, UNFPA?) | PCU staff--40 days ; LS TDY to Brazil--6 days, E. Necochea--10 days, cost-sharing with CA collaborators | | |
| TLDHS \$58,349 | ▶ Translate and adapt (as necessary) for Swahili edition. (Activity is TBD, based on project/regional needs.) | L. Suttentfield, M. Smit, B. Tobin, and collaborators (IPPF, Pathfinder?) | PCU staff--40 days; LS TDY to Kenya--7 days B.Tobin--15 days, MS--2 days; cost-sharing with CA collaborators | | |
| Tools Development and Other Publications TLDOT \$95,122 a) Private-Labeling of <i>The Family Planning Manager</i> | <p>Sub-Result: A program for private-labeling of the FPM has been piloted. (Private-labeling involves transferring skills to local, national organizations so that they can publish their own editions of the FPM using their own title for the publication and publishing it in their own language.)</p> <p>▶ In Year 2, to continue pilot-project with the LIP in Bangladesh to produce <i>Uddog</i> (Initiatives) semi-annually. (Launch in Oct. '96)</p> <p>▶ Begin development of Private-Labeled editions of the FPM with selected field sub-projects using the LIP as a pilot. (TBD)</p> | <p>J. Miller (lead), Regions, C. Bahamon</p> <p>J. Miller, A. Sayeed</p> <p>J. Miller, C. Bahamon, Regional Directors</p> | <p>PCU staff--15 days</p> <p>Sayeed covered by LIP budget</p> | <p>1 3 4</p> | <p>1.3 1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--|---|-------------------------|--------------------------|
| b) <i>Beyond the Clinic Walls</i> (French) | Sub-Result: French BCW edition has been published. (December 1996) | J. Miller, L. Suttentfield | PCU staff--7 days Collab. w/MSH Senegal PO for language reviewer | 2 3 4 | 1.1 1.3 |
| c) Research and Development | <p>Sub-Result: New management materials and tools have been developed to help managers implement sustainable programs.</p> <ul style="list-style-type: none"> ▶ Participate in the development of new tools for publication as part of cluster activities. (TBD). ▶ Design new Lessons Learned series, assist Tech Unit and Development Office as needed. (October 1996) ▶ Participate in cluster activities and contribute to development of body of knowledge in sustainability, decentralization, supervision, new technologies, leadership transition. (Ongoing) | <p>J. Miller, J. Wolff, Tech Unit</p> <p>J. Miller, L. Suttentfield</p> <p>All PC unit technical staff</p> | PCU staff--107 days | 1 2 4 | 1.1 1.2 1.3 1.4 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|---|-----------------------|-------------------------|-----------------|
| FPMD Project Informational Materials TLDMK/DISMK \$211,354 | <p>Sub-Result: Project informational materials are developed and used by FPMD staff to inform clients and donors of FPMD activities.</p> <ul style="list-style-type: none"> ▶ Complete FPMD Briefing Packet by developing content for each section and Notes from the Field (Fact Sheets) for each major FPMD sub-project. (November '96) | L. Suttentfield, J. Miller, Regional Unit Directors | PCU staff--172 days | 4 | 1.4 |
| Project Informational Materials (cont'd) | <ul style="list-style-type: none"> ▶ Develop, print, and send flyer to launch <i>The FPM Electronic Resource Center</i> (via Web and E-mail). (November 1996) ▶ Develop, print, and send flyers to announce FPMD presentations at AID. (Ongoing) ▶ Develop, print, and send flyer to announce price and availability of Pocket Glossaries and Compendium for cost recovery. (October 1996) ▶ Revise and print new Publications Order Form in English, French, and Spanish. (July 1996) | K. Austin, J. Wolff L. Suttentfield, Tech Unit J. Miller, W. Antebi J. Miller, C. Bahamon | | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|--|-------------------------|--------------------|
| <p>Interactive Electronic Publications and Communications Product(cont'd)</p> <p>b) E-mail Interactive Communications (in collaboration with SatelLife</p> | <p>▶ Educate internal staff on ERC and FPMD/SatelLife innovations: -develop kiosk with tutorial to demonstrate differences between Web access and non-Web (ie. HealthNet) access to management materials; (October) -conduct FPMD briefings on advances in electronic communications on the Web and through SatelLife/HealthNet. (Winter & Spring) -Conduct session at AID to introduce ERC (Date TBD)</p> <p>Sub-Result: An e-mail version (Jan.) of The FPM Electronic Resource Center has been launched with e-mail accessibility to the following: -“Find a Colleague” registry -Current events calendar -Library and reference center (FTP site) -Interactive (public) conference(s) including FRAC conference as a closed conference</p> | <p>K. Austin, SatelLife</p> <p>J. Wolff, K. Austin</p> <p>J. Wolff, K. Austin</p> <p>J. Wolff, K. Austin, new staff (TBD), SatelLife</p> <p>Tech unit to manage public confs. and Africa unit FRAC conf. (closed)</p> | <p>M. Srikanth--2 days H. Townsend--5 L. McCullough--5 days</p> <p>M. Srikanth-10 days A. Fraser--3 days R. Nelson--2 days P. Temples--24 days L. McCullough--11 days</p> <p>Tech Unit salaries (see Tech work plan)</p> | <p>2 4</p> | <p>1.3 1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|--|--|-------------------------|-----------------|
| Interactive Electronic Publications and Communications Product(cont'd) | <ul style="list-style-type: none"> ▶ Establish and populate FTP site with management materials for downloading from the Web and non-Web systems. (Winter) -Format and make available on FTP site WP versions of all issues of the FPM in English, French, and Spanish (accessible via e-mail and the Web); -Format and make available selected materials generated by FPMD/MSH as desired by our client organizations; -Develop and implement e-mail-based search engine to search FTP site; -Identify client info needs and local, in-country resources. ▶ Package, market, and distribute new publications via HealthNet. (Winter) ▶ Develop users manual for accessing family planning management materials via HealthNet and other local service providers (for users without Web access). (July) | <p>J. Wolff, K. Austin, new staff (TBD), SatelLife</p> <p>K. Austin, temp/intern</p> <p>K. Austin, temp/intern</p> <p>J. Wolff, K. Austin, SatelLife</p> <p>SatelLife staff</p> <p>J. Wolff, K. Austin, SatelLife</p> <p>J. Wolff, K. Austin, J. Miller, SatelLife</p> | <p>PO for temp/intern</p> <p>PO for temp/intern</p> <p>SatelLife staff: R. Nelson--15 days L. McCullough--15 days G. Kostinko--3 days</p> <p>L. McCullough--12 days C. Chen--5 days</p> <p>L. McCullough--5 days A. Fraser--3 days H. Townsend--7 days M. Srikanth--5 days</p> | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|--|---|-------------------------|--------------------|
| c) Evaluation of Interactive Electronic Publications and Communications Products | <p>Sub-Result: The use of the ERC has been evaluated and improved based on client organization needs.</p> <ul style="list-style-type: none"> ▶ Establish ERC Review Board to advise on and evaluate Web and e-mail versions of ERC. (January) ▶ Conduct periodic survey(s) of ERC pilot e-mail user-group. (March) | <p>J. Wolff, K. Austin, SatelLife, Tech Unit</p> <p>J. Wolff, K. Austin, SatelLife, Tech Unit</p> <p>J. Wolff, K. Austin, SatelLife, Tech Unit,</p> | <p>SatelLife staff: L. McCullough--3 days G. Kostinko--7 days</p> | <p>2 4</p> | <p>1.3 1.4</p> |
| d) Research and Development for Interactive Electronic Publications | <p>Sub-Result: The FPMD project has become recognized leader in electronic communications. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Conduct R&D for new Web-based tools to enhance system and use. ▶ Research and develop new content for Web site and FTP site (for e-mail access). ▶ Research feasibility of developing intra-nets in selected countries/ organizations. ▶ Begin research and development of CD-ROM. ▶ Collaborate on development of internal infobase and document filing system. | <p>K. Austin, J. Wolff, new staff (TBD)</p> <p>J. Wolff, new staff (TBD)</p> <p>J. Wolff, K. Austin, regions, consulting orgs.</p> <p>J. Wolff, J. Miller, K. Austin</p> <p>K. Austin, J. Wolff, J. Miller</p> | <p>Avicenna, Decision Systems Group (Brigham)</p> | <p>2 4</p> | <p>1.3 1.4</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|-----------------------|-------------------------|-----------------|
| Publications Cost Recovery DISOT \$207, 483 | <p>Sub-Result: Cost-recovery activities support distribution of FPMD publications.</p> <ul style="list-style-type: none"> ▶ Direct mailings to targeted health and family planning organizations in the North America and Western Europe. (October & Occasional) ▶ Develop strategy (January) for acquiring regional funds and funds from other donors and begin visits to donors/collaborators (Spring 1997) ▶ Visit to PPFA and other national domestic organizations to sell subscriptions to the FPM and FPMD publications. (Nov/Dec) ▶ Increase database of paying customers by acquiring mailing lists from North American and European organizations (ie. APHA, NCIH, PAA, EuroHealth) | <p>J. Miller, W. Antebi</p> <p>J. Miller, C.Crone Coburn, regions</p> <p>J. Miller</p> <p>J. Miller, L. Sutfenfield</p> | PCU staff--20 days | 4 Cost recovery | 1.1 |
| DISOT (day-to-day shipping) | <p>Sub-Result: Day-to-day shipping, special orders are implemented on a timely basis.</p> | W. Antebi, T. Nguyen | PCU staff--260 days | 4 | 1.1 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|--------------------|-----------------------|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Research, select, purchase, and implement new contact database for mailings and other activities. (October) | W. Antebi, MSH/SSO | Unit salaries | | |
| Publications Distribution DISMG, DISGL, DISHN (bulk mailings) \$349,101 | Sub-Result: The FPM and new editions of the Handbook and Pocket Glossaries are bulk mailed to FPMD database when published. (Ongoing) | W. Antebi | PCU staff--170 days | 4 | 1.1 |

Technical Unit

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|--|---|-------------------------|-----------------|
| Creating Fully Functional Service Delivery Points (FFSDP) RESFF \$256,684 | <p>Sub-result: CQI training guidelines will be available for use throughout project; CQI teams will be supported with materials and their efforts monitored and evaluated.(April 1997)</p> <ul style="list-style-type: none"> ▶ Translate existing Spanish CQI Training Guide into English for further development and use in other regions ▶ Assist LAC in developing “packages” of guides to assist CQI teams in problem solving in the areas they identify as impeding quality ▶ Assist LAC in developing monitoring and evaluation tools for use in strengthening local capacity and methodology for assessing the effectiveness of the teams ▶ Develop FPMD staff capacity to provide periodic support and monitoring of CQI teams | J Littlefield (Lead) I Fajardo D Monahan S Gutter SC Huber | Unit staff-30 days 15 days LOE Travel to Mexico (funded by LAC) 10 days TDY Translation of manual and tools | 2 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|---|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Conduct a desk evaluation of existing tools/experiences in supervision and other aspects of performance management | SC Huber S Solter J Littlefield S Gutter | Unit staff - 30 days | | |
| Creating Fully Functional Service Delivery Points (FFSDP) (cont'd) | <ul style="list-style-type: none"> ▶ Survey colleagues in other CAs to determine their needs in supervision and performance management ▶ Explore the possibility of collaboration with the Population Council in assessing effectiveness of different supervision and performance management systems as part of its ongoing situation analysis activities. ▶ Participate in on-going discussion on performance management issues in cluster and informal discussion. ▶ Design tool(s) ▶ Field test tool(s) | | 1 RT Boston-New York 1 day MI&E 1 RT Mexico-South America (Brazil, Honduras-TBD) 7 days TDY 1 RT Africa 7 days TDY Publications/materials | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|---|---|-------------------------|-----------------|
| Financial Management (cont'd) | <ul style="list-style-type: none"> ▶ modify tool developed for specific organizations to be a model for other organizations ▶ write guidelines for implementation of model ▶ present model to USAID and CAs ▶ pilot new generic tool in field sites (to be combined with other travel where possible) <p>Sub-result: Managers and policy makers have information regarding important cost factors at SDP level related to providing a variety of reproductive health interventions. (April 1997)</p> <p>Analysis of the FP/RH costs at SDP level, including implications for developing strategies to expand services, widely distributed through published paper(s):</p> <ul style="list-style-type: none"> ▶ identify potential journal | <p>J Littlefield (Lead) M Mitchell G Rosenthal C Stover J Tighe</p> | <p>1 RT to London 3 days TDY</p> <p>1 RT to LAC 7 days TDY</p> <p>12 days LOE 2 days LOE 12 days LOE 5 days LOE</p> | 1 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|--|---|-------------------------|--------------------|
| | <p>Sub-result: Principles and approaches to developing revenue generation schemes to promote sustainable quality services are synthesized and provided to managers. (September 1997)</p> | <p>P Fishstein (Lead) S Sacca M Hall</p> | <p>20 days LOE 10 days LOE 5 days LOE</p> | <p>1</p> | <p>1.3</p> |
| <p>Financial Management (cont'd)</p> | <p>▶ Develop (or identify existing) a guide to pricing principles (and possibly other revenue generation strategies such as insurance)</p> <p>Sub-result: An approach to estimating the cost of RH commodities is developed in collaboration with other USAID PHN Center CAs. (September 1997)</p> <p>▶ Attend working group meetings</p> <p>▶ Participate in country study (country TBD)</p> <p>▶ Participate in tool development and analysis</p> | <p>J Littlefield (Lead) M Mitchell</p> | <p>1 RT Peru 10 days TDY</p> | <p>1 2</p> | <p>1.1 1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|---|---|---|-------------------------|-----------------|
| Electronic Resources and Information Initiatives TLDIF \$ 364, 922 | <p>Sub-result: FPMD has a comprehensive understanding of use of its Web site through implementation of evaluation plan developed at the end of Year 1. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Assess feasibility of using the Web to distribute tools and other information ▶ Develop understanding of usefulness of Web for family planning management. | D Monahan (Lead) Cluster | Unit staff - 15 days Upgrade MSH logfile(?) | 4 | 1.3 |
| | <p>Sub-result: FPMD staff are trained to communicate the value of electronic resources to our partner organizations in the field. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Training arranged and provided to FPMD staff in the vocabulary, uses, and future of electronic communications technologies and how to convey information about them to clients in the field. | D Monahan(Lead) M DiMascio (in Collaboration with Pubs Unit) | Unit staff - 20 days 1 day LOE Books, supplies | 4 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|---|-------------------------|-----------------|
| | <p>Sub-result: Electronic conferences are developed and implemented. (Ongoing)</p> <p>Illustrative subjects include Community Management of Health Programs (to be conducted in conjunction with development of the FRAC conference), organizational sustainability indicators, decentralization, strategic planning, and others TBD.</p> | <p>D Monahan (Lead) S Vriesendorp G Rosenthal R-L K- Aitken S Gutter</p> | <p>Unit staff - 40 days</p> <p>LOE included in TLDSU LOE included in TLDSU</p> | 4 | 1.1 |
| Electronic Resources and Information Initiatives (cont'd) | <ul style="list-style-type: none"> ▶ SatelLife to provide technical support for configuring Web server, conference moderation training, and ongoing technical support for all five conferences. ▶ Develop a plan and evaluate results of electronic conferences. <p>Sub-result: Information-related initiatives of different FPMD units are consolidated and enhanced as part of FPMD's institutional memory initiative. (Ongoing)</p> <p>Illustrative activities:</p> <ul style="list-style-type: none"> ▶ Organize and computerize the FPMD/MSH library ▶ Assist with internal and external research on behalf of all staff | <p>L McCullough P Temples Clara Chen</p> <p>Heather Townsend</p> <p>Information Center Manager (new position) D Monahan S Gutter M Smit</p> | <p>23 days LOE 20 days LOE 3 days LOE 15 days LOE</p> <p>Unit staff - 235 days</p> <p>40 days LOE</p> <p>Library software Books/subscriptions</p> | 4 | 1.1 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|--|--|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Coordinate dissemination of all technical information developed by the FPMD project, other than that produced by the Pubs Unit ▶ Manage acquisition of materials for the library | | New computer and upgrades for 2 existing ones | | |
| Electronic Resources and Information Initiatives (cont'd) | <ul style="list-style-type: none"> ▶ Contribute to the institutional memory initiative <p>Sub-result: An array of simple management tools and management training materials is available electronically to managers around the world. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Develop 10 new GEMS and install them on the MSH web ▶ Collect, edit and place on Web locally-produced management training materials ▶ Monitor use GEMS ▶ Solicit electronic feedback from GEMS users to revise existing GEMS and develop new ones | S Vriesendorp (Lead) D Monahan S Gutter Other Tech staff-to be hired A Buxbaum B Bezmalinovic | Unit staff-30 days 10 days LOE 1 day LOE | 2 | 1.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--|--|---|---|-------------------------|-------------------|
| Sharing Lessons Learned TLDRE \$76, 260 | <p>Sub-result: Lessons learned from more than a decade of MSH/FPMD experience in selected management topics is synthesized, disseminated, and used by FP/RH donors, technical assistance agencies, local consultants and program managers through a new monograph series. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Complete monograph on MIS, publish and distribute (October) ▶ Research, review and publish and distribute monograph on decentralization lessons learned; findings presented at USAID and in other fora (January 1997) ▶ Begin work on one additional monograph; illustrative subjects are strategic planning and supervision/performance management (September 1997) | R-L Aitken (Lead) D Monahan S Vriesendorp S Gutter Other unit staff, as needed B Newbrander J Tighe | Unit staff-50 days 20 days LOE 5 days LOE Printing costs Distribution costs (Presentation of findings budgeted under Activity Code TLDSU-Decentralization) | 1 | 1.1 2.2 4.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|--|---|-------------------------|-------------------|
| Building Sustainable Organizations and Systems TLDSU \$ 662,803 | <p>Sub-result: An awareness about and strategy for leadership transition planning has been created (Ongoing)</p> <ul style="list-style-type: none"> ▶ Collect information about leadership transitions from the field (desk study) (December) ▶ Develop 2 case studies on leadership transitions in FP organizations (desk study) (February 1997) ▶ Prepare and undertake presentations at international meetings and conferences (June and November 1997) ▶ Undertake preliminary drafting for FPM issue in Year 3 (Fourth Quarter) | S Vriesendorp (Lead) S Gutter A Buxbaum B Tobin ME Arias | Unit staff- 35 days 35 days LOE 10 days LOE 4 days LOE 2 RT to D.C. (NCIH) 8 days TDY 2 RT to Indianapolis (APHA) 10 days TDY 1 RT to London 2 days TDY 1 RT to Africa 5 days TDY 1 RT to LAC 5 days TDY Presentation materials | 1 | 1.3 2.2 4.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|---|---|-----------------------|-------------------------|--------------------------|
| Building Sustainable Organizations and Systems (cont'd) | <p>Sub-result: Lessons learned from FPMD experience in strategic planning have been documented, strategic planning tools collected and catalogued and all shared with managers worldwide. (September 1997)</p> <ul style="list-style-type: none"> ▶ Collect and catalog FPMD, other MSH and external information on strategic planning interventions and extract lessons learned (See also TLDIF-electronic conferencing) ▶ Produce a lessons learned monograph about strategic planning (See also TLDRE-monograph series) | S Vriesendorp Other Tech staff-to be hired S Gutter | Unit staff-40 days | 1 4 | 1.1 1.3 2.2 4.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|---|-------------------------|--------------------|
| Building Sustainable Organizations and Systems (cont'd) | <ul style="list-style-type: none"> ▶ Develop and disseminate an annotated reference list of strategic planning tools (to be made available on request through the FPMD library) <p>Sub-result: Experience with managing the decentralization process and managing within decentralized health programs is examined for lessons learned, guidelines are developed and applied, and information is disseminated in various fora. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Review FPMD I experience with decentralization and produce monograph (see TLDRE for details) (January 1997) ▶ Disseminate FPMD/MSH experience with decentralization through U.S. and internal fora ▶ Liaise with other CAs and aid agencies on their work with decentralization | <p>R-L Aitken (Lead) B Newbrander J Tighe S Helfenbein M Bryant J Seltzer P Cross P Hume R Timmons C Madden</p> <p>Consultants- R Laing T Bossert J-J Frere</p> <p>SC Huber S Solter D Monahan S Gutter</p> | <p>30 days LOE 4 days LOE 5 days LOE 15 days LOE 15 days LOE 20 days LOE 5 days LOE 5 days LOE 10 days LOE</p> <p>9 days LOE 2 days LOE 2 days LOE</p> <p>Unit staff-175 days</p> | <p>2 3 4</p> | <p>1.1 1.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|---|-----------------|--|-------------------------|-----------------|
| | <ul style="list-style-type: none"> ▶ Liaise with SatelLife to develop an electronic discussion group on decentralization (See TLDIF) (January/February 1997) | | <p>6 RT D.C.-6 MI&E 1 RT New York -4 days TDY</p> <p>1 RT London-5 days TDY</p> <p>1 RT to Harare (cost-share with Africa Unit) to attend USAID/HRRAA mtg-3 days TDY</p> | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|---|-------------------------|----------------------------|
| Building Sustainable Organizations and Systems (cont'd) | <ul style="list-style-type: none"> ▶ Form a decentralization cluster with other units/MSH <p><u>Illustrative cluster activities:</u></p> <ul style="list-style-type: none"> ▶ Develop a multi-year MDP for decentralization activities ▶ Review literature on decentralization; prepare an annotated literature review; and publish/disseminate the review ▶ Prepare training material for a course on decentralized management ▶ Develop guidelines for decentralized management of health/fp and for managing the decentralization process ▶ Assess the feasibility of getting donor support for a conference/seminar on “Decentralization: Policy and Management” in 1998 | | Translation Printing & Distribution | | |
| Building Sustainable Organizations and Systems (cont'd) | <p>Sub-result: Institutions, donors and CAs will have a tested set of indicators to monitor institutional progress toward sustainable operations. (Ongoing)</p> | <p>G Rosenthal (Lead) M Mitchell W Mertens C Crone Coburn P Fishstein</p> <p>SC Huber S Solter S Vriesendorp D Monahan Other Tech staff-to be hierd</p> | <p>40 days LOE 10 days LOE 5 days LOE 3 days LOE 5 days LOE</p> <p>Unit staff - 38 days</p> | <p>1 2</p> | <p>1.3 2.3 4.3</p> |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|---|---|-------------------------|-------------------|
| | <ul style="list-style-type: none"> ▶ Develop indicators for each cell in the FPMP organizational development framework (ODF) to be shared, discussed, and modified through a 2-3 week electronic conference to be held in October, 1996. (see TLDIF) ▶ Prepare modified set of ODF indicators to be field tested. This includes integration of these indicators in institutional assessment formats and working out a collaborative strategy for obtaining this information on a broader selection of fp/rh institutions (January 1997) ▶ Field test/apply indicators in conjunction with ongoing regional unit subprojects (Ongoing) | | | | |
| Building Sustainable Organizations and Systems (cont'd) | <p>Sub-result: The institutional development experience of at least four FP/RH institutions will be documented and linkages between institutional development and the development of the programmatic context will be identified. (April 1997)</p> | G Rosenthal (Lead) B Tobin N Murray S Solter SC Huber S Gutter | 40 days LOE 15 days LOE 15 days LOE Unit staff - 25 days | 1 2 | 1.3 2.2 4.3 |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|---|--|-----------------|-----------------------|-------------------------|-----------------|
| | <p>An initial model which identifies key factors in the interaction between institutional and programmatic sustainability will be developed and a plan for validating these relationships for a wider set of institutions and settings will be designed.</p> <ul style="list-style-type: none"> ▶ Use SDA-Kenya case study to develop critical events format (CEF) and map chronology of institutional and programmatic experience for given fp/rh institutions ▶ Develop additional cases from MSH institutions--e.g. LIP, CAFS, MEXFAM--and integrate into CEF ▶ In collaboration with other CAs, test critical events list by eliciting information on selected institutions currently being supported through other CAs | | | | |
| Building Sustainable Organizations and Systems (cont'd) | <ul style="list-style-type: none"> ▶ Based on the information collected, validate the descriptive elements and prepare a set of sustainability indicators relating directly to the interaction between institutional and programmatic sustainability | | | | |

| Country/Subproject/ Activity Code | Sub-results/Activities | Human Resources | Budget Considerations | FPMD Project Element | PHNC Results |
|--------------------------------------|--|--|--|-------------------------|----------------------------|
| | <ul style="list-style-type: none"> ▶ Design and implement an analytic strategy for selecting key indicators which can be related to future capacity to generate services (institutional sustainability) and used to develop an index for monitoring institutional progress ▶ Prepare periodic updates of progress and share through electronic conferences <p>Sub-result: A set of tools to support key organizational and managerial functions in FP/RH institutions has been compiled and made available. (Ongoing)</p> <ul style="list-style-type: none"> ▶ Prepare and disseminate summary of user-friendly “tools” for managers and planners (to be made available through FPMD library) ▶ Develop system for prioritizing and tracking additional tools which can strengthen institutional sustainability | <p>G Rosenthal (Lead) D Collins M Mitchell New unit staff D Monahan S Gutter</p> | <p>10 days LOE 5 days LOE 10 days LOE Unit staff - 20 days</p> | <p>2</p> | <p>1.3 2.2 4.3</p> |

FPMD Travel Calendar

AFRICA UNIT

FRAC Micro-network

Mali

October 1996

Moussa Fall, SatelLife, 10-day trip Dakar-Bamako as follow-up visit to Mali FRAC network

November 1996

The following people will travel to Mali for the facilitation of FRAC IX meeting and introduction of the FRAC micronetwork:

FPMD: Sylvia Vriesendorp, 17-day trip Boston-Bamako; Corinne Nagy, 25-day trip to Bamako from Paris. FRAC moderator, 25-day trip Boston-Bamako
SatelLife: Alex Fraser, 25 day trip Boston-Bamako; Moussa Fall, 20-day trip Dakar-Bamako. SatelLife Info. Consultant, 17-day trip Boston-Bamako.

Burkina Faso and Cameroon

January 1997

Moussa Fall, SatelLife, 20-day trip Dakar-Ouagadougou and Yaonde to connect and train FRAC members (those who did attend the FRAC IX conference) in Burkina Faso and Cameroon, in the use of the healthnet technology. (training in use of technology)

Date TBD

SatelLife Info. Consultant, 20-day trip Boston-Dakar-Ouagadougou-Yaounde to train connected FRAC members how to use informaton available through the electronic network to maximum capacity (content and information related training)

Date: TBD

SatelLife Info. Consultant, 20-day Boston-Dakar-Ouagadougou-Yaounde trip as follow-up visit to train the Information Officers and System Officers as well as to generate local information resources and to make them available to FRAC members.

Haiti

Date: TBD in collaboration with SHS/MSH staff (Probably January-February 1997)

Alex Fraser, SatelLife, 10-day trip Boston-Haiti; John Mullaney, SatelLife, 10-day trip Boston-Haiti to conduct in-country feasibility study; strategize about implemeting HealthNet node; determine location of node; hire in-country technical staff and identify local information manager; meet with potential users; introduce network information resources.

Date TBD (probably May 1997)

Alex Fraser, SatelLife, 10-day trip Boston-Haiti to install HealthNet node and connect appropriate users according to results of feasibility study

August 1997, in collaboration with SHS

FRAC Moderator - 5 -day trip Boston-Haiti (cost sharing with SHS); SatelLife Tech. Staff; 10-day trip Boston-Haiti; supplementary technical training for system operator and information officer; additional training for connected users.

Date TBD

FRAC moderator (in collaboration with SHS), 5-day trip; SatelLife Info. Consultant, 7-day trip Boston-Haiti to train connected FRAC members to use information available through electronic network to maximum capacity

Madagascar

Date TBD in collaboration with SHS/MSH staff

Kerry Gallivan, SatelLife, 10-day trip Boston-Antananarivo to conduct in-country feasibility study to determine if it is appropriate to install HealthNet node. In collaboration with SHS and jointly with SatelLife staff

Date TBD in collaboration with SHS/MSH staff (probably June 1997)

Kerry Gallivan, 15-day trip Boston -Antananarivo to install HealthNode and connect appropriate users according to results of feasibility study

Date TBD in collaboration with SHS

FRAC Moderator - 10-day trip Boston-Antananarivo (cost sharing with SHS); SatelLife Info. Consultant. 10-day trip Boston-Haiti to identify information needs and to train connected FRAC members on the use and access of FPMD and HealthNet information resources available through the electronic network.

IPPF AFRICA REGION

Kenya

Date TBD when IPPF\RS MDP and DIP and Needs Assessment Instrument are finalized (probably early 1997)

FPMD Technical Unit staff TBD; 2 x 10-day trip Boston-Nairobi *or* to country of selected FPA for implementation of needs assessments for selected FPAs at country level.

Date TBD when IPPF\RS MDP and DIP are finalized (probably early 1997)

Barbara Tobin 3x 5-day trip from Nairobi to country of selected FPA. Tech. Unit staff TBD, 10-day trip from Boston to country of selected FPA to develop MDPs with selected FPAs.

Date TBD once workplans with individual FPAs have been developed.

Barbara Tobin, 2 trips (21 days total) to countries of selected FPAs. Tech. Unit staff TBD, 3x 10-day trip Boston-to Nairobi or selected country to provide technical assistance (as identified in the MDPs of the selected FPAs). Technical and the Regional Secretariat. Type of TA to be determined after needs assessments and MDPs are finalized; some illustrative examples: Volunteer Development, Supervision, Financial Management, Strategic Planning.

ZNFPC Strategic Planning

Zimbabwe

September - October 1996

Barbara Tobin, 5 trips, (20 days total) to Harare for external assessment in preparation for strategic planning, work with consultants on data analysis process; discuss outline of report and presentation for the Strategic planning workshop in Oct./Nov. 1996 and to finalize the Assessment Report and to present it to ZNFPC approval.

Late October-early November 1996

Barbara Tobin, 10-day trip to Harare; Sallie Craig Huber, 10-day trip Boston-Harare.; Sylvia Vriesendorp, 15 days LOE, one way trip: Boston-Harare-Bamako. Riita Liisa Kholem.Aitken, and Bill Newbrander, 5 days LOE each and one way trip, Boston-Harare, each to facilitate and participate in the Data Interpretation Workshop and Strategic Planning Workshop, jointly held with the Population Council's Situation Assessment workshop.

Date TBD

Barbara Tobin, 10-day trip Harare, Marc Mitchell, 10-day trip to Boston-Harare to finalize the individual components of the Strategic Plan and consolidated materials in the final version, for approval of MOH, ZNFPC, publication and dissemination.

New Initiatives

Senegal/CESAG

Date TBD and pending allocation of field support funds

Staff TBD, depending on the design of project of FPMD with CESAG the type of TA; selection of consultants and purpose of trips will be developed.

Mali/CERPOD

Date TBD

Sylvia Vriesendorp, 15-day trip to Mali for workshop, "Managing Change" for CERPOD staff.

In-country Micro Network

Burkina Faso

Date TBD

Purpose of visit: Moussa Fall, 15-day trip Dakar-Ouagadougou; SatelLife Tech. Staff, 5-day Boston-Ouagadougou to connect two to three family planning clinic sites to HealthNet node

Date TBD

SatelLife Consultant, 15-day trip Boston-Ouagadougou to identify information needs and train connected family planning clinic sites on the use of SatelLife Info.

Exploration of Other Opportunities for FPMD

Tanzania

Date TBD

Barbara Tobin, 7 day trip Nairobi-Tanzania for exploration of opportunities through FPMD/MSH and other projects' contacts.

Ghana

Date TBD

Barbara Tobin, 7 day trip Nairobi-Ghana, for exploration of opportunities through FPMD/MSH and other projects' contacts.

ASIA/NEAR EAST UNIT

Bangladesh

Local Initiatives Program

November 1996

Abu Sayeed, LIP Program Director, 2-week TDY to Boston to: a) present at APHA; b) attend the 2-day MSH Chief of Party meeting; and c) meet with ANE Unit staff and FPMD/MSH technical staff concerning programmatic and contract management issues.

January 1997

Alison Ellis, Regional Director, Asia/Near East Unit, FPMD, 2-week TDY to: a) Finalize the Sustainability Options Report; b) Review/finalize a workplan for LIP administrative closeout procedures as of August 1997; c) Follow-up/discuss the status of various program activities.

Sallie Craig Huber, Director, Technical Unit, FPMD, 2-week TDY to: a) Follow-up on the status of LIP research/evaluation agenda, developed with LIP staff in March 1996, and revise as necessary; b) Assist in the finalization of special studies, as necessary; c) Initiate development of methodology for focus groups with LIP volunteers.

February 1997

Saul Helfenbein, Director, Population Program, MSH, 2-week TDY to: a) orient LIP staff to the Management Development Assessment (MDA) framework and continue the development of the "Sustainability Readiness Assessment Tool" (SRAT); b) assist LIP staff in finalizing the data collection and analysis instruments for SRAT; c) participate in 1-2 field tests of the application of SRAT; and d) contribute to the documentation of the SRAT methodology and experience as applied to maturing thana programs.

March 1997

To be determined, local or regional credit program consultant: 4-week TDY to develop a strategy and sustainability plan for LIP volunteers and identify potential income-generating activities in 4-8 thanas.

To be determined, Training for 4 district and thana level officials, and 2 LIP program staff via regional courses. (On hold per USAID/Dhaka request.)

April 1997

Alison Ellis, Regional Director, ANE Unit, 2-week TDY to: a) review progress in LIP implementation of annual workplan; b) provide TA in select technical areas; and c) coordinate with USAID/Dhaka.

June 1997

Abu Sayeed, LIP Program Director, and Dr. Kabir U. Ahmed, Deputy Director, 2-week TDY for annual program review/coordination meetings with FPMD/MSH staff, and planning for LIP close-out and documentation of lessons learned.

July 1997

Sallie Craig Huber, Director, FPMD Technical Unit, 2-week TDY to: a) provide follow-up TA to LIP staff in evaluation-related skills development; and b) work with LIP staff to finalize special studies on 1) client satisfaction; 2) focus groups with female community volunteers to assess the impact of linkages with local development opportunities on their motivation to continue involvement with LIP; 3) operations research to test management innovations in two “indicator thanas”, including the introduction of registration fees/fee-for-service scheme, strengthening Family Welfare Center management, and alternative service delivery approaches to door-step delivery.

August 1997

TBD, a FPMD Accounting and an ANE Unit administrative staff, 2-week TDY to assist with completion of LIP project and TAI contract close-out, including review/audit of accounting records, reconciliation of thana small grant financial records, completion of inventory records and appropriate transfer of equipment/office inventory, and arrangement for shipment of key project documents and materials to FPMD/Boston.

Cooperating Agency/Non-governmental Organization Project

November 1996

Paul Fishstein, Senior Program Associate, ANE Unit, 2- week TDY to: a) provide technical assistance to NGOs in use of planning tools; b) review draft sustainability plans; c) monitor overall subproject progress against management development plan; d) analyze 1995 QES MIS indicators; and e) coordinate with USAID/Dhaka.

January 1997

Paul Fishstein, Senior Program Associate, ANE Unit, and Stephen Sacca, Senior Program Associate, MSH Health Financing Program, 2- week TDY to: a) prepare and conduct workshop to share experiences of sustainability planning; b) monitor overall subproject progress against management development plan; and c) coordinate with USAID/Dhaka.

Morocco

October/November 1996

Jim Wolff, Director, FPMD Electronic Technologies Unit, 1-week TDY to facilitate discussion and definition of the National Training Center for Reproductive Health's (NTCRH) role in the Morocco national FP/reproductive health program in collaboration with the NTCRH, Ministry of Public Health, and USAID/Rabat.

Jan Hoey, Director, MSH Management Training Program, and Charlie Stover, Senior Program Associate, Health Financing Program, 2-week TDY to: a) conduct an assessment of the NTCRH to determine its training capacity and the market for future training/technical assistance activities; and b) prepare a sustainability planning action plan in collaboration with the NTCRH, MOPH, and USAID/Rabat.

December 1996/January 1997 or TBD

Jan Hoey, 2-week TDY to conduct a needs assessment of the National Institute for Health Administration's (INAS) capacity to design and offer management training courses.

March 1997 or TBD

Charlie Stover and/or TBD, 2-week TDY to provide follow-up TA to the NTCRH in sustainability planning.

March/April 1997

Alison Ellis, Regional Director, FPMD Asia/Near East Unit, 3-day TDY to review outcomes of NTCRH and INAS needs assessments, and to develop a detailed workplan for program activities for the balance of the program period (through December 1997) with Moroccan counterparts and USAID/Rabat.

April 1997 or TBD

Marianne Dimascio, Deputy Director, MSH Management Training Program, and/or Saul Helfenbein, Director, MSH Population Program, and/or Sylvia Vriesendorp, Organizational Development Specialist, FPMD Technical Unit, 3-week TDY to undertake a management training course in collaboration with INAS trainers, as determined from outcome of needs assessment.

June 1997 or TBD

Charlie Stover and/or TBD, 2-week TDY to provide follow-up TA to the NTCRH in sustainability planning.

Nepal

Family Planning Association of Nepal

October 1996

Paul Fishstein, Senior Program Associate, ANE Unit, 1- week TDY to: a) monitor overall subproject progress against management development plan; b) assist in training of Nepali staff in logistics software and systems; c) coordinate with other CAs, donors, and HealthNet/Nepal; and d) liaise with USAID/Kathmandu.

October/November 1996

Margaret Watt, Program Associate, MIS Program, 3-week TDY to: train Nepali staff in installation, adaptation, and support for logistics software. (Funded by Technical Unit)

January 1997

Paul Fishstein, Senior Program Associate, ANE Unit, 1- week TDY to: a) participate in regional MIS workshop; b) monitor subproject achievements against management development plan and conduct final review of technical assistance to FPAN; c) coordinate with other CAs, donors, and HealthNet/Nepal; and d) liaise with USAID/Kathmandu.

FPMD/Satellife

March 1997

Satellife Information Consultant (TBD), 2-week TDY to: a) identify information needs of subscribers; and b) provide training on the use of and access to FPMD and HealthNet information available through the electronic network.

July 1997

Satellife Information Consultant (TBD), 2-week TDY to: a) provide training to the HealthNet/Nepal Information Officer and System Officer in generating local information resources and making them available to network subscribers; and b) provide follow-up training to HealthNet/Nepal subscribers on the use of and access to FPMD and HealthNet information available through the electronic network.

Philippines

October 1996

Robert Timmons, Director, MIS Program, MSH, 2-week TDY to: a) finalize the detailed MIS strategic plan for FP/MCH services in collaboration with the Office for Public Health Services (OPHS) and MSH/Manila; and b) review the draft MCH questionnaire and field manual for conducting integrated FP/MCH cluster surveys.

February 1997 or TBD

Robert Timmons, 2-week TDY to provide follow-up TA concerning: a) the MIS strategic plan; b) field manual for integrated FP/MCH cluster surveys; c) assist the OPHS and MSH/Manila to develop an implementation strategy and plan for conducting integrated FP/MCH cluster surveys; and d) develop an implementation plan for introducing community-based monitoring among interested Local Government Units.

May 1997 or TBD

Robert Timmons, 2-week TDY to provide follow-up TA and complete FPMD workplan.

Turkey

Ministry of Health MIS Project

January 1997

Alison Ellis, 1-week TDY to: a) review the TA program for FY97 with the MCHFP General Directorate, and The Futures Group/Policy Project; b) coordinate with Dr. Ersin Topcuoglu, FPMD local coordinator/MIS consultant to review results of workshops with provinces and discuss next steps.

April 1997 or TBD

Robert Timmons: 2-week TDY to: a) work with Dr. Topcuoglu and the LMIS technical team to finalize protocols/procedures for routine review and feedback to provinces on service statistics and commodities reports; b) participate in follow-up TA visits to provinces participating in the sub-project; and c) contribute to the finalization of the trainer's and user's guides.

June/July 1997

Paul Fishstein: 1-week TDY to assess progress and impact of FY97 workplans (MOH and NGO Network) and to develop the FY98 workplan.

September 1997 or TBD

Robert Timmons: 2-week TDY to: a) participate in follow-up TA visits to provinces participating in the sub-project; and b) contribute to development of TA plans for new provinces to be incorporated into the project.

NGO Network Project (KIDOG)

January/February 1997

Sylvia Vriesendorp, Organizational Development Specialist, 1-week TDY to facilitate a workshop on: a) skills training for NGO Network members in fundraising; b) development/definition of NGO Network operational structures, systems, and internal communications mechanisms.

March or April 1997

Sylvia Vriesendorp, and Paul Fishstein: 1-week TDY to provide follow-up TA in fundraising/grant writing and finalization of the Network's operational systems.

June 1997 or TBD

Sylvia Vriesendorp, and Paul Fishstein: 1-week TDY to provide TA in other areas as requested by the NGO Network and/or The Futures Group/Policy Project.

LATIN AMERICA/CARIBBEAN UNIT

Bolivia

CNS

November 1996

Lourdes de la Peza, Program Associate/LAC will travel to Bolivia to continue the implementation of the CQI strategy with the CNS, conducted TOT, provide training and TA to local resources and monitor ongoing work in five polyclinics.

Consultant Natividad Hernandez will travel to Bolivia to develop a CQI accreditation protocol for the CNS.

November 1996 or February 1997

Technical Unit staff TBD will travel to Bolivia to provide follow-up technical expertise in development of CQI improvement tools (packages).

January 1997

Consultant Natividad Hernandez will travel to Bolivia to develop a CQI accreditation protocol for the CNS.

February 1997

Lourdes de la Peza, Program Associate/LAC will travel to Bolivia to continue the implementation of the CQI strategy with the CNS, conducted TOT, provide training and TA to local resources and monitor ongoing work in five polyclinics.

May or June 1997

Consultant Cecilia McMillen will travel to Bolivia to conduct a workshop on organizational development/institutional strengthening.

June 1997

Lourdes de la Peza, Program Associate/LAC, will travel to Bolivia to continue the implementation of the CQI strategy with the CNS, conducted TOT, provide training and TA to local resources and monitor ongoing work in five polyclinics.

Ileana Fajardo will travel to Bolivia to finalize indicators and implementation of the CQI accreditation for the CNS.

July 1997

Edgar Necochea, LAC Regional Director and TBD, LAC Program Officer will travel to Bolivia to monitor FPMD activities and identify future activities for the upcoming year.

September 1997

Lourdes de la Peza, Program Associate/LAC will travel to Bolivia to continue the implementation of the CQI strategy with the CNS, conducted TOT, provide training and TA to local resources and monitor ongoing work in five polyclinics.

Ileana Fajardo will travel to Bolivia to finalize indicators and implementation of the CQI accreditation for the CNS.

CIES

December 1996

Consultant TBD will conduct a workshop and assistance to CIES for the development of their 1997 Strategic Plan.

February 1997

David Collins or TBD will travel to Bolivia to provide technical assistance to CIES in the development and use of a financial costing model for decisionmaking.

PROCOSI

January 1997

Alex Fraser, SatelLife, and Bea Bezamalinovic, FPMD Operations unit will travel to Bolivia to complete the installation of the micronetwork and training of PROCOSI staff in its use and management applications.

March 1997

Technical Unit staff TBD will travel to Bolivia to provide training and TA to PROCOSI members in business planning.

Consultant Rolf Stern and TBD will travel to Bolivia to work with CCH and PROCOSI in the development of standards and administrative mechanisms for funding rural service delivery expansion.

May 1997

Consultant Rolf Stern and TBD will travel to Bolivia to work with CCH and PROCOSI in the development of standards and administrative mechanisms for funding rural service delivery expansion.

Brazil

October 1996

Lourdes de la Peza, Program Officer/LAC, and Judy Seltzer, Senior Program Associate, Pop/MSH will travel to Brazil to provide technical assistance in the development of training curricula with relevant institutions in Bahia and Ceara.

November 1996

Edgar Necochea, Regional Director, LAC will travel to Brazil to monitor activities and develop strategies and negotiate workplan activities for the upcoming year.

December 1996

Lourdes de la Peza, Program Officer/LAC and Judy Seltzer, Senior Program Associate, Pop/MSH will travel to Brazil to provide technical assistance in the development of training curricula with relevant institutions in Bahia and Ceara.

March 1997

Edgar Necochea, Regional Director, LAC will travel to Brazil to monitor activities and develop strategies and negotiate workplan activities for the upcoming year.

July 1997

Edgar Necochea, Regional Director, LAC will travel to Brazil to monitor activities and develop strategies and negotiate workplan activities for the upcoming year.

Guatemala

April 1997

Lourdes de la Peza, Program Officer, LAC will travel to Guatemala to conduct training for APROFAM rural program management staff.

TBD, Program Officer, LAC will travel to Guatemala to monitor implementation of new rural program strategies and to plan activities for the upcoming program year.

September 1997

Lourdes de la Peza, Program Officer, LAC will travel to Guatemala to conduct training for APROFAM rural program management staff.

TBD, Program Officer, LAC will travel to Guatemala to monitor implementation of new rural program strategies and to plan activities for the upcoming program year.

Honduras

October 1996

Consultant Roy Brooks will travel to Honduras to provide technical assistance to ASHONPLAFA in the development of a human resources administration plan.

January 1997

Consultant Roy Brooks will travel to Honduras to provide technical assistance to ASHONPLAFA in the development of a human resources administration plan.

February 1997

Consultant Cecilia McMillen will travel to Honduras to provide technical assistance and training to ASHONPLAFA in performance management systems.

October 1997

Consultants Rodrigo Castro and Gabriel Ojeda will travel to Honduras to complete their technical assistance to ASHONPLAFA in the development and implementation of new financial and statistical MIS

Jamaica

November 1996

FPMD staff TBD will travel to Jamaica to finalize FPMD technical assistance and to close out program.
(November 96)

Mexico

DGSR

January 1997

Nancy Murray, Program Officer, LAC will travel to Mexico to provide technical assistance in the development of quality indicators as well as implementation of a system of accreditation for DGSR SDPs.

April 1997

Nancy Murray, Program Officer, LAC will travel to Mexico to provide technical assistance in the development of quality indicators as well as implementation of a system of accreditation for DGSR SDPs.

Consultant Ileana Fajardo will travel to Mexico to work with the DGSR in the development and implementation of the system of accreditation for DGSR SDPs.

July 1997

Nancy Murray, Program Officer, LAC will travel to Mexico to provide technical assistance in the development of quality indicators as well as implementation of a system of accreditation for DGSR SDPs.

Consultant Ileana Fajardo will travel to Mexico to work with the DGSR in the development and implementation of the system of accreditation for DGSR SDPs

September 1997

Consultant Ileana Fajardo will travel to Mexico to work with the DGSR in the development and implementation of the system of accreditation for DGSR SDPs

MEXFAM

February 1997

David Collins will travel to Mexico to provide technical assistance in financial monitoring and accounting of MEXFAM clinics.

March 1997

Charlie Stover, MSH Health Financing Project, will travel to Mexico to provide training for senior MEXFAM staff in institutional strengthening.

Edgar Necochea, Regional Director, LAC, will travel to Mexico to collaborate in the provision of training in institutional strengthening.

May 1997

David Collins will travel to Mexico to provide technical assistance in financial monitoring and accounting of MEXFAM clinics.

September 1997

David Collins will travel to Mexico to provide technical assistance in financial monitoring and accounting of MEXFAM clinics.

Date TBD

Nancy Murray, Program Officer, LAC will travel to Mexico to collaborate with local consultant for quality clinical services. (Combined with one DGSR visit)

FEMAP

November 1996

Consultant Cecilia McMillen will travel to Mexico to facilitate in the design, field testing and execution of an organizational effectiveness study with FEMAP affiliates.

December 1996

Consultant Cecilia McMillen will travel to Mexico to facilitate in the design, field testing and execution of an organizational effectiveness study with FEMAP affiliates.

January 1997

David Nelson, MSH MIS Unit, will travel to Mexico to assess the feasibility of developing an integrated clinic MIS.

February 1997

Consultant Cecilia McMillen and Maribel Diaz, Program Associate, LAC will travel to Mexico to facilitate in the design, field testing and execution of an organizational effectiveness study with FEMAP affiliates.

Paraguay

November 1996

FPMD Operations staff (TBD) will travel to Paraguay to assist Resident Advisor in the set-up of administrative systems.

March 1997

Edgar Necochea, Regional Director LAC will travel to Paraguay to monitor activities and participate in the negotiation of workplan for following year.

July 1997

Edgar Necochea, Regional Director LAC will travel to Paraguay to monitor activities and participate in the negotiation of workplan for following year.

Peru

November 1996

Lourdes de la Peza, Program Officer, LAC will travel to Peru to provide training and technical assistance in CQI.

Edgar Necochea, Regional Director, LAC will travel to Peru to monitor program status and negotiate program activities for the following year.

January 1997

James Eckroad, Peru Country Coordinator, will travel to Peru to monitor program status and negotiate program activities for the following year.

February 1997

Consultant Ileana Fajardo will travel to Peru to participate in the development and testing of a quality service delivery model.

Lourdes de la Peza, Program Officer, LAC will travel to Peru to provide training and technical assistance in CQI.

David Nelson, MSH MIS Unit will travel to Peru to collaborate in the provision of training in information-based decision making.

June 1997

Lourdes de la Peza, Program Officer, LAC will travel to Peru to provide training and technical assistance in CQI.

July 1997

Edgar Necochea, Regional Director, LAC will travel to Peru to monitor program status and negotiate program activities for the following year.

James Eckroad, Peru Country Coordinator, will travel to Peru to monitor program status and negotiate program activities for the following year.

September 1997

Lourdes de la Peza, Program Officer, LAC will travel to Peru to provide training and technical assistance in CQI.

Date TBD

Alex Fraser, SatelLife, will travel to Peru to conduct an assessment (TBD).

PUBLICATIONS AND COMMUNICATIONS UNIT

Madagascar

Date TBD 1997

Kim Austin (tentative) Electronic Communications Specialist to travel to Madagascar (10 days) for the purpose of assisting in introduction of electronic technologies, explaining the FPM Electronic Resource Center, and collecting information from client organizations on e-mail usage, need for management materials and type, accessibility to materials electronically, etc. Part of R&D for further development of FPMD's electronic communications program.

Brazil

Date TBD 1996/97

Linda Suttentfield, Senior Publications Manager 6-day TDY and Edgar Necochea, LAC Unit Director, 3-day TDY to discuss the development of a Portuguese edition of *The Family Planning Manager's Handbook*, an English/Spanish/Portuguese edition of the *Pocket Glossary*, and/or a Portuguese edition of the *FPM Compendium*. SOW to include: a) meeting with UNFPA, Pathfinder International, and other potential collaborators to decide on publications to be developed; b) negotiate a cost-sharing arrangement and familiarizing key personnel of each collaborating organization with the process involved; c) identifying individuals and organizations to participate in the review process; and d) discussing marketing and distribution strategies for the publications within the region.

Kenya

Date TBD 1996/97

Linda Suttentfield, Senior Publications Manager 7-day TDY to: a) meet with collaborating organizations (ie. UNFPA, Pathfinder International, and other potential collaborators) to negotiate cost-sharing arrangement and plan for the development of a Swahili edition of *The Family Planning Manager's Handbook*, including familiarizing key personnel of each collaborating organization with the process involved; b) determine which country examples might be replaced; c) identify individuals and organizations to participate in the review process; and d) discuss marketing and distribution strategies for this edition within the region.

TECHNICAL UNIT

October 1996

London (IPPF)/Ann Buxbaum (Cost shared in conjunction with other travel through London)-To present Leadership Transition planning to IPPF and solicit FPA's interest in participating in training in this subject

Nepal/Margaret Watt-To provide CLM training and installation at FPAK

November 1996

Mexico/Joan Littlefield-To attend the Regional IEC Conference on Adolescent Sexual Health co-sponsored by UNFPA, JOICEF, MEXFAM and IPPF

December 1996

London (IPPF)/David Collins (Cost shared in conjunction with other travel through London, if possible)-To present Cost-Revenue Model to IPPF and solicit FPA's interest in testing the tool.

London (IPPF)/Riitta-Liisa Kolehmainen-Aitken-To present paper on decentralization at the European Public Health Association and to consult with IPPF about opportunities to work with their affiliates and regional offices on decentralization

February 1997

Latin America (Country TBD, based on interest/request of partner organizations)/Joan Littlefield-To field test cost-revenue model in FPA (see December above)

Africa (Country TBD based on interest/request of partner organizations)/Charlie Stover-To field test cost-revenue model in FPA (see December above)

March 1997

Peru/Marc Mitchell-To gather country data on the cost of RH commodities (This activity will be done in collaboration with the Working Group on Costing RH Commodities of the Office of Health--Peru is proposed country for study, but the country and date may change)

April 1997

Africa (Country TBD, based on interest/request of partner organizations)/Sylvia Vriesendorp-To conduct Leadership Transition planning training

May 1997

Latin America (Country TBD, based on interest/request of partner organizations)/Bea Bezmalinovic-To test supervision/performance management tools

June 1997

Africa (Country TBD, based on interest/request of partner organizations)/Ann Buxbaum-To test supervision/performance management tools

July 1997

Latin America (Country TBD, based on interest/request of partner organizations)/Unit Staff (TBD)-To conduct Leadership Transition planning training

August 1997

Latin America (Country TBD, based on interest/request of partner organizations)/MSH or Unit Staff (TBD)-To pilot test Cost-Revenue Model tool in a field site.

OFFICE OF THE DIRECTOR

Dates TBD

Three Operational Trips for Project Management purposes as needs arise are budgeted.

Financial Summary

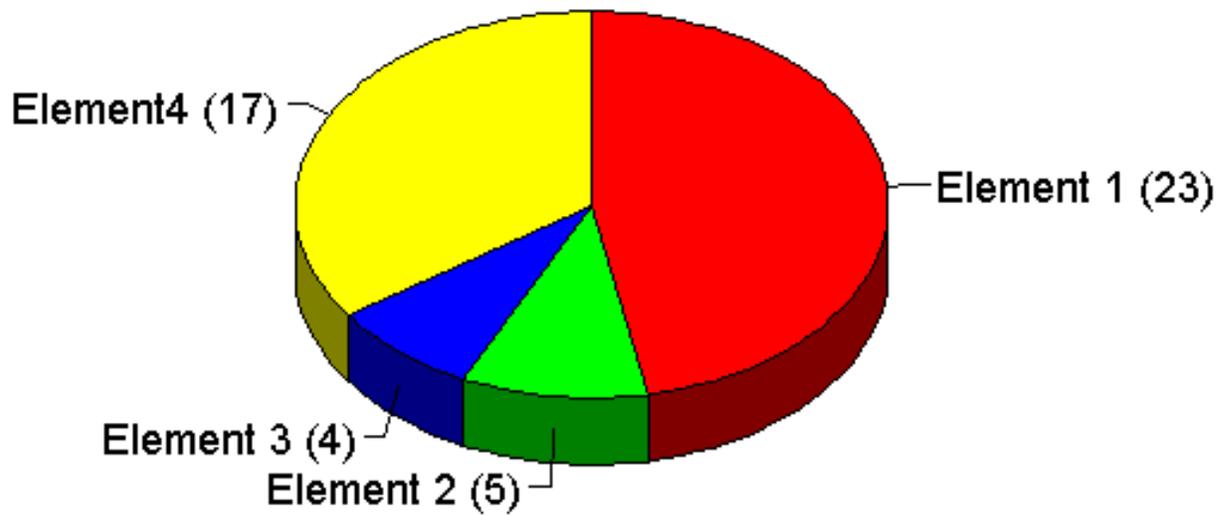
| Country/Subproject/Activity Code | |
|--|--------------------|
| Africa Unit | |
| FRAC Micro Network AFRFR | \$214,978 |
| IPPF Africa Region AFRIP | \$206,622 |
| ZNFPC Strategic planning and Management Zimbabwe ZIMSP | \$206,663 |
| CESAG/ Senegal NITCG | \$9814 |
| CERPOD/ Mali NITCP | \$36,452 |
| New Initiatives NITAF | \$49,779 |
| Burkina Faso In-country Micro-Network BURMH Note: Sub project pending availability of funds and workload of SatelLife staff. Will revisit the situation second part of workplan year. | \$41,049 |
| Sub total Africa | \$765,357 |
| Asia/Near East/Europe | |
| Bangladesh/Local Initiatives Program (LIP) BANLP | \$2,112,195 |
| Bangladesh/ Cooperating Agency/ Non-Governmental Organization BANNNG | \$131,709 |
| Morocco/Technical assistance to the National Training Center for Reproductive Health (NTRH) and to the National Institute for Health Administration (INAS)/ MORNT | \$304,970 |
| Nepal/ Family Planning Association of Nepal/ NEFPF | \$85,223 |
| Nepal/Establishment of a micro network (SatelLife) | \$42,012 |
| Philippines/Technical Assistance to the Integrated FP and MCH Program (IFPMHP) PHILG | \$124,134 |
| Turkey/Technical Assistance to the MCH/FP General Directorate TURMH | \$210,185 |
| Turkey/Technical assistance to the NGO Network (KIDOG)/ TURNG | \$111,988 |
| Asia/Near East Unit New Initiatives NITAS | \$122,403 |
| Asia/Near East Unit Technical Leadership Activities TLDAS | \$27,393 |
| Sub-total Asia/Near East | \$3,272,212 |
| Latin America/Caribbean Unit | |
| Bolivia Caja Nacional de Salud BOLCN | \$123,466 |
| Centro de Investigacion, Educacion y Servicios (CIES) BOLCS | \$38,657 |
| PROCOSI BOLPR | \$114,968 |

| Country/Subproject/Activity Code | |
|--|--------------------|
| Brazil Reproductive Health/Family Planning Program of the State Secretariat of Health of Bahia BRZBA | \$302,897 |
| Brazil State Secretariat of Health of Ceara's (SESA/CE) Viva Mulher Program BRZCR | \$345,293 |
| Guatemala APROFAM GUAAP | \$89,245 |
| Honduras ASHONPLAFA HONAS | \$67,224 |
| Jamaica National Family Planning Board (NFPB) | \$6,473 |
| Mexico Direccion General de Salud Reproductiva (DGSR) | \$234,310 |
| Mexico Fundacion Mexicana para la Planeacion Familiar (MEXFAM) MEXME | \$159,157 |
| Mexico Federacion Mexicana de Asociaciones de Salud y Desarrollo Comunitario (FEMAP) MEXFE | \$126,531 |
| Peru Ministry of Health PERCQ/ PERID | \$309,580 |
| Paraguay Ministry of Health PAMOH | \$ 498,672 |
| Sub-total Latin America/Caribbean | \$2,416,473 |
| Publications | |
| <i>The Family Planning Manager</i> (English) TLDME | \$345,040 |
| <i>The Family Planning Manager</i> (Foreign Editions) TLDMF | \$112,187 |
| <i>The Family Planning Manager</i> (Foreign Editions) TLDMS | \$112,546 |
| Pocket Glossary: New Language Editions TLDGL | \$102,107 |
| <i>The Family Planning Manager Compendium</i> (Bound edition of reprints of Vols. I - IV) DISMG | \$106,050 |
| <i>The FP Handbook</i> (Foreign Editions -- Arabic) TLDHA | \$56,416 |
| <i>The FP Handbook</i> (Foreign Editions -- Portuguese) TLDHP | \$57,132 |
| <i>The FP Handbook</i> (Foreign Editions -- Swahili) TLDHS | \$58,349 |
| Tools Development and other Publications TLDOT | \$95,122 |
| FPMD Project Informational Materials TLDMK/DISMK | \$211,354 |
| Interactive Electronic Publications and Communications Products TLDEP | \$546,850 |
| Publications Cost Recovery DISOT | \$207,483 |
| Publications Distribution DISMG, DISGL, DISHN (bulk mailings) | \$349,101 |
| Sub-total Publications | \$2,359,737 |
| Technical Unit | |
| Creating Fully Functional Service Delivery Points (FFSDP) RESFF | \$256,684 |
| Financial Management TLDFM | \$187,342 |
| Electronic Resources and Information Initiatives TLDIF | \$364,922 |
| Sharing Lessons Learned TLDRE | \$76,260 |

| Country/Subproject/Activity Code | |
|--|---------------------|
| Building Sustainable Organizations and Systems TLDSU | \$662,803 |
| Sub-total Technical Unit | \$1,548,011 |
| Project-wide Activities | |
| Equipment/Software for Project Start-up NITEQ | \$145,140 |
| World Wide Office/Electronic Communications TLDWO | \$260,678 |
| Donor Leveraging NITDO | \$30,750 |
| Sub-total Project-wide Activities | \$436,568 |
| Grand Total | \$10,798,358 |

Number of Subprojects by Element

Workplan Year 10/96-9/97



FPMD Budget by Project Element

Workplan Year 10/96-9/97

