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RESPOND – EMERGING PANDEMIC THREATS PROGRAM

QUARTERLY REPORT: JANUARY 1, 2010 – MARCH 31, 2010

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RESPOND

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CONTENTS

- ACRONYMS 3**
- EXECUTIVE SUMMARY 5**
- CHAPTER I: SUMMARY OF PROJECT ACTIVITIES 6**
 - INTRODUCTORY MEETING WITH INTERNATIONAL HEALTH ORGANIZATIONS 6**
 - WORKPLAN / IMPLEMENTATION PLAN DEVELOPMENT..... 7**
 - SKILLS AND KNOWLEDGE (S&K) BUILDING STRATEGY DEVELOPMENT..... 7**
 - CURRICULUM ASSET MAPPING..... 8**
 - MONITORING AND EVALUATION (M&E)..... 9**
 - STRATEGY DEVELOPMENT..... 10**
 - STRATEGIC OUTREACH..... 10**
 - PROGRAM MANAGEMENT 12**
 - CHALLENGES AND RESOLUTIONS..... 14**
 - Update on Resolution of Issues 14
- CHAPTER II: ANTICIPATED ACTIVITIES / PLAN FOR THE NEXT QUARTER 17**
- APPENDIX ERROR! BOOKMARK NOT DEFINED.**
- APPENDIX: A FINANCIAL REPORT ERROR! BOOKMARK NOT DEFINED.**

ACRONYMS

AAVMC	American Association of Veterinary Medical Colleges
AED	Academy of Educational Development
AFENET	Africa Field Epidemiology Network
AFRO	WHO – Regional Office for Africa
CDC	Center for Diseases Control and Prevention
CSR	Corporate Social Responsibility
CNRS	French National Center for Scientific Research
DFID	UK’s Department for International Development
DGPHCD	Division Global Public Health Capacity Development
ECTAD	Emerging Centre for Transboundary Animal Diseases
EMPRES	Emergency Prevention System for Transboundary Animal and Plant Pests and Diseases
EPT	Emerging Pandemic Threats Program
FAO	Food and Agriculture Organization of the United Nations
FE(L)TP	Field Epidemiology (Laboratory) Training Program
FETP-V	Field Epidemiology Training Program – Veterinary Component
GDD	Global Disease Detection
GLEWS	Global Early Warning System
GORAN	Global Outbreak and Response Network
GVFI	Global Viral Forecasting Initiative
HPAI	Highly Pathogenic Avian Influenza
ICMM	International Council of Mining and Metals
ILRI	International Livestock Research Institute
KMS	Knowledge Management System
LOW	Line of Work
M&E	Monitoring and Evaluation
NIH	National Institute of Health

NRM	Natural Resource Management
OHA	One Health Alliance
OIE	World Organization of Animal Health
OWOH	One World One Health
PDAC	Prospectors and Developers Association of Canada
PMP	Performance Monitoring Planning
RAP	Regional Office for Asia and the Pacific
SAFETYNET	South Africa Field Epidemiology Network
TAMIS	Technical and Management Information Systems
TEPHINET	Training Programs in Epidemiology and Public Health Interventions Network
TUSK	Tufts University Sciences Knowledgebase
UMN	University of Minnesota
USFWS	United States Fish and Wildlife Service
WCS	Wildlife Conservation Society
WHO	World Health Organization
WILD	Wildlife Investigation and Livestock Disease
WWF	World Wildlife Fund

EXECUTIVE SUMMARY

RESPOND is a five-year USAID-funded project awarded on September 30, 2009. As part of a larger USAID investment, RESPOND is one of five projects in the Emerging Pandemic Threats (EPT) program designed to work collaboratively among stakeholders to build surveillance and outbreak response capacity. This report serves as the project's second Quarterly Progress Report covering the period of January 1, 2010 – March 31, 2010. As the RESPOND workplan is still under review, this report highlights the necessary coordination and operational activities that occurred during the second quarter.

Throughout the document there is considerable attention placed on many of the programmatic and introductory meetings required to build a collaborative program that maximizes resources and avoids unnecessary duplication of activities.

Second Quarter Highlights:

- Introductory meeting with international health organizations, including FAO, OIE, WHO – January 12 – 14, 2010
- Continued project workplan and implementation plan development
- Monitoring and Evaluation planning meeting with RESPOND partners
- RESPOND team coordination activities including operations training, field deployment coordination and organizational development team meeting
- Development of project methodologies, resulting in draft strategic documents
- Outreach to manage collaborative relationships and begin programmatic discussions with new and existing stakeholders
- Program management activities, including key HQ start-up procedures and identification of new DRC field office space

CHAPTER I: SUMMARY OF PROJECT ACTIVITIES

INTRODUCTORY MEETING WITH INTERNATIONAL HEALTH ORGANIZATIONS

On January 12 – 14, 2010, RESPOND senior technical staff and advisors met with IDENTIFY leadership from FAO/OIE/WHO-Geneva in Lyon, France and Rome, Italy. During this introductory meeting, RESPOND presented the USAID Emerging Pandemic Threats (EPT) and RESPOND program, while also learning about FAO/OIE/WHO organizational structure, program goals, resources, and upcoming planned activities. The aim of the meeting was to identify areas of possible synergy and future collaboration relevant to the USAID EPT program. Potential areas for FAO collaboration may include:

- *Global Early Warning System (GLEWS)* - represents the only formal working agreement between FAO, WHO, and OIE with possible future collaboration with CDC and USDA. The web-based platform is a resource to share zoonotic disease outbreak information, epidemiologic data and risk analysis, and provide delivery of early warning messages to the international community on transboundary animal diseases. Possible collaboration may include expanding reach and regionalization of platform.
- *The FAO Wildlife Unit*, established in response to HPAI, is a collaborative transboundary animal disease program with a focus on wildlife/livestock/human interface issues. The unit supports training and capacity building in, wildlife disease surveillance and applied research. Possible partnerships may include support to training activities, curriculum development, etc.
- Emergency Operations Service (part of the Food Chain Crisis Management Framework) has both regional Animal Health Centers (often co-located with OIE) and Emergency Coordination and Rehabilitation Units in 28 African countries. This is a new framework, developed to coordinate animal/plant/food safety emergency activities. Centers and staff are located in DRC and Kampala making field collaboration much easier

Mining INDABA – Johannesburg, South Africa February 1st – 4th, 2010

Louise Flynn, MPH of Ecology & Environment, Inc. attended The Mining INDABA conference, the world's largest meeting dedicated to African Mining. She attended on behalf of RESPOND to gain a better understanding of how the mining industry in Africa currently addresses community development issues in mining camps / communities close to wildlife catchment areas. Multiple organizations, such as the World Bank, International Council of Mining and Metals (ICMM), and the Prospectors and Developers Association of Canada (PDAC) were in attendance to present newly developed guidelines for corporate social responsibility (CSR) in the mining industry.

In Africa, mining is often the engine for development and CSR is now part of the core business model. Investment in sustainable programs that include health systems strengthening, disease surveillance, and training were of particular interest among private sector participants. Ongoing communication with the private sector mining industry will be incorporated into RESPOND technical roll out while developing a strategy to create appropriate partnerships.

WORKPLAN / IMPLEMENTATION PLAN DEVELOPMENT

Based on feedback from USAID, RESPOND modified its workplan for year one to incorporate more detailed information on implementation and our administrative and technical approach to the “hub and spoke” model. Lines of work (LOW) plans that included all five projects within the EPT were improved to include more collaborative activities. Although the LOWs were submitted for approval, it was later decided by USAID that these would be revisited during field implementation. All workplan revisions and the drafting of a global implementation plan required concentrated effort of the technical team from late December through mid-February. During this exercise, RESPOND staff mapped out activities and corresponding tasks that are required during the initial start up phase of the RESPOND project.

Our second and final version of the workplan was submitted to USAID on 19 March 2010.

SKILLS AND KNOWLEDGE (S&K) BUILDING STRATEGY DEVELOPMENT

As part of the capacity building goals of the project, the *Skills and Knowledge Building Team* was established to define the core concepts and guiding principles RESPOND will use to build the skills and knowledge of target beneficiaries. On January 26 – 28, 2010, the S&K team held a two-day workshop at Tufts University to collaboratively author the S&K Strategic document. In order to formalize the document, the strategy required building consensus among the team on a variety of topics including RESPOND target audiences, organizational roles and responsibilities, and guidelines for curriculum inventory and review. Incorporating a One Health approach, the RESPOND Skills and Knowledge Building Strategy merges animal, human, and environmental health dynamics to strengthen outbreak response capacity. The final document will be available for review and distribution in mid-April.

**The FAO/APHCA/CDC/DLD Animal-Human-Environmental Interface Workshop
8-12 February 2010 Bangkok, Thailand**



Dr. Robyn Alders of Tufts University Cummings School of Veterinary Medicine and Dr. David Smith, wildlife biologist of the University of Minnesota, attended the Wildlife Investigation and Livestock Disease (WILD) workshop at the request of FAO to observe the introduction of their new Field Epidemiology Training Program – Veterinary Component (FETP-V) module on animal-human-environment interface. This workshop represented the first time an animal-human-wildlife interface module was introduced within the FETP-V program in Southeast Asia. The workshop consisted of PowerPoint presentations and problem-based learning sessions for a wide range of participants including veterinarians, wildlife specialists, and medical doctors.

This invitation served as an excellent way to initiate collaboration with FAO, a key existing partner in the field, as well as provide introductions to other FETP-V implementers. During the workshop, Drs. Alders and Smith conducted many small informal meetings with FAO and FETP-V partners to discuss potential synergies between RESPOND and current FETP-V programs.

CURRICULUM ASSET MAPPING

At the S&K meeting in late January, university partners recognized the need for a comprehensive review of all existing curricula before conducting joint curriculum reviews with host country anchor institutions. This is an ongoing process and a major undertaking involving many academic departments, learning institutes, faculty, and researchers from partner universities. Using a two-stage approach, the first stage involved capturing any and all courses, modules, and workshops across departments and schools of medicine, veterinary medicine, public health, nursing, and arts and sciences. This analysis is still ongoing but once completed, curriculum will be reviewed in the context of existing Field Epidemiology Training Program (FETP) competencies recommended by CDC. This process will identify similarities and gaps in content so RESPOND course curriculum can more accurately reflect a One Health approach. The second stage, to occur in the early part of the third quarter, will involve the capture of global health research interests of faculty across institutions to coordinate activities and improve relationship management of key stakeholders.

MONITORING AND EVALUATION (M&E)

On Friday, February 26, 2010, RESPOND hosted a monitoring and evaluation workshop with project partners to discuss our field approach to operationalizing M&E activities. There was a particular emphasis on the distinguishing characteristics between monitoring activities and evaluative activities, recognizing both play a strategic role in informing RESPOND's continuous improvement and impact analysis plan. A consensus was reached on specific evaluative activities that should be included to evaluate the four main RESPOND objectives.

The monitoring and evaluation component to the plan follows a results-based approach and will focus on internal project activities designed to assess effectiveness in the design, delivery, outcomes and impact of project activities. In other words, the day-to-day monitoring activities will help us track progress in achieving proposed workplan activities, outputs, and annual targets; evaluation activities will help us measure project outcomes and impact in terms of improved knowledge and skills, behavior change, improved systems, collaborations, and quality of outbreak surveillance and response. All M&E activities will measure effectiveness, efficiency and quality. Results from both the monitoring and evaluation activities will be used to modify our workplan to more effectively respond to the needs of our stakeholders, improve program performance and document lessons learned. Through our continuous improvement and impact analysis plan, RESPOND places M&E in the wider context of knowledge management, as an element of organizational learning and performance strengthening. An example of a quality improvement study may include:

- *Evaluation to assess the success of university twinning relationships* - The twinning of UMN and TUFTS with appropriate universities in target regions is a central feature of RESPOND. This M&E activity will:
 - Monitor the evolution of university twinning relationships developed as part of RESPOND, assessing the experience from both the US and partner country perspectives concerning specific twinning activities (such as faculty and student exchanges and collaborative research and trainings);
 - Identify early indications of problems that may be developing in twinning relationship in a manner that will allow mid-course project intervention, if warranted.

In the next quarter, the M&E team will work closely to refine the performance-monitoring plan by designing monitoring indicators that track progress against our objectives; identify quality improvement and evaluative activities for the project.

FAO Consultative Meeting of Epidemiology Consortium for Highly Pathogenic Avian Influenza (HPAI), Emerging Zoonosis and Transboundary Animal Disease Control in Asia

4 – 5 March 2010 Bangkok, Thailand

Drs. Felicia Nutter and Douglas Hatch participated in the FAO meeting as part of an ongoing effort to coordinate zoonotic disease surveillance and outbreak response.

Meeting participants included staff from the FAO Regional Office for Asia and the Pacific (RAP), personnel from the Emergency Centre for Transboundary Animal Diseases (ECTAD), FAO headquarters staff, and subject matter experts from OIE and the International Livestock Research Institute (ILRI).

FAO provided leadership for the regional meeting, including discussions about current regional activities related to zoonotic disease reporting, prevention and control; support for response to zoonotic outbreaks. There was a particular emphasis on FAO priorities, including training and capacity building for veterinary services and support to strengthen laboratory infrastructure. A draft strategic framework for collaboration was created during the meeting, organized around the themes of capacity building, communication and information sharing, and research and knowledge utilization.

Additional major outcomes include expanded networking among international collaborators, opportunities for curriculum sharing and review, potential FETP(V) module integration in Congo Basin and participation in upcoming One World One Health (OWOH) conferences and workshops.

The Epidemiology Consortium, developed in 2004 as part of the regional response to HPAI, provides expert advice on strengthening regional epidemiology

STRATEGY DEVELOPMENT

In order to provide a coherent and consistent technical approach to achieving RESPOND's objectives, working groups were established and draft strategic frameworks were created. The strategic frameworks serve two purposes – informing all stakeholders of our approach including common terminology, methods, and desired outcomes, and to clearly define roles and responsibilities among partner organizations. The following drafts are still in development:

- Twinning Strategy
- Communications Strategy
- Skills and Knowledge Building Strategy

STRATEGIC OUTREACH

The following table highlights discussions with potential collaborators, members of the EPT program, and subject matter experts operating in hotspot regions. A significant amount of time went into managing these relationships without raising any programmatic expectations.

Contact	Date	Outreach	Objective
Dr. John Hart, Scientific Director, Tshuapa-Lomami-Lualaba Project, Democratic Republic of Congo	4 January	Meeting at DAI	Discussed technical approach to vertical integration and provincial engagement in DRC, identify local conservation activities, university collaborations, and possible RESPOND collaboration with the UK's Department for International Development (DFID) - funded TL2 Project
David Mukanga, Director, African Field Epidemiology Network (AFENET)	4 January	Meeting at DAI	Dr. Mukanga presented an overview of AFENET's activities and capabilities, areas for collaboration on existing and planned FE(L)TP/FETP-Vs in Central Africa
Peter Nsubuga (CDC Div. Global Public Health Capacity Development [DGPHCD]), and David Mukanga (AFENET)	5 January	Meeting at DAI	USAID, CDC/DGPHCD, and RESPOND discussed importance of cooperating on EPT activity with CDC, WHO, FAO, OIE, USAID missions, national governments, and AFENET
Meetings at CDC with DGPHCD, Global Disease Detection (GDD) and Division of Vector Borne Infectious Diseases	6-7 January	Meeting at CDC Headquarters Atlanta, GA	Reviewed CDC's existing and planned outbreak capacity building activities (e.g. FE(L)TP/FETP-V) by region. CDC and RESPOND discussed priorities, improved communications, and collaboration on monitoring & evaluation, outbreak response, disease surveillance, training / curricula.
WHO/OIE/FAO EPT IDENTIFY Introductory meeting with Alex Thiermann, Kate Glynn, Mia Kim and Florence Fuchs	12 January	Meeting at WHO Lyon Office Lyon, France	Introduced RESPOND and EPT to IDENTIFY partners; identified potential areas for collaboration
United Nations Food and Agriculture Organization (FAO)	14 January	Meeting at FAO offices Rome, Italy	Meeting with Drs. Juan Lubroth, Ian Douglas, Scott Newman, Julio Pinto, Satyajit Sarkar, Philippe Ankers, to introduce RESPOND and EPT; identified potential areas for collaboration
Dr. Joseph Fair, Director of Field Operations, Global Viral Forecasting Initiative (GVFI)	16 January	Meeting at Ecology and Environment, Inc. Arlington, VA	Discussed planned PREDICT/GVFI activities in DRC, and possible collaborations with RESPOND in the field
Cynthia Moses, Director, International Conservation	18 January	Meeting at	InCEF presented an overview of their educational programs implemented in DRC to educate

Contact	Date	Outreach	Objective
and Education Fund (InCEF); and Seamus Gallagher, InCEF Field Manager, DRC Dr. Amira Roess CDC EIS (collaborating on Republic of Congo Monkey Pox activity)		DAI	populations in remote areas (e.g. great ape conservation, monkey pox in Republic of Congo, Ebola in DR Congo); showed examples of their films using field-appropriate, light-weight technology (iPhone and mini digital projector); potential logical partner to work with RESPOND in educational activities in remote communities
Dr. Craig Packer, Professor of Ecology, Evolution and Behavior, and Whole Village Project (WVP), University of Minnesota	22 January	Meeting at DAI	Dr. Packer provided an introduction and overview of the WVP (http://wholevillage.umn.edu/), which is in part a long-term M&E program to evaluate the impact of foreign assistance on health, well-being, and sustainable natural resource use in rural Tanzania. Dr. Packer discussed data collection strategies and potential for collaboration with RESPOND once WVP adds villages in the Albertine Rift region of west Tanzania
Dionisio Herrera of TEPHINET	29 January	Phone	Discussed TEPHINET's role as an NGO representing over 30 FETPs, regional affiliates (AFENET, SAFETYNET) and identified areas of joint interest in EPT collaboration
Mining Indaba Johannesburg, South Africa	1-4 February	Conference	Attended by Louise Flynn of E&E to gain an understanding of the current relationship between the mining industry and the health of the communities surrounding their projects
Ambassador Carlos Bounkou and Dr. Mireille Obame Nguema Moore, Medical and Social Affairs Officer	8 February	Embassy of the Republic of Gabon	Discussed possible collaborative role in Gabon and DRC
Dr. Marguerite Pappaiouanou, Executive Director, American Association of Veterinary Medical Colleges (AAVMC); Dr. Mike Chaddock, Deputy Director, AAVMC	18 February	AAVMC office Washington, DC	Presented an overview of AAVMC's 5-year strategic plan; discussed capacity related to RESPOND, including potential synergies on leadership development, training, and development of a veterinary expertise database
Dr. Alden Henderson CDC-Thailand (Bangkok)	8-9 March	CDC Office Bangkok, Thailand	Meeting with CDC staff and leadership of Thai MoH to discuss collaboration on outbreak response capacity building, one health, and zoonotic disease control in Southeast Asia region
Dr. Conky Quizon Southeast Asia Field Epidemiology Training Network (SAFETYNET)	9 March	SAFETYNET office Bangkok, Thailand	Meeting to discuss SAFETYNET's role as an NGO linked to FETPs in the region (representing MOHs in Thailand, Vietnam, Laos and Cambodia) and possible collaboration with RESPOND and EPT
Dr. Steven Osofsky Director, Wildlife Health Wildlife Conservation Society (WCS) – Animal Health for the Environment and Development (AHEAD) Coordinator	11 March	Meeting at WCS Washington, DC	Meeting to discuss ongoing AHEAD opportunities in Southern Africa, share lessons learned, and discuss potential for collaboration
Judy Oglethorpe, Director, People and Conservation Program; Terri Lukas, Senior Program Officer –	11 March	Meeting at WWF Washington, DC	Introduced RESPOND and discussed possible collaboration at three WWF health-related project sites in DRC, Cameroon and Central African Republic

Contact	Date	Outreach	Objective
People, Health and Environment Program World Wildlife Fund			
Dr. Juan Lubroth, FAO-TCE Chief Veterinary Officer; Dominique Burgeon, FAO-TCE Senior Operations Officer	11 March	FAO Office Washington, DC	Follow up to meeting in early January to discuss collaborations with RESPOND team and the possibility of developing FEPT-V in the Congo Basin
Dr. Marc Collett, Director, ViroDefense, Inc.	12 March	Meeting at DAI	Meeting to discuss collaboration and possible RESPOND activities where vaccine provision may be necessary
Drs. Inger Damon, Mary Reynolds, and Darin Carroll CDC/OID/NCZVED Poxvirus Group Atlanta, Georgia	12 March	Conference call	Discussed potential collaborative activities at the CDC monkey pox field study site at Bouendé, DRC
Mark Rasmuson and Susan Zimicki AED – PREVENT	12 March	Meeting at DAI	Provided updates on PREVENT / RESPOND workplan progress, planned activities for the next quarter, and shared AED's course curricula and other useful documents for the RESPOND team to review
Robin Nelson Freeman, Program Officer, Center for Civil Society and Governance AED	19 March	Meeting at AED Washington, DC	Meeting to discuss training needs and potential collaboration with RESPOND to train media in outbreak response
Susan Zimicki, Director, CHANGE Project – Center for Social Marketing and Behavior Change AED	19 March	Meeting at AED Washington, DC	Discussed specific risk assessment activities and behavior change training for individuals and communities
Dr. Suzan Murray, Chief Veterinarian, Smithsonian National Zoological Park (NZP); PREDICT partner	22 March	Phone	Discussed Smithsonian / NZPs plans for PREDICT activities, initial discussions around collaboration with RESPOND
Susan Zimicki, Director, CHANGE Project – Center for Social Marketing and Behavior Change AED	22 March	Meeting at AED Washington, DC	Discussed strategies for meeting with extractive industries and to identify health-related issues industry employees face in communities adjacent to industry operations
Dr. Subhash Morzaria, Head of ECTAD-Asia and Dr. Scott Newman, Animal Health Officer, EMPRES Wildlife Unit Coordinator Infectious Disease Group, FAO	25 January	Meeting at FAO, Rome	Discussed on the development of the FETP (V) and regional roll out. Reviewed course materials and integration with FETP. Reviewed other existing courses and identified potential development of modules that do not yet exist.
Dr. Gilbert Burnham, Professor of International Health, Johns Hopkins Bloomberg School of Public Health	31 March	Conference call	Discussed the One Health Alliance (OHA) based at Makerere University, focused on developing district level disaster preparedness plans in collaboration with MOHs and Red Cross. OHA recently added district veterinary officers to the planning phase. Priority areas for collaboration with RESPOND include curriculum inventory and sharing, strengthening zoonotic disease component of existing public health curricula, and joint course development with public health, veterinary, medical, and nursing

Contact	Date	Outreach	Objective
			schools.
Francis Tarla, Director, Garoua Wildlife School, Cameroon	31 March	Meeting at DAI	Provided a history of the Garoua Wildlife School, one of two schools training wildlife professional in East, Central and West Africa; discussed outcomes of recent SWOT analysis, as well as plans to become a national college and to offer graduate degree programs

PROGRAM MANAGEMENT

RESPOND's primary objective under this component is to establish a flexible management structure that will support the urgent requirements of this program, fully utilize partner resources, and adhere to USAID and DAI policies and procedures.

RESPOND HQ team mobilization / development

Output	Status	% Complete	Comment
Recruitment of US office operations staff	In-process	85%	Hired additional program administrator, project assistant, partner operational staff; ongoing recruitment for a senior grants manager, ICT systems manager and full time M&E officer
Train operations staff	In-process	90%	Ongoing operational and field deployment training including records management, finance, personnel, procurement, travel

Operational Polices and Procedures

Output	Status	% Complete	Comment
Establish office administration policies and procedures	In-process	90%	Established travel, procurement, inventory, recruitment, publications, security and finance modules

Partner mobilization / development

Output	Status	% Complete	Comment
Recruitment of partner administrative staff	In-process	95%	Hired program administrators and recruiting for additional administrative support
Recruitment of long-term technical advisors for regional offices	In-process	75%	Hired East / West Congo Technical Leads and Training Managers for three regional offices

Information Communication and Technology Systems

Output	Status	% Complete	Comment
Technical and Management Information Systems (TAMIS) project management software customized for project	In-process	90%	Core project management components finalized to track financial data, travel authorizations, contacts, basic sub award management, field operations manual,

			procurement, workplan, start-up planning, grants
ICT systems evaluation and development	In-process	90%	Alfresco (RESPOND portal) customization and training design completed

Prepare Annual Workplan, Monitoring and Evaluation Plan, and Grants Manual

Output	Status	% Complete	Comment
Year 1 annual workplan including implementation plan	Completed	100%	Submitted to USAID 23 March 2010
Monitoring and Evaluation Plan	In-process	100%	Submitted to USAID 6 January 2010; awaiting approval

Roll-out of Regional Offices

Output	Status	% Complete	Comment
West Congo Basin regional hub office selected	Completed	100%	Project Director signed lease in early March
Support USAID "road show" activity and planning	Completed	100%	Secured hotel and conference venue
Start-up implementation plans created	Completed	100%	Plans were created to guide rapid start-up
Expatriate recruitment	In-process	80%	Regional Manager and Deputies hired for DRC, Uganda and Thailand; ongoing partner mobilization and recruitment



(photos (L to R): DRC RESPOND project office street view; main office)

CHALLENGES AND RESOLUTIONS

UPDATE ON RESOLUTION OF ISSUES

Issue	Resolution Update
Extended start-up phase delayed RESPOND baseline assessments in regional hubs to inform program	Jan – March 2010 – RESPOND staff continued desktop assessments and building relationships with key

Issue	Resolution Update
planning and design	stakeholders
Extended start-up phase resulted in the loss of three regional directors, one regional technical lead, and difficulty recruiting for a sub awards manager	March 2010 – Hired a sub awards manager and currently recruiting for a Monitoring and Evaluation Manager
University administrative reporting systems are designed for NIH projects, rather than USAID projects	Feb / March 2010 – University partners and DAI developed systems that will enable the efficient and effective tracking of project activities and expenditures
Philosophical question of how to incorporate general principles of animal and human ecology, ecosystem dynamics and socio-cultural concepts into teaching and training curricula	Jan 2010 – This issued was addressed at the Skills and Knowledge Building Strategy meeting in January and will be incorporated into the final text of the S&K strategy document
How to effectively engage CDC, FAO, OIE, and WHO as partners in RESPOND	Jan 2010 – Preliminary discussions and general agreement on areas to collaborate with further planning during regional workplan development
Loosely defined roles and responsibilities of capacity building vs. skills and knowledge building among training partners	March 2010 – Roles and responsibilities were discussed during the development of the S&K strategy document and subsequent organizational development meetings

New Problems Encountered and Proposed Solutions

Issue	Solution
RESPOND partners unfamiliar with DAI Management Systems and procedures	Conduct partner operations workshop in April to include training and background of USAID and DAI systems and procedures
DRC customs delay (up to 9 months) for IT infrastructure and equipment	Hand carry all possible items for basic office functioning and potential USAID customs support
Delayed operational deployment resulted in the loss of key start-up staff	Adjust start-up implementation initiatives until workplan approval
Additional support is needed within the West Congo to address the extensive development needs	A scope of work is being developed to supplement staffing pattern, allowing UMN to provide an LTTA technical specialist for DRC, Kinshasa who compliments the TUFTS LTTA technical candidate
UMN staff realized a need for additional life insurance support and living arrangements for work in conflict areas (e.g. DRC)	UMN is developing a package for employees that visit or live in conflict zones
Additional French-speaking technical assistance is needed to support work on the ground in West Congo	Budgets will be realigned in consultation with RESPOND partners
The RESPOND budgets for DAI, Tufts, and UMN require revision that ensure front line response training is adequately funded	Budgets will be realigned in consultation with RESPOND partners

CHAPTER II: ANTICIPATED ACTIVITIES / PLAN FOR THE NEXT QUARTER

The RESPOND team anticipates the following technical, strategic and operational activities will occur during the next quarter:

Activity	Comment
Technical	
Participate in USAID sponsored technical road show to launch EPT and RESPOND	April 26 th – 27 th Kampala, Uganda April 28 th – 29 th , Kinshasa, DRC TBD Bangkok, Thailand
Initiate discussions with USAID, national host governments, universities, ministries, and private sector partners in the field	Introductory discussions will happen immediately after technical launch and will inform the information gathering phase for regional / country-level workplan development
Conduct a thorough relationship mapping / network analysis of organizations active in outbreak response	Introductory discussions will happen immediately after technical launch and will inform the information gathering phase for regional / country-level workplan development
Organize in-country meetings with key stakeholders (governments, universities, private sector, USAID, etc) to review outbreak response coordination, communication, surveillance and reporting frameworks	An ongoing activity throughout the year
Begin regional / country-level workplan development	Collaborative development will begin in late May / early June to include activity design, technical implementation plans, specific activity/regional budgeting and local teaming
Develop written strategy documents	Ongoing activity that will include skills and knowledge building, communications, twinning
Develop preliminary partnership agreements with local organizations	This will include universities, national governments, private sector partners, international health agencies, EPT partners, etc.
Identify qualified academic faculty and field experts for training at all levels	Work with EPT partners and partner universities to identify and encourage participation of qualified trainers
Define guidelines for exchange opportunities; create exchange assignments	Personnel include professionals from ministries, universities, private sector and NGOs
Conduct evaluations on mentoring needs and capacity to mentor with partner institutions	Jointly review assessments and make recommendations to ministries and universities
Begin to adapt, install and transfer maintenance of TUSK systems in each region	An ongoing activity that is already in development
Design continuous improvement and impact analysis activities	This will be conducted as part of our M&E activities
Evaluate existing One Health Knowledge Management Systems (KMS)	RESPOND may support an already existing virtual platform or if necessary, create a new KMS
Review existing legal authority for outbreak investigation, response and reporting to WHO, FAO, OIE, CDC	RESPOND will conduct this review during the information gathering phase
Strategic	
Louise Flynn, MPH to attend Society of Petroleum Engineers Health, Safety, and the Environment Conference	April 11-16 th Rio de Janeiro, Brazil

Activity	Comment
Robert Salerno to attend Society for International Development Annual Conference "Finding Common Ground on Foreign Aid: New Development Paradigms for 2010 and beyond"	April 29, 2010 Washington, DC Breakout Panel: "Making Development Smarter – Science, Innovation and Learning"
Dr. Katey Pelican to attend "CDC, FAO, OIE, WHO Operationalizing One Health Workshop"	May 4-6 th Atlanta, Georgia; follow up to March Winnipeg One Health Conference
Internal Y2 workplan strategy development	RESPOND team will begin Y2 work planning in early June
RESPOND Regional workplan strategy development	May / June Partner planning conference planning and design
Robert Salerno to attend Global Health Council Conference "Global Health Goals and Metrics"	June 14-18 th Washington, DC
Operational	
Finalize personnel for field and US office positions	Regional Training Managers, Regional M&E Officers, US office Monitoring and Evaluation Manager, Senior Grants Manager, Systems Manager, Office Manager, and an additional Regional Program Administrator
Establish field offices in DRC, Uganda, Thailand	West Congo Basin (DRC) fully operational by June 2010 East Congo Basin (Kampala) fully operational by June 2010 South East Asia (Thailand) fully operational by July 2010
Rehabilitate regional office workspace	Assure ability to accommodate EPT partner staff on STTA
Partner Operations Workshop	Confirmed for 6 – 7 April 2010
Conduct TAMIS and RESPOND portal training	Anticipated roll-out / training completed April 2010
Finalize Field Operations Manual	Standardize by May 15 th and customized for each regional office by end of the quarter
Conduct field-level operations training	TAMIS, DAI Finance systems, human resources, portal, grants management, administration, and activity monitoring
Procure Vehicles	Initiate source origin waiver, order, shipping and clearance process
Ship equipment to regional offices	Ship and clear field office required equipment that could not be hand carried
Finalize grants manual	Complete cross-partner sub grant awarding design and implementation mechanisms to ensure consistent performance across implementing partners
Design learning and knowledge management system(s)	Finalize ICT system requirements for training and knowledge management use; complement TUSK system with additional mechanisms as required