

**QUALITY IMPROVEMENT IN PRIMARY SCHOOLS (QUIPS)  
COMMUNITY SCHOOL ALLIANCES (CSA) PROJECT**

**QUARTERLY REPORT**

1 January 2001 to 31 March 2001

USAID Cooperative Agreement No. 641-CA-00-97-00160-00

Education Development Corporation, Inc. (EDC)  
SAVE the Children, U.S.  
CARE International

***Introduction***

This quarterly report covers the period from 1 January 2001 to 31 March 2001 under USAID Cooperative Agreement No. 641-CA-00-97-00160-00. The report summarizes major accomplishments by the CSA project in Ghana during this period, issues for review, plans for next period, and a summary of expenditures for the period. Briefly, the sub-activities of the CSA project are: 1) increased community awareness, responsibility, and advocacy for education; 2) strengthened school support organizations in each community; and 3) communities participating in the design, implementation and monitoring of schools.

***Major Accomplishments***

The following major accomplishments were completed during this period:

**PRA/PLA – Cohort 4 Supplementary Communities.** PRA/PLA was conducted in 72 Supplementary Cohort 4 PSCs during this period, thus completing the exercise for this Cohort. There were nine PRA/PLA teams, each led by a CSA staff member, all with local language capability, and each composed of three to five National Service facilitators. The PRA exercise takes four days and the teams reside in the communities. The exercise involves eight sub-groups: men, women, boys, girls, teachers, SMC/PTA executives, Chief/elders, and Unit Committee. At least two PRA sessions are held with each sub-group, culminating in a community-wide meeting where community actions are identified, discussed and prioritized for implementation. Draft PRA/PLA reports were completed and C-SIPs were typed. These are being edited by the CSA staff and should be ready for distribution by the end of April.

**Remobilization – Cohort 3.** Remobilization exercises were conducted in 10 Cohort 3 districts (30 communities): Dangbe East, Cape Coast, Sunyani, Berekum, Kumasi, BAK, Adansi West, Komenda, Shama Ahanta East, and Wassa West. During the activity, the communities reviewed their C-SIPs and set new targets.

**SMC/PTA Manual.** Two workshops were held with district and national GES representatives to review and revise the CSA SMC/PTA Resource Handbook for sanction and adoption by MOE/GES. The organization of the manual was updated, all of the existing topics were revised, and four new topics were added. A letter of introduction was written by the former Director General of GES to indicate that the manual has been adopted and sanctioned for use by GES.

**SMC/PTA TOT.** Two SMC/PTA Training of Trainer workshops were held to prepare for the first round of Cohort 4 SMC/PTA Training. Participants included Cohort 4 National Service facilitators, two GES representatives from each of the 18 Cohort 4 districts, and 9 regional GES representatives.

**SMC/PTA Training – Cohort 4.** Five-day SMC/PTA workshops were held in 17 of the 18 Cohort 4 districts. Workshops were facilitated collaboratively by CSA staff, CSA facilitators, and GES staff. The remaining district will be completed in early April.

**Microgrants - Cohort 3.** All 54 Cohort 3 tranche 3 microgrants were awarded and distributed. One community, Antwikrom, has been requested to fulfill their community contribution commitment before accessing their award funds. Tracking of these microgrant projects will begin in April.

**IEC – Drama.** Community drama performances, followed by public forums, took place in 41 Cohort 4 communities. The community members, with assistance from the CSA facilitator, wrote the scripts, designed and provided costumes and props, and performed the drama for the entire community. In some cases, neighboring community members and district officials also attended. The public forums allowed the participants and attendees the opportunity to publicly discuss the issues raised during the drama.

**IEC – Calendars.** Pocket size calendars were distributed to primary 4, 5, and 6 children in the 126 Cohort 4 PSCs. The calendars have an educational message: 'I like to go to school. In school, I learn to read and write.'

**IEC – Radio and Newsletter.** Forty live radio programs were conducted plus repeats on the alternate weeks; Sunyani/Brong Ahafo (6), Cape Coast/Central (7), Ho/Volta (7), Takoradi/Western (6), Koforidua/Eastern (7) and Ada/Greater Accra (7). Volume 3, Issue 1 of the newsletter, 'Voice from the Community' was prepared and will be distributed in early April. The newsletter continues to provide a medium to share practical experiences and actions about what is happening between/within school-communities.

**Spread/District-Driven.** An SMC/PTA TOT was held in South Tongu District (19 – 23 February). CSA provided materials and resource persons. Participants included GES district level staff and representatives from the PSCs.

**Monitoring and Evaluation.** Cohort 4 baseline data was collected by the DMAs in a random sample of 24 Cohort 4 Supplementary communities, in conjunction with the PRA/PLA activity. A revised version of the 'Best Practice' assessment instrument, where the 18 original sub-objectives were reduced to 9, was piloted in these communities. Following the completion of this activity, a data verification and reporting workshop was held. An impact analysis of Cohorts 1 and 2 and an interim analysis of Cohort 3 were performed and reported in the CSA self-assessment document.

**Community Match.** The cumulative 'community match' collected for CSA partnership school communities through 31 March 2001 was \$671,251; an average of \$4,912 per each of 18 Cohort 1 PSCs, \$8,148 per each of 27 Cohort 2 PSCs, \$5,372 per each of 54 Cohort 3 PSCs, and \$578 per each of 126 Cohort 4 PSCs. The overall average for Cohorts 1, 2, and 3 is \$6,045 per PSC, which well exceeds the \$5,000 per PSC needed to meet a \$1,300,000 commitment. Tracking sheets for Cohorts 1, 2, 3 & 4 and each PSC are included under separate cover.

**Facilitators.** The 25 Cohort 4 National Service facilitators participated in a 5-day SMC/PTA TOT workshop and subsequently assisted in the facilitation of the SMC/PTA training in their respective districts. They have also been engaged in assisting their communities with the preparation and performance of the community drama. The Cohort 3 National Service facilitators have been assisting with the Cohort 4 SMC/PTA training, collecting match, tracking C-SIP updates, and assisting their communities with the implementation of the microgrant projects.

**Field Time and Project Staff.** Average field time for senior staff for the quarter was 53 percent, which included the project director, M & E technical advisor, deputy director for finance and operations, and two associate directors for field activities. Field vehicle usage time was 91 percent.

### **Issues Needing Attention**

The main items needing further discussion are the mass production of the SMC/PTA Resource Handbook and the provision of teacher training in the Cohort 4 supplementary communities.

**SMC/PTA Manual.** Now that the SMC/PTA Resource Handbook has been adopted by the GES, it is necessary to address the issue of mass production. CSA has already begun to receive requests for manuals which are beyond the currently available resources of the project. A substantial number of manuals need to be produced so that CSA and/or the GES are able to respond to SMC/PTA training initiatives as they arise.

**Cohort 4 Supplementary Communities.** Now that activities are underway in the Cohort 4 Supplementary communities, CSA feels that in the absence of the ILP component, it would be good to provide a limited amount of teacher training activities to the participating teachers in these 72 schools. Ideally, CSA would like to collaborate with those GES officials trained by ILP in providing an in-service training at the supplementary schools.

### **CSA Cumulative Tracking Summary of Key Activities Completed - FY 98/99/00**

#### **Sub Activity 1: Community Awareness, Responsibility and Advocacy Increased**

Activity	Cum. 30 Sep. 00 (FY 98/ 99/00)				1 Oct. – 31 March 2001 (FY 2001)		
	Cohort 1 (18 PSCs)	Cohort 2 (27 PSCs)	Cohort 3 (54 PSCs)	Cohort 4 (126 PSCs)	Cohort 2 (27 PSCs)	Cohort 3 (54 PSCs)	Cohort 4 (126 PSCs)
Baseline	18	27	54	18			60
PRA/PLA	18	27	54	18			108
IEC Comm. Drama (public forum)	18	27	54				
IEC Re-mobilization (video drama/forum or story picture- card/forum)	18/6/18	27	6			54	
IEC Calendars (pocket/wall)	10,000/ 400	25,000/ 600	20,000/ 1,000				25,000
IEC Radio Programs (6 sites)	79 progs. & 6 launches				146 progs. (73 live & 73 repeats)		

#### **Sub Activity 2: School Support Organizations Strengthened**

Activity	Cum. 30 Sep. 00 (FY 98/ 99/00)				1 Oct. – 31 March 2001 (FY 2001)		
	Cohort 1 (18 PSCs)	Cohort 2 (27 PSCs)	Cohort 3 (54 PSCs)	Cohort 4 (126 PSCs)	Cohort 2 (27 PSCs)	Cohort 3 (54 PSCs)	Cohort 4 (126 PSCs)
C-SIPs Developed	18	27	54	18			108
SMC/PTA Training (10 days)	5, 3, 2 & 2 days (6 dist)	5, 3 & 2 days (9 dist.)	5 & 3days (18 dist.)		2 days (9 dist.)		5 days (17 dist.)
Microgrant	Tr. 1 (18) Tr. 2 (18) Tr. 3 (16)	Tr. 1 (27) Tr. 2 (27) Tr. 3 (25)	Tr. 1 (54) Tr. 2 (54)			Tr. 3 (54)	
IEC Newsletter	Vol.1 #1-3 Vol.2 #1 -3	Vol.1 #1-3 Vol.2 #1 -3	Vol.2 #1 - 3		Vol.2 #4	Vol.2 #4	Vol.2 #4

Comments: Vol. 3 – Issue #1 of newsletter prepared for distribution. Two workshops held with GES to review/revise/adopt SMC/PTA Resource Handbook and two TOT workshops held for GES representatives.

(Note: C-SIPs, SMC/PTA training & microgrants support both Sub Activity 2 & 3.)

**Sub Activity 3: Communities Participating in Design, Implementation & Monitoring**

Activity	Cum. 30 Sep. 00 (FY 98/ 99/00)				1 Oct. – 31 March 2001 (FY 2001)		
	Cohort 1 (18 PSCs)	Cohort 2 (27 PSCs)	Cohort 3 (54 PSCs)	Cohort 4 (54 PSCs)	Cohort 2 (27 PSCs)	Cohort 3 (54 PSCs)	Cohort 4 (54 PSCs)
SMC/PTA Self-Appraisal (3 times in 2 years)	18 (first) 18(second) 18 (third)	27 (first) 27 (second) 27 (third)	54 (first) 54 (second)				119 (first)
C-SIPs Reviewed & Updated	18/9/18	27/18/5	6		27	54	
Re-mobilization/ Refresher & Phase-out	18	27			27		
Assessment/Impact	18				27		

***Plans for Next Quarter***

The work plan includes selection of Cohort 5 communities; review and disbursement for Cohort 4 tranche 1 microgrants; continued Cohort 4 drama performances; monitoring of Cohort 3 tranche microgrants; Cohort 3 SMC/PTA Training; preparation the FY02 continuation application; continued coordination/conduct of radio programs at six sites; and preparation of Vol.3, Issue 2 of IEC newsletter.

**PROJECT OFFICE TRAVEL SCHEDULE – APRIL TO JUNE 2001:**

**Cohort 4 5-day SMC/PTA Training**

2 – 6 April Nzema East District

**SMC/PTA TOT for Regional GES Representatives**

2 – 6 April Abokobi

**Radio Programs**

10 & 24 April Brong Ahafo Region - Sunyani  
 4 & 18 April Volta Region - Ho  
 10 & 24 April Central Region - Cape Coast  
 13 & 27 April Greater Accra Region - Ada  
 3 & 17 April Western Region - Takoradi  
 5 & 19 April Eastern Region - Koforidua

8 & 22 May Brong Ahafo Region - Sunyani  
 2, 16 & 30 May Volta Region - Ho  
 8 & 22 May Central Region - Cape Coast  
 11 & 25 May Greater Accra Region - Ada  
 15 & 29 May Western Region - Takoradi  
 3, 17 & 31 May Eastern Region –Koforidua

5 & 19 June Brong Ahafo Region - Sunyani  
 13 & 27 June Volta Region - Ho  
 5 & 19 June Central Region - Cape Coast  
 1, 15 & 29 June Greater Accra Region - Ada  
 12 & 26 June Western Region - Takoradi  
 14 & 18 June Eastern Region –Koforidua

**Cohort 3 2-day SMC/PTA Training**

5 – 6 June        Berekum, BAK, Cape Coast, Shama Ahanta East, Adansi West, Kpando, Suhum, Akatsi  
11 – 12 June     Sunyani, Kumasi, KEEA, Wassa West, Hohoe, Sogakope, New Juaben  
18 – 19 June     Ho, Dangbe East, Akwapim North

***Summary of Expenditures for the Quarter***

<b>Contract:</b>	Total Estimated Amount		<b>\$ 4,899,847</b>
<b>Expenditures:</b>	Cumulative Expenditures -	31 Dec. 2000	\$ 3,541,041
	Est. Expenditures -	1 Jan. to 31 Mar. 2001	\$ 299,420
	Est. Cumulative Expenditures -	31 Mar. 2001	<b>\$ 3,840,461</b>
<b>Remaining Unexpended Balance:</b>			<b>\$ 1,059,386</b>