USAID Office of Transition Initiatives
Support that Augments Rapid Transitions (START)
AID-OAA-I-12-00019

Development Transformations
Performance Monitoring Report
Semiannual – March 2017

Submitted to:
U.S. Agency for International Development
Office of Transition initiatives
Attn: Cristina Sylvia
1300 Pennsylvania Avenue, NW
Washington, DC 20523-7101

Submitted by:
Ilan Cooper
Development Transformations, LLC
1518 K Street NW, 4th Floor
Washington, DC 20005
202-758-3617

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Table of Contents

Asia, Europe and Eurasia, and Middle East Regional Short-Term Technical and Operational Support (Asia/EE/ME) Task Order ................................................................. 1
Libya Transition Initiative ........................................................................................................ 3
Lebanon Community Resilience Initiative ............................................................................. 4
Syria Regional Program LTTA .................................................................................................. 5
Asia, Europe and Eurasia, and Middle East Regional Short-Term Technical and Operational Support (Asia/EE/ME) Task Order

Task Order: AID-OAA-TO-14-00014

**Activity Description:** Provide USAID/OTI with rapid assessment capacity, short-term technical assistance, and logistical and programmatic support to inform, manage, and implement OTI-funded activities in the Asia, Europe and Eurasia, and Middle East Regions.

**Award Date:** 7 August 2014

**Period of Performance:** 7 August 2014–4 October 2017

**Contracting Officer:** Cristina Sylvia

**Contracting Officer Representative:** Lena Kukelhaus

**Ceiling Price:** $5,498,105.55

**Initial Obligated Amount:** $316,753.00

**Current Obligated Amount:** $646,753.00

**Summary of Activities:**
During this reporting period, DT continued implementation of activities 9 & 10 in addition to being awarded one new activity under the Asia/EE/ME task order. With the large size and scope of activities 9 and 10, DT received its second incremental funding increase modification from OTI which has an obligation period to the task order’s end in October 2017. DT also received approval for its disposition plan to donate a solar panel procured under Activity 10 from the Contracting Officer Cristina Sylvia. Descriptions of this reporting period’s activities are listed below:

**Activity #9:** Short-term technical assistance to hire a Senior Project Manager (SPM) and a Senior Research Specialist (SRS) who worked with USAID/OTI to manage and conduct a research activity to provide information and analysis on conditions inside Yemen. This activity was run from July 20, 2016–February 15, 2017. DT was able to quickly identify and hire the SPM and SRS, who are based in Amman, Jordan and Beirut, Lebanon respectively. DT provided administrative assistance while coordinating efforts between the SPM, SRS, OTI, and the research team that was participating in Activity #10.

**Activity #10:** This Activity provided short-term technical assistance to design and conduct data gathering in Yemen to survey the current sociopolitical context on behalf of OTI. This activity was run from September 6- January 17, 2017 and was managed remotely from Beirut, Yemen, and Amman by the SPM and SRS on Activity 9. DT recruited and hired a team lead, three subject matter experts, a translator, and seven in-country research staff who conducted interviews...
in eight governorates in Yemen. DT also provided logistical, contract, and administrative support including formatting and editing the final report and its annexes.

**Activity #11:** The activity provided short-term technical assistance from a Senior Analyst (SA) who worked with USAID/OTI to analyze data collected in the January 2017 report on sociopolitical conditions in Yemen, specifically related to women and youth. This activity ran from March 10- April 30, 2017 and was managed remotely from Amman, Jordan. DT also provided administrative support including formatting and editing the activity’s final written deliverable.
Libya Transition Initiative

Task Order: AID-OAA-TO-14-00005

Activity Description: Short and long-term technical assistance and operational support to USAID/OTI’s Libya Transition Initiative.

Award Date: 6 April 2014

Period of Performance: 16 April 2014–30 June 2017

Contracting Officer: Cristina Sylvia

Contracting Officer Representative: Toshiro Baum

Ceiling Price: $9,595,474

Initial Obligated Amount: $3,040,000

Current Obligated Amount: $5,012,722

Summary of Activities:
Development Transformations (DT) has been providing support to the OTI Libya Transition Initiative (LTI) program since April 16, 2014. Over the past year, DT has provided OTI with one full-time Transition Advisor (TA) deployed to Tunisia and one part-time Transition Advisor conducting remote reporting.

During this reporting period, DT’s one remaining full time TA was demobilized to the U.S. on February 16, 2017 due to circumstances out of his control. In consultation with OTI, a plan was laid out for the TA’s demobilization and work schedule through his resignation on March 31, 2017. The TA worked full time from Washington, DC through March 17, 2017 and then reduced his hours to 8/week as needed through his last day with the program.

With the TA back in Washington, DT prepared plans for close-out of its Tunis platform, including: termination of DT’s registration in-country (and related termination of service agreements with DT’s Tunisian lawyer and accountant), termination of lease agreements for the office and TA residence; and donation and/or disposal of remaining program inventory. DT’s close out and disposition plans were submitted to OTI for review and approval.

DT’s part-time TA, responsible for remote reporting, remains with the program and will continue to support DT through the termination of the LTI contract on June 30, 2017.
Lebanon Community Resilience Initiative

Task Order: **AID-OAA-TO-14-00024**

*Activity Description:* Short and long-term technical assistance and operational support to USAID/OTI’s Lebanon Community Resilience Initiative.

*Award Date:* 25 August 2014

*Period of Performance:* 25 August 2014–24 August 2017

*Contracting Officer:* Cristina Sylvia

*Contracting Officer Representative:* Meghan McGuire

*Ceiling Price:* $2,238,465.63

*Initial Obligated Amount:* $500,000

*Current Obligated Amount:* $1,769,461.88

*Summary of Activities:* Development Transformations (DT) has been supporting this task order since late August of 2014. There are no major events that occurred during the current reporting period. DT hired an M&E STTA to support the STA and the SMT for about two months. An Engineer employed under DT left the LCRI program. In response, DT hired a short-term Engineer to fill the gap until the end of the period of performance. The newly hired Engineer began supporting refurbishment activities in earnest and became integrated with the larger MSI platform.

DT’s Program Manager and Program Assistant are preparing for project closeout on August 24, 2017. We have been in constant communication with the STA, lawyer, and accountant in Beirut to ensure that we meet all requirements in Lebanon and for a successful OTI close-out.
Syria Regional Program LTTA

Task Order: AID-OAA-TO-15-00016

Activity Description: Short and long-term technical assistance and operational support to USAID/OTI’s Syria Regional Program (SRP).

Award Date: 17 June 2015

Period of Performance: 17 June 2015–17 July 2018

Contracting Officer: Cristina Sylvia

Contracting Officer Representative: Gil Corral

Ceiling Price: $3,616,973

Initial Obligated Amount: $500,000

Current Obligated Amount: $1,559,767.89

Summary of Activities:
Development Transformations (DT) has been providing support to the OTI Syria Regional Program (SRP) since June 2015. DT has a fully registered Liaison Office based in Turkey and, until March 3, 2017, employed a long-term Senior Transition Advisor (STA), who resigned to work for OTI as the Country Representative. From January through March, 2017 DT provided extensive travel support to the STA for programmatic travel throughout Turkey. Since his resignation, he has been supporting our efforts to recruit and interview the replacement STA. DT rapidly onboarded and deployed two STTA STAs to Istanbul to provide coverage while a new LTTA STA is being identified.