

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/EGYPT
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 803
Effective Dates: 04/01/97 - 09/30/99
Contract Total: \$1,228,000
Obligated Amount: \$1,228,000**

This Quarterly Report summarizes the activities of World Learning and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from October 1 through December 31, 1997, for the Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 803, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

Through the GTD mechanism, a total of twenty-eight academic participants from Yemen and Oman were transferred from Partners for International Education and Training (PIET) to World Learning. The participants, twelve Omanis and sixteen Yemenis, are the remaining participants of the closing/closed USAID Training Offices of USAID/Yemen and the Omani-American Joint Commission (OAJC). USAID/Egypt, the regional office charged with managing the participants through program completion, issued this Task Order in April 1997. AMIDEAST, a subcontractor, provides personnel for the Management/Monitoring Specialist and Task Order Manager positions.

During the Quarter October 1 - December 31, 1997, the twenty-four remaining participants were fully immersed in the Fall 1997 term. Three participants attended professional meetings to interact with colleagues in their field of study. Three participants attended a two-week Management Training and Development Institute (MTDI) conference during the winter break to enhance professional skills. Five students at Villanova University were interviewed by Monitoring Specialist, Michelle Mitchell, during a scheduled campus visit.

II. ACTIVITIES

Oman Scholarship and Training Project II

Saada Al-Barwani, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Michelle Mitchell met with Saada Al-Barwani on 12/2/97 during a campus visit. Saada's academic adviser praised Saada's consistent work and good grades. Saada reported that she feels that it is important to perform well in school. Saada stated that she will begin working for the Oman Ministry of Health upon graduation. Saada is scheduled to graduate in May 1998. Cumulative GPA: 2.84. AETR received.

Sana Al-Belushi, EdD/Education - Evaluation, University of Louisville, August 31, 1994 - December 31, 1997

USAID/Egypt approved Sana Al-Belushi's extension request (Sept-Dec 1997), allowing her to concentrate on her dissertation defense. Sana successfully defended her dissertation on 9/30/97, and departed the United States on 10/16/97. Sana earned a cumulative GPA of 3.843.

Saada Al-Ghafry, PhD/Education - Instructional Technology, December 17, 1993 - September 30, 1997

Saada returned to Oman for a week and re-entered the United States funded by the Omani Embassy in October 1997. Saada earned a cumulative GPA of 3.75 while funded by USAID.

Sumaiya Al-Ghaithy, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

During the campus visit on 12/2/97, Sumaiya reported that she has maintained a C average in her Nursing class. Sumaiya also reported some fears about taking Statistics in Spring 1998 while taking a heavy course load of Nursing courses. The adviser stated that Sumaiya will not be overloaded with course work in the Spring term, as the required, six-credit Nursing course on Leadership is a clinical practicum which occurs during the interval between final exams and graduation. The adviser confirmed that Sumaiya will take Statistics in Spring 1998 and graduate on schedule in May 1998. Cumulative GPA: 2.43. AETR received.

Ahmed Al-Khabouri, Phd/Public Administration, Jackson State University, August 16, 1994 - August 15, 1998

Ahmed left the United States in June 1997 without prior Mission approval and without informing World Learning-AMIDEAST of his departure. Ahmed returned to the United States in September 1997 only to retake a comprehensive exam. Ahmed reported that he planned to return to Oman for the period October 1997 - March 1998, during which he would write his dissertation. Ahmed demanded partial payment of his MMA for the summer months even though he did not maintain U.S. housing while in Oman. Ahmed also refused to submit his IAP-66A form to obtain the signature for approved travel. Ahmed demonstrated a consistent disregard for USAID regulations. USAID/Egypt terminated Ahmed's program effective October 31, 1997. Ahmed earned a cumulative GPA of 3.4 while funded by USAID.

Jamal Al-Khaduri, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1999

During the Villanova campus visit, the academic adviser reported that Jamal Al-Khaduri needs to study more. The adviser reported that Jamal performs well in the hands-on environment of the clinical section, but he does not perform well on Nursing tests. The adviser added that she and the department are eager to see Jamal succeed in the program. Ms. Mitchell encouraged Jamal to study more, to request additional help, and to try taking a Nursing test with open-ended questions instead of the standard multiple choice questions as Villanova now offered all students the choice. Jamal stated that he does seek help and will study harder. Cumulative GPA: 2.06. AETR received.

Fatma Al-Lamki, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

The academic adviser reported during the campus visit on 12/2/97 that Fatma Al-Lamki is a good student. The adviser added that Fatma has performed well, especially as Fatma has been under a lot of personal stress during the past four years with a pregnancy her first year, separation from husband and family, and the loss of her father early in 1997. Fatma reported that she is eager to graduate and to begin a regular life with her husband and young son in Oman. (Fatma's husband, Kassim Al-Riyami, is sponsored by the Omani Embassy for a master's degree; he studies at the University of Texas.) Fatma is on schedule to graduate in May 1998. Fatma requested and received USAID/Egypt's approval for travel to Oman during winter break at her own personal expense. Cumulative GPA: 2.74. AETR not yet received.

Nada Al-Moosa, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Nada Al-Moosa is taking a required Nursing course for the third time in Fall 1997. During the campus visit to Villanova on 12/2/97, Nada reported that she feels more confident taking the Nursing course this term, and believes that she will pass the class. The academic adviser stated that Nada seems to take her course work seriously, and she is known to study hard, but Nada forgets what she has learned when it is test time. Nada is scheduled to graduate in May 1999, one year after the scheduled end of her USAID funding in May 1998. The Omani Embassy will most likely sponsor Nada for the additional year. Nada requested and received USAID/Egypt's approval to travel to Oman during the winter break at her own expense. Cumulative GPA: 2.28. AETR not yet received.

Yemen Development Training III

Morheb Al-Assad, PhD/Public Administration, Jackson State University, August 18, 1993 - August 31, 1998

Morheb contacted his academic programmer by fax stating that he will not be returning to the US on 10/29/97 as he had anticipated. He stated that he needed extra time to complete data collection in Yemen. With his adviser's and USAID/Yemen's approval, Morheb extended his three-month ticket and returned to the United States on December 14, 1997. Morheb incurred some personal expense in changing the ticket, but he completed the necessary research and data collection. Cumulative GPA: 3.813. AETR received.

Entisar Dahan, Master of Public Management (MPM)/Health Care Systems, Carnegie Mellon University, August 18, 1996 - May 31, 1998

Entisar Dahan completed three information systems courses during the Fall 1997 term. Entisar's adviser, Dr. Robert Pearson, stated that CMU did not offer any health systems courses necessary for Entisar's program in the Fall term. Dr. Pearson stated that computers are increasingly important in the health care administration and delivery, and therefore it was important for Entisar to update her computer skills. During the winter break, Entisar attended the Management-Communication for Development seminar offered by MTDI. Entisar has not yet chosen a professional meeting to attend during the Spring 1998 term. Cumulative GPA: 3.89 AETR received.

Tawfeeq Al-Dubhani, Master of Public Management (MPM)/Information Systems, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Tawfeeq al-Dubhani, eager to learn all that he can while in the United States, enrolled in a heavy course load during the Fall term. He earned excellent grades despite the high level of difficulty and the total number of courses. Tawfeeq attended a professional meeting, the International Conference on Information Systems, in Atlanta in December 1997. Tawfeeq also attended the Project Management and Evaluation seminar offered by MTDI during the winter break. The MTDI representative reported that Tawfeeq was an excellent seminar participant as well as a very pleasant person. As part of the MTDI seminar, Tawfeeq participated in the creation of a group action plan and also designed an individual action plan. The personal action plan detailed the steps Tawfeeq would take to create and implement a database for the tracking of documents within the Yemeni Parliament. Cumulative GPA: 3.82. AETR received.

Abdullah Al-Hamdi, Master of Public Management (MPM)/Information Systems, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Abdullah Al-Hamdi performed well in the Fall term. Abdullah requested and received USAID/Yemen's approval for travel to Yemen at his own expense during the winter break. Cumulative GPA: 3.98. AETR received.

Ilham Al-Hamdi, MED/Education Leadership, George Mason University, August 12, 1996 - August 31, 1998

Ilham Al-Hamdi successfully completed her first full term at George Mason. Ilham reported that she found the course work to be demanding. She has not yet chosen a professional meeting to attend during the Spring 1998 term. Cumulative GPA: 4.0 AETR received.

Nahla Al-Huraibi, MA/Sociology, Ohio University, August 31, 1996 - December 31, 1998

Nahla Al-Huraibi continued taking a full-time course load of two courses at Ohio University during the Fall Quarter. She maintained a high-level of achievement through much personal effort. Nahla reported that she will continue working with her adviser and with a female professor who has a strong background in women's studies. Cumulative GPA: 3.876. AETR received.

Lamis Al-Iryani, Master of Public Administration (MPA), Kentucky State University, August 15, 1995 - December 31, 1997

Lamis completed her degree program with two emphases, one in International Administration and one in Management Information Systems. Lamis turned her minor specialization in Management Information Systems into a second emphasis by taking an additional class during her final semester of required MPA work. Lamis made plans to depart the United States in January 1998. Lamis completed her degree program with a cumulative GPA of 3.938.

Adnan Ismail, PhD/Physics, University of Massachusetts-Lowell, August 14, 1991 - August 31, 1998

Adnan Ismail participated in a university-arranged internship without pay. He was required to perform some independent studies on the equipment provided by the Massachusetts General Hospital. As Adnan's adviser at the hospital was busy the last month of the term, Adnan was not able to complete the assignment and was given an Incomplete. Adnan has made arrangements to complete the assignment in the Spring term. Adnan's academic adviser was absent most of the Fall term for medical reasons. The adviser is expected to return in January 1998. Cumulative GPA: 3.551. AETR received.

Ishrak Al-Kershi, Master of Public Management (MPM)/Human Resource Management, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Ishrak Al-Kershi did not complete Leadership, a six-unit mini courses which began half-way through the Fall term. On the first day of class, Ishrak was overwhelmed by the amount of work the course required. As Ishrak would have less than a full-time course load if the Leadership course was dropped, Ishrak's academic adviser and the course instructor agreed that Ishrak should be given an Incomplete and that she would take the course in the Spring term. To help her prepare for the work required in the class, Ishrak would also take the companion mini course during the first half of the Spring semester. Ishrak decided not to attend a MTDI seminar during the winter break; she experienced the celebration of Christmas with friends in the United States. Cumulative GPA: 3.71. AETR received.

Ali Al-Omary, Master of Public Management (MPM)/Financial Management, Carnegie Mellon University, August 19, 1996 - May 31, 1998

Ali Al-Omary maintained a good grade average during the Fall term. Ali attended the Management-Communication for Development seminar offered by MTDI with his wife, Entisar Dahan, during the winter break. Ali also attended the International Conference on Information Systems in December with fellow Yemeni participant, Tawfeeq Al-Dubhani. The conference contained sessions on the workings of computers and finance, making it an appropriate conference for Ali. Cumulative GPA: 3.70. AETR received.

Anwar Al-Sanabani, MS/City & Regional Planning, Morgan State University, September 3, 1996 - December 31, 1998

During the Fall term, Anwar Al-Sanabani completed three courses required for his program. Anwar had also registered to take an Environmental Planning course at Morgan State, but the course was canceled. Monitoring Specialist, Michelle Mitchell, visited with Anwar and his academic adviser on September 29, 1997. The academic adviser stated that Anwar is a good student, but he is not really performing up to his potential. Anwar reported that the practical, hands-on nature of the Morgan State Planning program was not really appropriate for his future career as instructor and researcher. Cumulative GPA: 3.800. AETR received.

Mohamed Shamsuddin, MS/Public Health, University of Arizona, August 10, 1996 - August 31, 1998

Dr. Shamsuddin continues to perform well in his program. He attended the annual meeting of the American Public Health Association in Indianapolis November 9-13, 1997. Dr. Shamsuddin reported that he enjoyed the conference and the opportunity to meet with colleagues in his field. Cumulative GPA: 3.91. AETR received.

Mohamed Al-Ward, MS/City & Regional Planning, Morgan State University, August 22, 1995 - December 31, 1997

Mohamed Al-Ward reported in mid-December that he would not be graduating at the end of the Fall 1997 term as scheduled. The academic adviser cited Mohamed's unpolished writing style and the lack of data on Yemeni NGOs for the required case studies as the reasons Mohamed could not submit his thesis and graduate. Mohamed and his adviser prepared an action plan which included alternate case studies if additional information on Yemeni NGOs could not be gathered. Cumulative GPA: 3.875. AETR received.

Musad Al-Ward, MS/Computer Science - System Management, Clark Atlanta University, December 23, 1995 - December 31, 1997

Musad Al-Ward successfully completed his degree program. He has delayed his departure from the United States until January 1998. Musad earned a cumulative GPA of 4.0.

III. CONCERNS/CONSTRAINTS

1. Many of the participants do not fully understand their immigration papers.
2. HAC billing problems remain unresolved.

IV. RECOMMENDED ACTIONS

1. Ms. Mitchell, the Monitoring Specialist, issued a letter with October 1997 MMA checks that explained the purpose of the J-1 visa and the IAP-66A form, as well as the differences between the two immigration documents. Ms. Mitchell also reminded the participants that they are required to return to the home country upon termination of their USAID funding. This information will be restated in the departure packets and in regular communication with the participants.
2. *Development* InfoStructure developed a method of sending Acordia Healthcare Solution's enrollment information to GTD contractors via e-mail. In December 1997, Ms. Mitchell reviewed the first report created by *Development* InfoStructure for the period July - December 1997. HAC billing for the period July - December 1997 will soon be issued.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/EGYPT
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 803
Effective Dates: 04/01/97 - 09/30/99
Contract Total: \$1,314,821
Obligated Amount: \$1,314,821**

This Quarterly Report summarizes the activities of World Learning and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1 - March 31, 1998, for the Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 803, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

Through the GTD mechanism, a total of twenty-eight academic participants from Yemen and Oman were transferred from Partners for International Education and Training (PIET) to World Learning Inc. The participants, twelve Omanis and sixteen Yemenis, were the remaining participants of the closed or closing USAID Training Offices of the Omani-American Joint Commission (OAJC) and USAID/Yemen. USAID/Egypt, the regional office charged with managing the participants through program completion, issued this Task Order in April 1997. AMIDEAST, a subcontractor, provides personnel for the Management/Monitoring Specialist and the Task Order Manager positions.

During the Quarter January 1 - March 31, 1998, World Learning received copies of the first Task Order amendment. A total of \$86,821 was added to the Task Order on February 1, 1998 to fully fund Yemeni participant training. Acordia Healthcare Solutions issued a HAC bill for the period July - December 1997 which was promptly paid by World Learning-AMIDEAST. Beginning in January 1998, *Development* InfoStructure's monthly e-mails with enrollment information resulted in Acordia Healthcare Solutions issuing accurate and timely monthly bills for participant health insurance coverage. On March 27, Michelle Mitchell met with Yemeni participant Morheb Al-Assad and his academic adviser at Jackson State University in a scheduled campus visit.

II. ACTIVITIES

Oman Scholarship and Training Project II

Saada Al-Barwani, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Saada Al-Barwani is scheduled to graduate in May 1998. She moved to a Villanova University dorm in late January 1998 to be closer to the University and to the classmates who drive her to the required clinical practicum at a local hospital. As Saada moved into the dorm after the start of the Spring term, she made arrangements to pay Villanova for her housing and meals from her monthly allowance. Cumulative GPA: 2.84. AETR received.

Sumaiya Al-Ghaithy, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Sumaiya Al-Ghaithy is scheduled to graduate in May 1998. She is taking a required Statistics course and is performing well in the class. Sumaiya has expressed an interest in taking the national Nursing certification exam after graduation. Sumaiya was informed that the national exam is not part of the degree program and she must return to Oman upon degree completion. Cumulative GPA: 2.43. AETR received.

Jamal Al-Khaduri, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1999

Jamal Al-Khaduri is currently repeating the required Nursing course which he did not pass in Fall 1997. The Director of the Undergraduate Nursing program strongly supports Jamal and arranged for him to audit the Nursing course that he will take for credit in Fall 1998 in addition to a full-time course load. Jamal is performing well in the repeat Nursing course this term. He is scheduled to graduate in Summer 1999. Cumulative GPA: 2.06. AETR received.

Fatma Al-Lamki, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Fatma Al-Lamki is scheduled to graduate in May 1998. Fatma enrolled in a busy semester of required Nursing courses. Fatma's mother, husband, and young son will be attending graduation. Fatma reported that she looks forward to graduation and a regular family life. Cumulative GPA: 2.74. AETR not yet received.

Nada Al-Moosa, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Nada Al-Moosa passed her Fall 1997 Nursing course, a course which she took for the third time. Nada stated that she is very positive about her performance this Spring term. Nada reported that she received a poor grade on her first multiple-choice Nursing test and asked to take the test in an alternative format as recommended by her academic adviser. Nada stated that she earned a B+, an unusually high grade for her, on the test with open-ended questions and will request the same testing format in the future. Nada explained that she had feared that the open-ended questions would be harder but learned that she

performs better on exams with open-ended questions than on multiple-choice exams. Cumulative GPA: 2.28. AETR not yet received.

Yemen Development Training III

Morheb Al-Assad, Ph.D./Public Administration, Jackson State University, August 18, 1993 - August 31, 1998

Morheb Al-Assad met with Michelle Mitchell during a scheduled campus visit on 3/27/98. Morheb and his academic adviser spoke positively about Morheb's progress on the dissertation. However, they also reported that Morheb required the assistance of an editor to complete a well-written, easily translated dissertation by August 31, 1998. The academic adviser commented that Morheb had matured during his time at Jackson State, and the adviser believes that Morheb will be a capable, proactive individual upon his return to Yemen. Cumulative GPA: 3.813. AETR received.

Entisar Dahan, Master of Public Management (MPM)/Health Care Systems, Carnegie Mellon University, August 18, 1996 - May 31, 1998

Entisar Dahan is currently registered for a Health Care Systems course. Entisar's adviser, Dr. Robert Pearson, confirmed that Entisar needed only one course to complete the degree program. Dr. Pearson also confirmed that the university did not require Entisar to carry a full-time course load during her last term. Entisar reported that she is spending a tremendous amount of time preparing for this one course. Entisar explained that all course participants work in groups to complete projects; she is fortunate to be working with a nurse and a doctor, both experienced health care professionals, for the duration of the class. Entisar has not yet chosen a professional meeting to attend during the Spring 1998 term. Cumulative GPA: 3.89. AETR received.

Tawfeeq Al-Dubhani, Master of Public Management (MPM)/Information Systems, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Tawfeeq Al-Dubhani is taking a heavy course load during the Spring 1998 term as he remains enthused about learning as much as he can during his degree program. Tawfeeq performed extremely well in the Fall 1997 while taking a similar load of classes. Tawfeeq reported that he looks forward to graduation and returning to his family in Yemen in May 1998. Cumulative GPA: 3.82. AETR received.

Abdullah Al-Hamdi, Master of Public Management (MPM)/Information Systems, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Abdullah Al-Hamdi is taking a full course load this Spring term. Abdullah had expressed an interest in participating in an internship during the Spring 1998 semester, but he was unable to locate a suitable program. He is scheduled to graduate in May 1998. Cumulative GPA: 3.98. AETR received.

Ilham Al-Hamdi, MED/Education Leadership, George Mason University, August 12, 1996 - August 31, 1998

At the beginning of the semester, Ilham Al-Hamdi informed Michelle Mitchell that she was concerned about taking four graduate courses in the Spring 1998 term. Ilham's academic adviser confirmed that Ilham was taking a difficult course load but emphasized the importance of completing all four courses this term. The adviser stated that it would be difficult to schedule more than two courses at George Mason in the summer. Ilham accepted the challenge of completing four difficult courses in one term in an effort to complete the degree program by August 1998 as scheduled. Cumulative GPA: 4.0 AETR received.

Nahla Al-Huraibi, MA/Sociology, Ohio University, August 31, 1996 - December 31, 1998
Nahla Al-Huraibi once again earned excellent grades in her course work during the Winter Quarter which ended in March 1998. Nahla will start working on her thesis during the Spring 1998 Quarter. Nahla has begun to communicate with the World Learning-AMIDEAST office via e-mail. Nahla's e-mail messages are well-written, and she seems excited to be communicating via computer as well as by telephone. Cumulative GPA: 3.89. AETR received.

Lamis Al-Iryani, Master of Public Administration, Kentucky State University, August 15, 1995 - December 31, 1997

Lamis Al-Iryani completed her degree program in December 1997 and departed the United States in January 1998. Lamis suffered from illness which delayed her departure to Yemen several times. Ms. Mitchell submitted Lamis's diploma and transcript to the U.S. Department of State and to the Embassy of the Republic of Yemen for degree authentication. Lamis's employer required degree authentication to provide Lamis with an appropriate job assignment in Yemen. Lamis completed her degree program with a cumulative GPA of 3.938.

Adnan Ismail, Ph.D./Physics, University of Massachusetts-Lowell, August 14, 1991 - August 31, 1998

Adnan Ismail requested Mission approval for the use of dissertation allowance to reimburse necessary computer expenses, including a new hard drive. The Mission approved the request because a fully functional computer is essential to Adnan's dissertation work. Adnan reported that he is working to complete the requirements of the Fall 1997 internship for which he received an Incomplete. Cumulative GPA: 3.551. AETR received.

Ishrak Al-Kershhi, Master of Public Management (MPM)/Human Resource Management, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Ishrak Al-Kershhi is scheduled to graduate in May 1998. She is currently completing a Leadership course in Spring 1998 for which she received an Incomplete in Fall 1997. The academic adviser and the course instructor agreed that Ishrak would be able to complete the course requirements in Spring 1998. Ishrak requested to attend a conference of the Global Human Resource division of the Society for Human Resource Management (SHRM). The conference is in Dallas, Texas April 5-8, 1998. Ishrak visited Michelle Mitchell at the World Learning-AMIDEAST office while Carnegie Mellon classes were in recess for Spring Break. During the informal meeting, they

discussed possible hotel arrangements for the conference. Cumulative GPA: 3.71. AETR received.

Ali Al-Omary, Master of Public Management (MPM)/Financial Management, Carnegie Mellon University, August 19, 1996 - May 31, 1998

Ali Al- Omary is taking two financial management courses this term and is scheduled to graduate in May 1998. Ali requested and received Mission approval to purchase a ZIP drive with the remaining computer allowance. Cumulative GPA: 3.62. AETR received.

Anwar Al-Sanabani, MS/City & Regional Planning, Morgan State University, September 3, 1996 - December 31, 1998

Anwar Al-Sanabani identified an appropriate Environmental Planning course at the University of Maryland College Park just a few days before the close of Spring 1998 registration. Despite the Mission's pending approval, Anwar reported that he was unable to submit his application form and the required fee on the last day of registration. Upon successful completion of the Spring 1998 term, Anwar must take four courses (three courses for the Environmental Planning specialization and a required thesis course) and write a thesis to complete the City and Regional Planning degree program. As Morgan State does not offer an Environmental Planning specialization, Anwar will have to take two of the three courses needed for the specialization at nearby institutions. Anwar is now in the process of identifying summer courses in Environmental Planning. Cumulative GPA: 3.65. AETR received.

Mohamed Shamsuddin, MS/Public Health, University of Arizona, August 10, 1996 - August 31, 1998

During the Spring 1998 term, Dr. Shamsuddin enrolled in a total of nine credits: one three-credit course and six of the nine internship credits required for the degree program. Dr. Shamsuddin reported that his class work involves teams of two people following health care legislation within the State legislature and a field trip to the state capitol. In the internship, Dr. Shamsuddin reported that he is assisting in a survey of health care services in rural Pinal County in Arizona. For the remaining three internship credits, Dr. Shamsuddin stated that he will assist in a review of services along the U.S.-Mexico border to gain a better understanding of the services and needs of an international community. Dr. Shamsuddin has often commented that he is eager to complete the degree program because his employer is anxious for his return to Yemen. Dr. Shamsuddin is on schedule to graduate by August 1998. Cumulative GPA: 3.91. AETR received.

Mohamed Al-Ward, MS/City & Regional Planning, Morgan State University, August 22, 1995 - May 31, 1998

Mohamed Al-Ward received an extension for the period January 1 - May 31, 1998 to complete his thesis. Mohamed's academic adviser reported that Mohamed could not graduate in December 1997 because Mohamed's thesis did not have sufficient data on non-governmental organizations in Yemen, nor was Mohamed's writing at graduate level. Mohamed submitted an action plan with details for completing a thesis with different data if sufficient data could not be gathered from Yemen. By mid-March,

Mohamed had not received enough useful data from Yemen and submit a thesis using data from his research earlier in the semester. He is scheduled to graduate in May 1998. Cumulative GPA: 3.875. AETR received.

Musad Al-Ward, MS/Computer Science - System Management, Clark Atlanta University, December 23, 1995 - December 31, 1997

Musad Al-Ward completed his degree program in December 1997 and departed the United States in late January. Musad maintained a 4.0 cumulative GPA.

III. CONCERNS/CONSTRAINTS

Monitoring Specialist Michelle Mitchell was interested in adequately informing the graduating participants about preparations for departing the United States and returning home.

IV. RECOMMENDED ACTIONS

Ms. Mitchell prepared and issued departure packets for all the participants scheduled to complete degree programs in May 1998. In the departure packets, participants received an article and a self-administered questionnaire to start them thinking about re-entry issues. A check-list for practical matters, such as notifying the school of the home address, was also included in the packet. Additional information about degree authentication procedures was provided to the Yemeni students as they and their employers are interested in this procedure.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/EGYPT
QUARTERLY REPORT
APRIL 1 - JUNE 30, 1998**

**Task Order No.: 803
Effective Dates: 04/01/97 - 09/30/99
Contract Total: \$1,314,821
Obligated Amount: \$1,314,821**

This Quarterly Report summarizes the activities of World Learning and its subcontractors, The Africa-America Institute, AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from April 1 through June 30, 1998, for the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 803, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

A. SUMMARY

Through the GTD mechanism, a total of twenty-eight academic participants from Yemen and Oman were transferred from Partners for International Education and Training (PIET) to World Learning. The participants, twelve Omanis and sixteen Yemenis, were the remaining participants of the closed or closing USAID Training Offices of the Omani-American Joint Commission (OAJC) and USAID/Yemen. USAID/Egypt, the regional office charged with managing the participants through program completion, issued this Task Order in April 1997. AMIDEAST, a subcontractor, provides personnel for the Management/Monitoring Specialist and the Task Order Manager positions.

The Task Order is characterized by three different participant training activities:

Oman Scholarship and Training Project II - 10 participants (by June 30, 1 remaining)
Oman Fisheries Development Management - 2 participants (by June 30, 0 remaining)
Yemen Development Training III - 16 participants (by June 30, 6 remaining)

B. ACTIVITIES

During the quarter April 1 through June 30, 1998, Michelle Mitchell, Monitoring and Support Specialist, traveled to Pittsburgh, PA from May 15 through 17 to meet individually with the five Yemeni participants who had completed the Master of Public Management degree program at Carnegie Mellon University. That same weekend one Yemeni participant and three Omani students also completed their respective degree programs and received their diplomas. One additional Omani student completed her USAID funding, returned to Oman, and reentered the United States under Omani Embassy sponsorship.

PROGRAM HIGHLIGHTS

Oman Scholarship and Training Project II

Saada Al-Barwani, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Saada Al-Barwani graduated in May 1998. She departed the United States on May 30, 1998. Cumulative GPA: 2.84. AETR received.

Sumaiya Al-Ghaithy, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Sumaiya Al-Ghaithy graduated in May 1998 and departed the United States on May 28, 1998. Cumulative GPA: 2.43. AETR received.

Jamal Al-Khaduri, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1999

Jamal Al-Khaduri was registered to take an elective Nursing course in Summer 1998. Villanova University canceled the course because of low enrollment. Dr. Hollingsworth, the Director of Undergraduate Programs, confirmed that Jamal has completed all program electives and that no other classes were available for him to take this summer. Jamal plans to remain in the Villanova area for the summer. He will take a full-time course load in Fall 1999. Cumulative GPA: 2.06. AETR received.

Fatma Al-Lamki, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Fatma Al-Lamki graduated in May 1998 and departed the United States on May 25, 1998. Fatma's mother, husband, and young son attended graduation. Cumulative GPA: 2.74. AETR not yet received.

Nada Al-Moosa, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1998

Nada Al-Moosa passed the Spring 1998 Nursing course and will be a senior-level student when she begins the Fall 1998 term. Nada's USAID funding ended in May, and she returned to Oman in accordance with USAID policy. The Omani Embassy had agreed to fund Nada for the additional year of studies that she needs to complete the Nursing degree program at Villanova. She returned to the United States at the end of May to complete some required courses this summer. Cumulative GPA: 2.28. AETR not yet received.

Yemen Development Training III

Morheb Al-Assad, Ph.D./Public Administration, Jackson State University, August 18, 1993 - August 31, 1998
Cumulative GPA: 3.813. AETR received.

Entisar Dahan, Master of Public Management (MPM)/Health Care Systems, Carnegie Mellon University, August 18, 1996 - May 31, 1998
Entisar Dahan completed her degree program in May 1998. She delayed her departure from the United States until June 29 for personal reasons. Entisar decided not to attend a professional meeting in May because she was preparing for departure. Monitoring and Support Specialist Michelle Mitchell met with Entisar for an exit debriefing on May 16, 1998 in Pittsburgh. Cumulative GPA: 3.89. AETR received.

Tawfeeq Al-Dubhani, Master of Public Management (MPM)/Information Systems, Carnegie Mellon University, August 3, 1996 - May 31, 1998
Tawfeeq Al-Dubhani graduated in May. He was scheduled to depart the United States on May 25. Ms. Mitchell met with Tawfeeq in Pittsburgh on May 15, 1998 for an exit debriefing. Cumulative GPA: 3.82. AETR received.

Abdullah Al-Hamdi, Master of Public Management (MPM)/Information Systems, Carnegie Mellon University, August 3, 1996 - May 31, 1998
Abdullah Al-Hamdi graduated in May 1998. Having delayed his return to Yemen for health reasons, Abdullah is scheduled to depart the United States by July 18. Ms. Mitchell met with Abdullah on May 15 for an exit debriefing in Pittsburgh. Cumulative GPA: 3.98. AETR received.

Ilham Al-Hamdi, M.Ed./Education Leadership, George Mason University, August 12, 1996 - August 31, 1998
Ilham Al-Hamdi maintained a 4.0 GPA during the Spring 1998 term while taking a very difficult course load of four graduate courses. Ilham also recently informed World Learning/AMIDEAST that she will complete all her degree requirements upon the completion of the first summer session in June 1998. The Department Chair at George Mason issued a waiver for the second class that Ilham was required to take in Summer 1998, allowing Ilham to complete more than a month early. Ilham was proactive in requesting the waiver when she saw that another student received a waiver for a similar course taken at another university. World Learning/AMIDEAST has confirmed Ilham's status with the academic adviser and George Mason. Ilham should be ready to depart the United States by mid-July 1998. Cumulative GPA: 4.0 (Spring 1998 grade report). Fall 1997 AETR received

Nahla Al-Huraibi, MA/Sociology, Ohio University, August 31, 1996 - December 31, 1998
Nahla Al-Huraibi entered thesis status with the current Spring 1998 Quarter. She has been working to clearly define her thesis topic. Unfortunately, Nahla has experienced some personal difficulties during the current term as her father was gravely ill in a London critical care unit. Nahla exhibits excellent writing skills in her e-mail messages

to World Learning. Nahla has also completed all course work and can now devote two full terms to writing the thesis. Nahla is scheduled to graduate by December 1998. Cumulative GPA: 3.853 (Winter Quarter 1998 grade report.) Fall Quarter 1997 AETR received.

Adnan Ismail, Ph.D./Physics, University of Massachusetts-Lowell, August 14, 1991 - August 31, 1998

Adnan Ismail has been experiencing difficulties in working with his data. World Learning/AMIDEAST spoke with the academic adviser on June 12. The adviser reported that Adnan has been working on his own and with others to try to resolve the problems with the data, but the effort is taking more time than anticipated. Adnan also needs to complete the written narrative of the dissertation. The adviser believes Adnan will need an additional semester, September 1 - December 31, 1998, to complete the dissertation. Adnan reported that he is working to complete the requirements of the Fall 1997 internship for which he received an Incomplete. Cumulative GPA: 3.551. AETR received.

Ishrak Al-Kershi, Master of Public Management (MPM)/Human Resource Management, Carnegie Mellon University, August 3, 1996 - May 31, 1998

Ishrak Al-Kershi completed her degree program in May 1998. She has delayed her departure from the United States because of the poor health of her mother. She is scheduled to depart the United States by the end of July. Ishrak attended a conference of the Global Human Resource division of the Society for Human Resource Management (SHRM) in Dallas, Texas from April 5-8, 1998. She was very excited by the ideas shared at the conference and the number of people that she met during the meeting. Ishrak met with Ms. Mitchell in Pittsburgh for the exit debriefing on May 16. Cumulative GPA: 3.71. AETR received.

Ali Al-Omary, Master of Public Management (MPM)/Financial Management, Carnegie Mellon University, August 19, 1996 - May 31, 1998

Ali Al-Omary completed his degree program in May 1998. He has postponed his departure from the United States to June 29, 1998. He met with Ms. Mitchell on May 16 for an exit debriefing. Cumulative GPA: 3.62. AETR received.

Anwar Al-Sanabani, MS/City & Regional Planning, Morgan State University, September 3, 1996 - December 31, 1998

Anwar Al-Sanabani reported on his AETR that he received a grade of "B" in each of his Spring 1998 courses. Anwar must take four courses (three courses for the Environmental Planning specialization and one required thesis course) and write a thesis to complete the City and Regional Planning degree program. As Morgan State does not offer the Environmental Planning specialization, Anwar will have to take two of the three courses required for the specialization at nearby institutions.

For the Summer 1998 term, Anwar has identified an Environmental Planning course at the University of Maryland/College Park; he will also review the process of writing a thesis, read completed theses, and choose a thesis topic by the end of the summer. In Fall

1998, Anwar will take a second Environment Planning course at the University of Maryland and the scheduled Morgan State University Environmental Planning course. Anwar has also been strongly encouraged by the Mission to enroll in the required thesis course in Fall 1998 and to work on his thesis in an honest effort to complete the degree program by December 31 as scheduled. However, it is likely that Anwar will need the Spring 1999 term to complete the degree program. Cumulative GPA: 3.65 (Fall 1997 grade report.) Spring 1998 AETR received.

Mohamed Shamsuddin, MS/Public Health, University of Arizona, August 10, 1996 - August 31, 1998

Dr. Shamsuddin is completing the final three credits for the required internship component of his degree program during the summer term 1998. As part of the internship, Dr. Shamsuddin stated that he will assist in a review of services along the U.S.-Mexico border to gain a better understanding of the services and needs of an international community. Dr. Shamsuddin is scheduled to visit Washington, DC for an exit debriefing July 9 - 12 during a break in the summer internship. He will submit his Spring 1998 AETR and grade report to World Learning/AMIDEAST at that time. Dr. Shamsuddin is on schedule to graduate by August 1998. Cumulative GPA: 3.91 (Fall 1997 grade report). Fall 1997 AETR received.

Mohamed Al-Ward, MS/City & Regional Planning, Morgan State University, August 22, 1995 - May 31, 1998

Mohamed Al-Ward completed his thesis during the extension period January 1 - May 31, 1998. Mohamed reported that he received an admission to a doctoral degree program and requested that USAID transfer sponsorship of his IAP-66 to the admitting university. Mohamed was informed by USAID/Yemen and World Learning/AMIDEAST that USAID does not transfer sponsorship and that he must return to Yemen with his family by May 31, 1998 as he had agreed to in the Conditions of Training. Mohamed was scheduled to depart the United States on May 31, 1998. Cumulative GPA: 3.875. AETR received.

C. CONCERNS/CONSTRAINTS

There are no concerns at this time.

D. RECOMMENDED ACTIONS

The World Learning team has no recommended actions at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/EGYPT (OMAN-YEMEN)
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 803
Effective Dates: 04/01/97 - 09/30/99
Contract Total: \$1,314,821
Obligated Amount: \$1,314,821**

This Quarterly Report summarizes the activities of World Learning and its subcontractors, The Africa-America Institute, AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and Development InfoStructure, from July 1 through September 30, 1998, for the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 803, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

A. SUMMARY

Through the GTD mechanism, a total of twenty-eight academic participants from Yemen and Oman were transferred from Partners for International Education and Training (PIET) to World Learning. The participants, twelve Omanis and sixteen Yemenis, were the remaining participants of the closed or closing USAID Training Offices of the Omani-American Joint Commission (OAJC) and USAID/Yemen. USAID/Egypt, the regional office charged with managing the participants through program completion, issued this Task Order in April 1997. AMIDEAST, a subcontractor to World Learning, provides personnel for the Management/Monitoring Specialist and the Task Order Manager positions.

The Task Order is characterized by three different participant training activities:

Oman Scholarship and Training Project II - 10 participants (by September 30, 1 remaining)
Oman Fisheries Development Management - 2 participants (by September 30, 0 remaining)
Yemen Development Training III - 16 participants (by September 30, 3 remaining)

B. ACTIVITIES

During this quarter, Michelle Mitchell, Monitoring and Support Specialist, resigned from her responsibilities on this Task Order. Sabrina Faber, the Delivery Order Manager, also resigned from her responsibilities on this Task Order. Bruce Gaston, an experienced GTD programmer and someone who knows these participants, was assigned to carry out the remaining activity under this Task Order. Official USAID approval of Mr. Gaston to serve as both the Monitoring and Support Specialist and as the Delivery Order Manager has been requested.

During the quarter, two Yemeni participants, Dr. Mohamed Shamsuddin and Morheb Al-Assad, completed their degree programs, received their diplomas and returned to Yemen.

PROGRAM HIGHLIGHTS

Oman Scholarship and Training Project II

Jamal Al-Khaduri, BS/Nursing, Villanova University, December 25, 1993 - May 31, 1999

Jamal Al-Khaduri was registered to take an elective nursing course in Summer 1998. Villanova University canceled the course because of low enrollment. Dr. Hollingsworth, the Director of Undergraduate Programs, confirmed that Jamal has completed all program electives and that no other classes were available for him to enroll. Jamal stayed in the Villanova area for the summer. For the Fall 1998 term, he is enrolled full-time taking 14 credits. Cumulative GPA: 2.06. AETR received. Jamal has been informed to submit a complete transcript of grades.

Yemen Development Training III

Morheb Al-Assad, Ph.D./Public Administration, Jackson State University, August 18, 1993 - August 31, 1998

Morheb Al-Assad successfully defended his dissertation and graduated from Jackson State. He departed for Yemen on September 28. Prior to his departure, World Learning/AMIDEAST assisted Morheb with the authentication of his credentials. Cumulative GPA: 3.824. Final transcript showing degree conferral received.

Ilham Al-Hamdi, M.Ed./Education Leadership, George Mason University, August 12, 1996 - August 31, 1998

Ilham Al-Hamdi successfully completed her degree during the first summer session and returned to Yemen on July 28. Cumulative GPA: 4.0. Final transcript showing degree conferral received.

Nahla Al-Huraibi, MA/Sociology, Ohio University, August 31, 1996 - December 31, 1998

Nahla Al-Huraibi spent the summer term refining her thesis topic and is now preparing a final version of her thesis proposal. Nahla intends to study factors that contribute to assimilation into American culture of women in the Yemeni immigrant community in Detroit. Nahla has also completed all course work with the Spring '98 term and will continue working on her thesis during the Fall '98 semester. Her academic advisor, Professor Ann Tickamyer, has informed World Learning/AMIDEAST that Nahla will need through June 1999 to complete her thesis requirement, requiring an extension of six months to her program. A formal request will be made to USAID Sana'a as Nahla will not be able to complete her program by this December. Cumulative GPA: 3.853. Summer 1998 AETR not yet received.

Adnan Ismail, Ph.D./Physics, University of Massachusetts-Lowell, August 14, 1991 - December 31, 1998

Adnan Ismail continues to experience difficulties working with his data, and he has not been able to submit a final report about his data results and analysis to Dr. Chabot, his dissertation chair. Adnan is working on completing his error estimations from his previous Monte Carlo results, and is experiencing long delays with the computer runs. Some of the runs are taking twice as long to complete than what was originally anticipated. Adnan's program funding was recently extended to December 31, 1998. Adnan and his dissertation chair now believe he will need until June 1999. Adnan is clearly frustrated by this, and he would like to finish as soon as possible. He has signed a letter of commitment indicating his willingness to complete his program by this December, with the understanding that another funding extension beyond this date is unlikely. Cumulative GPA: 3.551. Summer 1988 term AETR not yet received.

Anwar Al-Sanabani, MS/City & Regional Planning, Morgan State University, September 3, 1996 - December 31, 1998

Contrary to what was previously reported, Anwar Al-Sanabani did not complete a course at the University of Maryland/College Park (UMCP) during the Summer '98 term. For reasons still unknown, Anwar did not register for a course in environmental planning at UMCP as he initially intended. It appears that Anwar did not devote any time during the summer term to his studies as progress on his thesis has not been reported, and he has yet to define a thesis topic. Anwar is enrolled to complete his three remaining courses during the Fall '98 term; two courses at the UMCP and one at Morgan State. He is also enrolled for independent study for thesis work with Dr. Sen, his advisor. Anwar has submitted an outline indicating a completion date for Spring '99. He was informed that this was not appropriate, given that this is the second summer term he has failed to complete any requirements for his degree program. Instead, he was reminded that he must sign the letter of commitment sent to him indicating a completion date of December 1998. Cumulative GPA: 3.65. Summer 1998 AETR not yet received.

Mohamed Shamsuddin, MS/Public Health, University of Arizona, August 10, 1996 - August 31, 1998

Dr. Shamsuddin successfully completed his degree program and graduated from the University of Arizona. Dr. Shamsuddin and his family departed for Yemen on August 17, 1998. Cumulative GPA: 3.91. Final transcript showing degree conferral received.

C. CONCERNS/CONSTRAINTS

There are no concerns at this time.

D. RECOMMENDED ACTIONS

The World Learning team requests:

- USAID approval of Mr. Gaston to serve as both the Monitoring and Support Specialist and as the Delivery Order Manager for this Task Order.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/KENYA
QUARTERLY REPORT
OCTOBER 1, 1997 – DECEMBER 31, 1997**

**Task Order No.: 804
Effective Dates: 04/01/97 - 05/31/98
Contract Total: \$508,790
Obligated Amount: \$508,790**

This Quarterly Report summarizes the activities of World Learning and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII) and *Development* InfoStructure from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 804, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In April 1997, USAID/Kenya issued this Task Order for assistance in placement, management, and follow-on programming of approximately 35 participants into U.S. short-term training programs each estimated to be an average of five weeks in duration. The objective of the training is to assist USAID/Kenya to achieve its goal of broad-based sustainable economic growth. Specifically, training is expected to contribute substantially to three USAID/Kenya Strategic Objectives (SO):

- SO1: Creation of Effective Demand for Sustainable Political, Constitutional, and Legal Reform [12 participants];
- SO2: Increased Commercialization of Smallholder Agriculture [13 participants]; and,
- SO3: Increased Sustainability of Family Planning and HIV/AIDS Service Delivery Systems [10 participants].

II. ACTIVITIES

In the first quarter of FY98, October to December 1997, three Kenyan participants, who had arrived in the U.S. to begin training last quarter, completed their training. Two participants came under SO3: Health and one participant came under SO1: Democracy and Governance. In addition, three new participants were nominated for training to take place in calendar year 1998, two under SO1: Democracy and Governance and one under SO2: Agriculture. No new participants arrived in the U.S. to start training during this quarter. Thus, the following information is updated from the last quarter to reflect the most current cost information. Cost information is based on actual participant expenses, which are about \$2,000 less than the estimated figure in the last report.

In the first three quarters of this Task Order, 20 participants were programmed, resulting in a total of about 21 months of training. The approximate total direct training costs incurred is \$193,736, which is equivalent to about \$9,700 per participant for slightly greater than 4 weeks of training each, detailed as follows:

(The number of participants to be trained for each SO is based on information provided in the original Statement of Work)

SO1, Creation of Effective Demand for Sustainable Political, Constitutional, and Legal Reform:

<u>No. Participants to be Trained</u>	<u>No. Participants Trained</u>	<u>Activity/Type of Training</u>
2	2	Democracy, Civic Participation and Public Policy Training for NGOs
5	5	Legislative Training
2	0	Human Rights and Democracy
3	2	Management Training
<u>12</u>	<u>9</u>	Total SO1

SO2, Increased Commercialization of Smallholder Agriculture:

<u>No. Participants to be Trained</u>	<u>No. Participants Trained</u>	<u>Activity/Type of Training</u>
3	1	Financial Management of Micro Finance Institutions
2	0	Micro Finance Services and Implementation
2	0	Eco-Tourism
2	1	Monitoring and Evaluation
2	0	Micro Enterprise Services Delivery

2	0	Biodiverse Conservation
<u>13</u>	<u>2</u>	Total SO2

SO3, Increased Sustainability of Family Planning and HIV/AIDS Service Delivery Systems:

<u>No. Participants to be Trained</u>	<u>No. Participants Trained</u>	<u>Activity/Type of Training</u>
1	1	Sexuality Education, HIV/AIDS Prevention, Reproductive Health Care
2	1	Implementing AIDS Programs
3	2	Adolescent Health Promotion
4	2	Family Planning Program Management and Supervision
0	2	Population and Census Management and Computer Tools
0	1	Management Information Systems for Health
<u>10</u>	<u>9</u>	Total SO3

Note: For SO3, 10 trainees in the first four types of activities were projected; 6 have attended training in those areas. In addition, 3 participants have been nominated for topics beyond those originally projected, as indicated.

The direct training budget for this Task Order is \$464,905, which equates to about \$13,283 per participant for 35 participants. The average training cost for each of the 20 participants programmed in the first three quarters was approximately \$9,700 (including minor fees incurred for canceled trainees, such as cashier's check fees and pre-paid airline ticket fees), which is about \$3,600 less per participant than estimated in the proposed budget. The lower actual costs may be attributed to cost savings realized through lower Washington, DC per diem rates than projected, bundling the purchase of airline tickets (international and U.S. portions of flights), and the fact that participants have not been coming to DC for orientations (an orientation fee, per diem, and air travel costs to DC were all included in the proposed budget). Thus, there are more than sufficient funds in the participant budget to program the remaining 15 participants originally projected plus possibly additional participants.

PROGRAM HIGHLIGHTS

Family Planning Management and Supervision

Ms. Rosanna Simwa, Family Planning Management and Supervision, International Health Programs (IHP), Western Consortium for Public Health, Santa Cruz, CA, September 8 - October 3, 1997

Summary: Ms. Simwa attended a four-week training program at IHP. The course was designed to enable participants to address healthcare issues of adult and adolescent men and women, to improve the quality of family planning service delivery and to integrate family planning and prevention of STDs and HIV infection into primary health care services. Ms. Simwa indicated that the training gave her the “ability to effectively plan and manage time and resources”. She also commented that she gained analytical and “mapping” skills she believes will improve her efficiency in planning activities when she returns to her position at the Family Planning Association of Kenya.

Lessons learned: Training provided at IHP continues to serve the needs of the Mission’s SO3 participants. The training includes an action planning component, in which each participant devises strategies of something they plan to implement upon return to work, incorporating new skills and techniques gained in the training. Thus, participants should bring work materials with them so that the action planning exercise can be most relevant.

Implementing AIDS Programs

Ms. Ruth Saburi Odindo, Implementing AIDS Programs, International Health Programs (IHP), Western Consortium for Public Health, Santa Cruz, CA, September 15 - October 10, 1997

Summary: Ms. Odindo was the fourth Kenyan participant sent by the Mission to training programs at the International Health Programs. Two participants completed the course in Adolescent Health Promotion last quarter, and Ms. Simwa was at IHP in another course during the first two weeks Ms. Odindo was there, as indicated above. Ms. Odindo’s program went very smoothly with a few logistical issues raised. The course she attended focuses on resources and strategies found to be effective in preventing HIV infection. It includes communication skills, behavioral change theories and social marketing strategies which participants can apply to HIV-related problems identified in their country. They learn techniques for developing and evaluating culturally appropriate AIDS educational materials and develop HIV intervention plans that respond to the particular needs of their identified target population.

Lessons learned: One issue raised by Ms. Odindo concerned the routing of international travel. She indicated that she lives in Mombasa and had to travel to Nairobi. She inquired whether it would be possible for tickets purchased to be routed from participants’ home city, rather than the capital.

1997 International Auditor Program

Mr. Joseph Karua, 1997 International Auditor Program, General Accounting Office (GAO), Washington, DC, June 9 - October 31, 1997

Summary: World Learning/AAI had significant contact with Mr. Karua, as his program was almost five months in duration and was based in Washington, DC. On October 24, Mr. Karua came to the World Learning office to meet with African-American Institute staff for a debriefing. He seemed very satisfied with all aspects of the training program.

He commented, to the surprise of AAI, that he felt the training program was too short and that he felt he could benefit from more training with the GAO. Mr. Karua commented that he learned from numerous guest lecturers over the five-month period who represented a variety of institutions including University of Maryland professors and World Bank officials. He also described numerous site visits, both program-related and recreational. Mr. Karua said he visited U.S. Air Force bases, the Federal Bureau of Investigation, and the World Bank in Washington, DC among many other program-related sites. He also highlighted an overnight recreational site visit to Virginia Beach, VA arranged by GAO.

Mr. Karua seemed extremely pleased with the quality of the training. When asked about the most beneficial aspects of the training program, he indicated that the program explored how the GAO holds U.S. government agencies accountable, and how the GAO functions in an objective advisory capacity to the U.S. Congress. He indicated that learning how the GAO functions in its roles of preventing corruption and of making recommendations to Congress was enlightening and useful.

Lessons Learned: Regarding logistical arrangements and other program matters, Mr. Karua had no complaints or suggestions for future programs. Mr. Karua did, however, comment that during the course of his long program he had three different contacts at the African-American Institute. Again to AAI's surprise, he commented that he enjoyed having so many different program contacts and said he felt it gave him a better opportunity to learn about more about AAI and how the Institute works in administering participant programs.

For additional information on training during the first three quarters of the Task Order, please refer to the Attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning/AAI appreciate the Mission's response to the first quarterly report, which was submitted for the period April to June and July to September, 1997. During December, 1997 the World Learning team prepared a revised budget incorporating the annual increase in the multiplier, COLA and level of effort. This revised budget has been forwarded to the Contracting Officer for review.

B. PARTICIPANT ISSUES

World Learning/AAI also appreciate the follow up that the Mission undertook this quarter with participants who completed last quarter and who had pending financial reconciliation issues regarding receipts and their allowances. Whenever possible, program staff are now arranging for direct billing of lodging to reduce the need to advance participants funds for which they would then need to provide receipts. The Mission's agreement to review the training implementation

plan (TIP) with participants during orientation, including the terms of the USAID scholarship and their responsibilities as they relate to per diem is also welcome.

The Mission has been identifying specific short courses for the participants it nominates, but some of the courses are no longer being offered in 1998, particularly agriculture-related courses, due to a decrease in demand. Very few short courses are being offered this year by Historically Black Colleges and Universities (HBCUs), but several HBCUs have strong capabilities to tailor training in fields relevant to the Mission's SOs.

IV. RECOMMENDED ACTIONS

World Learning/AAI have the following recommendations:

- Though no new participants arrived this quarter, as per the last quarterly report, the program staff look forward to welcoming future participants to Washington, DC for an orientation and an administrative briefing prior to the beginning of their training whenever possible;
- Per the Mission's reply to the first quarterly report, the World Learning team anticipates an amendment to the Task Order to increase the number of participants and to increase the administrative budget. Since two of the nominations received this quarter are for courses with dates extending beyond the current May 31, 1998 completion date of the Task Order, it is anticipated that an amendment will also be needed to extend the completion date of the Task Order. It is requested that these contract actions be undertaken prior to May 1998.

That the Mission indicate enough participants for whom training could be tailored or otherwise programmed at HBCUs, so that the contractor can meet the original Statement of Work expectation that "the contractor shall arrange for at least 10% (sic) of U.S.-bound trainees' annual, aggregate training time to occur in Historically Black Colleges and Universities (HBCUs)". None of the 27 participants nominated to date have been nominated for training at an HBCU, and all but one were nominated to specific short courses. One individual participated in an observation study tour. Twenty participants have completed training, 4 are pending and 3 were canceled. World Learning/AAI has had good experience programming with several HBCUs including: The Mississippi Consortium for International Development (MCID) for democratization and leadership training, Tuskegee University for agriculture training and Howard University for health training, and looks forward to pursuing future Mission training requests with these or other HBCUs.

KENYA GTD T.O. 1997 NOMINATIONS

SO1: Creation of Effective Demand for Sustainable Political, Constitutional and Legal Reform

U.S. TRAINING

World Learning Report for 10/01/97 - 12/31/97

Participant Name	Status*	Course/ Training Institution	Dates
Months**	Budget		
1. Elkana Ondembo	X	InterAction Forum/ InterAction	n/a
2. Charles Oyaya 07/03/97	C .93	Int'l Policy Advocacy/ School for Int'l Training \$10,312.95	06/06/97-
3. Marren Akatsa-Bukachi 07/03/97	C .93	Int'l Policy Advocacy/School for Int'l Training \$10,964.20	06/06/97-
4. J. Karua 10/31/97	C 4.93	Int'l Auditor Fellowship/General Accounting Office \$15,881.50	06/09/97-
5. George Kimondo 06/27/97	C .40	Int'l Legislative Drafting/Public Law Center \$ 6,911..95	06/16/97-
6. Charles Wambugu 06/27/97	C .40	Int'l Legislative Drafting/Public Law Center \$ 6,903..95	06/16/97-
7. Erastus Wamugo 06/27/97	C .40	Int'l Legislative Drafting/Public Law Center \$ 6,911..95	06/16/97-
8. Ann Kariuki 06/27/97	C .40	Int'l Legislative Drafting/Public Law Center \$ 6,436..95	06/16/97-
9. Christopher Muli	X	Int'l Legislative Drafting/Public Law Center	n/a
10. Lawrence Mute 06/27/97	C .40	Int'l Legislative Drafting/Public Law Center \$ 7,061.70	06/16/97-
11. Tabitha Seii	X	Int'l Legislative Drafting/Public Law Center	n/a

KENYA GTD T.O. 1997 NOMINATIONS continued

Participant Name	Status*	Course/ Training Institution	Dates
------------------	---------	------------------------------	-------

12. Wanjala Wa Muricho	C	ASPA Conf Public Admin./ Am Soc Public Admin	07/25/97-
08/16/97	.76	\$ 8,150.04	

TOTAL COMPLETED PROGRAMS

13. Mungai K. Kangethe	P	Developing High Performance Teams and Project Management Skills for Teams/ Office of Personnel Management	1/5/98-1/23/98
------------------------	---	---	----------------

* Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T - Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO1 nominations as of 12/31/97

Kenya SO1
U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97
Pending from past quarters	0	1	0
N – Nominated this quarter	12	0	1
A - Active, in training this quarter	3	1	0
C – Completed this quarter	5	3	1
X – Canceled this quarter	3	0	0
T – Terminated this quarter	0	0	0
P – Pending at end of quarter	1	0	1

Direct Participant Costs

- \$79,535.19 Budget for 9 programs completed to date (subject to adjustment for final payments and reconciliations)
- \$ 2,484.57 Costs for 3 canceled programs to date (subject to adjustment for final credits and refunds)
- \$82,019.76 Estimated Total Direct Participant Costs for 9 completed and 3 canceled programs
- \$ 8,837.24 Average cost per program for 9 programs completed to date
- \$13,283.00 Average cost per program in original proposal participant budget of \$464,905 for 35 programs, all SOs.

Training Months

- 9.55 Training months completed
- 1.06 months, average length of training program for the 9 programs completed to date

KENYA GTD T.O. 1997 NOMINATIONS
 SO2: Increased Commercialization of Smallholder Agriculture
 U.S. TRAINING
 World Learning Report for the Quarter 10/01/97 – 12/31/97

<u>Participant Name</u>	<u>Status*</u>	<u>Course/ Training Institution</u>	
<u>Dates</u>	<u>Months**</u>	<u>Budget</u>	
1. Moses Banda 07/07/97-08/15/97	C 1.33	Microfinance Training/ Economics Institute \$12,129.11	
2. Boniface Njoroge Mburu 08/04/97-08/15/97 08/18/97-08/25/97	C .73	Proj. Design & Implementation and Proj. Monitoring & Evaluation/ IMDI, University of Pittsburgh and \$ 9,332.95	
TOTAL COMPLETED PROGRAMS			
3. Eunice G.A. Anyngo course canceled 04/06/98-04/24/98	P .63	Dev. Markets for Agr. Prods./ CO ST., ICARD or Intro to Agr. Mkting/Land O' Lakes pending	
4. Daniel Ondimu Mwebi May – June, 1998	P 1.00	Design & Operation of Small Scale Irrigation Systems/ pending training institution to be identified	
5. John Wangwe Makokkha 07/12/98-08/07/98	P .90	Management for Sustainable Natural Resource Dev't & pending Environmental Protection/U. of Tennessee	

* Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO2 nominations as of 12/31/97

Kenya SO2
U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97
Pending from past quarters	0	3	1
N – Nominated this quarter	3	0	2
A – Active, in training this quarter	0	0	0
C – Completed this quarter	0	2	0
X – Canceled this quarter	0	0	0
T – Terminated this quarter	0	0	0
P – Pending at end of quarter	3	1	3

Direct Participant Costs

- \$21,462.06 Budget for 2 programs completed to date (subject to adjustment for final payments and reconciliations)
- \$10,731.03 Average cost per program for 2 programs completed to date
- \$13,283.00 Average cost per program in original proposal participant budget of \$464,905 for 35 programs, all SOs.

Training Months

- 2.06 Training months completed
- 1.03 months, average length of training program for the 2 programs completed to date

KENYA GTD T.O. 1997 NOMINATIONS

SO3: Increased Sustainability of Family Planning and HIV/AIDS Service Delivery Systems
U.S. TRAINING

World Learning Report for the Quarter 10/01/97 – 12/31/97

Participant Name	Status*	Course/ Training Institution	Dates
1. Frances M. Munene 05/23/97	C	Planning for 2000 Round of Pop. & Housing Censuses	05/05/97-
06/13/97	1.33	\$13,110.06 and Improving Data Quality/ Bureau of Census	05/27/97-
2. Esther Wanjiku Gatua 06/20/97	C	Program Planning & Dev't/ Margaret Sanger Center	05/19/97-
06/20/97	1.06	\$ 8,850.34	
3. Margaret W. Waithaka 07/04/97	C	Women in Management/CEDPA	06/02/97-
07/04/97	1.10	\$11,582.27	
4. Sammy Makama 07/25/97	C	Planning & Mnging Info Systems/ MSH	07/07/97-
07/25/97	.63	\$ 9,268.35	
5. Annie Nganua	C	Adolesc.Health Promotion/ Int'l Health Pgrms	08/11/97-09/05/97
6. George I. Kaggwa 09/05/97	C	Adolesc.Health Promotion/ Int'l Health Pgrms	08/11/97-
09/05/97	.86	\$ 9,280.95	
7. A.J.O. Aura 09/19/97	C	Geographic Info Systems/ Bureau of Census	08/11/97-
09/19/97	1.33	\$12,458.26	
8. Rosanna Simwa 10/08/97	C	Family Planning Mgmt & Sup./Int'l Health Pgrms	09/08/97-
10/08/97	1.00	\$ 9,608.43	
9. Ruth Saburi Odindo 10/10/97	C	Implementing AIDS Prgms./Int'l Health Pgrms	09/15/97-
10/10/97	<u>.86</u>	<u>\$ 8,816.45</u>	

TOTAL COMPLETED PROGRAMS

* Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T - Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO3 nominations as of 12/31/97

Kenya SO3
U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97
Pending from past quarters	0	6	0
N - Nominated this quarter	9	0	0
A - Active, in training this quarter	1	2	0
C - Completed this quarter	2	5	2
X - Canceled this quarter	0	0	0
T - Terminated this quarter	0	0	0
P - Pending at end of quarter	6	0	0

Direct Participant Costs

- \$92,256.06 Budget for 9 programs completed to date (subject to adjustment for final payments and reconciliations)
- \$10,250.67 Average cost per program for 9 programs completed to date
- \$13,283.00 Average cost per program in original proposal participant budget of \$464,905 for 35 programs, all SO s.

Training Months

- 9.03 Training months completed
- 1.00 month, average length of training program for the 2 programs completed to date

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/KENYA
QUARTERLY REPORT
JANUARY 1 – MARCH 31, 1998**

**Task Order No.: 804
Effective Dates: 04/01/97 - 05/31/98
Contract Total: \$508,790
Obligated Amount: \$508,790**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII) and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 04, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In April 1997, USAID/Kenya issued this Task Order for assistance in placement, management, and follow-on programming of approximately 35 participants into U.S. short-term training programs each estimated to be an average of five weeks in duration. The objective of the training is to assist USAID/Kenya to achieve its goal of broad-based sustainable economic growth. Specifically, training is expected to contribute substantially to three USAID/Kenya Strategic Objectives (SO):

- SO1: Creation of Effective Demand for Sustainable Political, Constitutional, and Legal Reform [12 participants];
- SO2: Increased Commercialization of Smallholder Agriculture [13 participants]; and,
- SO3: Increased Sustainability of Family Planning and HIV/AIDS Service Delivery Systems [10 participants].

II. ACTIVITIES

Only one participant, Mr. Mungai Kangethe, arrived for training during this quarter.

PROGRAM HIGHLIGHTS:

Office of Personnel Management, OPM

Mr. Mungai Kangethe, Office of Personnel Management (OPM), Western Management Development Center, "Developing High Performance Teams", January 5-9, 1998 and "Project Management Skills for Teams", January 3-6, 1998 followed by professional meetings in Washington, DC, January 20-23, 1998

Summary: Mr. Kangethe is an Under Secretary at the Ministry of Finance, Government of Kenya. His training goals were to enhance his capability in project analysis and monitoring; improve his project preparation skills including financing and costing; and broaden his knowledge of project design in response to needs assessments.

Mr. Kangethe attended two consecutive one-week workshops offered by the Office of Personnel Management at the OPM Western Management Development Center, entitled "Developing High Performance Teams" and "Project Management Skills for Teams". To AAI's knowledge, this was the first time World Learning/AAI used this particular training institution. The Center is designed to train mid-level government managers and U.S. private sector employees who wish to hone management skills. According to OPM literature, the two seminars that Mr. Kangethe attended incorporate the latest techniques, strategies, and methodologies available to public sector managers in the development of high performing teams. Focus included examination of the key elements necessary for teams to mature in their current organizational environment. The seminars also provide team leaders and members with project management and team leadership skills that will enable them to plan, organize, lead and control work in today's changing work climate. Both seminars focused heavily on U.S. systems and case studies. This was beneficial to Mr. Kangethe whose office is responsible for overseeing U.S. development assistance to Kenya.

After attending the OPM course, Mr. Kangethe returned to Washington, DC for an administrative briefing at AAI. In addition, at USAID/Kenya's request, AAI arranged meetings between Mr. Kangethe and responsible USAID officials working with the Government of Kenya. Gretchen Sierra-Zorita, the Kenya Desk Officer, arranged a series of meetings for Mr. Kangethe. He indicated that he had meetings with Mr. Roosevelt, Hold/FFP Officer, and Mr. David Nelson, Supervisory FFP Officer. They discussed duties on PL 480 commodities, the FFP program and how it related to Kenya. He also met with Melinda Rapp Wolfe, Officer for East Africa, BHR/OFDA and Ms. Valerie Guarneri, Senior Regional Team Leader, to discuss the OFDA program and how it relates to Kenya. Mr. Kangethe met with Nyaka Jasper, AID Congressional Liaison Officer. The purpose of this meeting was to discuss the link between U.S. foreign aid and the press and public interest groups. He met with Ms. Roberta Mahoney, Deputy Director AFR/DP to discuss the role of AFR/DP and the link between monitoring,

evaluation and the budget. He also met with Lane Smith, Leland Initiative Coordinator, AFR/SD, to discuss the role of the Leland Initiative and the Africa Bureau Office of Sustainable Development. Mr. Kangethe discussed DC performance on aid to Kenya with Mr. Gary Hansen, Senior Social Science Analyst for the Global Bureau, Democracy and Governance. He also met with Mr. Richard Byess, AID/PPC, Director of Results-Oriented Re-Engineering to discuss the role of PPC.

Lessons Learned: At the conclusion of his training, Mr. Kangethe reported that the training at the Western Management Development Center was appropriate. He found, despite the focus on the U.S. government and corporate climate, that he was able to draw on the experiences and lessons of U.S. counterparts attending the course. Mr. Kangethe indicated that upon his return to Kenya, he would be able to: “improve project definition; improve coordination of technical assistance by U.S. donors; ... and use tools to control expenditures.” He said that the “experience was more than expected.”

For additional information on participants and nominations by SO, please refer to the attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

A revised cost proposal to incorporate additional administrative funds into this task order was submitted at the end of the previous quarter. The Mission responded in early January to the proposed changes. The Mission noted that there were only 20 participants programmed out of the original 35; and suggested that World Learning use funds from the participant budget rather than add additional funds to the administrative budget. World Learning submitted a revised cost proposal, thus reducing the participant budget, during the quarter. World Learning/AAI awaits response from the Mission.

B. PARTICIPANT ISSUES

There are no participant issues at this time.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That the Mission approve the revised cost proposal which allocates participant funds to cover administrative costs.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/KENYA
QUARTERLY REPORT
APRIL 1 – JUNE 30, 1998**

Task Order No.: 804

Effective Dates: 04/01/97 - 09/30/98

Contract Total: \$697,261

Obligated Amount: \$682,790

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 804, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In April 1997, USAID/Kenya issued this Task Order for assistance in placement, management, and follow-on programming of approximately 35 participants into U.S. short-term training programs each estimated to be an average of five weeks in duration. The objective of the training is to assist USAID/Kenya to achieve its goal of broad-based sustainable economic growth. Specifically, training is expected to contribute substantially to three USAID/Kenya Strategic Objectives (SO):

- SO1: Creation of Effective Demand for Sustainable Political, Constitutional, and Legal Reform [12 participants];
- SO2: Increased Commercialization of Small-holder Agriculture [13 participants]; and,
- SO3: Increased Sustainability of Family Planning and HIV/AIDS Service Task Systems [10 participants].

II. ACTIVITIES

World Learning's GTD programming subcontractor for Africa, AAI, programmed 22 Kenyan participants during the third quarter of 1998. Forty-four participants have begun programs since the onset of the task order on April 1, 1997 through June 30, 1998. These participants include 17 under SO 1, 10 under SO2, and 15 under SO3.

On May 2, in anticipation of the Task Order completion date of May 31, the Mission advised World Learning/AAI to suspend all programming activities until an extension was in place. This caused the postponement of participants whose programs were scheduled during the first three weeks of May. Approximately two weeks later, the Mission requested that World Learning/AAI resume placing participants while an extension was negotiated. On May 21, USAID/Kenya authorized use of a pre-modification amount of \$25,000 to meet the costs of participants beginning their programs after May 31, the last day of the current task order. The Mission also gave a final answer as to the length of the extension and the number of participants to be programmed during the extension period. World Learning/AAI responded with a proposal that included training and administrative budgets for a total of 12 participants over a period of four months, as stated in the Mission's revised Scope of Work. On June 17, USAID/Kenya issued Modification 1 to the Task Order, which extended the completion date to September 30, 1998.

PROGRAM HIGHLIGHTS:

Monitoring and Evaluation of Population, Health, Nutrition Programs

Mr. Charles Onoka Juma, Summer Institute on Monitoring and Evaluation of Population, Health and Nutrition Programs, University of North Carolina, Chapel Hill, NC, May 25 – June 9, 1998.

Summary: Mr. Juma attended the Summer Institute on Monitoring and Evaluation of Population, Health and Nutrition Programs. He works for the Family Planning Association of Kenya, and is responsible for the Association's family planning service statistics including data verification, validation, and analysis. Mr. Juma also assists in design and implementation of the Association's operations research studies, including developing data collection tools, data analysis, and report writing. He produces quarterly donor reports and provides analytical feedback to field staff. He trains field staff in data collection and data analysis as and when the need arises. Prior to training, Mr. Juma indicated that his training objective was to learn to help build the long-term capability of population, health and nutrition programs in developing countries for effective monitoring and evaluation.

The training program at the Summer Institute consisted of two tracks: evaluation strategy and evaluation statistical methods. Course topics included: program design frameworks; experimental and non-experimental designs for evaluation; data system indicators; performance plans; multi-level analysis; STDs, HIV, AIDS measurement and evaluation (ME); child health ME; reproductive health; data dissemination; and other related topics.

In conversations and via e-mail communication, Mr. Juma indicated that he learned a great deal from the program, and expressed the opinion that the skills and knowledge acquired in the course will enable him to “do my job better.” He indicated appreciation for his sponsorship to this program.

Small and Medium Enterprise Development

Mr. James Munyugi, Mr. Joseph Ngugi, Mr. Joseph Mwangangi and Mr. Johnson Muchira, Small and Medium Enterprise Development, Effective Programming for Entrepreneurship, Business Planning, Credit Financing and Business Support Organizations, Institute for Public Private Partnerships (IP3), Washington, DC, April 20th - May 8th, 1998.

Summary: The participants came from a range of organizations. Mr. Johnson Muchira works as the Managing Director for the Christian Industrial Training Center of Nairobi. His organization aims to provide vocational training for needy young people in areas such as construction, computer, and engineering skills. Mr. Muchira indicated that he hoped the IP3 program would enhance his ability to more effectively manage the production unit of the center and help make the center self-financing. He also hoped the course would enhance his financial skills in developing an “efficient loan scheme for ex-trainees”. Mr. James Munyugi works for the Kenya Wildlife Service as a Mobilization Education Coordinator, responsible for stakeholder education and training, project staff capability building, and networking with other development agencies and stakeholders. During the training program at IP3, he indicated he hoped to: “develop entrepreneurial skills to enable me to become more effective in entrepreneurial training and capacity building both for staff and stakeholders.” Mr. Joseph Ngugi and Mr. Joseph Mwangangi work for Technoserve, where they assist in the administration and coordination of Technoserve’s consortium, serving as liaisons to the consortium members and supervising the management of business service centers. They indicated that their training objectives prior to the training course were to: learn tools and techniques necessary to become effective promoters of small and medium enterprise development and successful “employment creators”.

According to IP3, the participants learned how to: design effective government policies for a dynamic competitive environment; use business support organizations, entrepreneurship development centers, chambers of commerce, business incubators, and government organizations to promote small and medium business development; design and develop training and technical assistance programs in entrepreneurship and business plan development; develop effective loan and credit programs for small businesses; use the internet and world wide web as an information source for research, marketing, and website (homepage) creation; and effectively use computers and software applications for financial analysis and other business applications.

IP3 provides laptop computers to all the participants in this course. Sponsoring agencies can request that IP3 keep the laptop computers for sponsored students in exchange for discounted tuition. In this case, the Mission elected to take the discount. The participants

all expressed strong opinions that they would have found it useful if the Mission had purchased the laptop computers and let them retain the computers for use in their work upon return to Kenya. One participant said it's "like teaching a man to fish, but not giving him the fishing pole." AAI staff explained the Mission's decision and informed the participants that they or their employers could elect to pay the discount amount, \$500, directly to IP3 if they wanted the computers. The participants said they would explore this option.

The participants have not yet returned their completed evaluation questionnaires to AAI. AAI staff members, however, were in frequent and regular contact with participants during the training program. Feedback from the participants on the program was positive.

Sampling and Statistical Methods

Mr. Michael Kambo, Sampling and Statistical Methods, U.S. Bureau of the Census, Washington, DC, April 27 – May 22, 1998.

Summary: Mr. Kambo works as an economist/statistician in the Ministry of Planning and Natural Resource Development. He works on national sample surveys and evaluation programs; prepares "cluster samples"; evaluates sampling errors (variance) and validates sample sizes; works out particular and general "cluster design weights"; and coordinates statistical surveys. His training objective was to enhance his skills in sample design, survey methodology and analysis.

Mr. Kambo attended a program entitled "Sampling and Statistical Methods" offered by the U.S. Census Bureau. According to the Census Bureau, this is an application-oriented workshop on statistical methods and applied sampling techniques for survey design. This workshop included sample design case studies and practical applications. According to institution literature, participants gained hands-on experience in the use of CENVAR, a variance calculation software package.

The workshop contained presentations relating to statistical methods, including: point estimation and interval estimation, statistical analysis data, the importance of the normal distribution and the Central Limit Theorem. It covered the major elements of sampling theory with a heavy focus on applications relevant to statisticians of national statistical offices.

Mr. Kambo indicated satisfaction with his training program. In his evaluation questionnaire, he wrote that he would share concepts and techniques of sampling with colleagues and would try to show and convince his supervisors the importance of "validating" data. He indicated that he intends to update some of the sample frames. Finally, Mr. Kambo indicated that he would create a database of previous samples selected for reference purposes, to improve on future selections. In his action plan, he indicated that he will: take an active role in a sample design and help make the design more efficient; make sure that the sample design adopted is realistic in terms of both

human resources and material resources; and obtain estimates; and evaluate errors in order to better understand data limitations.

Small Scale Irrigation System, Design, and Operation

Mr. Daniel Mwebi, Small Scale Irrigation System Design and Operation, New Mexico State University (NMSU), School of Agricultural Engineering, Las Cruces, NM, May 5 - May 25, 1998.

Summary: The Small Scale Irrigation System Design and Operation was an individually tailored program for Mr. Mwebi. Dr. Zohorab Samani of NMSU designed and taught this course. Its goal was to provide the participant with the most current skills applicable to Small Scale Irrigation System, Design, and Operation by demonstrating the application of various techniques for improving the process of planning, design, operation and evaluation of irrigation systems. The setting is unique for this type of study, since NMSU is located at the Mesilla Valley Agricultural Center. Mesilla Valley provides an excellent setting to study small scale agriculture, since successful small scale farming (10-40 ha) has been an area tradition for more than a hundred years. The use of limited resources has been a major factor in Mesilla Valley. Consequently, the continuous low water availability has resulted in the development of efficient irrigation systems in this area.

Mr. Mwebi came for training in the U.S. in support of the Mission's SO2: Increased commercialization of smallholder agriculture and natural resource management. Mr. Mwebi works for World Vision Kenya as an Agricultural Engineer. His duties include: preparing annual work plans on all engineering aspects of the project, determining resources required and making requisitions for them, approving changes in construction plans, collect data on river flow rate and silt build up in order to draft plans for irrigation systems.

Mr. Mwebi commented that all of the information learned in this tailored course was very appropriate and very suitable for his job and his professional interests. Mr. Mwebi was highly satisfied with the course, and very thankful for the opportunity to come to the United States to learn and establish contact with other professionals. He is looking forward to applying his new knowledge in the project that he is implementing.

Mr. Mwebi considered Dr. Samani to be an excellent and personable instructor. Dr. Samani assisted Mr. Mwebi in all of his professional needs, as well as his logistic issues, such as cashing checks, going to the grocery store, being picked up from the hotel and being taken to the training site, and then back to the hotel again. Mr. Mwebi's suggested that the course be taught in 6 weeks rather than in 3, since he feels that would permit participants to have hands on experiences in the field. He found the handouts very helpful and a good source of reference for when he is back in Kenya.

Lessons Learned: Several challenging issues surfaced throughout the programming of this course. The fact that the course was tailored for one participant gave certain

flexibility and options for the program's dates. However, this had its drawbacks also. Upon Mission concurrence of Mr. Mwebi's TIP, a plane ticket for him was prepaid and sent to Nairobi. The Mission then informed World Learning/AAI that Mr. Mwebi had an expired passport and was unable to depart as scheduled. The training provider, in the mean time, had made a commitment for training elsewhere immediately after the proposed ending date of the tailored program, and was unable to reschedule the dates exactly as suggested by the Mission. World Learning/AAI then worked out a new schedule with the training provider, around the training provider's previously made commitments elsewhere, and re-sent tickets to the Mission.. Upon receiving his tickets, Mr. Mwebi changed the dates of his departure from Kenya, arrived too early and spent three days idle in New Mexico, waiting for his instructor to return from another teaching assignment. To complicate matters, the visa and the IAP 66 forms were issued for the same dates contained in the original TIP. Thus, the participant's visa and IAP 66 expired while he was still in training.

Legislative Drafting

Ms. Anastasia Mululu, Mr. Alfred Ndambiri, and Mr. Jervas Musau, International Legislative Drafting Seminar, Public Law Center, Tulane University, New Orleans, LA, June 8 - 26, 1998.

Summary: These three participants came from the Center for Law and Research International (CLARION), "FIDA", and the Legal Resource Foundation. The participants listed as their objectives learning more about comparative international law, legislative drafting, enhancing drafting skills in public finance and fiscal laws; and a deeper, substantive knowledge of laws affecting women and children.

The participants studied drafting in various policy areas through roundtable discussion on such topics as environmental compliance, governmental ethics, public finance, and implementation of international trade agreements.

Some roundtable topics included: drafting for environmental compliance; government code of ethics; open meetings and "sunshine laws"; public finance legislation; civic research organizations; children's code legislation; protecting human rights; public records act; health services regulation; technology marketplace; enhancing public participation; appropriations and fiscal legislation; adopting APA rulemaking principles to a parliamentary jurisdiction; zoning and land use regulation; immigration policy and procedures; mutual expectations of legislators and drafters; criminal laws and penalties; women's rights; drafting maritime laws.

The participants' completed evaluation questionnaires are not yet on file. During conversations with participants prior to their departure back to Kenya, they expressed satisfaction with the program.

They also indicated they had attempted to fax the Monitoring and Support Specialist their receipts for traveler's checks and ground transportation for reimbursement. The

participants are entitled to reimbursement for transportation and other expenses. Unfortunately, the fax was not received. The participants re-faxed their receipts on the last day of their program, the day before they were scheduled to depart to return to Nairobi. Reimbursement checks will be processed and sent via pouch to the USAID Mission.

Peace Building

Mr. Michael Muragu and Ms. Dekha Ibrahim, Peace Building, Summer Peace Building Institute, Eastern Mennonite University, Harrisonburg, VA, May 4 - June 26, 1998.

Summary: Mr. Muragu is the Director of the Peace Building Program. He is an educator and trainer in peace building, conflict transformation and good governance using participatory methods through seminars and workshops organized for churches, institutions and community groups. He also designs appropriate training programs in peace building, conflict transformation, and good governance. There is insufficient biodata on file for Ms. Ibrahim.

The participants' training objectives prior to attending the Institute were to: acquire new knowledge and understanding in peace building and conflict transformation; develop skills to enhance their capacity as peace building trainers; access literature and other resources in peace building and conflict transformation; gain useful insights through interaction and sharing experiences with other course participants and course facilitators; and develop networking with peace groups/organizations from other parts of the world.

According to institution literature, the Summer Peace Building Institute was created to help develop peacebuilding capabilities of individuals and the organizations they serve. The Institute brings together practitioners/scholars and others active in peacebuilding work from the frontlines of many of the world's most distressed regions for intensive study and exchange experiences. They provide training to diverse organizations seeking training for trainers, staff and volunteers. A large percentage of participants are affiliated with humanitarian non-governmental organizations, including nonprofit, national or international governmental organizations, and private companies.

The Summer Peacebuilding Institute course included five sessions. During each session three courses are offered:

Session 1- Introduction to Conflict Transformation, Trauma Healing and Reconciliation, Conflict and Development;

Session 2- Intermediary Roles and Practice I, Fundamentals of International Peacebuilding, Philosophy and Praxis of Reconciliation;

Session 3- Design of Training for Conflict Transformation, Refugees, Humanitarian Assistance and Conflict, Religion as a Source of Conflict, Resource for Peace;

Session 4- Skills for the Religious Peacebuilder, Conflict Transformation, Restorative Justice and Victim Offender Conferencing; and

Session 5- Intermediary Roles and Practice, Identity-based Conflict Related to Race, Gender and Ethnicity, Sentencing Circles and Family Group Conferences, and Learning from Indigenous Justice

Mr. Michael Muragu was enrolled in: Conflict and Development; Intermediary Roles and Practice I; Religion as a Source of Conflict, Resource for Peace Design of Training for Conflict Transformation; Skills for the Religious Peacebuilder; and Intermediary Roles and Practice II

Mrs. Dehka Abdi Ibrahim pursued: Conflict and Development; Fundamentals of International Peacebuilding; Refugees, Humanitarian Assistance, and Conflict Design of training for Conflict Transformation.

Both participants were required to purchase texts as part of their training program. Mission approval was requested to reimburse participants for book purchase: \$90.02 for Ms. Ibrahim based on receipts submitted and \$120 for Mr. Muragu based on an estimate. The Mission concurred to reimburse for these expenses. However, Ms. Ibrahim had already departed the country before her check could be processed and Mr. Muragu's actual receipts came out in excess of the \$120 estimate approved by the Mission. The GTD finance department will require Mission approval for the exact amount of Mr. Muragu's book purchase in order to process this check. AAI will forward a request to reimburse actual book costs for Mr. Muragu. Once received, checks for both participants will be processed and forwarded to the Mission.

Executive Program for Leaders in Development

Ms. Rose Waruhiu, Executive Program for Leaders in Development, Managing Political and Economic Transitions, Harvard International Institute for Development, Cambridge, MA, June 8 - June 18, 1998

Summary: This course was designed to enhance the participant's understanding of the tasks of leadership in promoting change, greater knowledge of changes taking place internationally, and a renewed commitment to work with others to make a difference to the development of their societies. The program was based on the awareness that during times of great change, leadership is critically important, particularly in developing, newly industrialized, and newly independent countries where the pace of political and economic change is accelerating rapidly. Therefore, there is a need for political leaders to be able to build democratic institutions at the same time they create opportunities to introduce major new economic policies to stimulate development.

Ms. Rose Waruhiu came for training in the U.S. in support of Mission SO1: Creation of effective demand for sustainable political, constitutional, and legal reform. Ms. Waruhiu is the Chairperson for the Center of Governance and Development in Nairobi. Ms. Waruhiu has had a long career as a leader in Women Organizations (1972 to date). She has been a nominated member of Parliament (1983-1988), and has been an Elected

Deputy Secretary General (1993 to date), among many other important roles she has had as a political figure in her country.

Ms. Waruhiu expressed that this training can be applied to her institution since it is currently involved in influencing policy makers, particularly the Parliament. She said that this program enhanced her problem diagnosis skills. She said that the Center of Governance and Development is looked upon to provide leadership as Kenya undergoes change. Because of this course, Ms. Waruhiu felt that she will be more aware of teamwork and adaptive and bureaucratic changes necessary in the reforms to come.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The suspension and later resumption of activities in this Task Order caused several associated administrative glitches. Some participants, for example, missed courses for which there were no appropriate alternatives within the extension period. Also, in an effort to have as many participants attend their programs as planned, Mission and World Learning/AAI staff worked with very short turn-around times. The result was miscommunication about which participants were coming and the actual dates of their programs, problems with travel arrangements, and last minute changes and cancellations.

B. PARTICIPANT ISSUES

One participant issue that arose involved Mr. Daniel Mwebi, who arrived in the U.S. for a four-week course with a visa and IAP-66 form which was due to expire five days before his program ended. In addition, this participant's tailored program was postponed a few days before it was scheduled to begin because he did not have a passport.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That if USAID/Kenya is considering future extensions that they be of longer duration to avoid disruptions in programming as modifications are negotiated. This would also reduce the time spent by World Learning/AAI staff in preparing proposals for very short periods during which few participants will be programmed.
- That while debriefing returned participants, USAID/Kenya training staff reinforce the importance of completing and returning evaluation forms. A small portion of participants travel directly to and from their training without meeting with World Learning/AAI staff in Washington. It has been difficult to get completed evaluation forms from these participants, as required in the contract.

- That the Mission advise participants that training, hotel, travel and financial arrangements are all contingent upon the dates that are in their TIPs. Once the participants agree to these dates, they should make every effort to keep these dates. Changes, especially those made without World Learning/AAI's prior knowledge, can add to the overall cost and confusion in the administration of programs.

GTD KENYA T.O. NOMINATIONS

SO 1: Creation of Effective Demand for Sustainable Political, Constitutional and Legal Reform

U.S. TRAINING

World Learning Team Report for the Quarter 04/01/98 – 06/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Philip Muricho	C	Public Admin., Public Personnel	07/25/97- 08/16/97	.73	\$ 8,150.04
2. Charles Oyaya	C	Int'l Policy Advocacy/School for Int'l Training	06/04/97-07/04/97	1	\$10,312.95
3. Marren Akatsa-Bukachi	C	Int'l Policy Advocacy/School for Int'l Training	06/04/97-07/04/97	1	\$10,964.20
4. J. Karua	C	Int'l Auditor Fellowship/General Acctng. Office	06/06/97-11/02/97	4.96	\$15,995.50
5. George Kimondo	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97	.53	\$ 6,918.95
6. Charles Wambugu	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97	.53	\$ 6,918.95
7. Erasmus Wamugo	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97	.53	\$ 6,918.95
8. Ann Kariuki	C	Int'l Legislative Drafting/Public Law Center	06/15/97-06/30/97	.5	\$ 6,383.95
9. Lawrence Mute	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97	.53	\$ 7,068.70
10. Wanjala Wa Muricho	C	ASPA Conf. Public Admin./Am Soc. Public Admin	07/25/97-08/16/97	.76	\$ 8,150.04
11. Mungai K. Kangethe	C	Project Mgmt. and High Performance Teams/OPM	01/05/98-1/23/98	.63	\$10,810.38
12. Dekha Ibrahim	C	Peace Building/Eastern Mennonite Univ.	04/29/98-06/19/98	1.7	\$ 8,688.04
13. Michael Muragu	C	Peace Building/Eastern Mennonite Univ.	04/29/98-08/29/98	4.06	\$ 8,688.04
14. Francesca Kwasa	C	Public Admin., General	06/03/98-06/21/98	.6	\$ 8,231.64
15. Anastasia Mululu	C	Law, International Law	06/10/98-06/28/98	.6	\$ 6,753.04
16. Alfred Ndambiri	C	Law, International Law	06/10/98-06/28/98	.6	\$ 6,753.04
17. Jelvas Musau	C	Law, International Law	06/10/98-06/28/98	.6	\$ 6,753.04
TOTAL COMPLETED PROGRAMS				18.06	\$144,439.45

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

GTD KENYA T.O. NOMINATIONS - continued

SO 1: Creation of Effective Demand for Sustainable Political, Constitutional and Legal Reform

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
18. Elkana Ondembo	X	InterAction Forum/InterAction	05/05/97-05/15/97	.33	\$ 2,477.57
19. Christopher Muli	X	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97	.53	\$ 104.00
20. Tabitha Seii	X	Int'l Legislative Drafting/Public Law Center	n/a	0	\$ 0.00
21. Alex Muyango	X	Public Admin., Misc.	06/13/98-07/07/98	.8	\$ 0.00
22. Dorcas Amolo	P	Public Admin. , General	08/19/98- 09/27/98	1.3	\$ Pending
23. Solomon Mwangi	X	Public Admin., Misc.	06/03/98-07/06/98	1.1	\$ 0.00
24. Philip Onyango	X	Law International Law	06/10/98-06/18/98	.26	\$ 6,753.04
25. Kepta Ombatai	X	Law, International Law	06/10/98-06/28-98	.6	\$ 6,753.04

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO 1 nominations as of 06/30/98

Number of Participants

- 25 Nominated
 - 7 canceled
 - 17 trained
 - 0 n training
 - 1 pending

Estimated Costs

- \$144,439.45-- Estimated total participant costs (subject to final payments and reconciliation)
 - \$8,496.44 -- Estimated average participant cost per program

Total Training Months

- 18.06 -- Training months total
 - 1.13 -- Average length of each training program

KEY

- * Program canceled
- ** "Month" is 30 calendar days

GTD KENYA T.O. NOMINATIONS

SO 2: Increased Commercialization of Smallholder Agriculture

U.S. TRAINING

World Learning Team Report for the Quarter 04/01/98-06/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Moses Banda	C	Microfinance Training/ Economics Inst.	07/06/98-08/17/97	1.4	\$12,129.11
2. Boniface Njoroge Mburua	C	Proj. Design and Impl. & Proj. Mon. & Eval./MTDI	08/03/97-08/29/97 and 08/18/97-08/25/97	..86	\$ 9,332.95
3. Joseph Mwangangi	C	Small & Medium Enterprise Dev./IP3	04/15/98-05/10/98	.83	\$ 9,274.24
4. Johnson G. Muchira	C	Small & Medium Enterprise Dev./IP3	04/15/98-05/09/98	.8	\$ 9,274.24
5. Joseph Ngugi	C	Small & Medium Enterprise Dev./IP3	04/15/98-05/10/98	.83	\$ 9,274.24
6. Philip O. Wandera	C	Small & Medium Enterprise Dev./IP3	04/15/98-05/09/98	..8	\$ 8,405.42
7. Mungai Kangethe	C	Business, Management	04/15/98-05/10/98	.83	\$ 9,274.24
8. Gabriel Mwangi	C	Engineering, transportation	06/10/98-06/21/98	.36	\$ 7,471.34
9. Rose Waruhiu	C	Public Health, Misc.	06/06/98-06/21/98	.5	\$ 9,802.00
10. Daniel Mwebi	C	Design of Irrigation Systems/TBA	05/13/98-06/16/98	<u>1.13</u>	<u>\$ 9,383.87</u>
TOTAL COMPLETED PROGRAMS				7.71	\$93,621.65
11. Eunice G.A. Anyango	X	Dev. Markets for Ag. Prods./CO State	course canceled	.93	\$ 0.00
12. John W. Makokha	P	Mgmt. of Sustain. Nat. Resources/U of TS	07/12/98-08/07/98	1.06	\$ 0.00
13. Adrian Mukhebi	A	Agric. Commodities/Caledonian Assoc.	06/30/98-07/30/98	1	\$ 0.00
14. Benjamin Ndilinge	X	Demography, U.S. Census	08/05/98-09/20/98	1.53	\$ 0.00
15. John Kinaga	X	Business Management	07/15/98-08/17/98	1.1	\$ 0.00
16. J. Motelin					

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

ATTACHMENT 2 continued

SUMMARY: Status of SO 2 nominations as of 06/30/98

Number of Participants

- 15 Nominated
- 3 canceled
- 10 trained
- 0 in training
- 2 pending

Estimated Costs

- \$93,621.65 -- Estimated total participant costs (subject to final payments and reconciliation)
- \$9362.17 -- Estimated average participant cost per program

Total Training Months

- 7.71 -- Training months total
- .771 -- Average length of each training program

KEY

- * Program canceled
- ** "Month" is 30 calendar days

GTD KENYA T.O. NOMINATIONS

SO 3: Increased Sustainability of Family Planning and HIV/AIDS Service Task Systems

U.S. TRAINING

World Learning Team Report for the Quarter 04/01/98-06/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Francis M. Munene	C	Planning for 2000 Pop. & Housing Censuses/Bureau of Census	05/04/98-06/14/97	1.36	\$13,110.06
2. Esther W. Gatua	C	Program Planning & Dev't./Margaret Sanger Center	05/08/97-06/23/97	1.63	\$ 8,850.34
3. Margaret W. Waithaka	C	Women in Management/CEDPA	06/01/97-07/06/97	1	\$11,582.27
4. Sammy Makama	C	Planning and Managing Info Systems/MSH	07/05/97-07/25/97	.66	\$ 9,268.35
5. Annie Ngabua	C	Adolesc. Health Promotion/Int'l Health Pgrms	08/11/97-09/05/97	.86	\$ 9,280.95
6. George Kaggwa	C	Adolesc. Health Promotion/Int'l Health Pgrms	08/11/97-09/05/97	.86	\$ 9,280.95
7. A.J.O. Aura	C	Geographic Info Systems/Bureau of Census	08/10/97-09/21/97	1.36	\$12,458.26
8. Rosanna Simwa	C	Family Planning Mgmt & Sup./Int'l Health Pgrms	09/05/97-10/06/97	1.03	\$ 9,608.43
9. Ruth S. Odindo	C	Implementing AID Prgms/Int'l Health Pgrms	09/12/97-10/06/97	.8	\$ 8,816.45
10. Florence Githiori	C	Health Care in Developing Countries/BU	05/27/98-08/29/98	3.13	\$17783.00
11. Esther Njathi	C	Advances in Family Health/JHU	05/27/98-06/28/98	1.06	\$12936.28
12. Michael Kambo	C	Sampling and Stat. Methods	04/22/98-05/24/98	1.06	\$ 8126.00
13. Charles Onoka	C	Public Health Population Studies	05/20/98-06/05/98	.53	\$ 0.00
14. Michael Muindi	C	Issues in Sexuality and Repro/East-West Center	05/24/98-06/29/98	1.2	\$10998.16
15. Samuel Ogola	C	Issues in Sexuality and Repro/East-West Center	05/24/98-06/29/98	1.2	\$10998.16
16. Philip Gachare	C	Human Resources Dev./BU	05/06/98-06/01/98	.86	\$10254.65
17. Walter Muchege	C	Public Health, Misc.	05/23/98-06/04/98	.4	\$ 0.00
TOTAL COMPLETED PROGRAMS				17.41	\$155,226.31

GTD KENYA T.O. NOMINATIONS - continued

SO 3: Increased Sustainability of Family Planning and HIV/AIDS Service Task Systems

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
16. Nicodemus Kimeu	X	Public Health, Misc.	08/05/98-09/06/98	1.06	\$ 0.00
17. Eunice Okoth	X	Public Health, Family Planning	05/27/98-06/28/98	1.06	\$ 0.00
18. Peter Okoth	X	Public Health, Misc.	07/08/98-08/02/98	.83	\$ 0.00
20. Zahra Ali	X	Public Health, Family Planning	05/13/98-06/20/98	1.26	\$ 0.00

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO 3 nominations as of 06/30/98

Number of Participants

- 19 Nominated
 - 4 canceled
 - 15 trained
 - 0 in training
 - 0 pending

Estimated Costs

- \$180,226.31-- Estimated total participant costs (subject to final payments and reconciliation)
 - \$12,015 -- Estimated average participant cost per program

Total Training Months

- 17.41-- Training months total
 - 1.16 -- Average length of each training program

KEY

- * Program canceled
- ** "Month" is 30 calendar days

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/KENYA
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

Task Order No.: 804
Effective Dates: 04/01/97 - 09/30/98
Contract Total: \$697,261
Obligated Amount: \$682,790

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 804, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In April 1997, USAID/Kenya issued this Task Order for assistance in placement, management, and follow-on programming of approximately 35 participants into U.S. short-term training programs each estimated to be an average of five weeks in duration. The objective of the training is to assist USAID/Kenya to achieve its goal of broad-based sustainable economic growth. Specifically, training is expected to contribute substantially to three USAID/Kenya Strategic Objectives (SO):

- SO1: Creation of Effective Demand for Sustainable Political, Constitutional, and Legal Reform [12 participants];
- SO2: Increased Commercialization of Small-holder Agriculture [13 participants]; and,
- SO3: Increased Sustainability of Family Planning and HIV/AIDS Service Task Systems [10 participants].

II. ACTIVITIES

World Learning/AAI programmed three Kenyan participants under USAID/Ghana's SO2: Increased commercialization of smallholder agriculture and natural resource management. Two participants under SO2 are pending.

In September, USAID/Kenya issued an RFP to extend the length of the contract to September 1999 to train 15 participants. World Learning/AAI responded with proposed budgets and awaits the finalization of the modification agreement.

PROGRAM HIGHLIGHTS:

Management for Sustainable Natural Resource Development and Environmental Protection

Mr. John Makokha, Management for Sustainable Natural Resource Development and Environmental Protection, U. of Tennessee, Knoxville, TN, July 11 - August 9, 1998

Summary: Mr. John Makokha, an Agricultural Extension Trainer with World Vision Kenya, enrolled at the University of Tennessee for the Management for Sustainable Natural Resource Development and Environmental Protection program. The participant hopes to contribute to Mission SO 2 results by developing planning and implementation skills to facilitate sustainable natural development. He hopes to apply these planning and implementation skills to programs with an understanding that they are to be contextualized within ecosystem development.

One aspect the course covered in depth was the role of policy and planning in environmental protection and development. This part of the training session included information on policy components of sustainable development, integrated resource planning and economic development, environmental impact assessment and the development of action plans. Mr. Makokha said this area of the training enabled him to better understand how environmental goals and the goals of government institutions can coexist and complement each other.

The course also covered management of natural resource development programs. The participants learned how to identify and collaborate with constituents, coordinate with other organizations, develop communication and leadership skills, develop human resources and facilitate organizational change. To supplement classroom learning, field trips were taken to the Tennessee Valley Authority as well as many regional development and conservation sites.

Mr. Makokha had positive views for all aspects of the training but he said that he benefited most from activities related to organizational management. He will work on strengthening the institutional capability of World Vision Kenya when he returns and

work to develop better contacts with other organizations, the government and the community.

Observational Study Tour in Agricultural Commodity Exchanges

Dr. Adrian Mukhebi. Caledonian Associates, Washington, D.C., the Chicago Exchange, IL., and The New York Exchange, May 1 - 31, 1998

Summary: Dr. Adrian Mukhebi is the Chairperson at the Kenya Agricultural Commodity Exchange. He came for training under Mission's SO2: Increased commercialization of smallholder agriculture and natural resource management. Dr. Mukhebi's training objectives were to learn more about:

- a) Creating a socioeconomic environment conducive to development and growth of the Kenyan Exchange;
- b) Increasing the volume of trade on the Exchange by making the agricultural community aware of the benefits of exchange trading;
- c) Promoting agricultural commodity trade by increasing the participants' knowledge of the Exchange and Exchange related services;
- d) Promoting agricultural market efficiency by creating markets for, and stabilizing the supply and price of maize, bean, and wheat crops;
- e) Promoting national food security by securing the supply, and the stabilizing the price of Kenya's staple food crops.

During his visit in Washington, D.C., Dr. Mukhebi met with key professionals in order to establish international contacts. When he traveled to Chicago and New York, he visited the exchanges and followed specific transactions on the floor. Dr. Mukhebi reported his projected activities in Kenya for the future. His plans include the following objectives as stated in his action plan:

- a) Research major stakeholders in the public and private sectors;
- b) Determine how each stakeholder can effect the Exchange, and how they can be affected by the Exchange;
- c) Tabulate results to illustrate commonalties and discrepancies of the Exchange;
- d) Organize and prepare conferences to discuss relevant findings;
- e) Identify and classify agricultural sellers and buyers;
- f) Identify the medium of communication for each class of sellers and buyers;
- g) Develop public awareness campaign materials for each class and medium;
- h) Determine the number and location of warehouses needed to facilitate an open fair market for the sale of maize, beans, and wheat.

Dr. Mukhebi reported an extremely high level of satisfaction with his course. He expressed that the training surpassed his expectations. Dr. Mukhebi was highly satisfied with the logistics of his course, he was overall extremely pleased with his training experiences.

Envirovet/ Aquatics

Dr. Gideon K. Motelin, Envirovet/ Aquatics, University of Illinois, Urbana-Champaign, IL, and University of Minnesota, Duluth, MI. July 23 - September 7, 1998

Summary: Dr. Gideon K. Motelin came for training in the U.S. in support of USAID/Kenya's SO 2—Increased commercialization of smallholder agriculture and natural resource management. Dr. Motelin is a Senior lecturer and Head of the Department of Animal Health at Egerton University, Kenya.

This course dealt mainly with aquatic animals and aquatic ecosystem health while addressing the following issues: environmental contamination and mismanagement of environmental systems; preventive medicine programs for wildlife populations; ecosystem health paradigms; assessment and prioritization approaches and tools for better management methods dealing with ecological disasters and imbalances; and the economic significance that disruptive effects have in general. Training took place in Duluth, MI, at Lake Superior, under the direction and teaching of several faculty members from the University of Illinois, Urbana-Champaign, and University of Minnesota, Duluth, with Dr. Val Beasley, U of Illinois, as faculty and coordinator. Upon completion of the course, there was a two week extension at the U of Illinois, Urbana-Champaign, where specialized research was conducted.

The limnological studies carried out in Lake Superior focused on the interaction of several variables such as water quality, water volume fluctuations, dry out spells, types of fauna, flora, and microorganisms associated with and supported by lakes, types of pathogens and parasites, as well as the sources and nature of contaminants that affect the health of aquatic animals and of aquatic ecosystems.

Dr. Motelin was highly satisfied with the quality and content of the training program. He was able to address generalities regarding limnology, while comparing and contrasting similarities and differences between Lake Superior and Lake Nakuru. Dr. Motelin was able to extend his knowledge on aquatic animal and aquatic ecosystem management, on various veterinary concepts and theories, and on current environmental topics. After the completion of the course in Duluth, he returned to Urbana to continue his specialized research on the flamingo tissues that were brought back to the U.S. by Dr. Beasley in 1995. The preliminary focus of his research was to determine whether the mass death was a result of a viral infection or environmental contamination. During his training he:

- a) Undertook electron microscopy work to examine liver specimens for viral particles;
- b) Looked at the flamingo light microscopic slides, while working with a pathologist from the University of Illinois, Urbana-Champaign;
- c) Shipped the tissues off to the National Wildlife Health Center in Madison for Botulism assays;
- d) Gathered up serum chemistry values from the university's lab;
- e) Entered different kinds of data into the spread sheet database;

- f) Consulted with two expert professionals, at The University of Illinois, on viral diseases of birds;
- g) Exchanged notes on some histopathology preparations with Dr. Beasley.

As a result of this training, Dr. Motelin, will be able to:

- a) Understand how to approach wildlife die-off phenomena from diagnostic and preventive perspectives;
- b) Understand how to acquire suitable specimens for diagnostic success;
- c) Know how to develop relationships and successfully rely on different laboratories for different types of tissue, and serum processing;
- d) Determine which will be the most suitable analytical techniques for quantification of metals, pesticides, industrial contaminants, and natural toxins;
- e) Promote wildlife education and research programs in Kenyan Universities;
- f) Educate policy makers as to what they need to do to provide for sustainable management of wildlife areas and to reconcile conflicts with human needs;
- g) Teach his undergraduate and graduate students to do the same things as he has learned, thus creating a broader base of knowledge to promote behavioral changes among people.

Dr. Motelin felt very satisfied with the logistics of the course, and he enjoyed the training site, too. He reported that his lodging site was adequate, and he felt most appreciative for the one extra week extension that the Kenyan Mission granted him so that he could finish his research. He considered this opportunity a complete success since he was able to accomplish all that he had expected to achieve.

For a summary of nominations by SO through this quarter, please refer to the attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

During the last few quarters, World Learning/AAI programming staff has spent significant effort preparing for and placing anticipated participants who were subsequently canceled. Fifteen participants have been canceled thus far in the task order. This raises the level of effort (LOE) expended in this task order, which in turn increases costs to the Mission.

In addition, the short lead-time provided between nominations and program start dates has created administrative, transportation and communication difficulties which erode program quality and put undue burden on World Learning/AAI and Mission staff.

B. PARTICIPANT ISSUES

There were no significant participant issues this quarter.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That Mission identify a stable group of participants and nominate these participants at least six weeks prior to the onset of their programs.
- That while debriefing returned participants, USAID/Kenya training staff reinforce the importance of completing and returning evaluation forms. A small portion of participants travel directly to and from their training without meeting with World Learning/AAI staff in Washington. It has been difficult to get completed evaluation forms from these participants, as required in the task order.
- That the Mission advise participants that training, hotel, travel and financial arrangements are all contingent upon the dates stated on their TIPs. Once the participants agree to these dates, they should make every effort to keep these dates. Changes, especially those made without World Learning/AAI's prior knowledge, can add to the overall cost and confusion in the administration of programs.

GTD KENYA T.O. NOMINATIONS

SO 1: Creation of Effective Demand for Sustainable Political, Constitutional and Legal Reform
U.S. TRAINING

World Learning Team Report for the Quarter 07/01/98 – 09/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Philip Muricho	C	Public Admin., Public Personnel	07/25/97- 08/16/97		.73
2. Charles Oyaya	C	Int'l Policy Advocacy/School for Int'l Training	06/04/97-07/04/97		1
3. Marren Akatsa-Bukachi	C	Int'l Policy Advocacy/School for Int'l Training	06/04/97-07/04/97		1
4. J. Karua	C	Int'l Auditor Fellowship/General Acctng. Office	06/06/97-11/02/97		4.96
5. George Kimondo	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97		.53
6. Charles Wambugu	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97		.53
7. Erasmus Wamugo	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97		.53
8. Ann Kariuki	C	Int'l Legislative Drafting/Public Law Center	06/15/97-06/30/97		.5
9. Lawrence Mute	C	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97		.53

10. Wanjala Wa Muricho	C	ASPA Conf. Public Admin/Am Soc. Public Admin	07/25/97-08/16/97	.76
11. Mungai K. Kangethe	C	Project Mgmt. and High Performance Teams/OPM	01/05/98-1/23/98	.63
12. Dekha Ibrahim	C	Peace Building/Eastern Mennonite Univ.	04/29/98-06/19/98	1.7
13. Michael Muragu	C	Peace Building/Eastern Mennonite Univ.	04/29/98-08/29/98	4.06
14. Francesca Kwasa	C	Public Admin., General	06/03/98-06/21/98	.6
15. Anastasia Mululu	C	Law, International Law	06/10/98-06/28/98	.6
16. Alfred Ndambiri	C	Law, International Law	06/10/98-06/28/98	.6
17. Jelvas Musau	C	Law, International Law	06/10/98-06/28/98	.6
TOTAL COMPLETED PROGRAMS				18.0

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

ATTACHMENT 1 continued

GTD KENYA T.O. NOMINATIONS - continued

SO 1: Creation of Effective Demand for Sustainable Political, Constitutional and Legal Reform

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
18. Elkana Ondembo	X	InterAction Forum/InterAction	05/05/97-05/15/97		
.33					\$ 0.0
19. Christopher Muli	X	Int'l Legislative Drafting/Public Law Center	06/14/97-06/30/97		.53
20. Tabitha Seii	X	Int'l Legislative Drafting/Public Law Center	n/a		0
21. Alex Muyango	X	Public Admin., Misc.	06/13/98-07/07/98		.8
22. Dorcas Amolo	X	Public Admin. , General	08/19/98- 09/27/98		1.3
23. Solomon Mwangi	X	Public Admin., Misc.	06/03/98-07/06/98		1.1
24. Philip Onyango	X	Law International Law	06/10/98-06/18/98		.26
25. Kepta Ombatai	X	Law, International Law	06/10/98-06/28-98		.6

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated
** “Month” is 30 calendar days

ATTACHMENT 1 continued

SUMMARY: Status of SO 1 nominations as of 09/30/98

Number of Participants

- 25 Nominated
 - 8 canceled
 - 17 trained
 - 0 in training
 - 0 pending

Estimated Costs

- \$144,439.45-- Estimated total participant costs (subject to final payments and reconciliation)
 - \$8,496.44 -- Estimated average participant cost per program

Total Training Months

- 18.06 -- Training months total
 - 1.13 -- Average length of each training program

KEY

- * Program canceled
- ** “Month” is 30 calendar days

AT7

GTD KENYA T.O. NOMINATIONS
SO 2: Increased Commercialization of Smallholder Agriculture
U.S. TRAINING
World Learning Team Report for the Quarter 07/01/98-09/30/98

Participant Name	Status	Course/Training Institution
Dates	Months**	Budgets
1. Moses Banda 08/17/97 1.4	C	Microfinance Training/ Economics Inst. 07/06/98-
		\$12,129.11
2. Boniface Njoroge Mburua 08/29/97 ..86	C	Proj. Design and Impl. & Proj. Mon. 08/03/97-
		\$ 9,332.95
08/25/97		& Eval./MTDI 08/18/97-
3. Joseph Mwangangi 05/10/98 .83	C	Small & Medium Enterprise Dev./IP3 04/15/98-
		\$ 9,274.24
4. Johnson G. Muchira 05/09/98 .8	C	Small & Medium Enterprise Dev./IP3 04/15/98-
		\$ 9,274.24
5. Joseph Ngugi 05/10/98 .83	C	Small & Medium Enterprise Dev./IP3 04/15/98-
		\$ 9,274.24
6. Philip O. Wandera 05/09/98 ..8	C	Small & Medium Enterprise Dev./IP3 04/15/98-
		\$ 8,405.42
7. Mungai Kangethe 05/10/98 .83	C	Business, Management 04/15/98-
		\$ 9,274.24
8. Gabriel Mwangi 06/21/98 .36	C	Engineering, transportation 06/10/98-
		\$ 7,471.34
9. Rose Waruhiu 06/21/98 .5	C	Public Health, Misc. 06/06/98-
		\$ 9,802.00
10. Daniel Mwebi 06/16/98 1.13	C	Design of Irrigation Systems/TBA 05/13/98-
		\$ 9,383.87
12. John W. Makokha 08/07/98 1.06	C	Mgmt. of Sustain. Nat. Resources/U of TS 07/12/98-
		\$ 9,319.50
13. Adrian Mukhebi 07/30/98 1	C	Agric. Commodities/Caledonian Assoc. 06/30/98-
		\$11,932.00
14. Gideon. Motelin 08/31/98 1.2	C	Environmental Biology/U of Minnesota 07/24/98-
		\$10,410.40

TOTAL COMPLETED PROGRAMS

11.6

15. Eunice G.A. Anyango canceled .93	X	Dev. Markets for Ag. Prods./CO State course
		\$ 0.00
16. Benjamin Ndilinge 09/20/98 1.53	X	Demography, U.S. Census 08/05/98-
		\$ 0.00
17. John Kinaga 08/17/98 1.1	X	Business Management 07/15/98-
		\$ 0.00

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

ATTACHMENT 2 continued

SUMMARY: Status of SO 2 nominations as of 09/30/98

Number of Participants

- ♦ 19 Nominated
- ♦ 3 canceled
- ♦ 14 trained
- ♦ 0 in training
- ♦ 2 pending

Estimated Costs

- ♦ \$125,283.55 -- Estimated total participant costs (subject to final payments and reconciliation)
- ♦ \$8,948.83 -- Estimated average participant cost per program

Total Training Months

- ♦ 11.6 -- Training months total
- ♦ .829 -- Average length of each training program

KEY

- * Program canceled
- ** "Month" is 30 calendar days

AT7

GTD KENYA T.O. NOMINATIONS

SO 3: Increased Sustainability of Family Planning and HIV/AIDS Service Task Systems
 U.S. TRAINING
 World Learning Team Report for the Quarter 07/01/98-09/30/98

Participant Name	Status	Course/Training Institution	Months**	Budgets
1. Francis M. Munene	C	Planning for 2000 Pop. & Housing Censuses/Bureau of Census	05/04/98-06/14/97	1.36
2. Esther W. Gatua	C	Program Planning & Dev't./Margaret Sanger Center	05/08/97-06/23/97	1.62
3. Margaret W. Waithaka	C	Women in Management/CEDPA	06/01/97-07/06/97	1

4. Sammy Makama	C	Planning and Managing Info Systems/MSH	07/05/97-07/25/97	.66
5. Annie Ngabua	C	Adolesc. Health Promotion/Int'l Health Pgrms	08/11/97-09/05/97	.86
6. George Kaggwa	C	Adolesc. Health Promotion/Int'l Health Pgrms	08/11/97-09/05/97	.86
7. A.J.O. Aura	C	Geographic Info Systems/Bureau of Census	08/10/97-09/21/97	1.3
8. Rosanna Simwa	C	Family Planning Mgmt & Sup./Int'l Health Pgrms	09/05/97-10/06/97	1.0
9. Ruth S. Odindo	C	Implementing AID Pgrms/Int'l Health Pgrms	09/12/97-10/06/97	.8
10. Florence Githiori	C	Health Care in Developing Countries/BU	05/27/98-08/29/98	3.1
11. Esther Njathi	C	Advances in Family Health/JHU	05/27/98-06/28/98	1.0
12. Michael Kambo	C	Sampling and Stat. Methods	04/22/98-05/24/98	1.0
13. Charles Onoka	C	Public Health Population Studies	05/20/98-06/05/98	.5
14. Michael Muindi	C	Issues in Sexuality and Repro/East-West Center	05/24/98-06/29/98	1.2
15. Samuel Ogola	C	Issues in Sexuality and Repro/East-West Center	05/24/98-06/29/98	1.2
16. Philip Gachare	C	Human Resources Dev./BU	05/06/98-06/01/98	.8

TOTAL COMPLETED PROGRAMS 17.

ATTACHMENT 3 continued

GTD KENYA T.O. NOMINATIONS - continued

SO 3: Increased Sustainability of Family Planning and HIV/AIDS Service Task Systems

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
17. Walter Muchege	X	Public Health, Misc.	05/23/98-06/04/98		.4
18. Nicodemus Kimeu	X	Public Health, Misc.	08/05/98-09/06/98		1.0
19. Eunice Okoth	X	Public Health, Family Planning	05/27/98-06/28/98		1.0
20. Peter Okoth	X	Public Health, Misc.	07/08/98-08/02/98		.8
21. Zahra Ali	X	Public Health, Family Planning	05/13/98-06/20/98		1.2

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

ATTACHMENT 3 continued

SUMMARY: Status of SO 3 nominations as of 09/30/98

Number of Participants

- 21 Nominated
 - 5 canceled
 - 16 trained
 - 0 in training
 - 0 pending

Estimated Costs

- \$160,416.66-- Estimated total participant costs (subject to final payments and reconciliation)
- \$10,026.04 -- Estimated average participant cost per program

Total Training Months

- 17.01-- Training months total
- 1.063 -- Average length of each training program

KEY

- * Program canceled
- ** “Month” is 30 calendar days

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GHANA
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 800
Effective Dates: 04/03/97 - 09/30/98
Contract Total: \$582,605
Obligated Amount: \$582,605**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI) and Creative Associates International Inc. (CAII), from October 1, 1997 through December 31, 1997 under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 800, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

This Task Order, from April 3, 1997 until September 30, 1998, supports two of the Mission's four Strategic Objectives (SOs), health and primary education. For each of these two SOs, the Mission originally requested GTD contractor assistance to conduct a training needs assessment and design a country training plan. The Task Order also called for placement, monitoring, management, follow-on programming and reporting of 35 short term participants for U.S. training and 16 for third country training, to complement the in-country planning services. The Mission proposed training in the following subject areas:

SO2: Increased Effectiveness of the Primary Education System (10 U.S. and 6 Third Country participants)

Mission-Proposed Training Subjects:

- Educational Policy
- Decentralization
- Low Cost Learning Materials
- Distance Learning
- Supervision

SO3: Improved Family Health (25 U.S. and 10 Third Country participants)

Mission-Proposed Training Subjects::

Program and Project Management
Laboratory Methods and Techniques
HIV/AIDS test counseling
Surveillance and Applied Epidemiology for HIV/AIDS
Laboratory Diagnosis of HIV/AIDS
Health Care Financing
Research, Evaluation and Monitoring
Family Planning, Family Health Communication
Gender Analysis Management/Role of Women
FP Management for Senior Level Managers
FP Logistics Training
Adolescent Training Programs
Social Marketing for Change
Planning and Management
Training Methods

On May 30 REDSO/WCA issued Amendment 1 to authorize World Learning to pay participant allowances for the U.S. trainees and to add funds accordingly. In this modification, contract responsibility of this Task Order was transferred from REDSO/WCA to the USAID/Ghana Contracting Officer.

In late August 1997, the Mission issued a no cost extension for one year, extending the completion date from September 30, 1997 to September 30, 1998. The extension was fully executed at the end of September, prior to the close of the fiscal year. The Training Officer was named as the technical point of contact for the World Learning team. The Scope of Work in SO2 was modified to allow a two phase implementation of in-country services for annual training plan development:

Phase I

- Lead USAID/MOE focus group in initial discussion on training expectations, processes and plans. Describe current USAID training process and regulations.
- Share tools and techniques for conducting a training needs assessment and provide guidance on selection criteria. Reach agreement with MOE on their institutional role for follow-on to training.
- Introduce MOE to framework for developing an annual training plan.
- Update Mission Training Officer skills.

Phase II

Assist MOE in:

- Finalizing annual training plan.
- Finalizing selection criteria and process.
- Reaching agreement on first round of trainees.
- Develop follow-on plan with MOE for on the job support to returned trainees.

Note: Based on Amendment No. 2, it is the World Learning team's current understanding that in-country planning services for training needs assessment and training plan development are no

longer requested under this Task Order related to SO3, Improved Family Health. Also, SO2 requested two more U.S. placements, for a total of 12 rather than 10.

II. ACTIVITIES

One new SO3 nomination was received this quarter for Third Country Training (TCT). Six SO3 participants completed U.S. training, three SO3 participants attended TCT and one SO3 participant was presumed canceled from TCT between October and December, 1997. World Learning/AAI enjoyed the opportunity to work with the Mission's Third Country Training (TCT) requests this quarter to send participants to courses at the Centre for African Family Studies (CAFS) and found the training provider to be very responsive, thorough and efficient in responding to inquiries and in providing services. The participants had an administrative briefing with an AAI Representative in Accra, Mrs. Cecilia Bannerman, prior to departure. She provided them with orientation packets of written materials and per diem checks sent from AAI in Washington, DC. The training courses were conducted in the same hotel where CAFS arranged lodging. CAFS arranged for the hotel charge to include "half board" of two meals per day. CAFS requested that the course participants have lunch together, to promote interaction among the group and to reduce the time before returning for the afternoon session. The participants received a partial M&IE rate for the days they were in Kenya, as agreed by the Mission, and the lodging with half board was billed directly to World Learning.

The one SO3 participant nominated by the Mission to attend the ICASCA 10th International Conference on AIDS and STDs in Cote d'Ivoire December 7-11, 1997 was never confirmed by the Mission to be funded through GTD, despite written inquiries from the program staff to the Mission. World Learning/AAI learned from the AAI Program Representative in Cote d'Ivoire that the participant, Ms. Agnes Dzokoto, was registered for the conference, with conference fees sent and a hotel deposit paid in advance, and so assumes she was funded via another mechanism. World Learning/AAI would appreciate written notice of cancellation from the Mission in such cases.

In early December 1997, the Mission forwarded its first SO2 nomination of the Task Order, a research request to identify a two to three week program in financial management for the Acting Director of the Ghana Education Service, Mrs. Rosina Acheampong. The same research request also inquired about the "Effective Schools" conference being conducted by the National School Conference Institute in Phoenix, AZ February 19-22, 1998. AAI sent the Mission information via fax on five financial management short course options in 1998 as well as full information on the requested conference. World Learning/AAI awaits a reply from the Mission to confirm which program Ms. Acheampong will attend.

World Learning Program Manager, Anne Maschino, and AAI GTD Task Order Manager, Debra Egan, attended a meeting with the Ghana's Minister of Education, Dr. Christina Amoako-Nuama, in early December while the Minister was in Washington, DC. At the same meeting, they also met Josephine Woo of the World Bank and held a follow-up meeting with her to exchange information on USAID and World Bank efforts regarding education reform in Ghana. Ms. Woo provided copies of reports on the Ghana education sector as reference for the World Learning team to prepare for the requested GTD in-country services.

Provision of in-country services, as requested in the original RFP and clarified in Amendment No. 2, was the subject of correspondence between the World Learning team and the Mission Education and Human Resources Development Officer (EHRDO), Mr. Peter Kresge, throughout the quarter. In October, Ms. Maschino assumed Program Manager responsibilities at World Learning for the African GTD Task Orders, following Ms. Treleven's departure. In late October, she inquired about the proposed in-country services, the timing, dates and respective roles of those who are delivering a variety of services to the Ministry of Education in Ghana, so the World Learning GTD team could proceed in a coordinated effort. In early December, Mr. Kresge conveyed that he had met with key officials at the Ghana Education Service and the Ministry of Education for an initial discussion on training. He indicated that he had also been meeting with other donors regarding the need to coordinate training. In that message he suggested mid-February 1998 dates for GTD in-country services. Creative Associates International, Inc. (CAII) proposed Melanie Sanders-Smith as team leader, to be paired with Debra Egan from AAI for February 18-27, 1998. The Mission agreed to the proposed dates and indicated that the EHRDO and the Training Officer would arrange preparatory meetings in January 1998.

PROGRAM HIGHLIGHTS:

Strategic Communication and Advocacy for Reproductive Health

Mr. Stephen Kwanke, Strategic Communication and Advocacy for Reproductive Health, Johns Hopkins University (JHU), School of Public Health, Baltimore, MD, September 15 - October 3, 1997

Summary: This course aimed to enhance the participants' skills in designing effective communication and advocacy programs for adolescent reproductive health, including how to use tools known as the "p"-process and SCOPE, an interactive computer package, to build programs for youth systematically. Mr. Kwanke commented that he learned how to utilize the "p"-process to manage information, education and communication programs and activities, especially regarding "targeting the right audience with the right messages through program and audience analysis." He further commented that he intends to "put all the knowledge and ideas I have acquired at the training program at the disposal of my project -- to achieve high efficiency in our day-to-day activities."

Mr. Kwanke was highly satisfied with the quality and content of the training program; however he indicated that he encountered logistical problems he found difficult to overcome. He commented in particular that he was ticketed in and out of Washington, DC Dulles Airport and noted that a closer airport to the training site was Baltimore Washington International Airport. World Learning/AAI informed him of the several methods including cabs, trains, and shuttle buses for getting to Dulles Airport from the training site lodging, and that he could only be advanced or reimbursed the equivalent of lowest cost ground transportation option. He indicated that he was not satisfied with the options presented, since this entailed transfers -- from a taxi to a shuttle bus, or from a taxi to a train; or if he took a taxi directly to the airport, he would not be reimbursed the full, individual fare of the more expensive taxi option. This seemed to World Learning/AAI to be an extremely distracting issue for Mr. Kwanke. This issue was

resolved, thanks to a member of the training provider staff who was able to facilitate the sharing of a taxi with other participants who were going to Dulles Airport.

A second logistical issue raised by Mr. Kwanke concerns check cashing. He noted he found it very convenient to come through Washington, DC for a briefing and to cash checks with the help of World Learning/AAI. Once the participant was in Baltimore, however, he was not able to cash subsequent reimbursement checks which were mailed to him. World Learning/AAI advised him to seek assistance from the training provider; however the training provider was unable to assist him with this. World Learning/AAI inquired at JHU and was informed that JHU does not have either a bank account or arrangements with banks to facilitate check cashing for participants.

Lessons Learned: The experiences in this program exemplify the impact training provider actions can have in facilitating or hampering the logistics and monitoring services provided by the contractor. It is considered standard for U.S. training providers to have arrangements with a local bank in the vicinity of the training site to provide financial services to the various participants who attend their training programs, since participants in short programs do not generally open individual bank accounts. World Learning/AAI suggested to the training contact that the program consider examining ways to help participants cash checks in Baltimore and that this would be a valued service for the participants. Another lesson learned is how logistical expectations can impact training programs and thorough briefings -- both pre-departure briefings with the Mission and administrative briefings with World Learning/AAI in Washington, DC -- that explain and reinforce in detail the training objectives, program contents, logistics, regulations, financial terms and participant responsibilities of USAID sponsorship, are intended to help participants remain focused on successfully achieving their training objectives, rather than becoming overly focused on financial issues.

Family Planning Research Monitoring and Evaluation

Ms. Ivy Kodzi, Family Planning Research Monitoring and Evaluation course, Centre for African Family Studies (CAFS), Nairobi, Kenya, October 6 - October 31, 1997

Summary: The Family Planning (FP) Research Monitoring and Evaluation course is intended: to increase knowledge and skills in family planning programs research, to promote capability in project design, implementation, monitoring and evaluation; to train senior and middle level FP personnel in the utilization of research and evaluation information for effective program management; to encourage the exchange of FP research information in the family planning movement in Africa; and to train family planning personnel in the use of other research and evaluation methods for the improvement of programs.

Training of Trainers in Reproductive Health

Ms. Comfort Koranteng-Asante, Training of Trainers in Reproductive Health, Centre for African Family Studies (CAFS), Nairobi, Kenya, October 6 - October 31, 1997

Summary: The Training of Trainers course targets service providers, trainers and supervisors in Reproductive Health to provide up-to-date knowledge and skills in contraceptive technology, sexual and reproductive health. The participants are expected to plan or re-design training based on critical analysis of the training needs and available resources; train other cadres of reproductive health service providers utilizing the knowledge and skills acquired during the course; select and use training methods and materials appropriate for pre-determined objectives of the target group; assess the cognitive knowledge and skills acquisition of their trainees using evaluative tools they acquired; and assist other providers to integrate family planning into existing training programs.

Ms. Justina Cofie, Management of Community Based Family Planning Programs, Centre for African Family Studies (CAFS), Nairobi, Kenya, November 17 – December 12, 1997

Summary: The Community Based Development (CBD) program is designed to provide managers with specialized management and service delivery skills needed to design, implement, supervise, monitor and evaluate high quality, safe and effective community-based health programs. The course topics include: group dynamics and inter-personal communication, introduction to community based family planning programs, CBD family planning program design, implementation of CBD projects, integration of services, targeting population sub-groups, community participation, information, education and communication, contraceptive technology, CBD service delivery strategies, clinic linkages and service integration, quality of care, logistics, supervision, management of information systems, evaluation and field work.

Third Country Training Lessons Learned: To service these first three Third Country Training requests from Mission, the GTD program staff successfully utilized email, fax, phone and wire transfers to communicate with a third country training provider and an in-country Representative, who provided the in-person services in Ghana. CAFS reported that the participants arrived safely, were active and constructive program participants, successfully completed training and returned to Ghana. Once they have a debriefing with Mrs. Cecelia Bannerman, the AAI Program Representative in Ghana, she will provide further feedback. Mrs. Bannerman will collect completed copies of the training evaluation questionnaires from the participants as well as their action plans and will forward them to World Learning, so this information can be reported as well.

For additional information on training during this quarter, please refer to the Attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

A revised administrative budget submission, review and contract modification is pending for the now-extended Task Order period of April, 1997 - September, 1998. The budget will incorporate the

annual increase in the multiplier and COLA, will respond to the two-phase training plan development request for SO2, and will show the estimated costs to carry out the remaining participant programming in the Scope of Work. The in-country services will need to be carried out early in calendar year 1998 if the SO2 Education participants are to train during the current contract dates. When a volume and range of services is budgeted for a particular contract time period, staffing is readied to deliver the full complement of Mission-requested services. If a Mission does not exercise or access parts of the contracted services during the Task Order period, it thwarts achieving its objectives and lessens the value of the Task Order.

B. PARTICIPANT ISSUES

The World Learning team looks forward to receiving FY98 SO3 Health nominations early in calendar year 1998 and to further word on the SO2 process to get training under way. One SO3 Health nominee for Third Country Training, Dr. Adu Asamoah, remains pending, as the program staff await confirmation of when in the year he will be available for training, his specific contacts, if any, for the requested lab study tour at the Center for Disease Control in Cote d'Ivoire, his full biodata and greater detail regarding the training objectives.

IV. RECOMMENDED ACTIONS

The World Learning team has the following recommendations:

- That the Mission confirm dates early in calendar year 1998 for GTD in-country services, Phase I and Phase II and move forward with the Ministry of Education on the necessary groundwork and planning.
- That future SO3 and SO2 trainee nominations be subject to a nomination process and forms that capture the intended relation of training to achievement of Intermediate Results, baseline performance information, preliminary action planning and employer supervisor support for training. During in-country services, World Learning/AAI will provide sample forms customized for USAID/Ghana. World Learning will also brief users in the Mission and partner institutions on the benefits of collecting comprehensive information in the nomination process and show how it can help maximize the effectiveness of performance results-oriented training.

GTD/GHANA T.O. 1997 NOMINATIONS**SO3: IMPROVED FAMILY HEALTH****U.S. TRAINING**

World Learning Team Report for the Quarters 10/01/97 - 12/31/97

<u>Participant Name</u>	<u>Status*</u>	<u>Course/ Training Institution</u>	<u>Dates</u>	<u>Months**</u>	<u>Budget</u>
1. Marian Amissah	C	Management and Marketing for Social Change/ Futures Group	05/31/97-06/21/97	.73	\$ 7,449.00
2. J.K. Ofori	C	Management and Marketing for Social Change/ Futures Group	05/31/97-06/21/97	.73	\$ 6,649.00
3. Nana A. Agyeman-Bedu	X	Management and Marketing for Social Change/ Futures Group	n/a	0	\$ 0.00
4. Alexina Arthur	C	Advances in Public Health Communications/ Johns Hopkins University	05/31/97-06/28/97	.97	\$ 7,194.00
5. Kwame Amponsah	X	Advances in Public Health Communications/ Johns Hopkins University	n/a	0	\$ 0.00
6. Charity Akosua Asare	C	Health Financing and Sustainability/ Management Sciences for Health	06/07/97-06/28/97	.73	\$ 6,393.46
7. T.J. Amartey	C	Managing Health Programs in Developing Countries/ Harvard University	06/12/97-08/09/97	.93	\$11,690.41
8. Dianna Osei Addei	X	Managing Health Programs in Developing Countries/ Harvard University	n/a	0	\$ 0.00
9. Ebenezer Asamoah	C	Planning and Managing Information Systems and Communication/Management Sciences for Health	07/02/97-07/25/97	.80	\$ 6,630.68

ATTACHMENT 1 continued

<u>Participant Name</u>	<u>Status*</u>	<u>Course/ Training Institution</u>	<u>Dates</u>	<u>Months**</u>	<u>Budget</u>
10. Mabel Obimpeh 7,569.82	C	Family Planning Project Management & Supervision/ International Health Programs	09/04/97-10/04/97	1	\$
11. Stephen Kwankye	C	Strategic Communication & Advocacy for Reproductive Health/Johns Hopkins University	09/11/97-10/04/97	.80	\$ 6,530.87
12. Frank Nyanator	C	Financing Health Care in Developing Countries/ Boston University	09/15/97-12/19/97	3.2	\$14,920.66
13. James Addo	C	International Course in Applied Epidemiology/ Emory University	10/02/97-11/01/97	1.06	\$ 3,382.47
14. Andrew Kordor Seidu	C	International Course in Applied Epidemiology/ Emory University	10/02/97-11/1/97	1.06	\$ 3,369.97
15. Nicholas Kanlisi	C	Program & Project Management/ University of Connecticut CICHHS	10/05/97-11/21/97	1.60	\$11,673.08
16. Safo Katanga	P	Lab Methods/ASTPHLD	dates to be set		Pending
17. Philomena Caulley	P	Lab Methods/ASTPHLD	dates to be set		<u>Pending</u>
TOTAL for 12 completed programs					\$ 93,453.42

* codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO3 nominations for U.S. Training as of 12/31/97

U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97
Pending from past quarters	0	8	5
N - Nominated this quarter	16	1	0
A - Active, in training this quarter	1	3	0
C - Completed this quarter	4	2	6
X - Canceled this quarter	3	0	0
T - Terminated this quarter	0	0	0
P - Pending at end of quarter	8	5	2

Estimated Costs

\$93,453.42 -- Estimated total participant costs for 12 completed programs (subject to final payments and reconciliations)
 \$ 7,787.79 -- Estimated average participant cost per completed program
 \$360,150.00 -- Participant budget funded in the Task Order for U.S. training for 35 programs (25 for SO3, 10 for SO2)
 \$10,290.00 -- Average participant cost per U.S. training program (SO2 and SO3) funded in the Task Order

Total Training Months

13.61 -- Training months total delivered as of 12/31/97
 1.13 months -- Average length of completed training programs
 1.50 months -- Average length of program in the participant budget funded in the Task Order

GTD/GHANA T.O. 1997 NOMINATIONS
SO3: IMPROVED FAMILY HEALTH
THIRD COUNTRY TRAINING
World Learning Team Status Report as of 12/31/97

Participant Name	Status*	Course/ Training Institution	Dates	Months**	Estimated Budget
1. C.K. Asante	C	Training of Trainers in Reproductive Health/ Center for African Family Studies, Nairobi, Kenya	10/06/97 - 11/02/97	.93	\$ 5,216.00
2. Ivy Kodzi	N, C	Family Planning Research, Monitoring and Evaluation/ Center for African Family Studies, Nairobi, Kenya	10/06/97 - 11/02/97	.93	\$ 5,216.00
3. Justina Cofie	C	Management of Community Based Family Planning Programs/ Center for African Family Studies, Nairobi, Kenya	11/16/97 - 12/13/97	.93	\$ 5,204.00
4. Agnes Dzokoto	X	ICASCA Conference on HIV and STDS, Abidjan, Cote d'Ivoire	12/07/97 - 12/11/997	-	\$ 0.00
5. Asamoah Adu	P	Lab Study Tour Center for Disease Control, Abidjan, Cote d'Ivoire	dates to be set	-	\$ Pending
TOTAL for 3 completed programs					\$ 15,636.00

* codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO3 nominations for Third Country Training as of 12/31/97THIRD COUNTRY
TRAINING

	04/01/97 - 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97
Pending from past quarters	0	4	4
N - Nominated this quarter	4	0	1
A - Active, in training this quarter	0	0	0
C - Completed this quarter	0	0	3
X - Canceled this quarter	0	0	1
T - Terminated this quarter	0	0	0
P - Pending at end of quarter	4	4	1

Estimated Costs

- \$ 15,636.00 - Estimated total participant costs for 3 completed programs (subject to final payments and reconciliations)
- \$ 5,212.00 - Estimated average participant cost per completed program
- \$134,848.00 - Participant budget funded in the Task Order for Third Country Training for 16 programs (10 for SO3, 6 for SO2)
- \$ 8,428.00 - Average participant cost per Third Country Training program (SO2 and SO3) funded in the Task Order

Total Training Months

- 2.79 -- Training months total delivered as of 12/31/97
- .93 months -- Average length of completed training programs
- 1.00 months -- Average length of program in the participant budget funded in the Task Order

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GHANA
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 800
Effective Dates: 04/03/97 - 09/30/98
Contract Total: \$582,605
Obligated Amount: \$582,605**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI) and Creative Associates International Inc. (CAII), from January 1, 1998 through March 31, 1998 under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 800, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

This Task Order, from April 3, 1997 until September 30, 1998, supports two of the Mission's four Strategic Objectives (SOs), health and primary education. For each of these two SOs, the Mission originally requested GTD contractor assistance to conduct a training needs assessment and design a country training plan. The Task Order also called for placement, monitoring, management, follow-on programming and reporting of 35 short term participants for U.S. training and 16 for third country training, to complement the in-country planning services. The Mission proposed training in the following subject areas:

SO2: Increased Effectiveness of the Primary Education System (10 U.S. and 6 Third Country participants)

Mission-Proposed Training Subjects:

- Educational Policy
- Decentralization
- Low Cost Learning Materials
- Distance Learning
- Supervision

SO3: Improved Family Health (25 U.S. and 10 Third Country participants)

Mission-Proposed Training Subjects::

Program and Project Management
Laboratory Methods and Techniques
HIV/AIDS test counseling
Surveillance and Applied Epidemiology for HIV/AIDS
Laboratory Diagnosis of HIV/AIDS
Health Care Financing
Research, Evaluation and Monitoring
Family Planning, Family Health Communication
Gender Analysis Management/Role of Women
FP Management for Senior Level Managers
FP Logistics Training
Adolescent Training Programs
Social Marketing for Change
Planning and Management
Training Methods

On May 30 REDSO/WCA issued Amendment 1 to authorize World Learning to pay participant allowances for the U.S. trainees and to add funds accordingly. In this modification, contract responsibility of this Task Order was transferred from REDSO/WCA to the USAID/Ghana Contracting Officer.

In late August 1997, the Mission issued a no cost extension for one year, extending the completion date from September 30, 1997 to September 30, 1998. The extension was fully executed at the end of September, prior to the close of the fiscal year. The Training Officer was named as the technical point of contact for the World Learning team. The Scope of Work in SO2 was modified to allow a two phase implementation of in-country services for annual training plan development:

Phase I

- Lead USAID/MOE focus group in initial discussion on training expectations, processes and plans. Describe current USAID training process and regulations.
- Share tools and techniques for conducting a training needs assessment and provide guidance on selection criteria. Reach agreement with MOE on their institutional role for follow-on to training.
- Introduce MOE to framework for developing an annual training plan.
- Update Mission Training Officer skills.

Phase II

Assist MOE in:

- Finalizing annual training plan.
- Finalizing selection criteria and process.
- Reaching agreement on first round of trainees.
- Develop follow-on plan with MOE for on the job support to returned trainees.

Note: Based on Amendment No. 2, it is the World Learning team's current understanding that in-country planning services for training needs assessment and training plan development are no

longer requested under this Task Order related to SO3, Improved Family Health. Also, SO2 requested two more U.S. placements, for a total of 12 rather than 10.

II. ACTIVITIES

No Ghanaian participant attended training during the second quarter of 1998. The program of Mr. Asamoah Adu, scheduled to have tailored training in Lab Management at the Center for Disease Control in Cote d'Ivoire, this quarter, was postponed. World Learning/GTD staff is awaiting new dates from the Mission.

On March 5, USAID/Ghana nominated 26 participants under SO3 – Improved Family Health.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

A revised administrative budget submission, review and contract modification is pending for the now-extended Task Order period of April, 1997 - September, 1998. The budget will incorporate the annual increase in the multiplier and COLA, will respond to the two-phase training plan development request for SO2, and will show the estimated costs to carry out the remaining participant programming in the Scope of Work. The in-country services will need to be carried out early in calendar year 1998 if the SO2 Education participants are to train during the current contract dates.

B. PARTICIPANT ISSUES

The World Learning team looks forward to receiving FY98 SO3 Health nominations early in calendar year 1998 and to further word on the SO2 process to get training under way. One SO3 Health nominee for Third Country Training, Dr. Adu Asamoah, remains pending, as the program staff await confirmation of when in the year he will be available for training, his specific contacts, if any, for the requested lab study tour at the Center for Disease Control in Cote d'Ivoire, his full biodata and greater detail regarding the training objectives.

IV. RECOMMENDED ACTIONS

The World Learning team has no new recommendations this quarter.

GTD/GHANA T.O. 1997 NOMINATIONS
SO3: IMPROVED FAMILY HEALTH
THIRD COUNTRY TRAINING

Participant Name	Status*	Course/ Training Institution	Dates	Months**	Estimated Budget
1. C.K. Asante	C	Training of Trainers in Reproductive Health/ Center for African Family Studies, Nairobi, Kenya	10/06/97 - 11/02/97	.93	\$ 5,216.00
2. Ivy Kodzi	N, C	Family Planning Research, Monitoring and Evaluation/ Center for African Family Studies, Nairobi, Kenya	10/06/97 - 11/02/97	.93	\$ 5,216.00
3. Justina Cofie	C	Management of Community Based Family Planning Programs/ Center for African Family Studies, Nairobi, Kenya	11/16/97 - 12/13/97	.93	\$ 5,204.00
4. Agnes Dzokoto	X	ICASCA Conference on HIV and STDS, Abidjan, Cote d'Ivoire	12/07/97 - 12/11/997	-	\$ 0.00
5. Asamoah Adu	P	Lab Study Tour, Center for Disease Control, Abidjan, Cote d'Ivoire	dates to be set	-	Pending
6. Kathlyn Ababio	P	Institution Building Strategic Mgt. For the 1990s	dates to be set	-	Pending
7. Prof. A.F. Aryee	P	Research and Evaluation for Program Development	dates to be set	-	Pending
8. Dr. E. O. Tawiah	P	Advanced Methods for Family Planning Impact Eval.	dates to be set	-	Pending
9. Gifty Alema-Mensah	P	Program Planning and Dev't. for Sexuality Ed. HIV/AIDS Prevention Reproductive Health Care	dates to be set	-	Pending

10. Rose Nyarko-Dokyi	P	Building and Sustaining Reproductive Health Services Programs	dates to be set	-	Pending
11. George Sagoe	P	Mgt & Marketing for Social Change	dates to be set	-	Pending
12. Matilda Owusu-Ansah	P	Mgt & Marketing for Social Change	dates to be set	-	Pending

ATTACHMENT 1 continued

<u>Participant Name</u>	<u>Status*</u>	<u>Course/ Training Institution</u>	<u>Dates</u>	<u>Months**</u>	<u>Budget</u>
13. Gladys Annan	P	Integrated Marketing Communications	dates to be set	-	Pending
14. Emmanuel Quaye	P	Strategic Leadership for the 20 th Century	dates to be set	-	Pending
15. Steve Nkansah P Amankrah		Program Planning and Dev't. for Sexuality Ed. HIV/AIDS Prevention Reproductive Health Care	dates to be set	-	Pending
16. Evelyn Nsiah	P	Training and Development of Staff	dates to be set	-	Pending
17. Mawutor Goh	P	Strategic Leadership for the 20 th Century	dates to be set	-	Pending
18. Emmanuel Boadi	P	Research and Evaluation for Program Development	dates to be set	-	Pending
19. Achew Brempong	P	Program Mgt., the Latest Skills of Effective Leadership	dates to be set	-	Pending
20. Agnes Batsa	P	Strategic Leadership for the 20 th Century	dates to be set	-	Pending
21. Rejoice Nutakor	P	Adolescent Health Promotion	dates to be set	-	Pending
22. Divine Gadogbe	P	Instructional Materials Dev't for Population Family Life Ed	dates to be set	-	Pending

23.Janet Akorli	P	Laboratory Methods	dates to be set	-	Pending
24.Comfort Nyaneba	P	Laboratory Methods	dates to be set	-	Pending
25.Charles Oteng	P	Hematology	dates to be set	-	Pending
26.Evelyn Quaye	P	Implementing HIV/AIDS Care Program	dates to be set	-	Pending
30.Paulina Kumah	P	Reproductive Health	dates to be set	-	Pending

ATTACHMENT 1 continued

<u>Participant Name</u>	<u>Status*</u>	<u>Course/ Training Institution</u>	<u>Dates</u>	<u>Months**</u>	<u>Budget</u>
27. Dr. Kwame Essah	P	Applied Epidemiology	dates to be set	-	Pending
28.Edith Tetteh	P	Advances in Family Health Ed.	dates to be set	-	Pending
29.Dr. E.N. Mensah	P	Managing Health Care in Developing Countries	dates to be set	-	Pending
TOTAL for 3 completed programs				\$ 15,636.00	

* codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO3 nominations for Third Country Training as of 03/31/98

THIRD COUNTRY
TRAINING

	04/01/97	07/01/97	10/01/97	01/01/98
	-	-	-	8-
	06/30/97	09/30/97	12/31/97	03/31/98
				8
Pending from past quarters	0	4	4	1
N - Nominated this quarter	4	0	1	26
A - Active, in training this quarter	0	0	0	0
C - Completed this quarter	0	0	3	0
X - Canceled this quarter	0	0	1	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	4	4	1	30

Estimated Costs

- \$15,636.00 -- Estimated total participant costs for 3 completed programs (subject to final payments and reconciliations)
- \$ 5,212.00 -- Estimated average participant cost per completed program
- \$134,848.00 -- Participant budget funded in the Task Order for Third Country Training for 16 programs (10 for SO3, 6 for SO2)
- \$ 8,428.00 -- Average participant cost per Third Country Training program (SO2 and SO3) funded in the Task Order

Total Training Months

- 2.79 -- Training months total delivered as of 03/31/98
- .93 months -- Average length of completed training programs
- 1.00 months -- Average length of program in the participant budget funded in the Task Order

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GHANA
QUARTERLY REPORT
APRIL 1 – JUNE 30, 1998**

**Task Order No.: 800
Effective Dates: 04/03/97 - 09/30/98
Contract Total: \$582,605
Obligated Amount: \$582,605**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI) and Creative Associates International Inc., from April 1, 1998 to June 30, 1998 under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 800, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

This Task Order is effective April 3, 1997 through September 30, 1998. It supports two of the USAID/Ghana Mission's four Strategic Objectives: health and education.

The Scope of Work, as modified, requires a two-phase implementation of in-country services for annual training plan development related to SO2, education. This activity has been pending since May 1997:

Phase I

- Lead USAID and Ministry of Education focus group in initial discussion on training expectations, processes, and plans. Provide guidance on USAID training processes and regulations.
- Share tools and techniques for conducting a training needs assessment and provide guidance on selection criteria. Reach agreement with the Ministry of Education (MOE) regarding its institutional role for follow-on to training.
- Introduce MOE to framework for developing an annual training plan.
- Update Mission Training Officer skills.

Phase II

Assist Ministry of Education in:

- Finalizing annual training plan.
- Finalizing selection criteria and process.
- Reaching agreement on first round of trainees.
- Develop follow-on plan with MOE for on the job support to returned trainees.

In addition, the Scope of Work requires placement and monitoring services, management, follow-on programming, and reporting of 35 short-term participants for U.S. training and 16 short-term participants for third-country training, to complement the in-country planning services. The Mission anticipates training in the following subject areas:

SO2: Increased Effectiveness of the Primary Education System (10 U.S. and 6 Third Country participants)

Mission-Proposed Training Subjects:

Educational Policy
Decentralization
Low Cost Learning Materials
Distance Learning
Supervision

SO3: Improved Family Health (25 U.S. and 10 Third Country participants)

Mission-Proposed Training Subjects::

Program and Project Management
Laboratory Methods and Techniques
HIV/AIDS Test Counseling
Surveillance and Applied Epidemiology for HIV/AIDS
Laboratory Diagnosis of HIV/AIDS
Health Care Financing
Research, Evaluation and Monitoring
Family Planning, Family Health Communication
Gender Analysis Management/Role of Women
Family Planning Management for Senior Level Managers
Family Planning Logistics Training
Adolescent Training Programs
Social Marketing for Change
Planning and Management
Training Methods

II. ACTIVITIES

World Learning/AAI staff programmed 17 participants during the third quarter of FY98. All of these participants came under SO3: Improving Family Health. (To date, no participants have come under SO2: Education.)

In June 1998, Monitoring and Support Specialist Myriam Cederstrom evaluated two courses attended by Ghanaian participants. The courses she evaluated were 1.) “Research and Evaluation for Program Development” at the University of Connecticut and 2.) “Program Planning and Development for Sexuality Education for HIV/AIDS Prevention and Reproductive Health” at the Margaret Sanger Center in New York. Please see Attachment 1 for this evaluation.

PROGRAM HIGHLIGHTS:

Financial Management, Girls’ Education

Ms. Rosina Acheampong, Financial Management, USDA Graduate School, International Institute, Washington, DC, April 20-28, 1998 and “International Conference on Girls’ Education”, International Trade Center, Washington, DC, May 6 – May 8, 1998

Summary: Ms. Acheampong is the acting Deputy Director-General of the Ghana Education Service (GES). Ms. Acheampong’s role as acting Deputy Director has required the acquisition of new budgeting and financial analytical skills. Her training supports USAID Ghana’s Strategic Objective 2, Increased Effectiveness of the Primary Education System. At the request of the USAID Mission, AAI researched appropriate short-courses in the U.S. that would meet Ms. Acheampong’s training needs. AAI identified several options and Ms. Acheampong was selected to attend the Financial Management Seminar offered by the USDA Graduate School. This course is appropriate for budget analysts, accountants, financial planners, program managers, and administrative officers. It is intended for public and private sector managers who need to enhance financial management skills and techniques. Practical experience in the use of financial skills was provided through the use of case studies, lectures, group discussions, and projects.

Course topics included: budget preparation and management; capital budgeting concepts; tools of financial analysis; financial markets and instruments; risk management; and strategic financial management. At the conclusion of the course, participants were able to: prepare budgets; use advanced tools of financial analysis; perform strategic financial management; understand and analyze financial statements; prepare financial statements; and perform financial forecasting.

The course included a one-week observational tour of U.S. federal agencies, such as the General Accounting Office; the U.S. Federal Reserve; the NASDAQ exchange; banking institutions and investment firms; and a tour of Washington, DC. USAID/Ghana requested that the third week of the course, the observational appointments, include appropriate educational institutions rather than just financial institutions. The training

provider indicated they would not be able to redesign the one-week observation tour because the meetings were set, and that all the participants were expected to travel together and to attend all the course appointments as a group. However, the USDA Graduate School was amenable to having World Learning/AAI arrange additional appointments in metropolitan Washington, D.C., as long as the participant fully attended the appointments set by them. AAI arranged a meeting during the final week of Ms. Acheampong's program with Ms. Kathleen Grove, Instructional Division, Education Center, Arlington County Schools, Arlington, VA. The purpose of this meeting was to discuss school management, financial management and administration. Ms. Acheampong also met with Ms. Lisa Farbstein, Community Services, Arlington County Schools and toured a grade school.

The timing of Ms. Acheampong's program coincided with the "International Conference on Girls' Education", International Trade Center, Washington, DC May 6-8, 1998. Due to the timing of the conference and its relevance to Ms. Acheampong's role as Deputy Director-General of the GES, she missed the last week of her course to attend the conference. The conference focused on civil society partnerships and commitments to increase girls' school participation worldwide. To this end, the conference engaged traditional and non-traditional partners in dialogue about how improvements in girls' education can accelerate a country's social and economic development and girls' educational opportunities.

Conference participants included leaders in government, business, and religious organizations in Africa, the Americas, Asia, the Caribbean, Europe, and the Near-East; private sector, academic and philanthropic organizations, foundations, and other NGOs; media organizations; and international agencies. Ghana's First Lady, Ms. Rawling, was in attendance. In cooperation with USAID and other NGOs facilitating the conference and Ms. Rawling's participation, AAI coordinated Ms. Acheampong's participation in the conference and her lodging.

Lab Methods, Tailored Training

Ms. Philomena Caulley and Mr. Safo Katanka, Association of State and Territorial Public Health Labs (ASTPHLD), Lab Methods, Jacksonville, FL, April 27 - May 22, 1998.

Summary: Mr. Kantanka works as a Medical Laboratory Technician at the Regional Hospital – Wa in the Upper West Region of Ghana, where he is responsible for laboratory analysis. Mrs. Caulley is an Assistant Biologist, Health Laboratory Services, Ministry of Health, where she supervises work in the infectious diseases laboratory. The participants completed detailed technical questionnaires provided by ASTPHLD on their training objectives, which were used to identify appropriate state public health labs for training and to design appropriate training schedules. Among their training objectives, participants listed developing culture and sensitivity testing of sputum samples to reduce costs incurred in sending samples to South Africa for examination. Other objectives listed were to: learn classical and modernized methods of culture and sensitivity on Mycobacterium tuberculosis; enhance knowledge of determination of particular STDs, including neisseria gonorrhoea, chlamydia trachmitis, gardenella assyas; learn procedures in handling cerebrospinal fluid for quick and easy diagnoses of bacterial meningitis;

enhance ability to conduct examinations and subsequent reporting; and improve overall microbiology lab efficiency.

This training supports Mission Strategic Objective 3, Improved Family Health.

The participants attended a tailored training program at the Florida State Public Health Laboratory, Office of Laboratory Services in Jacksonville, Florida. The training program was coordinated and facilitated with the help of ASTPHLD. ASTPHLD is an organization that represents all public health laboratory directors of each U.S. state and territory. Members support ASTPHLD through in-kind contributions of their representatives' time, energy, and expertise toward fulfilling the ASTPHLD mission to: "promote the role of public health laboratories in support of national and global health objectives, and to promote the policies and programs which assure continuous improvement in the quality of laboratory practice."

ASTPHLD has developed and established mechanisms to coordinate the assessment and improvement of multiple parameters of international public health laboratory practice. These parameters include facilities upgrading; training laboratory personnel; recommending equipment and supplies; providing information on technical procedures geared to in-country environment; providing information on new techniques to streamline laboratory testing; providing laboratory management skills; and affecting quality control and quality assurance practices.

According to the training schedule offered by ASTPHLD and the Jacksonville lab where the participants trained, topics included: specimen processing; smear preparation; smear reading and reporting; bactec reading and smears; DNA probe; culture reading/biochemicals; MTD testing; MTD and HPLC; susceptibility testing; RFLP and PCR RFLP; culture reporting; TB review; clinical microbiology; neisseria gonorrhoeae; enterobacteriaceae; vibrio, aeromonas and plesiomonas; organism studies; quality control; and other related technical topics and skills.

Specifically, Mr. Kantaka's training focused on the bacteriological investigation of bacterial meningitis, STDs (neisseria gonorrhoea, chlamydia trachomatis, gardeneralla vaginitis, etc.) and mycobacterium tuberculosis (culture and sensitivity). Ms. Caulley's training focused on: bacteriological investigation of mycobacterium tuberculosis, bacterial meningitis, enterobacteriaceae, and campylobacter infection.

Both participants successfully completed this program and returned to work in Ghana.

Research and Evaluation for Program Development

Prof. Andrews Aryee and Mr. Emmanuel Boadi, Research and Evaluation for Program Development, Center for International Community Studies (CICHS), Farmington, CT, May 6 - June 17, 1998

Summary: The goal of this course was to develop the skills necessary for systematic and ongoing data-gathering analysis, leading to effective programmatic evaluation, policy and operations related research. The course used an applied research and evaluation methodology tested cross-nationally in developing countries. It was designed to help participants improve their ability to transform program experience into research results, and research results into more effective programs. This course was intended for national and regional directors and administrators; data managers; researchers in ministries, universities and non-governmental organizations; and coordinators of special programs like child survival, family planning, nutrition, infectious disease control, etc.

Prof. Aryee and Mr. Boadi came for training in the U.S. in support of Mission SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures.

Prof. Aryee currently conducts research in Women's Autonomy and Fertility, the Family and Changing Nuptiality Patterns, and in Population Policies and Implementation of Population Programs in Ghana. He is currently Associate Director of the Population Impact Project (PIP) based at the University of Ghana, and a senior lecturer in the Regional Institute for Population Studies at the same University, where he mainly teaches Demography. Mr. Boadi is currently an Assistant Population Officer working for the National Population Council of Ghana. His duties include data collection, analysis, and dissemination; research on socio-economic issues; developing, monitoring, evaluating and reporting guidelines and policies, and last, but not least, monitoring and evaluating population related programs.

Monitoring and Support Specialist Myriam Cederstrom, traveled to the training site to conduct an on-site evaluation of this course. She met with the participants and the training providers. During the meeting with Prof. Aryee and Mr. Boadi, they both commented that they learned good techniques to identify the information needs of their organization regarding the populations they serve. They both enjoyed the course. They acquired new skills in using systematic methods of data gathering and in determining the strategies needed for designing, implementing and evaluating programs. They felt, however, that the course spent too much time in writing research proposals. Both feel very comfortable writing grant proposals and research proposals already. They expressed displeasure at the training provider's failure to determine participants' level before the beginning of the course.

Prof. Aryee and Mr. Boadi were pleased with their hotel, but felt isolated by its location and the lack of public transportation. Nevertheless, they wanted to point out that the training provider scheduled pick-ups for them to do shopping every week. Prof. Aryee's

luggage did not arrive until three days after he had started training. When his luggage did arrive, it showed signs of deliberate tampering.

Planning and Development for Sexuality Education

Ms. Gifty Alema Mensah and Mr. Stephen Nkansah, Planning and Development for Sexuality Education, HIV/AIDS and Reproductive Health, Margaret Sanger Center, New York, NY, May 18 - July 19, 1998

Summary: Mr. Nkansah is a Population Officer with the National Population Secretariat, where he is responsible for the coordination of reproductive health programs of both government and non-governmental organizations. He also assists in developing programs and strategies for promoting knowledge and understanding of reproductive health issues and effects among target populations. Ms. Gifty Alema Mensah is the National General Secretary for the YWCA/Ghana, where she is responsible for the administration and coordination of projects, evaluation and reporting to donors, training, and the mobilization of women's groups. The YWCA is involved in community-based reproductive health service delivery; training workshops on STDs/HIV/AIDS for outreach workers and peer educators; IEC material development and advocacy; income generating activities.

Mr. Nkansah's training objectives, prior to attending this short-course, included: "enhancing capacity to design and implement programs in reproductive health issues, using creative approaches and understanding how these issues which hinge around human sexuality affect program design and outcome; learn to assess the environmental factors considered as threat or opportunities in program planning and appraisal." Ms. Mensah's objectives were to "improve program planning and design of the YWCA's counseling and reproductive health services. She also wanted to improve her organization's counseling and reproductive health activities as concerned with family planning services, STDs/HIV/AIDS prevention and education.

The course sought to provide hands-on experience in developing and designing a reproductive health program which acknowledges that human sexuality is a critical component affecting sexual development and the life cycle, sexual anatomy and physiology, and the human sexual response cycle. The course looked at social and gender roles and scripts, variations on sexual experience, and community attitudes and values toward sex. Sexual pathologies, such as rape and incest, and their effects were also discussed.

Participants were to observe a whole spectrum of sexuality education and HIV/AIDS prevention and support programs in high-risk communities, and also meet and talk with the people who are making them work. During the course, participants met and engaged in dialogue around selected reproductive health issues with religious and political leaders, physicians, advocacy professionals, and media specialists.

Please see Attachment 1 for the on-site evaluation summary with additional, detailed comments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning/AAI appreciates the timeliness of information supplied for the 26 participants nominated in the last quarter.

B. PARTICIPANT ISSUES

One SO3 Health nominee for Third Country Training, Dr. Adu Asamoah, remains pending, as the program staff await confirmation of when in the year he will be available for training, his specific contacts, if any, for the requested lab study tour at the Center for Disease Control in Cote d'Ivoire, his full biodata, and greater detail regarding the training objectives.

AAI programming staff have become increasingly concerned over the past quarter about the large percentage of Ghanaian participants who have had their luggage stolen or pilfered. This problem seems to strike Ghanaians at a far greater frequency than participants from other countries.

IV. RECOMMENDED ACTIONS

The World Learning/AAI team has the following recommendation:

- That future SO3 and SO2 trainee nominations be subject to a nomination process and forms that capture the intended relation of training to achievement of Intermediate Results, baseline performance information, preliminary action planning, and employer supervisor support for training. During in-country services, World Learning will provide sample forms customized for USAID/Ghana. World Learning will also brief users in the Mission and partner institutions on the benefits of collecting comprehensive information in the nomination process and show how it can help maximize the effectiveness of performance results-oriented training.

EVALUATION SUMMARY
“Research and Evaluation for Program Development,”

written by Myriam Cederstrom
AAI Monitoring and Support Specialist

On June 16, 1998, I visited The University of Connecticut Health Center to conduct an evaluation of the course “Research and Evaluation for Program Development,” which is taught by the Center for International Community Health Studies (CICHS). The course ran from May 5 to June 17. Four USAID participants attended the course including: **Prof. Andrews Aryee** and **Mr. Emmanuel Boadi from Ghana** as well as Ms. Hazel Dube and Mr. Alford Phiri from Zimbabwe. In addition to obtaining evaluation results from the participants and visiting the training and lodging sites, I also had the opportunity to talk with the training provider about his impressions of the program’s success.

In the discussion conducted with the participants prior to the administration of the written questionnaire, I learned that they were pleased overall with several key aspects of their training, especially with a large portion of the course content, instruction, and support from CICHS. Among the topics they enjoyed were: analysis of organization and population; structure of research inquiry information needs and resources; epidemiological methodology; evaluation design; medical anthropology; and medical geography. Mr. Emmanuel Boadi thought that too much time was spent on research. He quantified it to be 85%, and mostly not new to him. He would have liked to study more about monitoring and evaluation. Prof. Aryee commented that he would have preferred to have more time on computer training and use.

The intense training during the mornings was counterbalanced with some tutorial sessions in the computers during two evenings per week. However, the participants felt that the tutoring was not at its best, and that the time was not used efficiently. Consequently, those sessions were not rated highly by the participants. In addition, the participants felt that some of the software programs were outdated and not as sophisticated as the ones they have used in their jobs. Likewise, they felt that the main training venue was a bit dark and unpleasant, and resembled more of a warehouse than a training site.

The participants were very appreciative of the support provided by CICHS outside of training. CICHS staff took them on shopping trips and to visit tourist sites. All complained, though of feeling isolated because of the lack of public transportation near their hotel. Mr. Phiri and Ms. Dube said that they would have liked more contact with American families through home visits. All of the four participants reported that the lodging facility was clean and comfortable.

Pre-departure activities were satisfactory to all of the participants. They felt, however, that they could have had more accurate information on the course content.

On the other hand, the training provider found this group of participants very reserved and quite uninterested and non-participatory, which he felt created a difficult situation for him to

understand the participants' immediate needs and interests, which could have been modified for the course. He would have liked to see more in-depth interaction among participants.

While CICHS appeared to provide adequate training, this course was not appropriate for participants who are seeking advanced research design skills. Future participants should also be made aware of the strong emphasis that this course places on research proposal writing.

EVALUATION SUMMARY
**“Planning and Development for Sexuality Education,
HIV/AIDS and Reproductive Health”**
written by Myriam Cederstrom, July 22, 1998
AAI Monitoring and Support Specialist

On June 17, 1998, I visited the Margaret Sanger Center in New York City to conduct a program evaluation of the course “Planning and Development for Sexuality Education, HIV/AIDS and Reproductive Health.” The course ran from May 18 to June 19. The course was attended by six USAID participants. There were two Ghanaians, **Mr. Stephen Nkansah-Amankra** and **Mrs. Gifty Alema Mensah**. The other four participants, Mrs. Rosi Morleen Mbewe, Mrs. Edna Salim Hakim Tambuli, Mrs. Kitty Mhangho, and Mrs. Mariam Simbota were from Malawi. In addition to obtaining results from the participants and visiting the training site, I had the opportunity to attend three final presentations. I also had a long conversation with the course coordinator, and one of the trainers. This discussion gave a better context within which to evaluate the course.

Much of the Center's work focuses on self-awareness and empowerment for women, so that they are able to independently make decisions about their sexuality and their role as procreators. This, in turn, enhances women's status as valuable participants in the work force and in their country's economic development. It appeared that the Center's work on Sexuality Transmitted Diseases and in AIDS prevention is also excellent. It was very easy to see that this Center is doing cutting edge work. The tight security in the building became a reminder of how controversial this type of training and research continues to be. Consequently, it is impossible to ignore the impact that this work has for participants coming from developing countries, where much of the information and work done by this Center could still be considered taboo in many respects.

The three final presentations that I observed were excellent. Regretfully, my schedule did not coincide with the presentations of the USAID/Ghana participants. Nevertheless, it was rewarding to see professionals deliver very well organized and clear presentations. Each participant had specific examples that applied to their country of origin. The audience was engaged in the presentations, and the USAID/Ghana participants expressed to me that they found it very useful to interact with colleagues from other countries who brought their specific concerns, needs, projects, and proposed solutions.

At the start of the evaluation with the USAID participants, a group discussion was held between four of the participants and myself, since Ms. Alema-Mensah and Ms. Simbota had left New York already. The goal of the discussion was to elicit participants' responses to the overall experience, from preparation in their home country to the conclusion of the training program in the U.S.

The participants reported they had plenty of lead time to prepare to travel. In general, they felt that their meetings at their home countries provided them with sufficient information about travel schedules. However, they felt they did not have detailed enough information about the course content. While in training, they realized that some of the material they were presented with was already known to them, and that made them feel, at times, overqualified for the course. That was their only dissatisfaction. They felt that the course was better intended for people who were less experienced in their fields. The participants reported that the copious amounts of handouts and printed matter is an excellent resource for later on. They thought the pace of the course was good. They enjoyed the fact that the training and logistics staff was personable. They found that the classroom facilities very appropriate, and even beyond their expectations.

As far as the Center's approach to facilitating learning, the participants agreed with the fact that the training staff was very interested in their progress and very interactive with them. They enjoyed the variety of activities they were part of during their training, such as: workshops, lectures, seminars, large group discussions and projects, small group discussions and projects, working with colleagues and partners, and the professional contacts and networking. At the personal level, it was very commendable that several members from the staff continually assisted Mr. Stephen Nkansah-Amankra, from Ghana, in the purchasing of his personal clothing, since his suitcases never arrived in the U.S.

The conversation with the course coordinator and one of the trainers revealed the enthusiasm and passion that they have for their work, and the great interest that they have in providing quality training. They definitely showed great interest in transferring knowledge to the participants, and they exhibited concern for their personal well being as well. Both professionals kept notes of the development of the participants as the course unfolded, and they commented on their positive progress and improvements. They summarized their evaluation of the participants by saying that they had definitely gone through an invaluable transformation as they worked through producing the final document for the course. The course coordinator emphasized his appreciation for having such professionally and linguistically competent participants. The participants found the training experience very positive. In summary, the participants said that the training was of great importance to them. Mr. Stephen Nkansah-Amankra emphasized that he had an increased understanding of issues and ramifications of HIV/AIDS and sexuality.

Overall, there was a great degree of satisfaction among the participants. The Margaret Sanger Center provided a sound training program, with excellent instruction in "Planning and Development for Sexuality Education, HIV/AIDS and Reproductive Health," for mid-level managers in the health profession. The Center's attention to training impact is especially timely, and well suited to USAID participants.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GHANA
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

**Task Order No.: 800
Effective Dates: 04/03/97 - 09/30/98
Contract Total: \$582,605
Obligated Amount: \$582,605**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI) and Creative Associates International Inc., from July 1, 1998 to September 30, 1998 under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 800, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

This Task Order is effective April 3, 1997 through September 30, 1998. It supports two of the USAID/Ghana Mission's four Strategic Objectives: health and education.

The Scope of Work, as modified, requires a two-phase implementation of in-country services for annual training plan development related to SO2, education. This activity has been pending since May 1997:

Phase I

- Lead USAID and Ministry of Education focus group in initial discussion on training expectations, processes, and plans. Provide guidance on USAID training processes and regulations.
- Share tools and techniques for conducting a training needs assessment and provide guidance on selection criteria. Reach agreement with the Ministry of Education (MOE) regarding its institutional role for follow-on to training.
- Introduce MOE to framework for developing an annual training plan.
- Update Mission Training Officer skills.

Phase II

Assist Ministry of Education in:

- Finalizing annual training plan.
- Finalizing selection criteria and process.
- Reaching agreement on first round of trainees.
- Develop follow-on plan with MOE for on the job support to returned trainees.

In addition, the Scope of Work requires placement and monitoring services, management, follow-on programming, and reporting of 35 short-term participants for U.S. training and 16 short-term participants for third-country training, to complement the in-country planning services. The Mission anticipates training in the following subject areas:

SO2: Increased Effectiveness of the Primary Education System (10 U.S. and 6 Third Country participants)

Mission-Proposed Training Subjects:

Educational Policy
Decentralization
Low Cost Learning Materials
Distance Learning
Supervision

SO3: Improved Family Health (25 U.S. and 10 Third Country participants)

Mission-Proposed Training Subjects:

Program and Project Management
Laboratory Methods and Techniques
HIV/AIDS Test Counseling
Surveillance and Applied Epidemiology for HIV/AIDS
Laboratory Diagnosis of HIV/AIDS
Health Care Financing
Research, Evaluation and Monitoring
Family Planning, Family Health Communication
Gender Analysis Management/Role of Women
Family Planning Management for Senior Level Managers
Family Planning Logistics Training
Adolescent Training Programs
Social Marketing for Change
Planning and Management
Training Methods

II. ACTIVITIES

World Learning/AAI staff programmed 6 participants under SO3: Improving Family Health, during the fourth quarter of FY98. One of these participants, Mr. Divine Gadogbe, attended a UNDP course Health Training Materials Development in Nairobi, Kenya. The other participants attended training in the U.S.

In 1998, World Learning/AAI submitted budgets for the training of 45 participants through 1999, in response to a USAID/Ghana's request to extend the task order. Sixteen of these participants will fall under SO2 and 29 will train under SO3. Eight will attend training in third countries.

PROGRAM HIGHLIGHTS:

Institution Building: Strategies for Organizational Effectiveness

Ms. Kathlyn Ababio, Institution Building, The Center for Development and Population Activities (CEDPA), Washington, DC, August 24-September 25, 1998.

Summary: Ms. Kathlyn Ababio, National President of the Ghana Registered Midwives Association (GRMA), attended a five-week training workshop at CEDPA. CEDPA's programs are designed to empower women and promote gender equity. The Institution Building (IB) program goal is to strengthen the strategic management skills of senior-level managers in order to build more effective and sustainable governmental and non-governmental development institutions. This is achieved by building management skills, practicing these skills through action planning, networking with U.S.-based donor agencies and potential collaborators, exercising advocacy skills with international policy makers. By becoming an alumni, Ms. Ababio helps to create a network that fosters continued communication, support, and follow-up activities and participates with other programs in expanding global network of advocates for women's equal partnership in development. The program included travel to Easton, MD and New York, NY.

Ms. Ababio expressed her intention to "use the newly acquired knowledge in expanding and strengthening [Ghana's] existing program activities improving family health," particularly concerning the increase of family planning coverage, the provision of quality safe-motherhood, and the expansion of the training program for midwives in the STD management.

Lessons Learned: Ms. Ababio said the workshop was "perfect for senior management," and was very strong in "leadership, management and finance" training. Traveling in and out of cities in the U.S. gave her a good idea of "the different types of implementations, as well as the people." She found visiting the actual NGOs to be "fantastic", and an excellent way to "stimulate discussions for future negotiations and partnerships." CEDPA continues to provide quality training, and quality service; Ms. Ababio praised her Workshop Coordinator for her effectiveness in handling problems that arose. She had two concerns: although she and her colleagues fared well in presentations, she felt pre-

programming information should emphasize the amount of pre-departure work needed for the workshop. One of the participants was from another NGO in Ghana with whom she works regularly, and they were given the opportunity to discuss projects for future collaboration, but she would have liked to have been informed, if at all possible, of the participant's attendance before departure from Ghana.

Laboratory Detection of Diseases

Janet Akorli and Michael Oteng, Laboratory Detection of Diseases, Washington, DC, 7/1-7/4; University of Iowa Hygenic Laboratory, Iowa City, Iowa, 7/5-7/31

Summary: Ms. Akorli and Mr. Oteng participated in a laboratory-based program at the University of Iowa Hygenic Laboratory (UHL). This program primarily focused on the detection of sexually transmitted diseases. The participants, both laboratory scientists with the Ministry of Health in Accra, hoped to learn more efficient and accurate methods of disease detection.

Ms. Akorli and Mr. Oteng worked primarily in the Virology/Serology section where they studied methods of diagnosing HIV, Herpes Simplex, Syphilis and Hepatitis C among many other diseases. They also studied disease detection in other sections of the lab such as parasitology, bacteriology and tuberculosis (TB)/mycology. Among the many methods of detection involved the use of fluorescent light (Immunofluorescence), the Western Blot method and the Orasure test which utilizes oral fluids for patients who are afraid of needle pricks.

In addition Ms. Akorli and Mr. Oteng studied laboratory safety. They learned about the use of respirators, eye protectors and safety protective clothing and devices. They also practiced emergency and accident situations in the lab.

During a visit to the environmental section of the laboratory they were exposed to river and well-water testing as well as testing of water-treatment-plant filters. In addition they examined testing methods concerning pharmaceutical products for microbial and chemical contamination. Overall they stated that they learned many and varied new methods of disease detection that could easily be applied in Ghana barring funding restrictions.

Lessons learned: The training provider as well as each participant said that there is much more they could do if they were allowed to purchase certain pieces of equipment to use when they return home. It is their view that although they learned valuable information, their training will go to waste if they do not have adequate access to simple equipment that was used at UHL.

Adolescent Health Promotion

Rejoice Nutakor, Adolescent Health Promotion, Washington, DC, 8/6-8/7; International Health Programs, Santa Cruz, CA, 8/8-9/5

Summary: Rejoice Nutakor, a Program Officer in Adolescent Health at the Ministry of Health in Accra, attended the Adolescent Health Promotion course run by International Health Programs in Santa Cruz, CA. Through this training Ms. Nutakor sought to better assess adolescent health needs, plan cost-effective interventions and measure the impact of new interventions through the measurement of critical indicators.

Ms. Nutakor studied a variety of topics during her training including social, cultural and economic influences on adolescent development, communication skills, reproductive health and sexuality, problem identification, designing effective interventions and service delivery approaches. Overall, Ms. Nutakor stated that she learned how to assess what the needs of adolescents are and link them to methods that adolescents will react to positively.

IHP also allowed course participants to tour a number of local health facilities including Planned Parenthood of Sacramento, California Department of Health Services, the School of Public Health at UCal-Berkley, School-based Health Clinics, Community Clinics and the Santa Cruz AIDS Project. Ms. Nutakor stated that this wide array of organizations allowed her to see how organizations with different mandates approached adolescents. She learned how to design her approach depending on the issue.

Ms. Nutakor hopes to implement a variety of programs based on her training upon return to Ghana. She is planning to implement the use of diagnostic tools to profile adolescent health based on many variables, develop intersectoral relationships to further a holistic approach to adolescent health, apply interpersonal communications and conflict resolution skills, analyze home health care delivery systems and develop outcome indicators to measure the impact of adolescent health care programs.

Lessons Learned: Ms. Nutakor experienced some transportation problems because she was ticketed to Los Angeles and advised to take ground transportation to Santa Cruz, a seven hour trip. She was able to purchase a ticket, however, for a flight to San Francisco, where the training provider met her at the airport.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning looks forward to the full execution of the task order extension and cost modification and to receiving information about upcoming participants.

B. PARTICIPANT ISSUES

One SO3 Health nominee for Third Country Training, Dr. Adu Asamoah, remains in pending status as World Learning/AAI awaits confirmation of his availability for training, his specific contacts, if any, for the requested lab study tour at the Center for Disease Control in Côte d'Ivoire, his full biodata, and greater detail regarding the training objectives.

AAI programming staff have become increasingly concerned over the past quarter about the large percentage of Ghanaian participants who have had their luggage stolen or pilfered. This problem seems to strike Ghanaians at a far greater frequency than participants from other countries.

IV. RECOMMENDED ACTIONS

- The World Learning Team recommends that the Mission confirm Dr. Asamoah's availability, as noted above in participant issues.
- World Learning requests that the task order extension and cost modification be expedited, so that performance may continue as anticipated.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/REDSO/ESA/NAIROBI
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 805
Effective Dates: 05/16/97 - 08/31/98
Contract Total: \$231,024
Obligated Amount: \$231,024**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractor, The African-American Institute (AAI), from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 805 with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In May 1997, REDSO/ESA signed this task order to continue monitoring services for seven academic participants from Burundi who began their U.S. training under the Partners for International Education and Training (PIET) contract. The Scope of Work was written for nine participants, but two completed during the PIET-funded period. Thus, funds for only seven participants were included in the GTD Task Order, per the proposal and budgets submitted by World Learning. Due to the closing of the USAID/Burundi Mission effective March 24, 1997, all residual program matters, including the Mission-funded participants in the midst of their U.S. academic studies, became the responsibility of REDSO/ESA/Nairobi.

Participant selection and academic program placement preceded the USAID reengineering organizational structure of Mission Strategic Objectives (SOs), Intermediate Results (IRs) and training activities to support achievement of IRs. At the time of their nomination, USAID/Burundi specifically requested placement at Historically Black Universities and Universities (HBCUs) for the undergraduate participants. The one graduate participant was self-placed in a program which offered a tuition scholarship with the admission. The GTD Task Order requested management, monitoring and reporting services, particularly to verify each participant's status, estimated completion date and associated costs to complete the program of studies. This verification of status was completed in the proposal budgeting process, and status checks are an ongoing part of monitoring.

II. ACTIVITIES

Of the seven participants for whom monitoring services were continued under GTD, three completed their degree requirements and graduated in December 1997. The remaining four are scheduled to complete their programs and their funding by the end of May, 1998.

December 1997

Fausta Ngendanimana
Ms. Fides Nkuzimana
Ms. Regine Reguma

May 1998

Ms. Charlotte Kabunyoma
Ms. Alice Kakana
Ms. Laetitia Nikuse
Mr. Epimanque Ntirushwubwenge

There were relatively few short-term participant arrivals from other World Learning GTD Africa Task Orders during the first quarter of the 1998 fiscal year. However, there were ten African GTD academic participants, including the three from Burundi, completing degree programs in December, 1997. Thus, the quarter was characterized by intensive academic monitoring to reconcile advancements and reimbursements and to assist participants to prepare for a transition from funded student status as they finished their training. Normally, "exit monitoring" includes travel planning for return to the home country. However, on November 4, 1997, the U.S. Attorney General, under Section 244 of the Immigration and Nationality Act (as amended) issued Temporary Protective Status (TPS) to Burundians present in the U.S. as of that date who desired safe haven in the U.S. due to ongoing civil strife in Burundi. The initial TPS was issued for one year, through November 3, 1998, and may be extended. This U.S. government decision permitted Burundians to register for TPS in order to remain in the U.S. and to request work authorization in order to legally work, neither of which the GTD participants would have been able to do otherwise under their J-1 visas.

All three of the Burundian participants who completed their degrees in December registered for TPS and chose to stay in the U.S. The program staff otherwise completed the exit monitoring, including sending each of the three a return international ticket to depart the U.S. by December 31, 1997. The participants are entitled to a return air ticket to their home country at the conclusion of their funding period. At that time tickets on commercial airlines could not be purchased from the U.S. for the leg into Bujumbura, so tickets to Nairobi, Kenya were provided, along with funds to purchase a ticket in Nairobi on to Bujumbura via Air Burundi. International tickets are valid for 12 months. World Learning/AAI made it clear to the participants that they were solely responsible for updating their tickets with the travel agent or the airline within 12 months so that the tickets would remain usable, and that they were solely responsible for covering any increase in fare due to a change in date or routing. Tickets were issued to coincide with the conclusion of USAID funding so the participants would have them in-hand before the end of the task order.

Regarding other exit allowances, World Learning/AAI explained to the participants that book shipment and professional association membership were only available to those who are returning to their home country, and that if they do not contact World Learning/AAI to confirm that they are returning home before the end of the Task Order monitoring services, World Learning/AAI will be unable to issue those allowances. All other tuitions, university fees and HAC premiums through December, 1997 were paid on their behalf. Because the participants were not departing, the question raised in December of whether REDSO ESA would authorize payment of book shipment

via airline excess baggage coupons was not pursued. In addition, the ADS 253 final edition, which was issued December 23, 1997, deleted language regarding book shipment via surface, so a REDSO ESA waiver to authorize issuing the standard amount of book shipment funds, \$30 for every four months of funded studies in the U.S., as excess baggage coupons, rather than as a reimbursement for surface shipping, no longer seemed necessary, but could be done at World Learning/AAI's discretion and participant's request.

Next quarter in the Program Highlights, course grades for Fall '97 will be reported after they are received, and Spring '98 courses will be noted for the four participants due to complete in May, 1998.

PROGRAM HIGHLIGHTS:

B.S. Marketing

Charlotte Kabunyoma, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Marketing, Tuskegee University, Tuskegee, AL, April 17, 1994 - May 31, 1998

Summary: Charlotte Kabunyoma continues to perform well academically and is currently scheduled to complete her degree in May 1998. As reported last quarter, Charlotte is taking six courses for the Fall 1997 semester, a mix of required and elective classes, for a total of 18 credit hours. They are: "Marketing Research"; "Retail Management"; "Promotional Strategy"; "Business Policy"; "Managerial Economics"; and "Elementary Spanish".

B.S. Business Accounting

Alice Kakana, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Accounting, Tuskegee University, Tuskegee, AL, April 17, 1994 - May 31, 1998

Summary: Ms. Kakana remains in good academic standing and will also complete her undergraduate program in May 1998. Fall '97 she is enrolled in three courses for nine credit hours: "Cost Accounting"; "Advanced Accounting"; and "Auditing".

B.S. Accounting

Ms. Laetitia Nikuze, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Accounting, Tuskegee University, Tuskegee AL, April 17, 1997 - May 31, 1998

Summary: Ms. Nikuse has maintained a high grade point average at Tuskegee, where she will complete her degree program in May 1998. She is taking four courses in the Fall 1997 semester, "Advanced Accounting"; "Business Law"; "Tax Accounting"; and "Auditing" for a total of twelve credits.

B. S. Business Administration

Fausta Ngendanimana, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Administration, Tuskegee University, Tuskegee, AL, April 17, 1997 - December 31, 1997

Summary: Ms. Ngendanimana successfully completed her degree program in December 1997, taking her final four courses Fall semester for a total of 10 credit hours: “Business Ethics”; “Advanced Accounting”; “Principles of Auditing”; and “Social Dance”.

Fides Nkunuzimana, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Administration, Jackson State University, Jackson, MS, June 5, 1994 - December 31, 1997

Summary: In order to complete the graduation requirements within her funded period, Ms. Nkunuzimana is taking two needed courses, “Investments” and “International Business”, at Belhaven College, which is a consortium institution with Jackson State University (JSU). In addition to these two courses, Fall semester, 1997 Ms. Nkunuzimana is enrolled in 8 credits at JSU, “Leadership and Career Management”; “Commercial Banking”; and “Human Resource/Personnel Management”. This will be her final semester for the undergraduate degree.

Regine Reguma, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Administration, Tuskegee University, Tuskegee, AL, September 6, 1994 - December 31, 1997

Summary: Ms. Reguma will complete her degree in December 1997. As Ms. Nkunuzimana did, Ms. Reguma was also able to take a needed course at Belhaven College, to accommodate for the course schedule overlap at Jackson State University. In Fall 1997 she is taking five courses for a total of 14 credit hours: “History of Economic Thought”; “Commercial Banking”; “International Business”, “Collective Bargaining”; and “Promotional Development”.

M.S. Conflict Resolution

Epimaque Ntirushwubwenge, M.S. Conflict Resolution, Duquesne University, Pittsburgh, PA, January, 1996 - May 31, 1998

Summary: Mr. Ntirushwubwenge is enrolled in three courses for a total of nine credits for the Fall 1997: “Philosophy of Communications”, “Values, Ethics and Policy” and “Theories of Conflict and Conflict Resolution”. In Spring 1998 he plans to take one final course and complete his thesis. He requested to travel during the end of the year university break to attend a conference December 22, 1997 – January 2, 1998 in Belgium, entitled “The Necessity of a Multicultural Society”. The conference organizers have asked Mr. Ntirushwubwenge to make a presentation on the topic, “Education for Peace”, based on his experience working for the United Nations Center for Human Rights in Burundi during the summer of 1997. He plans to travel from Belgium to Montreal, Canada the first week in January to collect research materials for his thesis at the Institut Canadien des Etudes Africaines. REDSO/ESA approved the travel, from funds available

in his GTD budget. Mr. Ntirushwubsenge is on track to complete the degree in May 1998.

For additional information on training during these this quarter, please refer to the Attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

As reported in prior quarters, more funds for administrative costs will be needed to service this contract, particularly workdays ordered, the annual multiplier and cost of living (COLA) increases. The increase in administrative costs can be offset by residual participant funds. An adjustment to the end date of the contract will also be necessary. The current end date is August 31, 1998. The proposed new end date, if no additional cases are assigned, is June 30, 1999, to allow for file closeout after participants complete their programs and for the filing of 1998 participant income taxes in June of 1999. In addition to administrative cost corrections for the present period of the contract, World Learning intends to request a small amount of workdays be added after August 31, 1998, to allow for cost effective and complete closing.

B. PARTICIPANT ISSUES

The most significant participant issue this quarter was learning about TPS from one of the three completing participants, an option all three of those finishing this quarter chose to access.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That unexpended participant funds be made available to cover adjustments in the administrative budget.
- That REDSO/ESA provide World Learning/AAI with information locally available regarding the current situation in Burundi, including suggested travel routes and risks for returning U.S.-trained Burundians, should any of the May 1998 graduates choose to return to Burundi. At this time, participant Ms. Epimaque Ntirushwubwenge, has indicated he plans to return to Burundi at the conclusion of his U.S. training.
- That REDSO/ESA advise of any re-entry support it will provide to confirm participants' safe return, re-integration and work prospects.
- That REDSO/ESA indicate any REDSO or other contacts for returning participants in Bujumbura or Nairobi.

SUMMARY: Status of GTD Burundi nominations as of 12/31/97

REDSO ESA Nairobi for
Burundi
U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97
Pending from past quarters	0	0	0
N – Nominated this quarter	0	0	0
A – Active, in training this quarter	7	7	4
C – Completed this quarter	0	0	3
X – Canceled this quarter	0	0	0
T – Terminated this quarter	0	0	0
P – Pending at end of quarter	0	0	0

GTD/REDSO/ESA for BURUNDI T.O. PARTICIPANT BUDGET SUMMARY

<u>Participant Name</u>	<u>Proposal Budget</u>	<u>Current Budget</u>	<u>Estimated Savings</u>
1. Charlotte Kabunyoma	\$ 36,275	\$ 35,163	-\$ 1,112
2. Alice Kakana	\$ 35,020	\$ 32,450	-\$ 2,570
3. Fausta Ngendanimana	\$ 24,390	\$ 17,252	-\$ 7,138
4. Laetitia Nikuze	\$ 35,020	\$ 32,796	-\$ 2,224
5. Fides Nkuzimana	\$ 24,689	\$ 15,804	-\$ 8,885
6. Regine Reguma	\$ 22,209	\$ 16,120	-\$ 6,089
7. E. Ntirushwubwenge	<u>\$ 29,407</u>	<u>\$ 28,454</u>	<u>-\$ 953</u>
Totals:	\$207,010	\$178,039	-\$28,971

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/REDSO/ESA/NAIROBI
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 805
Effective Dates: 05/16/97 - 08/31/98
Contract Total: \$231,024
Obligated Amount: \$231,024**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 805 with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In May 1997, REDSO/ESA signed this task order to continue monitoring services for seven academic participants from Burundi who began their U.S. training under the Partners for International Education and Training (PIET) contract. The Scope of Work was written for nine participants, but two completed during the PIET-funded period. Thus, funds for only seven participants were included in the GTD Task Order, per the proposal and budgets submitted by World Learning. Due to the closing of the USAID/Burundi Mission effective March 24, 1997, all residual program matters, including the Mission-funded participants in the midst of their U.S. academic studies, became the responsibility of REDSO/ESA/Nairobi.

Participant selection and academic program placement preceded the USAID re-engineering organizational structure of Mission Strategic Objectives (SOs), Intermediate Results (IRs) and training activities to support achievement of IRs. At the time of their nomination, USAID/Burundi specifically requested placement at Historically Black Universities and Universities (HBCUs) for the undergraduate participants. The one graduate participant was self-placed in a program, which offered a tuition scholarship with the admission. The GTD Task Order requested management, monitoring and reporting services, particularly to verify each participant's status, estimated completion date and associated costs to complete the program of studies. This verification of status

was completed in the proposal budgeting process, and status checks are an ongoing part of monitoring.

II. ACTIVITIES

All of the remaining four Burundian participants are scheduled to graduate in May 1998. In March, Randall Blandin, AAI Monitoring and Support Specialist, visited Tuskegee University and met with three of the participants. A second campus visit to Duquesne University is scheduled for the third quarter of FY98.

As reported in the October - December, 1997 quarterly report, the U.S. Attorney General, under Section 244 of the Immigration and Nationality Act (as amended) issued on November 4, 1997 Temporary Protective Status (TPS) to Burundians present in the U.S., as of that date, who desired safe haven in the U.S. due to ongoing civil strife in Burundi. The initial TPS was issued for one year, through November 3, 1998, and may be extended. This U.S. government decision permitted Burundians to register for TPS in order to remain in the U.S. and to request work authorization in order to legally work, neither of which the GTD participants would have been able to do otherwise under their J-1 visas. Three of the remaining participants have informed AAI that they have applied for TPS and work authorization. One, Mr. Epimaque Ntirushwubwenge, has opted to return home.

Participants are entitled to a return air ticket to their home country at the conclusion of their funding period. Upon completion of their programs, staff will send each of the four participants a return international ticket to depart the U.S. by May, 31 1998. Participants understand that they may use the tickets for at least one year after date of issue. They are solely responsible, however, for updating their tickets with the travel agent or the airline so that the tickets remain valid, and for paying any increase in fare due to a change in date or routing.

Book shipment reimbursement and professional association membership are only available to participants who are returning to their home countries. If any of the three Burundian students under TPS contact World Learning/AAI to confirm that they are returning home before the end of the monitoring services of this Task Order, they will receive these allowances. All other tuition, university fees and HAC premiums through May 31, 1998 were paid on their behalf.

PROGRAM HIGHLIGHTS:

Ms. Charlotte Kabunyoma, English Language Training (ELT), University of Nebraska, Omaha, followed by B.S. Marketing, Tuskegee University, Tuskegee, AL, April 17, 1994 - May 31, 1998

Summary: AAI Monitoring and Support Specialist, Randy Blandin, met with Ms. Kabunyoma on March 25, 1998 during a campus visit to Tuskegee University. She is doing well in her course work and is scheduled to complete her degree in May, 1998.

Mr. Blandin inquired about her plans upon graduation – specifically whether she intended to file for Temporary Protective Status (TPS) with the U.S. Immigration and Naturalization Service (INS). Ms. Kabunyoma indicated that she and other Burundi

students at Tuskegee were aware TPS had been issued. She informed Mr. Blandin that she has submitted all the necessary paperwork for TPS and authorization to work. She is currently looking for work in the U.S. that will allow her to apply her marketing degree.

Ms. Kabunyoma was approximately five months pregnant at the time of this campus visit. She hopes to be married this Summer 1998. Please see the campus visit report in the attachments for additional information on this campus visit.

In the Fall 1997 term, Ms. Kabunyoma received five "C" grades and one grade of "B". Her cumulative GPA is 2.55. According to her Fall, 1997 Academic Enrollment and Term Report (AETR), she is planning to take six courses Spring, 1998: "Business Ethics"; "Intermediate Financial Economics"; "Consumer Economics"; "Personnel Administration"; "Business Law"; and "Organizational Behavior".

Alice Kakana, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Accounting, Tuskegee University, Tuskegee, AL, April 17, 1994 - May 31, 1998

Summary: Ms. Kakana is doing well in her program and also anticipates completing her program in May, 1998. Like Ms. Kabunyoma, Ms. Kakana has filed the necessary paperwork for TPS and work authorization. She is currently looking for a job after graduation. Ms. Kakana has met general university or School of Business requirements, elective hours needed for graduation and has not reported any difficulties meeting her completion date.

Ms. Fausta Ngendanimana, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Administration, Tuskegee University, Tuskegee, AL, April 17, 1997 - December 31, 1997

Summary: Ms. Ngendanimana completed her bachelor's degree in December, 1997. In November, 1997, she started the paperwork for TPS and work authorization. At the time of the campus visit to Tuskegee University, it was AAI's understanding that Ms. Ngendanimana was still living in Tuskegee, Alabama and was looking for work. Mr. Blandin contacted her to schedule a visit with her along with the other three students still enrolled at Tuskegee University, but Ms. Ngendanimana was not available to meet.

Ms. Laetitia Nikuze, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Accounting, Tuskegee University, Tuskegee AL, April 17, 1997 - May 31, 1998

Summary: Ms. Nikuze is doing well and is scheduled to complete the requirements for her bachelor's degree in May, 1998. AAI Monitoring and Support Specialist Randall Blandin also met with Ms. Nikuze during the campus visit to Tuskegee University in March. Ms. Nikuze is in the process of filling out the required paperwork with the INS for TPS and work authorization. She is currently looking for work upon graduation.

Ms. Nikuze received two “A” grades and two “B” grades in the Fall 1997 semester. Her current cumulative GPA is 3.65. In Spring 1998, Ms. Nikuze is enrolled in two five-credit courses: “Accounting Information Systems” and “Analysis and Design of Business Information Systems”. She requested approval to take these two classes offered at Auburn University, which is about 20 miles from Tuskegee. Both were relevant to Ms. Nikuze’s interest in business accounting, but not offered by Tuskegee University during the Spring term. Her academic advisor, Dr. Shalishali, supported her request.

Epimaque Ntirushwubwenge, M.S. Conflict Resolution, Duquesne University, Pittsburgh, PA, January 1996 - May 31, 1998

Summary: Mr. Ntirushwubwenge is currently working on completing his master’s degree thesis. He attended a workshop entitled “Mobilizing Resources for Conflict Resolution in Africa” held at George Mason University, Arlington, VA on February 21, 1998. Mr. Ntirushwubwenge indicated that this workshop was extremely interesting and that it was beneficial to have the opportunity to interact with colleagues who are also involved in conflict resolution.

Mr. Ntirushwubwenge has a current cumulative GPA of 3.75. According to his Spring 1998 AETR, he will be taking two courses for a total of six credits: “Ethnicity: Conflict, Identity” and “Conflict Resolution”; and one three credit thesis unit. During Spring 1998, Mr. Ntirushwubwenge will be working on synthesizing the research he collected over the past year to complete his thesis. He is on target to finish his degree in May, 1998. In his Fall AETR, his academic advisor, Dr. Evan Stoddard notes “Mr. Ntirushwubwenge is an exceptional student and he will make a great contribution at the conclusion of his studies, I feel certain.”

In addition, Dr. Stoddard wrote in support of a request for Mr. Ntirushwubwenge to attend a conference to be held in Durban, South Africa, June 23-June 26, 1998 entitled “Conflict Challenges at the Close of the Twentieth Century.” AAI informed Mr. Ntirushwubwenge that the GTD funding for his studies will conclude in May, 1998, and that it will not be possible for AAI to support or monitor his conference attendance under the current GTD Task Order with REDSO/Nairobi. Mr. Blandin did, however, inform Mr. Ntirushwubwenge that his request for follow-on funding to attend the conference would be forwarded to the REDSO for consideration.

For additional information on nominations during this and previous quarters, please refer to Attachment 1.

For this quarter’s Student Interview Reports, please refer to Attachment 2.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

As reported in prior quarters, additional funds for administrative costs will be needed to service this Task Order, particularly to cover workdays ordered, the annual multiplier and cost of living (COLA) increases. In addition to administrative cost corrections for the present period of the Task Order, World Learning intends to request a small amount of workdays be added after August 31, 1998, to allow for cost effective and complete closing. The increase in administrative costs can be offset by residual participant funds. This request would also include an adjustment to the end date. The current end date is August 31, 1998. The proposed new end date, if no additional participants are placed, will be June 30, 1999, to allow for file close-out after participants complete their studies and for the filing of 1998 participant income taxes in June of 1999. World Learning plans to submit a revised cost proposal to incorporate these changes by August 1, 1998.

B. PARTICIPANT ISSUES

The most significant participant issue this quarter is that three of the remaining four participants elected to apply for TPS and work authorization.

IV. RECOMMENDED ACTIONS

The World Learning team continues to make the following recommendations:

- That REDSO/ESA provide World Learning/AAI with information locally available regarding the current situation in Burundi, including suggested travel routes and risks for returning U.S.-trained Burundians. At this time, one participant, Mr. Ntirushwubwenge, has indicated that he plans to return to Burundi at the conclusion of his U.S. training.
- That REDSO/ESA advise of any re-entry support it will provide to confirm participants' safe return, re-integration and work prospects, and indicate any REDSO or other contacts for returning participants in Bujumbura or Nairobi.
- That REDSO/ESA approve a revised budget which will incorporate the changes described in the "Administrative Issues" section above, and that the Mission make available unexpended participant funds to cover these administrative adjustments.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/REDSO/ESA/NAIROBI, (BURUNDI)
QUARTERLY REPORT
APRIL 1 - JUNE 30, 1998**

**Task Order No.: 805
Effective Dates: 05/21/97 - 08/31/98
Contract Total: \$231,024
Obligated Amount: \$231,024**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 805 with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** described the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On May 27, 1997, REDSO/ESA issued this Task Order to World Learning to continue monitoring services for seven academic participants from Burundi who began their U.S. training under the Partners for International Education and Training (PIET) contract. The Scope of Work was written for nine participants, but two completed during the PIET-funded period. Thus, funds for only seven participants were included in the GTD Task Order, per the proposal and budgets submitted by World Learning. Due to the closing of the USAID/Burundi Mission effective March 24, 1997, all residual program matters, including the Mission-funded participants in the midst of their U.S. academic studies, became the responsibility of REDSO/ESA/Nairobi.

The GTD Task Order requested management, monitoring and reporting services, particularly to verify each participant's status, estimated completion date and associated costs to complete the program of studies. This verification of status was completed in the proposal budgeting process, and status checks are an ongoing part of monitoring.

II. ACTIVITIES

Of the original seven participants, the remaining four participants completed their degree requirements and graduated in May 1998:

Ms. Charlotte Kabunyoma

Ms. Alice Kakana
Ms. Laetitia Nikuse
Mr. Epimaque Ntirushwubwenge

Three of the four participants who were graduated in May 1998 registered for Temporary Protected Status (TPS) and chose to stay in the U.S. The fourth participant, Mr. Epimaque Ntirushwubwenge, completed his degree and returned to Burundi in June 1998. AAI program staff completed monitoring, including sending each of the three participants under remaining TPS a return international ticket to depart the U.S. by May 1999. (Participants are eligible to a return air ticket to their home country at the conclusion of their funding period. International tickets are valid for 12 months.) World Learning/AAI made it clear to the participants that they were solely responsible for updating their tickets with the travel agent or the airline within 12 months so that the tickets would remain usable, and that they were solely responsible for covering any increase in fare due to a change in date or routing. Tickets were issued to coincide with the conclusion of USAID funding so the participants would have them in-hand before the completion of the Task Order.

All tuition, university fees, and HAC premiums through May 1998 were paid on behalf of the participants. All four participants requested and were issued their book shipment allowance.

PROGRAM HIGHLIGHTS:

Marketing

Charlotte Kabunyoma, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Marketing, Tuskegee University, Tuskegee, AL, April 17, 1994 - May 31, 1998

Summary: Charlotte Kabunyoma successfully completed her program and earned a Bachelor's degree in May 1998. In the Spring semester of 1998, Charlotte registered for and completed 18 credit hours. Following are her courses and grades received: "Business Ethics", D; "Intermediate Financial Management", D; "Consumer Economics", B; "Business Law", B; "Organizational Behavior", B; Independent Study", A.

Business Accounting

Alice Kakana, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Business Accounting, Tuskegee University, Tuskegee, AL, April 17, 1994 - May 31, 1998

Summary: Alice Kakana successfully completed her program and earned a Bachelor's degree in May 1998. In the Spring semester of 1998, she registered for four courses worth ten credit hours. Her grade report is as follows: "Independent Study", A; "Art Appreciation", A; "Consumer Economics", A; "Fundamentals of Music", A.

Accounting

Ms. Laetitia Nikuze, English Language Training (ELT), University of Nebraska, Omaha followed by B.S. Accounting, Tuskegee University, Tuskegee AL, April 17, 1997 - May 31, 1998

Summary: Laetitia Nikuse successfully completed her Bachelor's degree in May 1998. Her Spring 1998 courses and grades will be reported in the next quarterly report.

Conflict Resolution

Epimaque Ntirushwubwenge, M.S. Conflict Resolution, Duquesne University, Pittsburgh, PA, January, 1996 - May 31, 1998

Summary: Epimaque Ntirushwubwenge successfully completed his Master's degree in May 1998. In Spring 1998, he registered for one final course and worked on completing his thesis. He attended a conference from December 22, 1997 to January 2, 1998 in Belgium, entitled "The Necessity of a Multicultural Society". Mr. Ntirushwubwenge made a presentation on the topic, "Education for Peace", based on his experience working for the United Nations Center for Human Rights in Burundi during the Summer of 1997. He traveled from Belgium to Montreal, Canada the first week in January to collect research materials for his thesis at the Institut Canadien des Etudes Africaines. The conference and research trip had been approved by REDSO/ESA, from funds available in his participant budget.

Prior to graduation, Mr. Ntirushwubwenge requested to attend a June 1998 conference in Durban, South Africa entitled "Conflict Challenges at the Close of the Twentieth Century". The conference is sponsored by the International Peace Research Organization. For the Mission's consideration, Mr. Ntirushwubwenge's request along with related cost information was forwarded to REDSO/ESA.

For additional information on training during this quarter, please refer to Attachment 2. It lists each participant's name, training program, dates, budget, actual expenses paid during the quarter covered in this report and balance of funds.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There are no new administrative issues at this time.

B. PARTICIPANT ISSUES

As mentioned earlier in this report, the final four Burundian participants have completed their degrees. With the exception of Mr. Epimaque Ntirushwubwenge, all applied for Temporary Protected Status. Mr. Ntirushwubwenge returned to Burundi in June. World Learning/AAI purchased and mailed return tickets to the remaining participants who were completing their

studies at Tuskegee University. Federal Express, however, lost the tickets. World Learning/AAI bought replacement tickets. A lost tickets reimbursement claim will be processed after waiting the required 90 days from the date the first tickets were purchased.

Ms. Charlotte Kabunyoma has indicated that she may return to Burundi, at least for a visit, before the end of this year.

IV. RECOMMENDED ACTIONS

The World Learning team re-states the following recommendations:

- That unexpended participant funds be made available to cover adjustments in the administrative budget. World Learning will resubmit its budget to USAID for consideration of adjustments in Functional Labor Category fixed daily rates and the multiplier, etc., as allowable under the terms of the prime contract.
- That REDSO/ESA provide World Learning/AAI with information locally available regarding the current situation in Burundi, including suggested travel routes and risks for returning U.S.-trained Burundians, should any of the remaining May 1998 graduates later choose to return to Burundi. At this time, one participant, Mr. Ntirushwubwenge, has returned to Burundi.
- That REDSO/ESA advise World Learning/AAI of any re-entry support it will provide to confirm participants' safe return, re-integration and work prospects.
- That REDSO/ESA indicate any REDSO or other contacts in Bujumbura or Nairobi for returning participants.

SUMMARY: Status of GTD Burundi nominations as of 06/30/98

REDSO ESA Nairobi for
Burundi
U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97	01/01/98- 03/31/98	04/01/98- 06/30/98
Pending from past quarters	0	0	0	0	0
N – Nominated this quarter	0	0	0	0	0
A – Active, in training this quarter	7	7	4	4	4
C – Completed this quarter	0	0	3	0	0
X – Canceled this quarter	0	0	0	0	0
T – Terminated this quarter	0	0	0	0	0
P – Pending at end of quarter	0	0	0	0	0

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/REDSO/ESA/NAIROBI, (BURUNDI)
FY 98 FOURTH QUARTER AND FINAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

**Task Order No.: 805
Effective Dates: 05/21/97 - 08/31/98
Contract Total: \$231,024
Obligated Amount: \$231,024**

This Fourth Quarter and Final Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 805, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On May 27, 1997, REDSO/ESA issued this Task Order to World Learning to continue monitoring services for seven academic participants from Burundi who began their U.S. training under the Partners for International Education and Training (PIET) contract. The Scope of Work was written for nine participants, but two completed their programs during the PIET-funded period. Thus, funds for only seven participants were included in the GTD Task Order, per the proposal and budgets submitted by World Learning. Due to the closing of the USAID/Burundi Mission effective March 24, 1997, all residual program matters, including the Mission-funded participants in the midst of their U.S. academic studies, became the responsibility of REDSO/ESA/Nairobi.

The GTD Task Order requested management, monitoring and reporting services, particularly to verify each participant's status, estimated completion date and associated costs to complete the program of studies. This verification of status was completed in the proposal budgeting process, and status checks are an ongoing part of monitoring.

II. ACTIVITIES

A. ADMINISTRATIVE ISSUES

This task order was completed August 31, 1998. The last four Burundian participants completed their degrees in May, 1998. As noted in previous reports, five of the seven participants trained under this task order chose to remain in the U.S. and apply for temporary protected status. These included: Alice Kakana, Charlotte Kabunyoma, Fides Nkunzimana, Laetitia Nikuze and Regine Reguma. Fausta Ngendanimana and Epimaque Ntirushwubwenge returned to Burundi upon completion of their studies.

Tragically, in July, Fides Nkunzimana, a former participant, was shot to death during a robbery at a hotel in Jackson, Mississippi where she worked as a clerk. Ms. Nkunzimana had completed a Bachelor's degree in Business Administration from Jackson State University in December 1997. Although she was a former participant, REDSO/ESA authorized World Learning/AAI to use remaining task order funds to pay for the repatriation of Ms. Nkunzimana's remains to Burundi.

Earlier in July, World Learning/AAI resubmitted its budget to USAID for consideration of adjustments in Functional Labor Category fixed daily rates and the multiplier.

B. PARTICIPANT ISSUES

Although the task order period of performance has ended, most of the former Burundian participants continue to keep in contact with World Learning/AAI staff. Ms. Kabunyoma, Ms. Kakana and Ms. Nikuze have all expressed a desire to return to Burundi at least to visit. The Bujumbura airport closes intermittently, often leaving traveling by road from Kigali, Rwanda to Bujumbura as the only option. The former participants are concerned about their safety during such a trip. This is of particular concern to Ms. Kabunyoma, who would be traveling with a child whom she had in the U.S. after completing her degree.

IV. RECOMMENDED ACTIONS

The World Learning team re-states the following recommendations:

- That REDSO/ESA provide World Learning/AAI with information locally available regarding the current situation in Burundi, including suggested travel routes and risks for returning U.S.-trained Burundians, should any of the remaining graduates choose to return to Burundi.
- That REDSO/ESA advise World Learning/AAI of any re-entry support it will provide to confirm participants' safe return, re-integration and work prospects.
- That REDSO/ESA indicate any REDSO or other contacts in Bujumbura or Nairobi for returning participants.

SUMMARY: Status of GTD Burundi nominations as of 09/30/98

(There was no training activity during this quarter)

REDSO ESA Nairobi for
Burundi
U.S. TRAINING

	04/01/97- 06/30/97	07/01/97- 09/30/97	10/01/97- 12/31/97	01/01/98- 03/31/98	04/01/98- 06/30/98	07/01/98- 09/30/98
Pending from past quarters	0	0	0	0	0	0
N – Nominated this quarter	0	0	0	0	0	0
A – Active, in training this quarter	7	7	4	4	4	0
C – Completed this quarter	0	0	3	0	0	0
X – Canceled this quarter	0	0	0	0	0	0
T – Terminated this quarter	0	0	0	0	0	0
P – Pending at end of quarter	0	0	0	0	0	0

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/HONDURAS
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 806
Effective Dates: 06/02/97 - 03/31/98
Contract Total: \$132,231
Obligated Amount: \$132,231**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from July 1, 1997 through September 30, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 806, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of four academic students by speaking with them and with their Academic and International Student Advisors. Ms. Waldstein conducted campus visits to meet all of them, and assisted three who were finishing their programs to make arrangements for their return home. World Learning made required financial payments to students and universities.

II. ACTIVITIES

Marco Espinoza, BS/Forest Management, Utah State University, June 1995 - December 1997

The Summer Academic Enrollment and Term Report (AETR) was sent to the Mission on October 28. Ms. Waldstein sought and received Mission approval for Mr. Espinoza to have a tutor; he had reported having difficulty with technical language in his course on "Watershed and Range Hydrology." Ms. Waldstein traveled to Logan, Utah for a campus visit. On October 24 she met with the student and his advisor; details were given in a separate report. The student was satisfied with his program, and was looking forward to returning home to implement his training. Toward the end of the semester, Mr. Espinoza switched a biology class to a Spanish class because he was not doing well; the change did not affect his program overall because he had

already fulfilled requirements for graduation. He finished his program and returned to Honduras on December 20.

Ms. Waldstein arranged for Mr. Espinoza's plane ticket home and for excess baggage coupons, at the student's request, so that he could take his books on the plane and avoid shipping them home. Ms. Waldstein sent the student a departure packet containing logistical and cultural (re-entry) information to help him prepare for returning home. The student did not choose to join a professional membership, and so was not enrolled in any association.

Marco Fonseca, BS/Forest Management, Utah State University, June 1995 - December 1997

The Summer Academic Enrollment and Term Report (AETR) was sent to the Mission on October 28. Ms. Waldstein sought and received Mission approval for Mr. Fonseca to have a tutor; he had reported having difficulty in his course on "Global Interdependence." Ms. Waldstein traveled to Logan, Utah for a campus visit. On October 24 she met with the student and his advisor; details were given in a separate report. The student reported that, despite initial difficulty adjusting to English and to Utah, he was generally satisfied with his program. He appreciated the fact that professors were usually understanding of his language difficulties and gave him extra time on examinations. He also took all his papers to the Writing Center to be proofread. He finished his program and returned to Honduras on December 18.

Ms. Waldstein arranged for Mr. Fonseca's plane ticket home and for excess baggage coupons, at the student's request, so that he could take his books on the plane and avoid shipping them home. Due to the holiday season, the ticket did not arrive in time and another was purchased on a pre-paid basis. The first ticket was eventually returned to World Learning in February, and was turned in to the travel agent for a credit. Ms. Waldstein sent the student a departure packet containing logistical and cultural (re-entry) information to help him prepare for returning home. The student did not choose to join a professional membership, and so was not enrolled in any association.

Ricardo Lezama, BS/Protected Areas, University of Idaho, June 1995 - December 1997

The Summer Academic Enrollment and Term Report (AETR) was sent to the Mission on October 28. Despite Mr. Lezama's fears early in the Fall semester that he could not handle the heavy load of five classes, he gained confidence as the semester progressed; he fulfilled his requirements and finished his program on December 19 with good grades. Ms. Waldstein traveled to Moscow, Idaho for a campus visit. On October 21 she met with the student and his advisor; details were given in a separate report. The student reported that he was satisfied with all aspects of his program. Mr. Lezama requested and received Mission approval to drive home to Honduras with his family. He requested but did not receive approval to be paid money equivalent to the cost of an air ticket before he left the U.S. The Mission preferred that he receive such money in local currency upon his return to Honduras. He departed Moscow on December 21, and the Mission reported that he arrived home on January 9.

Martha Ivonne Oviedo, BS/Wildlife Management and Protected Areas, University of Idaho, June 1995 - December 1997

Ms. Oviedo completed her next to last semester, doing well in most classes with the exception of Genetics. In this course she received a grade of "D," necessitating that she take the class a third time in the Spring 1998 semester. The reason is that students must get at least a "C" in all upper level course within their major. Ms. Waldstein traveled to Moscow, Idaho for a campus visit. On October 21 she met with the student and her advisor; details were given in a separate report. The student reported that she was satisfied with all aspects of her program. Her advisor assessed Ms. Oviedo's abilities highly but said she did not seem to be focused and therefore did not always study hard enough. In late December, Ms. Oviedo requested permission to take part in a one credit course dealing with "Tropical Ecosystems" in Honduras during the Spring 1998 vacation. World Learning Monitoring and Support Specialist contacted the appropriate University office for details, and forwarded the information to the Mission. Ms. Oviedo's request was denied by the Mission, and the course was later canceled for lack of participation.

III. CONCERNS/CONSTRAINTS

Ms. Oviedo's program runs through May, 1998, but the Task Order currently in force ends funding for her program and living expenses in December, 1997. World Learning and the Mission are working on amending the Task Order, but the amendment has yet to be executed.

Also, as noted in a previous quarterly report, Acordia Healthcare Solutions has still sent only the September HAC bill. Participants continued to be billed mistakenly \$90 for Plan B, instead of \$80 for Plan A. World Learning staff continued to follow up with Acordia regarding billing problems, but they have not yet been resolved. Students are covered by insurance despite problems with the billing system.

IV. RECOMMENDED ACTIONS

World Learning has taken actions to clarify questions regarding HAC coverage and assist students in any way possible. World Learning will continue to pursue the resolution of difficulties in the billing system.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/HONDURAS
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 806
Effective Dates: 06/02/97 - 03/31/98
Contract Total: \$132,231
Obligated Total: \$132,231**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-96-90020-00, Task Order No. 806, with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of one remaining academic student by speaking with her and with her Academic and International Student Advisors. Ms. Waldstein requested and received word from the Mission that three participants who had left the U.S. in December arrived home safely. World Learning made required financial payments to the student still in the U.S. and universities.

World Learning submitted a revised cost proposal in February per the Mission's request to provide extended monitoring and support for one of the participants, Ms. Oviedo. This cost proposal thus included request for additional participant and administrative costs and a revised extension date of June 30, 1999.

II. ACTIVITIES

Ricardo Lezama, BS/Protected Areas, University of Idaho, June 1995 - December 1997

Ms. Waldstein communicated with the University and the Mission regarding the authentication of Mr. Lezama's diploma. There was a question as to who would pay for this process and how payment would be made. The Mission did not wish to pay the \$15 cost, and the student requested that he be allowed to pay World Learning directly by check in US currency.

Martha Ivonne Oviedo, BS/Wildlife Management and Protected Areas, University of Idaho, June 1995 - May 1998

Ms. Oviedo began the last semester of her program. The Mission questioned the necessity of her taking for a third time the Genetics course in which she had received a grade of “D” in the Fall Semester. At the Mission’s request, Ms. Waldstein obtained and sent a letter from Ms. Oviedo’s advisor explaining that students must get at least a “C” in all upper level courses within their major.

Ms. Waldstein monitored Ms. Oviedo’s progress closely to make sure the student gets a good grade this time and to head off any problems early in the semester. Ms. Waldstein spoke with the student’s academic advisor in early February; he reported that Ms. Oviedo was doing well in the course thus far. The student also said she was doing well and felt positive about the class. Ms. Waldstein called the academic advisor again in early March. He reported that Ms. Oviedo had received a grade of “B” on her first exam.

Ms. Waldstein spoke with the academic advisor and the student to see if it would be possible to get her a tutor should the need arise. Ms. Oviedo told Ms. Waldstein that she was attending weekly group study sessions with the professor, but that the professor did not know of anyone who could give her extra help in case she needed it. The student said she went to the campus tutoring center and was told she must be a U.S. citizen in order to qualify. Ms. Waldstein investigated this with Gleanne Wray, Assistant Director of the International Student Office, and was told there are two tutoring centers. The one Ms. Oviedo went to is federally funded and only works with American students, but the other center assists all students. Ms. Wray said she would put out a general notice to see if there was anyone qualified to tutor Ms. Oviedo in genetics. The Fall 1997 AETR was sent to the Mission on January 22, 1998.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES: As noted in a previous quarterly report, Acordia Healthcare Solutions continued mistakenly to bill Latin American participants \$90 for Plan B, instead of \$80 for Plan A. World Learning staff continued to follow up with Acordia regarding billing problems, but they have not yet been resolved. Students are covered by insurance despite problems with the billing system.

B. PARTICIPANT ISSUES: Ms. Oviedo’s program runs through May, 1998, but the original Task Order has not yet been amended. Ms. Waldstein was obliged to borrow from budget items that had not yet been used in order to continue to send Ms. Oviedo her monthly maintenance allowance.

IV. RECOMMENDED ACTIONS

- World Learning will continue to pursue the resolution of difficulties in the HAC billing system.

- World Learning looks forward to a signed modification to this Task Order to incorporate the extension of Ms. Oviedo's program and additional funds associated with this program.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/HONDURAS
QUARTERLY REPORT
APRIL 1 - JUNE 30, 1998**

**Task Order No.: 806
Effective Dates: 06/02/97 - 06/30/99
Contract Total: \$140,292
Obligated Total: \$140,292**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-96-90020-00, Task Order No. 806, with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

A. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of one academic student by speaking with her and with her Academic and International Student Advisors. Ms. Waldstein assisted her to make arrangements for her return home. World Learning made required financial payments to the student and the university. World Learning also made financial payments associated with two other students who had returned home, and Ms. Waldstein closed their files.

B. ACTIVITIES

Marco Espinoza, BS/Forest Management, Utah State University, June 1995 - December 1997

World Learning's Finance Department paid US income taxes on behalf of Mr. Espinoza. Monitoring and Support Specialist Ms. Waldstein then closed out his World Learning file.

Marco Fonseca, BS/Forest Management, Utah State University, June 1995 - December 1997

World Learning's Finance Department paid US income taxes on behalf of Mr. Fonseca. Ms. Waldstein then closed out his World Learning file.

Ricardo Lezama, BS/Protected Areas, University of Idaho, June 1995 - December 1997

Although the student's program had finished in December, it was discovered that he owed some money on his Fall 1997 book allowance, as that money had not been deducted from maintenance allowances. Ms. Waldstein contacted Mr. Lezama through the Mission and informed him that he owed \$105.08. He did not have the money on hand, so it was decided that he would pay the Mission by July 1998, and the Mission could forward it to World Learning. Ms. Waldstein also assisted in having his diploma authenticated by the U.S. Department of State and the State of Idaho.

Martha Ivonne Oviedo, BS/Wildlife Management and Protected Areas, University of Idaho, June 1995 - December 1997

Ms. Oviedo completed her last semester and graduated in May. Ms. Waldstein monitored her progress closely throughout the semester, to be sure she would graduate on time. Ms. Oviedo did well in all her classes, including Genetics, and did not need a tutor for that course.

Ms. Waldstein arranged for Ms. Oviedo's plane ticket home, and reimbursed her for book shipment receipts, sending the check to her via the Mission in Honduras after the student returned home. Ms. Waldstein enrolled Ms. Oviedo in the Wildlife Society, as requested by the student, fulfilling the professional membership benefit of the program.

Ms. Waldstein sent the student a Departure Packet containing materials to help her make preparations to leave the University and re-entry materials to assist her in adjusting to life at home. Ms. Waldstein conducted an exit evaluation by telephone on May 19, 1998.

C. CONCERNS/CONSTRAINTS

There are no concerns at this time.

D. RECOMMENDED ACTIONS

As there are no concerns, World Learning has no recommended actions at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/HONDURAS
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 806
Effective Dates: 06/02/97 - 06/30/99
Contract Total: \$140,292
Obligated Total: \$140,292**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. from July 1, 1998 through August 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-96-90020-00, specifically Task Order No. 806, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

A. SUMMARY

World Learning was tasked with: (1) arranging and managing three short-term participant training programs; (2) monitoring four long-term, academic participants; and, (3) one semester tuition payment for two completed academic programs. All training was U.S.-based.

B. ACTIVITIES

There was no participant activity during this quarter. (Note: the Task Order remains open to accommodate IRS required participant tax reporting during Spring 1999.)

C. CONCERNS/CONSTRAINTS

There are no concerns at this time.

D. RECOMMENDED ACTIONS

There are no recommendations at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/SENEGAL
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 808
Effective Dates: 06/11/97 - 09/30/98
Contract Total: \$657,120
Obligated Amount: \$657,120**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 808, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On May 15, 1997, Partners in International Education and Training (PIET) received a fax from USAID/Dakar requesting assistance to program a U.S. observation study tour (OST) for three officials from the Social and Economic Council from June 23 - July 13, 1997 under a soon-to-be issued GTD Task Order with World Learning. The next day World Learning replied to express interest in addressing the request, inquired when a GTD Statement of Work could be expected, and indicated that a signed Task Order would need to be in place before the participants arrived.

On May 30, 1997, World Learning received a GTD Statement of Work (SOW) from USAID/Dakar. The SOW requested placement and monitoring services for 52 participants to be programmed under two of the Mission's Strategic Objectives (SOs) and one Special Objective:

- SO1 Decreased Family Size
 - 10 U.S. participants in short courses
 - 8 Third Country participants: 4 for conferences, 4 for an observation study tour (OST)

- SO2 Increased Crop Productivity Through Improved Natural Resources Management in Zones of Reliable Rainfall

12 U.S. participants: 8 in short courses, 4 in OSTs
5 Third Country participants: 3 in an OST and 2 for conferences

Special Objective

Democracy and Governance

13 U.S. participants: 10 in short courses, 3 in an OST

4 Third Country participants in an OST

These planned training activities were listed in the Task Order Annex which briefly charted, by SO, the target employing institutions and numbers for participant nominations, type and length of training, and institutional performance changes expected. In addition to the 52 new participants listed, 35 for U.S. and 17 for Third Country Training, the Mission also requested monitoring services for two academic participants being transferred from the PIET contract as of June 30, 1997, who were expected to complete training by the end of August 1997.

World Learning and the Mission exchanged questions and clarification correspondence regarding the SOW in early June; in addition, World Learning requested pre-contract authorization for costs associated with the first OST. Pre-contract authorization for \$1,649 in administrative costs was received June 11, 1997. Pre-contract authorization for OST participant costs was received the week they arrived in the U.S. The Task Order was signed August 1, 1997.

II. ACTIVITIES

Between October and December, 1997 World Learning/AAI received two nominations from SO1 for conference attendance, which were ultimately canceled due to timing complications, and monitored one academic participant. These activities are described more fully in the Program Highlights.

On December 19, the Mission sent the program staff “an advance notice to alert you that Mission intends to fund a three-week study/observation tour for 16 USAID partners/customers in conjunction with their participation in the development of a new Mission strategy which will cover the period 1998 through the year 2006. For one year and a half, Mission staff, partners working various sectors (public and private), as well customers have been involved in a long process of identification, formulation and validation of 3 strategic objectives (SOs)”

The Strategic Objectives were new and different than those listed in the original Task Order, yet in the initial message the Mission requested that funds under the present GTD Task Order be used to service the Observation Study Tour (OST) request for five partners per Strategic Objective along with one facilitator. Preliminary training dates of February 15 through March 8 were indicated, in order that information gathered from the tour could be incorporated in the Mission CSP, planned for mid-February, 1998 in USAID/Washington. World Learning will seek clarification through the Contracting Officer in early January in order to proceed, and awaits participant biodata and further information from the Mission about the new SOs.

PROGRAM HIGHLIGHTS:

10th International Conference on AIDS/STDs, in Africa (ICASA)

Mrs. Niang Ndeye Seune and Mrs. Codou Cisse, 10th International Conference on AIDS/STDs in Africa (ICASA), Abidjan, Cote d'Ivoire, December 7- 11, 1997

Summary: These two participants ultimately did not attend the requested program. Several lessons can be drawn from this unfortunate experience to ensure that the World Learning team and USAID/Senegal more effectively facilitate training for optimal effectiveness on behalf of the Mission's future trainees.

USAID/Senegal received the official request on November 24 from the Government of Senegal to sponsor Mrs. Seune and Mrs. Cisse for a high profile conference on AIDS and STDs in Africa. The next day, USAID/Senegal sent the late nomination to World Learning/AAI via e-mail. The Mission also sent the participant biodata via fax. Unfortunately, neither the nominations or the biodata were received as both were sent to incorrect addresses/numbers. To further complicate matters, the World Learning and US Government offices were closed through November 30th for the US Thanksgiving holiday weekend. The World Learning program offices did not learn of the Mission's request to sponsor these participants until December 1. The delay in receipt of the nomination proved to be a determining factor in the unsuccessful programming efforts.

World Learning and the Mission discussed the alternatives to get funds to participants before they left Senegal and agreed that the most expedient option was via courier. They considered wiring funds to the AAI representative in Abidjan, but thought it too risky considering time constraints. On December 1, World Learning/AAI ordered, processed and sent airline tickets, per diem checks, orientation packets to the Mission via DHL and a wire transfer to the conference secretariat in Abidjan to pay the conference fees.

Though normal service turnaround time is 3-4 business days and despite vigilant follow up with DHL, the DHL package did not arrive in Dakar until December 11, the last day of the conference. Thus, it was no longer possible for World Learning/AAI to send per diem funds and purchase air tickets via another method in time for them to be useful.

On December 12, DHL sent the following letter of explanation, "The shipment arrived at our Central Sort Center in Belgium to be forwarded to Dakar via Paris. The shipment missed the connecting flight on to Paris. It was returned to Belgium for the next available move. Due to weather conditions in Belgium, this shipment did not exit until 12/9/97. DHL sincerely regrets any inconvenience that may have resulted with regards to this shipment."

Fortunately, the AAI in-country representative in Abidjan was able to confirm the wire transfer for the conference registration and that refund procedures would be initiated from the conference early in 1998. The air tickets were returned to the World Learning travel agent to attempt a refund as well, though Air Afrique could not guarantee a refund.

Lessons Learned: The World Learning team sincerely regrets the unfortunate, forced cancellation of the two participants from the very relevant ICASA conference. The

World Learning team proposes measures in sections III and IV of this report to avoid such consequences in the future. Recommendations include adhering to adequate lead-times, issuing pre-paid air tickets and more effectively utilizing AAI in-country Representatives.

M.S. Agricultural Economics

Ms. Oumou Koulsom Ly, The Economics Institute followed by M.S. Agricultural Economics, Ohio State University, Columbus, Ohio, June 10, 1995 – December 31, 1997

Summary: Following earlier communications with Ms. Ly and the Mission, World Learning provided the Mission in early October 1997 with a detailed justification and itemized cost estimate for Ms. Ly's one semester extension request. She was unable to complete the M.S. in Agricultural Economics by August 31, 1997 which was within the two years originally funded. Ms. Ly made a considerable disciplinary transition from veterinary medicine, her prior field of training and work experience in Senegal, to complete a U.S. graduate degree in agricultural economics, per the original Mission field of training request to the former contractor, Partners for International Education and Training (PIET). Upon admission to Ohio State University, she had to take some extra preparatory courses.

As indicated by her academic advisor, Dr. Alan Randall, in his letter of justification for the extension, "Oumou has completed more than the required coursework, earning excellent grades and has undertaken a rigorous economic research for her thesis. However, she encountered some difficulty in collecting and analyzing data. The program she is evaluating has a complex array of costs and benefits, and the readily available data is incomplete in some important areas. The need for this extension arises from the complexity of the research task and the data needs, and in no way reflects on Oumou's ability and level of effort, both of which are excellent."

On October 23, via an Action Memorandum approved by the Mission Director, the Mission authorized the extension and \$4,562 in additional funds which had been requested to cover Ms. Ly's costs through December 31, 1997. World Learning/AAI immediately took the necessary actions to communicate the decision to the university, to provide Ms. Ly with monthly maintenance funds retroactive to September 1, 1997 and to update her IAP-66A.

For additional information on training this quarter, please refer to the Attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning will follow up with the Mission and the Contracting Office in early January to determine how to incorporate the proposed training request into the existing contract for participants who will represent the new Mission Strategic Objectives. Given that the initial communication indicates the new SO process has been ongoing for a year and a half with partners and customers, this contractor raises concern about not being part of that process or receiving any communication about it until now, not even in the GTD Scope of Work, which was received well after this process was evidently underway.

B. PARTICIPANT ISSUES

The first five out of the 52 short-term, non-degree participants for whom the Mission contracted GTD services have been nominated with scant lead-time. Last nominations contribute to less than optimal or desirable delivery of GTD contractor services and cannot be continually or even sporadically sustained. The World Learning team will appreciate full biodata as soon as possible for the next set of participants representing new SOs, according to the most recent Mission communication received in late December 1997, if they are indeed to be in the U.S. beginning in mid-February, 1998.

World Learning notes that the Mission included two participant slots for ICASA (without training dates or participant names) in the Planned Training Activities chart which was attached to the original GTD Request for Proposal. However, notification from the Mission that specific participants had been selected and were being nominated and participants' biodata were not received until five business days before the participants would need to travel. No other participants had been nominated between June and November 1997, so the World Learning team had no way to know these two particular trainees would be activated. Adequate lead time and complete nomination information will help World Learning/AAI to better service the Mission's training requests.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That the Mission ensure its in-country partner institutions provide full nominating information with enough lead time that the Mission can communicate its training needs to the GTD contractor. Complete nomination information and access to Task Order funds to incur costs is essential: eight weeks or more of lead time before short course start dates and optimally ten weeks ahead for more time-intensive training placements, including OSTs, third country, and tailored training programs. This timing has been clarified to allow World Learning/AAI to do the necessary placement work and send the Training Implementation Plan (TIP) at least one month before training begins. World Learning/AAI has found that training providers often have to make decisions about whether to hold or cancel a short course, based on confirmed enrollment, more than one month before the scheduled dates. For other types of more involved placements, more time is needed to make and communicate the necessary arrangements.

- ♦ That World Learning/AAI use pre-paid electronic international air tickets for participants that can be picked up in Dakar. According to World Learning's travel agent, electronic tickets can be available for pick-up in Dakar with the airlines as early as two days after issuance by the travel agent. World Learning/AAI will pre-pay the air tickets for future participants and will appreciate the Mission's feedback on effectiveness of this approach.
- ♦ That, in conjunction with full lead-time on nominations, AAI utilize its in-country representatives to facilitate Third Country Training arrangements.

SUMMARY: Status of GTD Senegal nominations as of 12/31/97

	06/11/97- 09/30/97	10/01/97- 12/31/97
Pick-ups from other contractor	2	0
Pending from past quarters	0	0
N - Nominated this quarter	3	2
A - Active, still in training this quarter	1	0
C - Completed this quarter	4	1
X - Canceled this quarter	0	2
T - Terminated this quarter	0	0
P - Pending at end of quarter	0	0

Note, the 16 USAID/Senegal partners/customers indicated in an advance message from the Mission for an observation study tour in early calendar year 1998 are not included in the above chart, as their nominations with participant names and biodata had not been received as of 12/31/97.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/SENEGAL
QUARTERLY REPORT
JANUARY 1 – MARCH 31, 1998**

**Task Order No.: 808
Effective Dates: 06/11/97- 09/30/98
Contract Total: \$657,120
Obligated Amount: \$657,120**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 808, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On May 15, 1997, Partners in International Education and Training (PIET) received a fax from USAID/Dakar requesting assistance to program a U.S. observation study tour (OST) for 3 officials from the Social and Economic Council from June 23 - July 13, 1997 under a soon-to-be issued GTD Task Order with World Learning. The next day World Learning replied to express interest in addressing the request, inquired when a GTD Statement of Work could be expected, and indicated that a signed Task Order would need to be in place before the participants arrived.

On May 30, 1997, World Learning received a GTD Statement of Work (SOW) from USAID/Dakar. The SOW requested placement and monitoring services for 52 participants to be programmed under two of the Mission's Strategic Objectives (SOs) and one Special Objective:

- SO1 Decreased Family Size
 - 10 U.S. participants in short courses
 - 8 Third Country participants: 4 for conferences, 4 for an observation study tour (OST)

- SO2 Increased Crop Productivity Through Improved Natural Resources Management in Zones of Reliable Rainfall

12 U.S. participants: 8 in short courses, 4 in OSTs
5 Third Country participants: 3 in an OST and 2 for conferences

Special Objective

Democracy and Governance

13 U.S. participants: 10 in short courses, 3 in an OST

4 Third Country participants in an OST

These planned training activities were listed in a Task Order Annex which accompanied the Scope of Work. This annex briefly charted, by SO, the target employing institutions and numbers for participant nominations, type and length of training, and institutional performance changes expected. In addition to the 52 new participants listed, 35 for U.S. and 17 for Third Country Training, the Mission also requested monitoring services for two academic participants being transferred from the PIET contract as of June 30, 1997, who were expected to complete training by the end of August 1997.

World Learning and the Mission exchanged questions and clarification correspondence regarding the SOW in early June; in addition, World Learning requested pre-contract authorization for costs associated with the first OST. Pre-contract authorization for \$1,649 in administrative costs was received June 11, 1997. Pre-contract authorization for OST participant costs was received the week they arrived in the U.S. The Task Order was signed August 1, 1997.

II. ACTIVITIES

On December 19, 1997 USAID/Senegal informed World Learning/AAI that it intended to fund a three-week OST for 16 of its partners and customers in conjunction with their participation in the development of a new mission strategy and strategic objectives. The Mission informed World Learning/AAI that they would be in place from 1998 through 2006. Over the course of 18 months, the Mission staff together with partner and customer organizations identified three new strategic objectives for consideration. These are:

Strategic Objective No. 1: Sustainable Increases in the Private Sector Income-Generating Activities in Selected Sectors.

IR 1: Improved legal, regulatory and policy environment

IR 2: Improved access to financial services for small and medium-sized enterprises (SME)

IR 3: Increased use of best technical and managerial practices

Strategic Objective No. 2: More Effective, Democratic and Accountable Local Management of Services and Resources in Targeted Areas.

IR 1: Increased capacity of local institutions

IR 2: Increase access to financial resources

IR 3: Popular participation in the management and oversight of local affairs increased

IR 4: More effective implementation of policies and regulations related to decentralization

Strategic Objective 3: Increased and Sustainable Utilization of Survival, Reproductive Health and STD/AIDS Services in the Context of Decentralization.

IR 1: Improved access to quality child survival, reproductive health and STD/AIDS services

IR 2: Increased demand for child survival, reproductive health and STD/AIDS services

IR 3: Greater financing from internal sources

The Mission further stated that it intended to select five participants from each SO for the OST, to be accompanied by a facilitator. The Mission requested that participants, traveling as one group, visit three U.S. sites after attending a strategy meeting with USAID staff in Washington, DC.

As the existing Statement of Work did not include the requested OST, the Mission training staff drafted a SOW amendment and asked World Learning/AAI to respond with a proposal. World Learning/AAI submitted the revised proposal in early February for the three-week OST, which included a final number of 22 participants. In response, the Mission forwarded a pre-authorization contract. The final program dates were set for February 15 – March 6, to take place in Tucson, Phoenix and Scottsdale, Arizona and Louisville, Kentucky.

SO 1 Participants:

1. Ms. Marcelline Tall, Technical Advisor, Chief of Assistance to Small Saving and Credit Division, Ministry of Economy, Finance and Planning
2. Mr. Mamadou Mbengue, International Consultant, Manager, Africa Consulting and Training
3. Mr. Mamadou Lamine Sylla, Loan Officer, Small Business
4. Mr. Chimere Diop, Director, Private Fund Foundation
5. Ms. Amadou Tidiane, Economist, Planning Division, Ministry of Labor
6. Ms. Marie Helene Fernandez, entrepreneur, hair and dressmaking
7. Mr. Ndeme Ndiaye, entrepreneur, carpenter

SO 2 Participants:

1. Mamadou Diatta, Parliamentarian, National Assembly
2. Mr. Raoul Niang Ndiaye, Chief of Training Division, Ministry of the Interior
3. Mr. El Hadj Ngom, Director, Association pour une Dynamique de Progres Economique et Social
4. Mr. Abdoulaye Lo, Deputy Chief of Local Governments Directorate, Ministry of the Interior
5. Mr. Oumar Sileye Ba, Technical Advisor, Ministry of Decentralization
6. Ms. Fatoumata Cisse, President, Natural Resources Management Committee, Kolda
7. Mr. Mamadou Diamanka, President, Kolda Regional Council

SO 3 Participants:

1. Ms. Maty Cisse Samb, Midwife, Ministry of Public Health and Social Affairs

2. Mr. Mame Cor Ndour, Physician, Ministry of Public Health and Social Affairs
3. Ms. Hawa Talla, Coordinator, Association pour le Bien-Etre Social et Familial (youth program)
4. Mr. Moussa Sarr, Supervisor, Primary Health Department, Ministry of Public Health and Social Affairs
5. Mr. Alpha Wade, Head, Epidemiology Surveillance, Dept. of Bacteriology/AIDS, University of Dakar
6. Mr. Alpha Dieng, Director, SANFAM (family planning NGO)
7. Mr. Abdoulye Diagne, Regional Physician

Facilitator: Mr. Abdoulaye Diagne, Private Consultant

PROGRAM HIGHLIGHTS:

Observational Study Tour, Mission Strategic Partners

USAID/Senegal GTD Task Order Observational Study Tour for organizations dealing with issues relevant to USAID/Senegal's three revised SOs, Washington, DC; Tucson, AZ; Phoenix, AZ, Louisville, KY; February 15 - March 6, 1998

Summary: World Learning and the African-American Institute GTD staff programmed a three-week Observational Study Tour in the U.S. for 22 Senegalese participants. This OST was designed to assist the Mission in meeting its training requirements and to facilitate its transition to a new strategy, which includes the identification and implementation of three new strategic objectives: decentralization and good governance; privatization and promotion of small businesses; and delivery of health care services. The purpose of the OST was to develop successful strategies for implementation and to utilize ideas acquired during the OST to use upon return to Senegal.

Decentralization and Governance

The participants visited and were briefed by the Academy of State and Local Governments; the Alliance for Redesigning Government; the National Conference of State Legislatures; the Congressional Research Service; the International City/County Managers Association; the Council of State Governments; the National Democratic Institute; the Arizona House of Representatives; the Kentucky State Legislature; and the City Councils of Tucson and Phoenix.

Topics discussed included: the U.S. federal system of government (legislative, executive, and judicial branches), federal-state government relations and decentralization, bipartisan non-profit organizations representing state and local government interests at the federal level, public-private partnerships in reinventing government, non-government organizations and community development and technical assistance and training programs in decentralization and governance.

Privatization and Enterprise Development

All of the participants were briefed on business development, retention, and expansion programs funded by federal, state and local governments, as well as the private sector. Participants visited or were briefed by the: Small Business Association (SBA); Small Business Development Center (SBDCs); U.S. Department of Commerce district offices, and U.S. Department of Agriculture state offices.

In Tucson, Phoenix and Scottsdale, Arizona and Louisville, Kentucky, participants observed first hand how small business development programs are implemented at the state and local levels. The participants also visited the Marshal Heights Community Development Organization (MHCDO), in Southeast Washington, DC; the Tucson Economic Development Office; the Arizona State University Office of Economic Development and Constituent Outreach, with briefings provided by representatives of the SBA, the State SBDC, the Temple Chamber of Commerce and an ASU economic development specialist; the Arizona Technology Incubator in Scottsdale (ATI); the Scottsdale Airpark Center; the LCDB Enterprises Group and the Louisville International Airport UPS dispatching hub.

Health Care Delivery Services

The OST participants were briefed on U.S. health care delivery services and financing in a decentralized system. They visited the Center for International Health, Medical School, George Washington University; the Arizona Health Sciences Center, Arizona University; the Tucson Planned Parenthood Center of Southern Arizona; the University of Louisville Medical School AIDS Infectious Diseases Unit.

The topics discussed included: child survival, maternal health, sexually transmitted diseases/AIDS, and family planning. Administrative decentralization and quality assurance in health programs, management and planning were also discussed. The group was also briefed on the Medicare and Medicaid programs that are federally funded, with health care services delivered by for-profit and non-profit health providers at the state and local levels.

Participants had prepared action plans as part of the training program. These 1-2 page action plans were drafted by each SO. World Learning/AAI understands that each SO team has an action plan that they drafted in consultation with the lead escort-interpreter. This is in addition to a group report participants were preparing for USAID. Action plans and the final report were completed prior to departure.

Lessons Learned: On Friday, March 6, 1998, World Learning/AAI staff, met with the participants and the three escort interpreters to debrief and discuss the tour. In general, the participants expressed satisfaction with the training program. At the start of the debriefing, the participants were very concerned because one member of the group had been denied an Italian visa and would have to be re-ticketed to fly out of the U.S. two days later than the rest of the group. The participants as a group expressed their desire to

have this matter explained and resolved if at all possible. GTD staff explained that the Mission had been notified of this unusual denial and explained to the group that the denial was probably an unfortunate error that the participant could correct upon returning to Senegal. Moreover, GTD staff assured the participant who was denied the Italian visa, and the group, that everything would be done to ensure that the participant traveling alone would have a safe and trouble free trip.

Regarding the content of the program, the participants expressed a wide divergence of opinions about the training, training opportunities and the overall design of the program. The primary issue of debate concerned the decision to have members from all three SOs travel together to the same sites and attend the same meetings. Some participants asserted that this arrangement always left two-thirds of the group attending meetings outside their area of interest. For example, during a visit to a small business incubator, participants argued that the health and governance SO teams felt disengaged. However, other participants asserted this “cross-fertilization” resulted in team building, which they claimed was one of the primary goals of the training. Some members of the group also felt that lessons could be drawn from one field, that seemed unrelated, and applied to another. For example, participants might find ideas and techniques employed in running small health clinics in rural areas might give them ideas they could apply to small business plans or to their work in decentralization.

Regarding the logistics of the program, participants indicated they had no major problems and expressed great satisfaction in particular with the bus service hired by AAI’s GTD staff in Arizona. They indicated that in an ideal situation, they would have liked freedom to travel separately, rather than in a group on a large bus, though they recognized this would be extremely problematic with such a large group. As a group, the participants were also remarked on the excellent service and performance of the team’s three escort interpreters.

The participants largely agreed that the way the OST was scheduled was very “packed”. The participants indicated that they would have like more time in between meetings and appointments to ask questions or to develop deeper contacts with various speakers or presenters. For example, a member of the health SO indicated that the team visited a hospital where they had a very good, insightful speaker. Due to time constraints, however, the team did not have time to talk in depth with the speaker because of another scheduled meeting. Some members of the group indicated this gave them a superficial look at the topics they were studying and that, while helpful, they would have liked to have gone deeper into the subject matter. Again, other participants raised counter-points, arguing that brief exposure to various facets concerning their respective SO was precisely what they needed, and the purpose of the OST. These participants asserted that, due to the relatively short length of the OST, it would be impossible to go into as great depth as any of them would like in any one particular area. They felt that the purpose of the OST was to expose them to a number of competing ideas, institutions, techniques, or aspects of their field. They could contact institutions, cultivate relationships, implement new ideas and then go into greater depth upon return to Senegal.

The participants seemed to feel that this was a rewarding experience and commented that they viewed this OST as one important component of an on-going learning process. Members of the group indicated enthusiasm about returning to Senegal and implementing the new ideas to which they had been exposed.

Please read the attached narrative report for full details on the observational study tour.

For additional information on status of nominations this quarter, please refer to the attachment.

III. CONCERNS/CONSTRAINTS

- A. ADMINISTRATIVE ISSUES:** There are no new administrative issues this quarter.
- B. PARTICIPANT ISSUES:** There are no participant issues at this time.

IV. RECOMMENDED ACTIONS

World Learning makes the following recommendations:

That the Mission ensure its in-country partner institutions provide full nominating information with enough lead time so that the Mission can communicate its training needs to World Learning/AAI. Complete nominating information and access to Task Order funds to incur costs with the following minimal lead time is expected to be respected by all parties: eight weeks or more of lead time before short course start dates and at least ten weeks ahead for more time-intensive training placements, including OSTs, third country, and tailored training programs. This timing has been clarified to allow World Learning/AAI to do the necessary placement work and send the Training Implementation Plan (TIP) at least one month before training begins. World Learning/AAI has found that training providers often have to make decisions about whether to hold or cancel a short course based on confirmed enrollment, more than one month before the scheduled dates. For other types of more involved placements, more time is needed to make and communicate the necessary arrangements.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/SENEGAL
QUARTERLY REPORT
APRIL 1 - JUNE 30, 1998**

**Task Order No.: 808
Effective Dates: 06/11/97 - 09/30/99
Contract Total: \$844,816
Obligated Amount: \$844,816**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 808, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

Two Senegalese participants who arrived during the previous quarter completed programs in Maternal and Child Health. Two others arrived this quarter to attend a course entitled, "Implementing AIDS Programs", offered by International Health Programs at the Public Health Institute. Another Senegalese participant, Mr. Christian Sarr is currently attending a course in Business Policy.

PROGRAM HIGHLIGHTS: Implementing AIDS Programs

Mrs. Fatou Sylla Thiaw and Mrs. Marie Thioye Cisse, Implementing AIDS Programs, International Health Programs (IHP), Public Health Institute, Santa Cruz, CA, April 27 - May 22, 1998

Summary: Mrs. Thiaw is a qualified nurse and works in the Virology and Bacteriology laboratory at the University Hospital Center. She is responsible for taking blood samples and conducting surveys. Mrs. Cisse works in the HIV/AIDS Center at the Regional Polyclinic in Dakar and is deeply involved in all activities of the National AIDS Program. The participants' training objectives were to: acquire strong knowledge of the

symptomatology of AIDS; strengthen their capacity/skills in dealing with AIDS patients; develop information/education/communication tools; integrate social marketing into their programs; and develop a sustainable intervention program.

The two participants attended a four week training program at IHP entitled "Implementing AIDS Programs". This four-week course was designed to enable participants to: demonstrate increased knowledge of HIV/STD epidemiology, virology, symptomatology, transmission and prevention dynamics; describe special issues facing women and children infected with HIV; incorporate current behavioral change theories into their HIV prevention strategies; implement theories of adult education and facilitative leadership into presentation on AIDS for small groups; design a focus group intervention to evaluate AIDS materials; and acquire other related skills and knowledge.

As part of the training program, Mrs. Thiaw and Mrs. Cisse visited: Project Inform HIV, Treatment Hotline, Shanti Counseling Services, The San Francisco AIDS Hospital, Santa Cruz AIDS Project House for People Living with AIDS, and numerous related organizations, clinics and hospitals.

Mrs. Thiaw and Mrs. Cisse completed their program and returned to work in Senegal at the conclusion of the training program, May 23, 1998. AAI staff were in touch with both participants during the course of the training program. AAI does not have completed evaluation forms on file.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There are no new administrative issues at this time.

B. PARTICIPANT ISSUES

There are no new participant issues at this time.

IV. RECOMMENDED ACTIONS

World Learning does not have any recommendations at this time.

SUMMARY: Status of GTD Senegal nominations as of 06/30/98

	06/11/97-	10/01/97-	01/01/98	04/01/98
	09/30/97	12/31/97	03/31/98	06/30/98
Pick-ups from other contractor	2	0	0	0
Pending from past quarters	0	0	0	0
N - Nominated this quarter	3	2	27	2
A - Active, still in training this quarter	1	0	2	1
C - Completed this quarter	4	1	22	4
X - Canceled this quarter	0	2	2	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	0	0	3	0

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/SENEGAL
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 808
Effective Dates: 06/11/97 - 09/30/99
Contract Total: \$844,816
Obligated Amount: \$844,816**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 808, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On May 15, 1997, Partners in International Education and Training (PIET) received a fax from USAID/Dakar requesting assistance to program a U.S. observation study tour (OST) for 3 officials from the Social and Economic Council from June 23 - July 13, 1997 under a soon-to-be issued GTD Task Order with World Learning. The next day World Learning replied to express interest in addressing the request, inquired when a GTD Statement of Work could be expected, and indicated that a signed Task Order would need to be in place before the participants arrived.

On May 30, 1997, World Learning received a GTD Statement of Work (SOW) from USAID/Dakar. The SOW requested placement and monitoring services for 52 participants to be programmed under two of the Mission's Strategic Objectives (SOs) and one Special Objective:

SO1 Decreased Family Size

10 U.S. participants in short courses

8 Third Country participants: 4 for conferences, 4 for an observation study tour (OST)

SO2 Increased Crop Productivity Through Improved Natural Resources Management in Zones of Reliable Rainfall

12 U.S. participants: 8 in short courses, 4 in OSTs

5 Third Country participants: 3 in an OST and 2 for conferences

Special Objective

Democracy and Governance

13 U.S. participants: 10 in short courses, 3 in an OST

4 Third Country participants in an OST

These planned training activities were listed in a Task Order Annex which accompanied the Scope of Work. This annex briefly charted, by SO, the target employing institutions and numbers for participant nominations, type and length of training, and institutional performance changes expected. In addition to the 52 new participants listed, 35 for U.S. and 17 for Third Country Training, the Mission also requested monitoring services for two academic participants being transferred from the PIET contract as of June 30, 1997, who were expected to complete training by the end of August 1997.

World Learning and the Mission exchanged questions and clarification correspondence regarding the SOW in early June; in addition, World Learning requested pre-contract authorization for costs associated with the first OST. Pre-contract authorization for \$1,649 in administrative costs was received June 11, 1997. Pre-contract authorization for OST participant costs was received the week they arrived in the U.S. The Task Order was signed August 1, 1997.

In December 1997, USAID/Senegal informed World Learning of plans to fund a three-week Observational Study Tour (OST) in conjunction with development of a new mission strategy and strategic objectives. The three new objectives are:

Strategic Objective No. 1: Sustainable Increases in the Private Sector Income-Generating Activities in Selected Sectors.

IR 1: Improved legal, regulatory and policy environment

IR 2: Improved access to financial services for small and medium-sized enterprises (SME)

IR 3: Increased use of best technical and managerial practices

Strategic Objective No. 2: More Effective, Democratic and Accountable Local Management of Services and Resources in Targeted Areas.

IR 1: Increased capacity of local institutions

IR 2: Increase access to financial resources

IR 3: Popular participation in the management and oversight of local affairs increased

IR 4: More effective implementation of policies and regulations related to decentralization

Strategic Objective 3: Increased and Sustainable Utilization of Survival, Reproductive Health and STD/AIDS Services in the Context of Decentralization.

- IR 1: Improved access to quality child survival, reproductive health and STD/AIDS services
- IR 2: Increased demand for child survival, reproductive health and STD/AIDS services
- IR 3: Greater financing from internal sources

The Mission requested that participants, traveling as one group and accompanied by a facilitator, visit three U.S. sites after attending a strategy meeting with USAID staff in Washington, DC.

The Mission training staff drafted a SOW amendment and asked World Learning/AAI to respond with a proposal. World Learning/AAI submitted the proposal in early February for the three-week OST, which included a final number of 22 participants. In response, the Mission forwarded a pre-authorization contract. The final program dates were set for February 15 – March 6, to take place in Tucson, Phoenix and Scottsdale, Arizona and Louisville, Kentucky. On February 24, 1998, Modification No. 1 was signed to incorporate this OST.

In September, USAID/Senegal asked World Learning/AAI to pick-up five academic students from Oregon State University from October 1, 1998 to December 31, 1999. These include three Master's students and one Ph.D. candidate studying at Oregon State University and one Master's student at University of California – Davis. The proposal and budget were submitted to USAID/Senegal on September 25, 1998 and a pre-contract authorization of \$10,000 was approved by USAID/Senegal at the end of September.

II. ACTIVITIES

Two Senegalese participants completed programs this quarter.

PROGRAM HIGHLIGHTS:

Executive Management Training for Food & Agribusiness Managers

Mr. Doudou Mane, Executive Management Training, Agribusiness Institute, Santa Clara University, San Francisco, CA, July 6-July 31, 1998.

Summary: Mr. Doudou Mane, Head of the Division of Economy and Animal Production at the Department of Livestock (former Ministry of Health), attended a four-week course at the Santa Clara University in California. The course focused on modern management techniques which leading agribusinesses use to successfully compete in today's competitive global market. Particular emphasis was placed on the application of management tools to agribusiness products and services. The course combined lectures, presentations, and weekly site visits to expose participants to California's agricultural diversity and the different aspects of the agribusiness complex.

Mr. Mane described the course at Santa Clara University as "a timely answer to" the need for change in agricultural policy in Senegal. The topics "International Marketing and Finance" and "Management and Marketing Strategy" were of particular help to Mr. Mane in identifying the Division management weaknesses. Once he returns to Senegal, Mr.

Mane plans to “improve the way the Division has been working” and to “share [his] experience with [his] colleagues.”

Lessons Learned: Mr. Mane found the orientation activities to be “perfect.” He related his ability to stay in touch with his Division, thereby avoiding feelings of isolation thanks to his access to e-mail and internet services.

Program on Investment Appraisal and Management (PIAM)

Mr. Christian Sarr, Program on Investment Appraisal and Management, Harvard Institute for International Development (HIID), Cambridge, MA, June 23-August 15, 1998.

Summary: Mr. Christian Sarr, who works for the “Cellule d’Appui a l’Environnement des Entreprises (CAEE) in the Prime Minister’s Office, attended a 9-week program at HIID. This unique program is tailored for professionals working both in public and in private organizations, combining modern techniques of finance, applied economics and risk management in a methodology widely used by investment decision makers worldwide. The program, which aims to develop the operational skills of participants so they can plan and assess all aspects of investment projects, included lectures, applied case studies, group discussions, participant presentations, and computer exercises. Its particular strength lies in its emphasis on the application of analytical tools to the solutions of practical problems. The major case studies, designed to have each participant prepare a feasibility study and project management plan of an investment project relevant to their government or firm, helped Mr. Sarr in his objective to create a favorable business climate for private investors in Senegal.

Lessons Learned: The application of the theories and methods taught during the course is a major part of the PIAM learning experience, and its strength. It is important to have the participant well prepared, and to give him/her ample time to gather the data and materials recommended for the major case studies.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There are no new administrative issues at this time.

B. PARTICIPANT ISSUES

There are no new participant issues at this time.

IV. RECOMMENDED ACTIONS

World Learning does not have any recommendations at this time.

SUMMARY: Status of GTD Senegal nominations as of 09/30/98

	06/11/97-	10/01/97-	01/01/98	04/01/98	07/01/98
	09/30/97	12/31/97	03/31/98	06/30/98	09/30/98
Pick-ups from other contractor	2	0	0	0	0
Pending from past quarters	0	0	0	0	0
N - Nominated this quarter	3	2	27	2	0
A - Active, still in training this quarter	1	0	2	1	0
C - Completed this quarter	4	1	22	4	2
X - Canceled this quarter	0	2	2	0	0
T - Terminated this quarter	0	0	0	0	0
P - Pending at end of quarter	0	0	3	0	0

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GUINEA BISSAU
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 809
Effective Dates: 10/01/97 - 12/31/98
Contract Total: \$65,233
Obligated Amount: \$65,233**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from October 1 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 809, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On August 18, 1997, on behalf of USAID/Guinea Bissau, REDSO/WCA issued a pre-contract authorization, at World Learning's request, authorizing World Learning to incur administrative and participant costs for the period July 1 through September 30, 1997 to monitor two academic participants already in the U.S. The pre-contract authorization was needed owing to the absence of a GTD Statement of Work from USAID/Guinea Bissau following the end of monitoring services by Partners for International Education and Training (PIET), June 30, 1997. The two academic participants had been handled under the PIET contract.

On September 5, 1997 the GTD Task Order Manager for this activity received communication from Esther Addo, REDSO/WCA, relaying a request she had been trying to send since August 25. This communication assumed that the GTD Task Order had been signed and advised that the Embassy in Guinea Bissau wanted to send a group of parliamentarians to the U.S. on a study tour to look at examples of small town council government and requested that REDSO suggest how it could be done. REDSO suggested an amendment to the Task Order to include the activity.

On September 11, 1997, World Learning responded to advise REDSO that only a pre-contract authorization for the two academic participants had been received, but not a Statement of Work. World Learning informed REDSO that, in order to proceed with new work, a Statement of Work,

proposal response with budget, and a signed Task Order would be needed. The following day, REDSO/WCA sent World Learning a Statement of Work to provide services required to complete the on-going training programs of the two academic participants, Messrs. Benicio Casiano and Jose Cali.

On September 16, 1997, World Learning was informed that the request to arrange a study tour for the parliamentarians was not included in the issued Statement of Work because no funds had been obligated for that activity. Mr. Ousmane Faye, Contracting Specialist, requested that World Learning only respond to the Statement of Work for the two academics already in the U.S. Within three days, World Learning submitted a proposal and budgets according to REDSO/WCA instructions. The Task Order was signed September 30, 1997.

On September 25, Nancy McKay, USAID/Guinea Bissau, sent World Learning a request for an observation study tour in telecommunications technology and an intensive English program not to exceed three months. Action on this request and any other new work is pending receipt of a modified Statement of Work.

II. ACTIVITIES

World Learning/AAI continued to provide monitoring services for two participants enrolled in associate degree programs at the University of Wisconsin, Green Bay this quarter. The Fall 1997 courses in which they are currently enrolled were reported in the last quarterly report and are repeated here. Fall 1997 grades will be included in the next quarterly report when they become available.

In mid-December 1997, World Learning communicated with the REDSO Contracts Specialist regarding the funding amount included in the Task Order. World Learning pointed out the ceiling price was significantly less than the cost proposal which had been submitted. In fact, the ceiling price was not sufficient to fund minimal anticipated participant costs for the two students to complete their degrees, one by May 1998 and the other by December 1998. Nor did the amount funded cover necessary time and administrative expenses in 1999 to close out the contract and pay 1998 taxes, though an administrative budget had been submitted for January through June, 1999 as part of the proposal response.

Only \$65,233 was funded for the period July 1, 1997 to December 31, 1998. Of this amount, \$14,386 was budgeted for administrative costs, including labor and other direct costs. Thus, only \$50,847 remains for participant costs, far below the \$85,183 submitted in the proposal participant budgets. World Learning demonstrated that even if each participant's budget was reduced as far as possible, eliminating all optional activities and reducing line items to reflect actual expenses to date, the Task Order requires an increase in funds to provide services and cover required, minimum participant costs through December 31, 1997. Some funds for 1999 administrative costs are required as well. World Learning awaits a response and a modification to add the necessary funds.

PROGRAM HIGHLIGHTS:

Mr. Casiano Benicio, English Language Training (ELT), St. Michal's College, Colchester, VT, followed by Associate's degree Business Administration, University of Wisconsin Green Bay, Green Bay, WI, January 14, 1996 - May 31, 1998

Summary: Mr. Benicio is taking five courses in the Fall 1997 term: "Intermediate Macro-Economic Theory", "Public Finance-Fiscal Policy", "Expository Writing", "Introduction to Environmental Sciences" and "Foundation of Western Culture II". His Plan of Study indicates that he is scheduled to complete the associate's degree in May 1998.

Mr. Jose Cali, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's Degree, Accounting, University of Wisconsin - Green Bay, January 14, 1996 - December 31, 1998

Summary: In the Fall 1997 term, Mr. Cali is enrolled in: "Introduction to Accounting", "Introduction to Business Statistics", "Macro Economic Analysis" and two general education courses required for the associate's degree, "Expository Writing" and "Roots of Black America". The monitoring staff have made it clear to Mr. Cali and the University of Wisconsin that he is expected to complete the associate's degree by December, 1998.

For additional information on training costs during this quarter, please refer to the Attachment.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The current funding in the Task Order, as indicated in the Activities section above, is insufficient to cover essential participant costs and administrative expenses to complete service and close out the activity.

B. PARTICIPANT ISSUES

The participants seemed to settle in to their off-campus housing this semester. They continued to inquire about the possibility of funding for a bachelor's degree, though the Mission responded to confirm that only the associate's degree would be funded.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- ◆. That USAID/Guinea Bissau, through REDSO/WCA, fully fund this Task Order according to the proposal originally submitted. If full funds are not available due to the upcoming closing of the Mission in September, 1998, World Learning requests that the Mission and REDSO review the information World Learning sent in December, 1997 regarding minimal funding needed for participant and administrative expenses and increase the funding accordingly.

- ◆. That the Mission confirm whether it will fund short term, non-degree training over the next year, including the needs raised last quarter, and if so, to combine them into one modification to the current Task Order.
- ◆. That the Mission and REDSO promptly inform World Learning of the point of contact following the Mission closure, as one participant is scheduled to be in training through December 31, 1998, and reporting and final services on this activity will continue into 1999.

GTD/Guinea Bissau T.O. 1997 PARTICIPANTS

U.S. TRAINING

World Learning Team Report for the Quarter 10/01/97 - 12/31/97

Participant Name	Training Institution	Dates	Proposal*	Exp. Paid	Exp.
Paid	Total Expenses Paid		Budget	7/1-9/30/97	10/1
1. Casiano Benicio	St. Michael's College-ELT	1/14/96-8/31/96	\$33,135.00	\$ 4,795.42	\$7,3
	U. of Wisconsin-Green Bay	9/1/96-5/31/98			
2. Jose Cali	St. Michael's College-ELT	1/14/96-12/31/96	<u>\$52,048.00</u>	<u>\$ 5,608.10</u>	<u>\$7,3</u>
	U. of Wisconsin-Green Bay	1/1/97-12/31/98			
			\$85,183.00	\$10,403.52	
	\$14,714.47	\$25,117.99			

*NOTE: The full GTD proposal participant budgets of \$85,183 were not funded in the ceiling price of the Task Order. Only \$50,847 is presently funded in the Task Order for participant costs of which \$25,117.99 has been spent as of 12/31/97. World Learning submitted revised, reduced budgets for REDSO and Mission review in December, 1997. Even if the participant budgets are reduced as revised, additional funds will be needed to fund required participant costs through the dates of training listed.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GUINEA BISSAU
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 809
Effective Dates: 10/01/97 - 12/31/98
Contract Total: \$65,233
Obligated Amount: \$65,233**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 809, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On August 18, 1997, on behalf of USAID/Guinea Bissau, REDSO/WCA issued a pre-contract authorization, at World Learning's request, authorizing World Learning to incur administrative and participant costs for the period July 1 through September 30, 1997 to monitor two academic participants already in the U.S. The pre-contract authorization was needed owing to the absence of a GTD Statement of Work from USAID/Guinea Bissau following the end of monitoring services by Partners for International Education and Training (PIET), June 30, 1997. The two academic participants had been handled under the PIET contract.

On September 5, 1997 the GTD Task Order Manager for this activity received communication from Esther Addo, REDSO/WCA, relaying a request she had been trying to send since August 25. This communication assumed that the GTD Task Order had been signed and advised that the Embassy in Guinea Bissau wanted to send a group of parliamentarians to the U.S. on a study tour to look at examples of small town council government and requested that REDSO suggest how it could be done. REDSO suggested an amendment to the Task Order to include the activity.

On September 11, 1997, World Learning responded to advise REDSO that only a pre-contract authorization for the two academic participants had been received, but not a Statement of Work.

World Learning informed REDSO that, in order to proceed with new work, a Statement of Work, proposal response with budget, and a signed Task Order would be needed. The following day, REDSO/WCA sent World Learning a Statement of Work to provide services required to complete the on-going training programs of the two academic participants, Messrs. Benicio Casiano and Jose Cali.

On September 16, 1997, World Learning was informed that the request to arrange a study tour for the parliamentarians was not included in the issued Statement of Work because no funds had been obligated for that activity. Mr. Ousmane Faye, Contracting Specialist, requested that World Learning only respond to the Statement of Work for the two academics already in the U.S. Within three days, World Learning submitted a proposal and budgets according to REDSO/WCA instructions. The Task Order was signed September 30, 1997.

On September 25, Nancy McKay, USAID/Guinea Bissau, sent World Learning a request for an observation study tour in telecommunications technology and an intensive English program not to exceed three months. Action on this request and any other new work is pending receipt of a modified Statement of Work.

II. ACTIVITIES

World Learning/AAI continued to provide monitoring services for two participants enrolled in associate degree programs at the University of Wisconsin, Green Bay.

PROGRAM HIGHLIGHTS:

Mr. Casiano Benicio, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's degree Business Administration, University of Wisconsin Green Bay, Green Bay, WI, January 14, 1996 - May 31, 1998

Summary: Mr. Benicio took five courses during the Fall 1997 quarter; however at the time of this writing, Mr. Benicio had not yet submitted his Fall AETR. AAI has contacted Mr. Benicio to request this document. He is scheduled to complete the associate's degree in May, 1998 according to his Plan of Study.

Mr. Jose Cali, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's Degree, Accounting, University of Wisconsin - Green Bay, January 14, 1996 - December 31, 1998

Summary: Mr. Cali received the following Fall 1997 grades: a "B" in "Introduction to Business Statistics", a "B-" in "Macro Economic Analysis", a "D" in "Introduction to Accounting", and for the required general education courses: a "B" in "Expository Writing", and a "B-" in "Roots of Black America". His cumulative GPA is 2.5.

In Spring 1998, Mr. Cali is taking 15 credit hours: "Advanced Business Statistics", "Corporation Finance", "Introduction to Management", "Macro-Economic Analysis",

and “Urban Social Problems”. Mr. Cali expects to complete the associate’s degree by December, 1998.

For additional information on training costs during this quarter, please refer to the attachment.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

Pursuant to a request made in mid-December 1997, World Learning continues to await a modification to add needed administrative and participant funds to the task order.

B. PARTICIPANT ISSUES

Last quarter, World Learning/AAI learned that the Mission is contemplating arranging an ATLAS scholarship for Mr. Benicio, so that he can obtain an undergraduate degree. (This Task Order is not sufficiently funded to allow Mr. Benicio to complete this undergraduate studies.) World Learning/AAI continues to await notification of the Mission’s decision.

IV. RECOMMENDED ACTIONS

The World Learning team continues to make the following recommendation:

- ◆ That USAID/Guinea Bissau fund this Task Order according to the cost proposal originally submitted by World Learning.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GUINEA BISSAU
QUARTERLY REPORT
APRIL 1 - JUNE 30, 1998**

**Task Order No.: 809
Effective Dates: 07/01/97 - 12/31/98
Contract Total: \$102,716
Obligated Amount: \$102,716**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from April 1 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 809, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In July 1997, USAID/Guinea-Bissau issued this Task Order for the monitoring and support of two academic training participants: Jose Cali and Benicio Casiano. The two participants had been receiving their academic training from programs administered by Partners in International Education and Training (PIET) and funded under HRDA. The objective of the Task Order is for World Learning to monitor training. Specific tasks include: (1) assisting participants in settlement into living quarters, (2) ensuring training programs and participants meet USAID/Guinea-Bissau requirements, (3) monitoring participant achievement levels, and health and personal status to ensure successful and timely completing of programs, and (4) upon participants' completion of programs, assisting in departure arrangements and informing USAID/Guinea-Bissau of such arrangements. Monitoring of participants includes such activities as communications with training institutions, reviewing course related documents, and direct communications with participants.

II. ACTIVITIES

World Learning/AAI continued to provide monitoring services for two participants enrolled in associate degree programs at the University of Wisconsin, Green Bay.

In May, funds in the Guinea Bissau Task Order were critically low. World Learning/AAI advised the Mission that the participants would have to return to Guinea Bissau, if the Mission were not able to increase funding. On May 29, 1998, the Mission responded with a pre-contract authorization of \$102,000.

PROGRAM HIGHLIGHTS:

Mr. Casiano Benicio, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's degree Business Administration, University of Wisconsin Green Bay, Green Bay, WI, January 14, 1996 - May 31, 1998

Summary: Mr. Benicio registered for four courses in the Spring 1998 totaling 13 credit hours. His grade report is as follows: "Principles of Biology", C; "Intermediate Microeconomics", A; "Managerial Economics", B/C; "Introduction to Painting", A. Mr. Benicio was scheduled to complete his Associate's degree program by May 1998. World Learning/AAI reported to the Mission that Benicio did not follow his study plan and decided to take courses in the Spring 1998 that do not fulfill his program requirement. Thus he was unable to complete on time and therefore would need an additional semester, until December 1998, to get his AA degree. The Mission has authorized Mr. Benicio to stay on until December 1998, in order to complete his program.

Mr. Jose Cali, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's Degree, Accounting, University of Wisconsin - Green Bay, January 14, 1996 - December 31, 1998

Summary: Mr. Cali is progressing well in his program and is scheduled to complete his AA degree in December 1998. In Spring 1998, he registered for four courses totaling 12 credit hours. His grade report is as follows: "Advanced Business Statistics", A; "Corporate Finance", B; "Introduction to Management", B; "Micro Computer End Application", B/C.

For additional information on training costs during this quarter, please refer to Attachment 1.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning appreciates the Mission's approval and the Contracting Officer's authorization of an increase in the Task Order ceiling price to the originally proposed amount of \$102,000.

B. PARTICIPANT ISSUES

World Learning/AAI staff learned that Mr. Benicio had taken courses that were of interest to him professionally, which could not be counted toward completion of his Associate's degree. As a result, he did not finish his degree in May 1998, as scheduled. His current scheduled graduation date is December 1998.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendation:

- .♦. That the Mission promptly inform World Learning/AAI of the point of contact following the Mission closure, as both participants are scheduled to be in training through December 31, 1998, and reporting and final services on this activity will continue into 1999.

GTD/Guinea Bissau T.O. PARTICIPANTS
U.S. TRAINING
 World Learning Team Report for the Quarter 04/01/98 – 06/30/98

Participant Name	Training Institution	Dates	Proposal	Expenses Paid		Total Paid
			Budget	7/1/97 – 3/31/98	4/1/98 – 6/30/98	4/1/98 – 6/30/98
1. Casiano Benicio	St. Michael's College-ELT	1/08/96-8/31/96	\$33,135.00	\$ 19,952.75	\$ 2,599.22	\$ 22,551.97
	U. of Wisconsin-Green Bay	9/1/96-5/01/98				
2. Jose Cali	St. Michael's College-ELT	12/30/96-12/31/96	<u>\$52,048.00</u>	<u>\$ 20,752.10</u>	<u>\$ 2,774.33</u>	<u>\$ 23,526.43</u>
	U. of Wisconsin-Green Bay	1/1/97-08/01/98				
			\$85,183.00	\$ 40,704.85	\$ 5,373.55	\$ 46,078.40

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/GUINEA BISSAU
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 809
Effective Dates: 07/01/97 - 12/31/98
Contract Total: \$102,716
Obligated Amount: \$102,716**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from July 1 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 809, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In July 1997, USAID/Guinea-Bissau issued this Task Order for the monitoring and support of two academic training participants: Jose Cali and Benicio Casiano. The two participants had been receiving their academic training from programs administered by Partners in International Education and Training (PIET) and funded under HRDA. The objective of the Task Order is for World Learning to monitor training. Specific tasks include: (1) assisting participants in settlement into living quarters, (2) ensuring training programs and participants meet USAID/Guinea-Bissau requirements, (3) monitoring participant achievement levels, and health and personal status to ensure successful and timely completing of programs, and (4) upon participants' completion of programs, assisting in departure arrangements and informing USAID/Guinea-Bissau of such arrangements. Monitoring of participants includes such activities as communications with training institutions, reviewing course related documents, and direct communications with participants.

II. ACTIVITIES

World Learning/AAI continued to provide monitoring services for two participants enrolled in associate degree programs at the University of Wisconsin, Green Bay. Both participants are expected to complete their programs in December 1998.

PROGRAM HIGHLIGHTS:

AA Degree

Mr. Casiano Benicio, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's degree Business Administration, University of Wisconsin Green Bay, Green Bay, WI, January 14, 1996 - December 31, 1998

Summary: According to his Spring 1998 AETR, Mr. Benicio is on track to complete his AA degree in December 1998, per Mission's approval. World Learning/AAI has not, however, received his Summer 1998 AETR form and grade report, in spite of repeated reminders, including withholding his October 1998 monthly maintenance allowance. World Learning/AAI will report separately on his academic progress, as soon as Mr. Benicio turns in his academic report.

Mr. Jose Cali, English Language Training (ELT), St. Michael's College, Colchester, VT, followed by Associate's Degree, Accounting, University of Wisconsin - Green Bay, January 14, 1996 - December 31, 1998

Summary: According to his Spring 98 AETR, Mr. Cali is on track to complete his AA degree in December 1998. In spite of repeated reminders, including withholding his October 1998 monthly maintenance allowance, World Learning/AAI has not received Mr. Cali's Summer 1998 AETR form and grade report. World Learning/AAI will report separately on his academic progress, as soon as Mr. Benicio turns in his academic report.

For additional information on training costs during this quarter, please refer to Attachment 1.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning/AAI would like information about contacts after the Mission closes at the end of September.

B. PARTICIPANT ISSUES

USAID/Guinea Bissau previously informed World Learning/AAI of the intended transfer of Casiano Benicio to ATLAS. World Learning/AAI understood that this was to take place after Mr. Benicio completes his program in December. ATLAS staff, however, has passed on queries from the Mission asking when the transfer will take place. GTD staff is uncertain of the Mission's intentions.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That the Mission promptly inform World Learning/AAI of the point of contact following the Mission closure, as both participants are scheduled to be in training through December 31, 1998, and reporting and final services on this activity will continue into 1999.
- That the Mission give World Learning/AAI a date when Mr. Casiano should be transferred to ATLAS.

GTD/Guinea Bissau T.O. PARTICIPANTS
U.S. TRAINING
 World Learning Team Report for the Quarter 07/01/98 – 09/30/98

Participant Name	Training Institution	Dates	Proposal	Expenses Paid	Total Paid	
			Budget	7/01/97-6/30/98	7/01/98-9/30/98	
1. Casiano Benicio	St. Michael's College-ELT U. of Wisconsin-Green Bay	1/08/96-8/31/96 9/1/96-12/31/98	\$33,135.00	\$ 22,551.97	\$ 6,392.10	\$ 28,944.07
2. Jose Cali	St. Michael's College-ELT U. of Wisconsin-Green Bay	12/30/96-12/31/96 1/1/97-12/31/98	<u>\$52,048.00</u>	<u>\$ 23,526.43</u>	<u>\$ 6,511.87</u>	<u>\$ 30,038.30</u>
			\$85,183.00	\$ 46,078.40	\$ 12,903.97	\$ 58,982.37

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALAWI
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 811
Effective Dates: 07/01/97 - 05/31/98
Contract Total: \$832,906
Obligated Amount: \$832,906**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 811, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On June 13, 1997 World Learning received a GTD Statement of Work for USAID/Malawi from USAID/RCSA/Botswana. The SOW requested services for four of the Mission's five Strategic Objectives (SOs):

- SO1 Increased agricultural incomes on a per capita basis
- SO3 Increased adoption of measures that reduce fertility and risk of HIV transmission, including improved child health practices
- SO4 Increased access to, and quality and efficiency of basic education, especially for girls
- SO5 Institutional base for democratic participation strengthened and broadened

Placement and monitoring services were requested as follows:

- SO1 6 short-term U.S. participants
- SO3 9 academic U.S. participants (monitoring only, transferred from PIET)
16 short-term U.S. participants
8 short-term Third Country participants
- SO4 1 academic U.S. participant (monitor only, transferred from PIET)

SO5 4 short-term U.S. participants

44 participants TOTAL

The SOW also requested the contractor to prepare a training plan, based on inputs from the SO teams and in consultation with the Mission's Human Capacity Development Officer (HCDO). World Learning submitted a proposal and budgets to RCSA/Botswana and the Mission on June 30, 1997.

Following a request from World Learning made on August 8, 1997, RCSA/Botswana issued a very limited pre-contract authorization of \$18,926, equivalent to two months of participant monthly maintenance allowance (MMA) at August 1997 rates for eight participants and one month of MMA for two participants who were completing their study and departing the U.S. in August.

A further exchange of correspondence took place, as RCSA/Botswana requested budgets be broken out by SO and that funds for follow-on training be included in the participant budgets. The Task Order was signed on October 27, 1997.

II. ACTIVITIES

Upon the signing of the Task Order, the first activity was to develop the training plan, as requested in the SOW. The Mission confirmed its availability to get underway, and the World Learning team promptly dispatched two representatives to work in-country with SO teams and the Human Capacity Development Officer (HCDO), Miss Chris Kaliu. Ms. Melanie Sanders-Smith, from Creative Associates International, Inc., who served as team leader, and Ms. Debra Egan, from The African-American Institute, worked in Lilongwe, Malawi from November 13 to November 24, 1997.

The in-country team met with representatives from four of the Mission's five SO teams to ascertain what planning they had done and to agree on how to best assist them with their training plans and training implementation. The World Learning team learned that each SO team was at a different stage in terms of planning training.

As noted in its proposal, the World Learning team identified a U.S.-educated Malawian professional to serve as a part-time Program Consultant in Lilongwe. Ms. Ruth Butao Ayoade will have a role with the Mission, particularly with the HCDO, in briefing and debriefing U.S. and third-country participants, making program arrangements for third-country participants and serving as a contact for returned participants and supervisors as they identify follow-on needs related to implementing their action plans. The in-country team briefed her and introduced her to the SO teams and Miss Kaliu at the debriefing presentation they conducted. At this final session they provided key Mission staff with a complete set of customized training planning materials. These included a set of tailored training nomination forms which were designed to raise awareness of the links between training requested, Mission Intermediate Results and the participant's employing organization's performance goals. A full set of the presentation materials as well as a copy of the trip report are attached to this quarterly report.

While the World Learning team was in-country, the SO3 Health team identified two representatives from its partner organizations for immediate Third Country Training. The opportunity was to attend a once-a-year conference that draws health professionals from all over the world together to focus on AIDS/HIV issues. The in-country team quickly coordinated with GTD programming staff in Washington, DC, the HCDO and the Program Consultant, Ms. Ayoade, to make the necessary logistical arrangements. This was the first short-term training to be requested under the Task Order and the only two specific new nominations received for GTD during this quarter. Further information on the program is included in the Program Highlights below, along with updates on the academic participants who were transferred July 1, 1997 to GTD from the Partners in International Education and Development (PIET) contract. During this quarter, World Learning/AAI worked especially closely with the five Malawian academic participants who completed their U.S. training and returned home, in handling all final reimbursements, allowances, program status and international air ticketing issues. As part of this exit monitoring, World Learning/AAI corresponded with the Mission regarding capstone requests from the three students at Tulane University and secured approvals for their respective requests to conduct research outside New Orleans, Louisiana, where the university is located.

PROGRAM HIGHLIGHTS

Master of Public Health (MPH)

Ms. Gertrude Kara, MPH, Tulane University, New Orleans, LA, August 11, 1996 - December, 1997

Summary: Ms. Kara is enrolled in the Reproductive Health Track in the International Health and Development Department. In the Fall 1997 term, she is working on her capstone, a final requirement for the MPH degree at Tulane. World Learning/AAI awaits further information from Ms. Kara and the university regarding details of the capstone proposal.

Mr. Jonathan Nkhoma, MPH, Tulane University, New Orleans, LA, August 11, 1996 - December, 1997

Summary: Mr. Nkhoma enrolled in the zero credit capstone in order to fulfill the requirements for the capstone internship experience this fall. With the capstone, he will complete the requirements for the MPH, Communication and Behavioral Science Track, in the International Health and Development Department.

Mr. Nkhoma undertook a portion of his required capstone practical experience in Atlanta, GA at Emory University in its Program Against MicroNutrient Malnutrition (PAMM) for approximately one month. Mr. Nkhoma has done well in his academic program. He is expected to complete his degree requirements and return to Malawi a month earlier than anticipated, in November 1997.

Mr. Robert Ngaiyaye, MPH, Tulane University, New Orleans, LA, August 11, 1996 - December, 1997

Summary: Mr. Ngaiyaye's concentration in the International Health and Development Department is Communication and Behavioral Science. In the Fall 1997 term, he is taking one final course for degree credit, "Mass Media in Health", and is enrolled in the zero credit capstone, which is required for graduation. He also chose to audit two courses at no additional tuition cost for zero credit, "Health Policy" and "Introduction to Population Studies".

Mr. Ngaiyaye is scheduled to complete in December 1997. Mr. Ngaiyaye pursued a portion of his required capstone internship with the UNFPA in New York City to develop a social mobilization and advocacy document for use in his position as Director of Information, Education and Communication (IED) programs at the National Family Welfare Council of Malawi (NFWCM). World Learning/AAI will continue to work with Mr. Ngaiyaye to facilitate his completion of the capstone and prepare for return to Malawi.

M.S. Nursing Administration

Ms. Anna Molly Chinombo, M.S. Nursing Administration, University of Pennsylvania, Philadelphia, PA, August 11, 1996 - December, 1997

Summary: Ms. Chinombo did very well in her program, completed the degree a semester early by taking a higher than average course load per term, and returned to Malawi in December 1997.

Ms. Lucy Kachapila, M.S. Nursing Administration, University of Pennsylvania, Philadelphia, PA, August 11, 1996 - December, 1997

Summary: Ms. Kachapila completed her final four courses in the Fall 1997 -- "Managing Change", "Health Care Marketing", "Leadership in an Organization", and "Building Effective Organizations, Getting Things Done". She also performed well academically, completed a semester early, and returned to Malawi in December, 1997.

MPH Health Education

Ms. Catherine Chiphazi, MPH Health Education, Emory University, Atlanta, GA, August 23, 1996 - May, 1998

Summary: Ms. Chiphazi enrolled in six courses in the Fall 1997 term for a total of 13 credits: "Conduct and Design of Evaluation"; "Health Education Protocol Preparation"; "Health Education Seminar"; "Thesis"; "International Policy"; and "Family Planning Program Management". She is scheduled to complete on time, May 1998.

Ms. Joyce Mbwana, MPH Health Education, Emory University, Atlanta, GA, August 11, 1996 - May, 1998

Summary: Joyce is doing well in her academic program. This Fall she is taking six courses for a total of 13 credits: "Design and Conduct of Evaluation Research"; "International

Health Policy”; “Perspectives of Environmental Health”; “Health Education Seminar”; “Thesis”; and “Family Planning Program Management”. She remains on-target to complete as scheduled in May 1998.

MPH International Health and Epidemiology

Mr. Pascal Mkanda, MPH International Health and Epidemiology, Emory University, Atlanta, GA, August 23, 1996 - May, 1998

Summary: Mr. Mkanda is taking four courses in the current Fall 1997 term: “International Health Management”; “Nutrition Education Seminar”; “Key Issues in Global Health”; and “Social Behavior in Public Health”. He is currently scheduled to complete on-time in May, 1998.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The World Learning team demonstrated its readiness by carrying out the in-country training plan services requested as soon as the Task Order was signed, so the flow of nominations can begin. However, the relatively short period of the Task Order still makes it unlikely that the requested volume of U.S. or third country participants will be nominated and will be able to complete training in the five months of 1998 presently remaining in this contract.

B. PARTICIPANT ISSUES

World Learning/AAI congratulates the two participants who completed their degrees this quarter. During the next quarter, when the three students at Tulane submit further information about their proposed capstone plans and costs, and the two students who desire to have their dependents accompany them forward the required documentation, World Learning/AAI will relay the information to the Mission for consideration. Five of the remaining eight Malawian participants are completing their programs this quarter. World Learning/AAI’s experience is that intensive, attentive monitoring is generally required during the final academic term to address requests and U.S. exit/re-entry issues.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That an extension process commence as soon as possible, so there will not be a break in services and so that full services requested can be provided, including participant training follow-on services.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALAWI
QUARTERLY REPORT
JANUARY 1 – MARCH 31, 1998**

**Task Order No.: 811
Effective Dates: 07/01/97- 05/31/98
Contract Total: \$832,906
Obligated Amount: \$832,906**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII) and *Development* InfoStructure, from January 1, 1998, through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 811, with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On June 13, 1997, World Learning received a GTD Statement of Work for USAID/Malawi from USAID/RCSA/Botswana. The SOW requested services for four of the Mission's five Strategic Objectives (SOs):

- SO1 Increased Agricultural incomes on a per capita basis
- SO3 Increased adoption of measures that reduce fertility and risk of HIV transmission, including improved child health practices
- SO4 Increased access to, and quality and efficiency of basic education, especially for girls
- SO5 Institutional base for democratic participation strengthened and broadened

Placement and monitoring services were requested as follows:

- SO1 6 short-term U.S. participants
- SO3 9 academic U.S. participants (monitoring only, transferred from PIET)
16 short-term U.S. participants
8 short-term Third Country participants
- SO4 1 academic U.S. participant (monitoring only, transferred from PIET)

SO5 4 short-term U.S. participants

44 participants TOTAL

The SOW also requested the contractor to prepare a training plan, based on inputs from the SO teams and in consultation with the Human Capacity Development Officer (HCDO). World Learning submitted a proposal and budgets to RCSA/Botswana and Mission June 30.

Following a request from World Learning made on August 8, 1997, RCSA/Botswana issued a very limited pre-contract authorization of \$18,926, equivalent to two months of participant monthly maintenance allowance (MMA) at August, 1997 rates for eight participants and one month of MMA for two participants who were completing their study and departing the U.S. in August.

A further exchange of correspondence took place, as RCSA/Botswana requested budgets be broken out by SO and that funds for follow-on training be included in the participant budgets. The Task Order was signed on October 27, 1997.

II. ACTIVITIES

During this quarter AAI programming staff continued to monitor four academic participants who remain from a group of seven transferred from Partners in International Education and Training (PIET). All are expected to complete their degrees in May 1998. On March 28, Randall Blandin, AAI's Monitoring and Support Specialist, made a campus visit to Emory University where three of the four Malawian participants are studying.

By the end of the second quarter, the Mission had forwarded two new nominations using the new nomination form, which was presented to the Mission by the World Learning team in November as part of a complete set of customized training planning materials. The training nomination forms were designed to raise awareness of the links between training requested, Mission Intermediate Results and the participant's employing organization's performance goals.

PROGRAM HIGHLIGHTS

Master of Public Health (MPH)

Ms. Gertrude Kara, MPH, Tulane University, New Orleans, LA, August 11, 1996 - December, 1997, follow-on in Malawi required for Capstone project

Summary: USAID/Malawi approved Ms. Kara's request to return to Malawi to undertake an internship to complete the required capstone experience for the Tulane MPH degree. The capstone is a 300 hour minimum internship required for the MPH degree in lieu of a thesis. Ms. Kara is working on a collaborative research survey between Tulane University and the German Technical Development Agency (GTZ). This is a baseline survey in Machinga and Zomba, two districts in Malawi. As part of her

internship experience, Gertrude is designing and translating the survey questionnaire; recruiting and training interviewees; pretesting questionnaires; collecting data; data entry; analyzing data; and preparing reports.

World Learning/AAI disbursed an advance to Ms. Kara last quarter to cover her initial internship expenses. She is collecting receipts for expenses and will return them to AAI for reconciliation. When receipts are reconciled, a subsequent advance/reimbursement check will be forwarded to her in Malawi. Ms. Kara's capstone internship will end in May, 1998.

MPH Health Education

Ms. Catherine Chiphazi, MPH Health Education, Emory University, Atlanta, GA, August 23, 1996 - May 1998

Summary: With USAID/Malawi's concurrence, Ms. Chiphazi departed the U.S. on February 12, 1998 to travel to Lilongwe where she conducted required in-country research for her Master's thesis. Her study researches Malawian college students' sexual attitudes and behaviors, using sample survey research techniques. The objective of the study was to provide accurate and current information on AIDS risk behaviors among college students in Malawi, so programs can be developed to reduce these behaviors. Ms. Chiphazi sampled approximately 400 students at the University of Malawi. She used a self-administered questionnaire to obtain information on sexual attitudes and behavior, especially in regard to condom use. Ms. Chiphazi returned from her research trip March on 22, 1998 and will work to analyze this data using the Epi info data entry/edit program. The Monitoring and Support Specialist (MSS), Randall Blandin, met with Ms. Chiphazi during the campus visit to Emory University March 26, 1998. Ms. Chiphazi told Mr. Blandin that she might not complete her thesis in time to graduate by May 1998. World Learning/AAI subsequently learned, however, that she will in fact complete the requirements for her thesis by May. The MSS will assist her in finalizing her return travel plans.

To amend the previous quarterly report, following are the classes that Ms. Chiphazi took in the Fall 1997 term: "Design and Conduct of Evaluation Research", "Health Education Protocol Preparation", "Health Education Seminar", "International Policy", and "Family Planning Program Management". Both her semester and cumulative GPAs are 3.6.

Ms. Joyce Mbwana, MPH Health Education, Emory University, Atlanta, GA, August 11, 1996 - May 1998

Summary: In February, 1998, Ms. Mbwana learned that there was a problem with one of her thesis research procedures. She had traveled to Malawi from August 9 to September 5, 1997 to undertake research for her thesis. Ms. Mbwana conducted a survey of sexual attitudes and behaviors among adolescent girls in Lilongwe. She administered a questionnaire and intended to analyze and use the data in her thesis. In February, 1998, Ms. Mbwana learned that although she had obtained all appropriate approvals from the

Malawi Ministry of Health, she was not in compliance with a U.S. law, which requires researchers administering questionnaires dealing with sexual matters to obtain written parental consent prior to administering the survey. Ms. Mbwana and her advisor were unaware that research conducted by a Malawian, in Malawi, with Malawian adolescents and in compliance with Malawi law, but used at a U.S. University, would need to comply with the U.S. regulations on the administration of surveys. The University Human Investigation Committee informed Ms. Mbwana that she could not use the data she had collected in her thesis. She is currently collecting data in the U.S. to use for her thesis.

Upon first learning of this situation, Ms. Mbwana and her advisor sent a message via e-mail to Mr. Blandin, the Monitoring and Support Specialist (MSS), which predicted that Ms. Mbwana would need an additional one or two months to complete her thesis. Later, however, she informed Mr. Blandin that she would be able to complete her thesis using the new data. Ms. Mbwana requested that she still have an extension so that she could write a second thesis using the data that she had collected in Malawi after she had obtained the correct clearances. Mr. Blandin advised Ms. Mbwana that since the second thesis was not a degree requirement, she would have to return to Malawi to analyze her data. Ms. Mbwana will return with a computer, which will help facilitate her analysis.

The actual classes that Ms. Mbwana took in the Fall, 1997 term are: “Design and Conduct of Evaluation Research”, “Health Education Protocol Preparation”, “Health Education Seminar”, “International Policy”, and “Family Planning Program Management”. Her semester and cumulative GPA is 3.8.

MPH International Health and Epidemiology

Mr. Pascal Mkanda, MPH International Health and Epidemiology, Emory University, Atlanta, GA, August 23, 1996 - May 1998

Summary: Mr. Mkanda met with Mr. Blandin, the MSS, during the campus visit to Emory University on March 28, 1998. Mr. Mkanda indicated that his program was going well, but that he had encountered some unexpected problems collecting the required data for his thesis. Mr. Mkanda said that his previous academic advisor had worked for the World Health Organization (WHO) in Malawi and had access to epidemiological data. His advisor had planned to obtain the data that Mr. Mkanda would need in order to complete his thesis. Mr. Mkanda’s advisor, however, left the University suddenly. Since Mr. Mkanda had not planned to conduct in-country research, he requested that Ms. Catherine Chiphazi collect the data that he needed during her own research trip to Malawi. Mr. Mkanda informed Mr. Blandin that he had the required data and would work to complete his thesis. He was, however, concerned about not completing his thesis by the end of May.

Mr. Mkanda’s revised list of courses for the Fall 1997 term: “Social Behavior in Public Health”, “International Health Management”, “International Health Education Seminar”, and “Addressing Key Issues in Global Health”. His cumulative GPA is 3.6. For the

Spring 1998 term he is taking: “Strategies in Public Health”, “Public Health Laboratory”, and a four-credit thesis lab.

For additional information on training costs during this quarter, please refer to attachment 1, which list each participant’s training program, dates, budget and expenses paid this period.

Please see campus visit reports (attachment two) for additional information on participants’ programs.

III. CONCERNS/CONSTRAINTS

There are no concerns or constraints to report for this quarter.

IV. RECOMMENDED ACTIONS

The World Learning team has no recommended actions at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALAWI
QUARTERLY REPORT
APRIL 1 – JUNE 30, 1998**

**Task Order No.: 811
Effective Dates: 07/01/97 - 08/31/98
Contract Total: \$832,906
Obligated Amount: \$832,906**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractor, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII) and *Development* InfoStructure, from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 811, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On June 13, 1997, World Learning received a GTD Statement of Work for USAID/Malawi from USAID/RCSA/Botswana. The SOW requested services for four of the Mission's five Strategic Objectives (SOs):

- SO1 Increased agricultural incomes on a per capita basis
- SO3 Increased adoption of measures that reduce fertility and risk of HIV transmission, including improved child health practices
- SO4 Increased access to, and quality and efficiency of, basic education, especially for girls
- SO5 Institutional base for democratic participation strengthened and broadened

Placement and monitoring services were requested as follows:

- SO1 6 short-term U.S. participants
- SO3 9 academic U.S. participants (monitoring only, transferred from PIET)
16 short-term U.S. participants
8 short-term Third Country participants
- SO4 1 academic U.S. participant (monitoring only, transferred from PIET)

SO5 4 short-term U.S. participants

44 participants TOTAL

The SOW also requested the contractor to prepare a training plan, based on inputs from the SO teams and in consultation with the Human Capacity Development Officer (HCDO). World Learning submitted a proposal and budgets to RCSA/Botswana and the Mission on June 30, 1997.

Following a request from World Learning made on August 8, 1997, RCSA/Botswana issued a very limited pre-contract authorization of \$18,926, equivalent to two months of participant monthly maintenance allowance (MMA) at August, 1997 rates for eight participants and one month of MMA for two participants who were completing their study and departing the U.S. in August.

A further exchange of correspondence took place, as RCSA/Botswana requested budgets be broken out by SO and that funds for follow-on training be included in the participant budgets. The Task Order was signed on October 27, 1997. In the Spring of 1998, per the Mission's request, World Learning provided actual costs expended and a revised cost proposal. This extended the end date of services performed to August 31, 1998. The proposal was approved and the modification signed on May 8, 1998, thereby incorporating a no-cost extension.

II. ACTIVITIES

During this quarter, World Learning/AAI programming staff continued to monitor three academic participants who remain from a group of seven transferred from PIET. All completed their degrees in May 1998. In addition, 20 Malawian participants in U.S. and third country training were placed and monitored.

PROGRAM HIGHLIGHTS:

MPH Health Education

Ms. Catherine Chiphazi, MPH Health Education, Emory University, Atlanta, GA, August 23, 1996 - May 1998

Ms. Joyce Mbwana, MPH Health Education, Emory University, Atlanta, GA, August 11, 1996 - May 1998

MPH International Health and Epidemiology

Mr. Pascal Mkanda, MPH International Health and Epidemiology, Emory University, Atlanta, GA, August 23, 1996 - May 1998

World Learning/AAI is unable to report on individual grade reports for Spring 1998, since all three participants neglected to turn in their Spring 1998 AETR forms, in spite of repeated requests. All three participants were scheduled to complete their programs in May 1998. During a campus visit conducted by Randall Blandin, the AAI Monitoring and Support Specialist, each participant expressed a desire for a one-semester extension. World Learning/AAI assessed information provided by the participants and consulted with their respective thesis advisors, and determined that extensions were not necessary for the completion of their programs. World Learning/AAI finalized the participants' departure process, which included purchasing their return ticket to Malawi with departure from the U.S. May 30, 1998. World Learning/AAI informed all three participants that if they decided to stay beyond their program completion date, they would be solely responsible for their stay in the U.S., and would be in violation of Immigration Laws, under their current status.

Research, Monitoring and Evaluation

Third-Country Training, Ms. Nora Chando and Mr. Alford Jeke, Research, Monitoring and Evaluation, Center for African Family Studies (CAFS), May 4 - 29, 1998.

Summary: Ms. Chando works as the Deputy Director for the National Family Planning Council of Malawi (NFPCM) where she is responsible for the planning and coordination of all reproductive health training; development of training tools; monitoring and evaluation of all reproductive health curricula in Malawi; and related activities. Mr. Jeke is a Research and Evaluation Officer with NFPCM and is responsible for conducting research in reproductive health; designing contraceptive logistics and management systems for family planning programs; assisting NGOs in conducting research studies in reproductive health; and contributing to the updating of databases on Family Planning activities in Malawi.

Ms. Chando and Mr. Jeke attended a short course at the Center for African Family Studies (CAFS) entitled Research, Monitoring and Evaluation. This course is directed toward researchers, evaluators, planners, program officers, senior and mid-level managers working in sexual and reproductive health and related programs. The course focused on: introduction to population and development; research design and data collection; operations research; needs assessments and situation analysis; management information systems; monitoring and evaluation; project proposal development and data analysis and computer applications. The course is intended to enhance participants' ability to: identify family planning issues for research; develop an appropriate overall research strategy; develop fundable project proposals; conduct both quantitative and qualitative research; conduct systematic program evaluations using both quantitative and qualitative techniques; conduct statistical data analysis; interpret and utilize demographic data; and utilize research and evaluation findings in program development and management.

Ms. Chando and Mr. Jeke completed this program and returned to work in Malawi. Completed evaluation questionnaires were not returned thus are not on file.

Training of the Gender Trainer

Third-Country Training, Dorothy Kalaya, Training of the Gender Trainer, ESAMI, May 4 - 29, 1998

Summary: Ms. Dorothy Kalaya is a Program Officer for the National Family Planning Council which coordinates, facilitates and advocates for the promotion of family planning and related reproductive health services. Her department coordinates the planning, directing and evaluation of training. Ms. Kalaya provides technical assistance in population information and education and counseling services to meet the Council's goals. According to Ms. Kalaya, family planning is currently seen as a women's issue. The goal is to teach family planning and gender issues in conjunction with broader family planning issues, HIV transmission and prevention and child care practices. The hope is this integrated approach will lead to increased adoption of family planning methods to reduce fertility and HIV transmission rates. Specifically, Ms. Kalaya attended the program at ESAMI to broaden her knowledge of gender issues; acquire gender-specific training skills; develop capacity for gender analysis skills; and "get equipped with theoretical and practical skills in mainstreaming gender in project planning, implementation and evaluation."

Ms. Kalaya successfully completed her training program at ESAMI and returned to her work at the National Family Planning Council of Malawi. To facilitate Ms. Kalaya's participation, the National Family Planning Council paid Ms. Kalaya's per diem, tuition, and ground transportation costs. The arrangement requested by the USAID Mission was that World Learning/AAI would reimburse the council upon presentation of an invoice. On June 26, AAI received word from the Mission that the total for this training is \$5,452.15. This documentation has been reviewed by the Mission training staff and will be forwarded to AAI for reconciliation. Once this expense claim is received from NFPCM, reimbursement will be processed.

In addition, another pending issue that needs to be resolved with this program is to collect Ms. Kalaya's third-country training evaluation questionnaire. These questionnaires are very important to help the World Learning team evaluate the efficacy of training and use participants' suggestion on how to make future programs run better.

Management of Community Based Health Programs

Third-Country Training, Ms. Priska Masepuka, Ms. Georgina Chinula, Ms. Rose Soka, Ms. Alice Bvumbwe, and Ms. Catherine Samuel, Management of Community Based Health Programs, Center for African Family Studies, Nairobi, Kenya, May 18 – June 12, 1998.

Summary: These five participants work in a variety of hospitals and NGOs working in family planning and public health areas including Project HOPE, the Malamulo Hospital, ADMARC, and the Ministry of Health and Population. The participants are responsible

for a range of activities related primarily to family planning from program design to implementation and evaluation. The participants indicated some of their training goals were to learn to: design a project-proposal; train community-based agents/supervisors; supervise and monitor staff; implement community based programs; conduct evaluations; and overall to acquire specialized “management and service task skills in order to design, implement, service, monitor, and evaluate effective community-based family planning programs.”

The participants attended the program “Management of Community Based Health Programs” offered by the Center for African Family Studies (CAFS). This program focuses on: group dynamics and inter-personal communication; introduction to family planning programs; community based family planning program design; implementation of CBD projects; integration of services; targeting population sub groups; community participation; information, education, and communication; training; contraceptive technology; CBD service task strategies; clinic linkages and service integration; and others. At the conclusion of the course, participants are expected to be able to: design, present and defend a CBD project proposal; manage the implementation of CBD projects; design and implement training for CBD agents and supervisors; effect the integration of selected “SRH” components into family planning, community-based programs.

The five participants returned home after attending this course. It was arranged to wire participants full M&IE directly to CAFS for dispersal, rather than sending checks to Malawi via DHL. As with other third-country training participants, participants’ completed evaluation questionnaires have not been returned to World Learning/AAI as of the time of this writing. Mission assistance in collecting the evaluation questionnaires is appreciated. World Learning/AAI appreciates feedback on training program content as well as on logistics to determine whether, for example, it’s a good idea to wire funds to third-country training providers versus sending checks to participants via DHL. Participant feedback on issues like disbursement of per diem, training content, travel and lodging arrangements are all important to help ensure quality training.

Another outstanding issue with this group of participants is the cancellation of Ms. Soka. At the conclusion of the training program, CAFS informed World Learning/AAI that Ms. Soka never showed up for the training program. World Learning/AAI learned subsequently from the Mission that Ms. Soka learned right before the course was to begin that she was unable to attend the program. Ms. Soka’s training fees and per diem had already been wired to CAFS. World Learning/AAI inquired whether CAFS would allow Ms. Soka’s per diem and tuition to be applied to her participation in a later course, and CAFS agreed. The Mission has requested that she complete an alternative course by the end of September. According to CAFS, however, the next course will not be held until November. The training facilitator is running a two-week course focusing on maximizing human resource potential in management, which borrows content from the CBD program. If the Mission nominates Ms. Soka to attend this course, funds already disbursed would be applied to her participation in this program. The balance of funds would be returned to World Learning/AAI. If the Mission chooses not to nominate Ms. Soka for this program, the full funds wired to CAFS for her training will be returned to

World Learning/AAI. Once the USAID/Malawi has reached a decision, World Learning/AAI will let CAFS know how to handle the refunds.

Strategies for Effective Labor Participation

Mr. Gabriel Galimoto, Strategies for Effective Labor Participation in Privatization and Restructuring, Managing Redeployment, Social Safety Nets, and Social Investment Funds, Institute for Public-Private Partnerships (IP3), Washington, DC, April 6 - 17, 1998

Summary: Mr. Galimoto works for the Privatization Commission (TPC) as the Director of Transactions. He is responsible for ensuring international best practices in labor issues that come up during privatization efforts. The goal of this training was to help Mr. Galimoto and TPC become increasingly adept at managing the labor aspects of privatization, especially in regard to “redundancies and employee stock ownership programs” and to achieve increased cooperation between labor and the government’s privatization program. Mr. Galimoto indicated this is especially important as there is to be “more complex privatization on the calendar for the coming year.”

Mr. Galimoto attended a workshop entitled “Strategies for Effective Labor Participation in Privatization and Restructuring.” The goal of this short-term training program was to help participants learn: how to develop policy frameworks to minimize the threats to labor from privatization; how to minimize the reduction of jobs during privatization and restructuring transitions through job creation projects, retraining programs and severance packages; financial models for analyzing privatization transaction plans and quantifying the impacts on workforce requirements, wage schedules, enterprise profitability, and sale price; how to unbundle enterprises and contract out services to former employees; how to design, finance and manage social investment funds to address specific social impacts of restructuring and economic transition; how to design employee stock participation plans and leverage employee participation in corporate governance; how to negotiate with private investors and labor unions to structure innovative and successful “win-win” outcomes for private sector growth and for enhanced labor interest; meetings with government agencies and labor union leaders to discuss the impact of privatization and restructuring on labor.

According to program literature, participants in this program are exposed to the strategies to involve labor fully in the privatization process and the techniques necessary to implement effective social safety net programs.

In his action plan, Mr. Galimoto reported that his follow-on training goals were: to cultivate the spirit of trust between labor and owner shareholders and gain labor appreciation of the objectives of the privatization program; to communicate available possible options for labor participation in the program as well as social safety net options to “mitigate against those entrenched.” This task would be accomplished through seminars and workshops to be conducted by independent trainers. Other objectives were to broaden asset ownership among labor; ensure a smooth and speedy implementation of

privatization programs; and minimize job losses. He indicated he will achieve these goals through “early, honest, frank and transparent consultation with labor representatives and union leaders” and “continued involvement of the representatives/union leaders in the entire privatization process.”

This training supports the Mission’s Strategic Objective 1, “Increased Agricultural Incomes on Per Capita Basis”; and Intermediate Result (IR) 1.2: competitive market environment established and 1.3: private sector agribusiness and transport activities expanded.

Planning and Development for Sexuality Education

Mrs. Rosi Morleen Mbewe, Mrs. Edna Salim Hakim Tambuli’ Mrs. Kitty Mhangho and Mrs. Mariam Simbota, Planning and Development for Sexuality Education, HIV/AIDS and Reproductive Health, Margaret Sanger Center, New York, NY, May 18 - July 19, 1998

Summary: These four participants came from Project Hope and the Ministry of Health. They are involved in a range of family planning and HIV prevention and education programs. Some of the participants’ training objectives listed in their applications prior to attending the course include to: develop a program in sexuality education, HIV/AIDS prevention; develop goals, activities and strategies for programs; write a mission statement that is program related; budget and develop workplans; develop monitoring and supervision systems; and evaluate programs effectively.

This training is in support of Mission SO3, “Increased Adoption of Measures that Reduce Fertility and Risk of HIV Transmission, Including Improved Child Health Practices” and IR 3.5, knowledge of family planning, HIV transmission and prevention and child health practices improved.”

The course aimed to provide hands-on experience in developing and designing a reproductive health program which acknowledges that human sexuality is a critical component affecting sexual development and the life cycle, sexual anatomy and physiology, and the human sexual response cycle. The course also incorporated social and gender roles and scripts, variations on sexual experience, and community attitudes and values toward sex. Lastly, sexual pathologies, such as rape and incest, and their effects were also discussed.

Participants were to observe a whole spectrum of sexuality education and HIV/AIDS prevention and support programs in high-risk communities, and also meet and talk with the people who are making them work. During the course, participants meet and engage in dialogue around selected reproductive health issues with religious and political leaders, physicians, advocacy professionals and media specialists.

AAI conducted an on-site evaluation of this program since this was a large group of participants attending this course, and because an evaluation of this program had not been

conducted under the GTD contract. Regarding the content of the training program, participants expressed appreciation for the training opportunity. However, during the on-site evaluation, participants expressed that the course curriculum was very basic and did not meet their expectations.

Logistics for the program were fairly smooth, with the exception of difficulty with Ms. Rose Mbewe's international airline ticket. Ms. Mbewe requested approval to remain in the U.S. after the conclusion of the training program for personal travel. The Mission authorized her to change her international airline ticket and World Learning/AAI informed Ms. Mbewe and the Mission that she would be responsible for changing her ticket and paying any fees. She was also advised that the ticket was changeable for a nominal fee. Toward the end of her program, Ms. Mbewe contacted the airline to change her ticket, and was told the fee would be in excess of \$1,000 to change her ticket for the dates she requested. She expressed displeasure with both the Mission and World Learning/AAI for giving her false information. World Learning/AAI subsequently contacted the airline and confirmed that Ms. Mbewe had received incorrect information from the airline. The fee was only \$75 to change the dates. World Learning/AAI then worked with the travel agency contracted by World Learning and with Ms. Mbewe to make the changes to her ticket. At the time of this writing, it is World Learning/AAI's understanding Ms. Mbewe is still in the U.S. and plans to depart on or about July 25, 1998.

Please see Attachment 2 for the on-site evaluation summary with additional, detailed comments.

Legislative Drafting

Ms. Janet Banda, International Legislative Drafting Seminar, Public Law Center, Tulane University, New Orleans, LA, June 8 - 26, 1998

Summary: Ms. Janet Banda is a law reform officer for the Law Revision and Drafting office of the Law Commission. Her stated goals in her application were to learn plain language drafting skills and knowledge to ensure clarity and readability in drafts of proposed legislation or revised texts submitted by the Law Commission to the Cabinet. She also wanted to learn more about technical aspects of drafting. She stated, "These are the core of good draftsmanship and ensures quality work." The emphasis is on punctuation, proper grammar, and consistent usage.

This training supports SO5, "Institution Base for Democratic Participation Strengthened and Broadened". World Learning/AAI understands that this training could support one or more of Mission's five IRs under SO5: 5.1, increased participation of civil society organizations in the economic and political development process; 5.2, parliament's capacity to function as an independent and representative body strengthened; 5.3, capacity of electoral commission to conduct free and fair elections strengthened; 5.4, rule of law strengthened; and 5.5, process for formulating and implementing GOM economic policies and programs promotes greater transparency and participation.

The seminar participants studied drafting in various substantive policy areas through roundtable discussion on such topics as environmental compliance, governmental ethics, public finance, and implementation of international trade agreements.

Some roundtable topics include: drafting for environmental compliance; government code of ethics; open meetings and “sunshine laws”; public finance legislation; civic research organizations; children’s code legislation; protecting human rights; public records act; health services regulation; technology marketplace; enhancing public participation; appropriations and fiscal legislation; adopting APA rulemaking principles to a parliamentary jurisdiction; zoning and land use regulation; immigration policy and procedures; mutual expectations of legislators and drafters; criminal laws and penalties; women’s rights; drafting maritime laws.

Ms. Banda completed her program and returned home. The monitoring staff worked with Ms. Banda to process her reimbursements for ground transportation, and to send her a travel advance to pay for her hotel and perdiem for a layover in Johannesburg on her return trip. Ms. Banda has not returned her evaluation questionnaire.

For information on nominations during this quarter, please refer to Attachment 1.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

Several participants who attended third country training or who did not have exit evaluations in Washington after the completion of U.S. training, have not returned completed evaluation forms to World Learning/AAI. World Learning/AAI appreciate any efforts USAID/Malawi can provide in encouraging participants to send this documents.

B. PARTICIPANT ISSUES

World Learning/AAI was disturbed at the antipathy that arose between the three academic participants and their Monitoring and Support Specialist, following her determination that the extensions that they requested were not warranted. All three left the country without turning in required AETRs.

IV. RECOMMENDED ACTIONS

As noted above in “Administrative Issues”, World Learning/AAI requests assistance from the Mission in obtaining the third-country and U.S. training evaluation questionnaires and forwarding them on to AAI.

The World Learning team enjoys a good working relationship with USAID/Malawi and has no other recommended actions this quarter.

SUMMARY: Status of GTD Malawi nominations as of 06/30/98

U.S. TRAINING

04/01/98 – 06/30/98	SO1	SO3	SO4	SO5
Pick-ups from other contractor	0	9	1	0
Pending from past quarters	0	0	0	0
N - Nominated this quarter	0	0	0	0
A - Active, in training this quarter	0	0	0	0
C - Completed this quarter	0	11	0	4
X - Canceled this quarter	0	0	0	1
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	0	0	0	0

THIRD COUNTRY TRAINING

04/01/98 – 06/30/98	SO1	SO3	SO4	SO5
Pick-ups from other contractor	0	0	0	0
Pending from past quarters	0	0	0	0
N - Nominated this quarter	0	0	0	0
A - Active, in training this quarter	0	0	0	0
C - Completed this quarter	0	7	0	0
X - Canceled this quarter	0	0	0	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	0	1	0	0

EVALUATION SUMMARY
**“Planning and Development for Sexuality Education,
HIV/AIDS and Reproductive Health”**

written by Myriam Cederstrom, July 22, 1998
AAI Monitoring and Support Specialist

On June 17, 1998, I visited the Margaret Sanger Center in New York City to conduct a program evaluation of the course “Planning and Development for Sexuality Education, HIV/AIDS and Reproductive Health.” The course ran from May 18 to June 19. The course was attended by six USAID participants. There were two Ghanaians, Mr. Stephen Nkansah-Amankra and Mrs. Gifty Alema Mensah. The other four participants, **Mrs. Rosi Morleean Mbewe, Mrs. Edna Salim Hakim Tambuli, Mrs. Kitty Mhangho, and Mrs. Mariam Simbota were from Malawi.** In addition to obtaining results from the participants and visiting the training site, I had the opportunity to attend three final presentations. I also had a long conversation with the course coordinator, and one of the trainers. This discussion gave a better context within which to evaluate the course.

Much of the Center’s work focuses on self-awareness and empowerment for women, so that they are able to independently make decisions about their sexuality and their role as procreators. This, in turn, enhances women’s status as valuable participants in the work force and in their country’s economic development. It appeared that the Center’s work on Sexuality Transmitted Diseases and in AIDS prevention is also excellent. It was very easy to see that this Center is doing cutting edge work. The tight security in the building became a reminder of how controversial this type of training and research continues to be. Consequently, it is impossible to ignore the impact that this work has for participants coming from developing countries, where much of the information and work done by this Center could still be considered taboo in many respects.

The three final presentations that I observed were excellent. Regretfully, my schedule did not coincide with the presentations of the USAID/Ghana participants. Nevertheless, it was rewarding to see professionals deliver very well organized and clear presentations. Each participant had specific examples that applied to their country of origin. The audience was engaged in the presentations, and the USAID/Ghana participants expressed to me that they found it very useful to interact with colleagues from other countries who brought their specific concerns, needs, projects, and proposed solutions.

At the start of the evaluation with the USAID participants, a group discussion was held between four of the participants and myself, since Ms. Alema-Mensah and Ms. Simbota had left New York already. The goal of the discussion was to elicit participants’ responses to the overall experience, from preparation in their home country to the conclusion of the training program in the U.S.

The participants reported they had plenty of lead time to prepare to travel. In general, they felt that their meetings at their home countries provided them with sufficient information about travel schedules. However, they felt they did not have detailed enough information about the course content. While in training, they realized that some of the material they were presented with was already known to them, and that made them feel, at times, overqualified for the course. That was their only dissatisfaction. They felt that the course was better intended for people who were less experienced in their fields. The participants reported that the copious amounts of handouts and printed matter is an excellent resource for later on. They thought the pace of the course was good. They enjoyed the fact that the training and logistics staff was personable. They found that the classroom facilities very appropriate, and even beyond their expectations.

As far as the Center's approach to facilitating learning, the participants agreed with the fact that the training staff was very interested in their progress and very interactive with them. They enjoyed the variety of activities they were part of during their training, such as: workshops, lectures, seminars, large group discussions and projects, small group discussions and projects, working with colleagues and partners, and the professional contacts and networking. At the personal level, it was very commendable that several members from the staff continually assisted Mr. Stephen Nkansah-Amankra, from Ghana, in the purchasing of his personal clothing, since his suitcases never arrived in the U.S.

The conversation with the course coordinator and one of the trainers revealed the enthusiasm and passion that they have for their work, and the great interest that they have in providing quality training. They definitely showed great interest in transferring knowledge to the participants, and they exhibited concern for their personal well being as well. Both professionals kept notes of the development of the participants as the course unfolded, and they commented on their positive progress and improvements. They summarized their evaluation of the participants by saying that they had definitely gone through an invaluable transformation as they worked through producing the final document for the course. The course coordinator emphasized his appreciation for having such professionally and linguistically competent participants. The participants found the training experience very positive. In summary, the participants said that the training was of great importance to them. Mr. Stephen Nkansah-Amankra emphasized that he had an increased understanding of issues and ramifications of HIV/AIDS and sexuality.

Overall, there was a great degree of satisfaction among the participants. The Margaret Sanger Center provided a sound training program, with excellent instruction in "Planning and Development for Sexuality Education, HIV/AIDS and Reproductive Health," for mid-level managers in the health profession. The Center's attention to training impact is especially timely, and well suited to USAID participants.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALAWI
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

**Task Order No.: 811
Effective Dates: 07/01/97 - 08/31/98
Contract Total: \$832,906
Obligated Amount: \$832,906**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractor, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII) and *Development* InfoStructure, from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 811, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On June 13, 1997, World Learning received a Statement of Work (SOW) for USAID/Malawi from USAID/RCSA/Botswana. The SOW requested services for four of the Mission's five Strategic Objectives (SOs):

- SO1 Increased agricultural incomes on a per capita basis
- SO3 Increased adoption of measures that reduce fertility and risk of HIV transmission, including improved child health practices
- SO4 Increased access to, and quality and efficiency of, basic education, especially for girls
- SO5 Institutional base for democratic participation strengthened and broadened

Placement and monitoring services were requested as follows:

- SO1 6 short-term U.S. participants
- SO3 9 academic U.S. participants (monitoring only, transferred from PIET)
16 short-term U.S. participants
8 short-term Third Country participants

SO4 1 academic U.S. participant (monitoring only, transferred from PIET)
SO5 4 short-term U.S. participants

44 participants TOTAL

The SOW also requested that the contractor to prepare a training plan, based on inputs from the SO teams and in consultation with the Human Capacity Development Officer (HCDO). World Learning submitted a proposal and budgets to RCSA/Botswana and the Mission on June 30, 1997. The Task Order was signed on October 27, 1997. In May 1998, a no-cost extension was issued through August 31, 1998. A cost modification is currently being finalized, which will extend services through August 18, 2000.

II. ACTIVITIES

During this quarter, World Learning/AAI programming staff placed two Malawian participants. Two participants were nominated this quarter under SO1.

In August, World Learning/AAI submitted budgets for five participants under SO1; ten U.S. trained and 33 third-country trained participants under SO3; one under SO4; and four U.S. trained and one third-country trained participants under SO5 to be placed between September 1998 and September 2001, in response to USAID/Malawi's request to extend the task order. The World Learning team awaits finalization of this modification to incorporate the additional participants.

PROGRAM HIGHLIGHTS:

Budget Reform and Service Delivery Conference

Hon. Margaret Maimba and Hon. Godfrey Zulu, Budget Reform and Service Delivery Conference, Cape Town, South Africa, August 26 - 28, 1998

Summary: Hon. Maimba and Hon. Zulu, both members of the Malawian Parliament, hold responsibility for analyzing the national budget and making recommendations to the assembly for alterations. They attended the IDASA (Institute for Democracy in South Africa) Budget Reform and Service Delivery Conference in Cape Town, South Africa. Both wanted to expand their knowledge of the budgeting process and how it is affected by various sectors of civil society.

IDASA designed the conference to involve various professionals from Southern Africa involved in government budget procedures. In addition to officials from South Africa's national and provincial governments were officials from Namibia, Malawi, Uganda and Mozambique. The conference also included NGOs dealing with national or provincial budget issues, and university professors from schools of governance.

The conference mainly aimed to incorporate civil society into the budgeting process and explain how various sectors of civil society could play an increased role. In addition, the

conference detailed the linkages between policy-making and the budget process and how the budget process can play a role in a broader reform effort. Five sessions were convened to look at revenue sharing, health, welfare, education and participation.

Please see Attachment 1 for nomination status for this quarter.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

Several participants, who attended third country training or who did not have exit evaluations in Washington after the completion of U.S. training, have not returned completed evaluation forms to World Learning/AAI. World Learning/AAI appreciate any efforts USAID/Malawi can provide in encouraging participants to send these documents.

B. PARTICIPANT ISSUES

There were no significant participant issues this quarter.

IV. RECOMMENDED ACTIONS

- As noted above in “Administrative Issues”, World Learning/AAI requests assistance from the Mission in obtaining the third-country and U.S. training evaluation questionnaires and forwarding them on to AAI.

The World Learning team enjoys a good working relationship with USAID/Malawi and has no other recommended actions this quarter.

SUMMARY: Status of GTD Malawi nominations as of 09/30/98

U.S. TRAINING

<u>07/01/98 – 09/30/98</u>	<u>SO1</u>	<u>SO3</u>	<u>SO4</u>	<u>SO5</u>
Pick-ups from other contractor	0	0	0	0
Pending from past quarters	0	0	0	0
<u>N - Nominated this quarter</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>
<u>A - Active, in training this quarter</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
C - Completed this quarter	0	0	0	0
X - Canceled this quarter	0	0	0	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	0	0	0	0

THIRD COUNTRY TRAINING

<u>07/01/98 – 09/30/98</u>	<u>SO1</u>	<u>SO3</u>	<u>SO4</u>	<u>SO5</u>
Pick-ups from other contractor	0	0	0	0
Pending from past quarters	0	0	0	0
<u>N - Nominated this quarter</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>
<u>A - Active, in training this quarter</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>
C - Completed this quarter	0	7	0	2
X - Canceled this quarter	0	0	0	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	0	1	0	0

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ERITREA
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 812
Effective Dates: 07/01/97 - 12/31/98
Contract Total: \$169,628
Obligated Amount: \$169,628**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractor, The African-American Institute (AAI) from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 812, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On February 5, 1997, the USAID Ethiopia Contracts Office issued a competitively bid RFP for USAID Eritrea, which was to establish a participant training center at the University of Asmara, Eritrea via the GTD mechanism. The Task Order RFP requested a number of services, including: need for one person in Eritrea for six months to develop a standard operating procedure to process participants; establishment of a placement office at the University of Asmara (UA) to be staffed by UA staff members to be supported by a U.S. based training office for the three year life of activity; and training three UA and two USAID/Eritrea staff members as training specialists to be able to carry out all actions necessary for an efficient and effective USAID participant training program, from program identification to post-training follow up and assessment.

On February 21, 1997, the Contracts Office issued clarifications and an addition to the Scope of Work. Regarding the in-country, third-country and U.S. training services being requested, it specified processing 30 participants for master's degree programs in the U.S. in the first six months, 60 additional participants for master's degree programs in the U.S., one or two in-country workshops or conferences with 30 attendees and two to three candidates for third-country training. The additional request was to monitor participants already in the U.S. who would continue their studies beyond the end date of Partners for International Education and Training (PIET) monitoring services. On February 28, 1997, World Learning submitted its proposal according to the Scope of

Work and clarifications. On April 22, the Contracts Office issued a request for revised budgets based on further clarifications. World Learning submitted its response in early May.

Kristin Loken, Acting Representative at USAID/Eritrea, sent World Learning a request via fax on July 1, 1997 to handle the four academic participants formerly funded via PIO/P and managed PIET. The message indicated, "We will proceed to execute the task order as soon as possible. In the meantime, please assume management of these participants beginning July 1, 1997."

On August 11, 1997, after an exchange of emails in early August regarding whether World Learning could incur expenses, Ann Hirschey, USAID/Eritrea resent World Learning the Mission fax of July 1, indicating pre-contract authorization.

Also in August, the Contracts Office requested revised budgets for the administrative and participant costs to monitor the four academic participants in the U.S. World Learning submitted the revised budgets on September 11, 1997. The Contracts Office indicated that the portion of the earlier proposal to establish a training center at the University of Asmara was still under consideration and that it would be a separate task order from the one signed September 23 for the four academic participants.

On August 28, the Contracts Office informed World Learning it had submitted the winning proposal for the Participant Training for Eritrea. It indicated the following, " Please be advised that at this time, Eritrea is only interested in our awarding the six month training portion of the RFP. No third country training or in country conferences are to be included. Your Asmara representative is to work for and in the university and conduct on the job training to one to two USAID and three University of Asmara's staff. Whether or not the remainder of the RFP will be awarded will be based upon a decision to be made by the University of Asmara and the Mission within the next four months." The message further indicated that the President of the University of Asmara would be in the U.S. in late September and that he was interested in meeting with World Learning. As the request for services was now reduced from three years to six months, a reconsideration of approach by the World Learning GTD team and a fourth round of rebudgeting was needed. World Learning submitted a budget September 16 based on 6.5 months to establish the office and 1 month to close out reporting on the project. The Task Order was signed October 27, 1997.

II. ACTIVITIES

This quarter the programming staff continued to monitor the progress of four undergraduate nursing students who were transferred to GTD at the close of the Partners for International Education and Training (PIET) contract. Their programs are proceeding smoothly at Western Michigan University. In fact, their completion dates have been confirmed by the University to be the end of June 1998, rather than the end of August 1998, so the dates in the Program Highlights below have been adjusted accordingly. Their Fall 1997 course loads were reported in the last quarterly report. They are repeated below. Grades for Fall 1997 and Spring 1998 courses will be reported in the next quarterly report, when the information becomes available.

In mid-December, 1997, the Contracts Office sent a request to monitor one additional academic participant, Dr. Afeworki Abraham, from January, 1998 through June, 1999. He was self-placed at

Johns Hopkins University (JHU) for six months of preparatory work followed by a one year Master of Public Health program. The World Learning team quickly responded on December 17 with a direct training cost proposal outlining the participant costs for the selected program. On December 19 the Contracts Office responded to the Eritrea participant budget proposal to request some adjustments and requested the administrative budget proposal. World Learning submitted the requested budgets December 23.

PROGRAM HIGHLIGHTS:

B.S. Nursing

Ms. Regbe Samuel Ghebrehiwet, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: Ms. Ghebrehiwet is retaking “Introduction to Social Psychology” in the Fall 1997 semester, as she received a “D” in the course Summer 1997. She is also taking two other courses, “EAC Health and Self Care” and “Introduction to Statistics”, for a total of 15 credits. Ms. Ghebrehiwet is scheduled to complete the B.S. degree in June, 1998.

Mr. Berhane Negusse Haregot, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: Mr. Haregot is enrolled in three courses in the Fall 1997 for a total of 15 credits: “Introduction to Statistics”, “EAC Health and Self Care”, and “Introduction to Social Gerontology”. He is slated to complete on schedule in June 1998.

Mr. Tesfai Wahid Immam, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - August 31, 1998

Summary: Mr. Immam has a course schedule for the Fall 1997 term of three courses for a total of 15 credit hours: “Nursing Role in Facilitating Health and Self Care”, “Social Gerontology”, and “Introduction to Statistics”. He is scheduled to complete his degree in June 1998.

Ms. Shashu Gebreselassie Keleta, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 – June 30, 1998

Summary: Ms. Keleta is enrolled in three courses totaling 15 credit hours for Fall 1997: “EAC Health and Self Care”; “Introduction to Statistics” and “Introduction to Social Gerontology”. She is scheduled to complete in June 1998 as well.

For information regarding participants’ budgets, please refer to the Attachment.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The World Learning team responded to the RFP to add one academic participant to the Task Order in the spirit of cooperation and our long-standing, good relationship with USAID.

B. PARTICIPANT ISSUES

World Learning/AAI is pleased to report that the four undergraduate participants at Western Michigan University expect to complete their degrees by the end of June 1998, rather than August 1998, as earlier budgeted. Other than this clarification, they did not raise significant participant issues this quarter.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That USAID/Eritrea review its longer term training needs and request GTD services in supporting a greater number of participants, rather than single participants sporadically over time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ERITREA
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 812
Effective Dates: 07/01/97 - 06/30/00
Contract Total: \$259,977
Obligated Amount: \$238,000**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 812, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

The period of performance of this Task Order is July 1, 1997 through June 30, 2000 and the ceiling price is \$259,977. The World Learning team provides participant training support, primarily monitoring, to four Eritrean nursing students in U.S. academic programs. This activity is part of a larger USAID - Government of Eritrea bilateral health project in support of the Eritrea Ministry of Health's institutional capability to provide integrated primary health care services.

II. ACTIVITIES

This quarter the programming staff continued to monitor the progress of four undergraduate nursing students who were transferred to GTD at the close of the Partners for International Education and Training (PIET) contract. Grades for the Fall 1997 semester are listed in the Program Highlights. Grades for Spring 1998 courses will be reported in the next quarterly report, when the information becomes available.

In mid-December, 1997, the Contracts Office sent a request to monitor one additional academic participant, Dr. Afeworki Abraham from January 1998 through June 1999. He was self-placed at Johns Hopkins University (JHU) for six months of preparatory work followed by a one year Master of Public Health program. On January 6, 1998, USAID/Eritrea forwarded a pre-contract authorization in response to training and administrative budgets submitted by World Learning/AAI. Dr. Abraham began his program at Johns Hopkins University after that month. The modification to incorporate Dr. Abraham's program, and to extend the end date to June 30, 2000, was signed on January 27, 1998.

PROGRAM HIGHLIGHTS - B.S. Nursing

Ms. Regbe Samuel Ghebrehiwet, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: According to the Fall, 1997 AETR, Ms. Ghebrehiwet received a "C" grade in "Introduction to Social Psychology", which she was taking for a second time since she had received a "D" when she took it in the Summer 1997. Ms. Ghebrehiwet received an "A" in "EAC Health and Self Care" and a "B" in "Introduction to Statistics". During Spring, 1998, she is taking three courses for a total of 14 credit hours: "Preventive Treatment and Continuing Health Problems", "Adolescent Socialization", and "Community Health Planning." Ms. Ghebrehiwet is scheduled to complete her degree and return home in June, 1998.

Mr. Berhane Negusse Haregot, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: In the Fall 1997 term, Mr. Haregot received "A"s in "EAC Health and Self Care", and "Introduction to Social Gerontology" and a "C" in "Introduction to Statistics". He has achieved a cumulative GPA of 3.11. During Spring 1998, according to his latest AETR, he is taking three courses for a total of 14 credit hours: "Preventive Treatment and Continuing Health Problems", "Adolescent Socialization", and "Community Health Planning." He is slated to complete his degree on schedule in June, 1998.

Mr. Tesfai Wahid Immam, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - August 31, 1998

Summary: During the Fall 1997 term, Mr. Immam received two "A"s and one "A-" in his three courses and has achieved a total cumulative GPA of 3.69. In Spring 1998, according to his latest AETR, he is taking three courses for a total of 14 credit hours: "Preventive Treatment and Continuing Health Problems", "Adolescent Socialization", and "Community Health Planning." He is scheduled to complete his degree in June, 1998.

Ms. Shashu Gebreselassie Keleta, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: Ms. Keleta received “A”’s in each of her Fall 1997 courses and has achieved a total cumulative GPA of 3.81. According to her latest AETR, Ms. Keleta is taking three courses during the Spring, 1998 for a total of 14 credit hours: “Preventive Treatment and Continuing Health Problems”, “Adolescent Socialization”, and “Community Health Planning.” She is scheduled to complete in June, 1998 as well.

III. CONCERNS/CONSTRAINTS

ADMINISTRATIVE ISSUES

There are no new administrative issues to report at this time.

B. PARTICIPANT ISSUES

There are no new participant issues to report at this time.

IV. RECOMMENDED ACTIONS

The World Learning team has no new recommendations at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ERITREA
QUARTERLY REPORT
APRIL 1 – JUNE 30, 1998**

**Task Order No.: 812
Effective Dates: 07/01/97 - 12/31/99
Contract Total: \$1,565,309
Obligated Amount: \$658,000**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 812, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

The period of performance of this Task Order is July 1, 1997 through December 31, 1999 (revised completion date). The World Learning team provides participant training support, primarily monitoring, to four Eritrean nursing students in U.S. academic programs. On June 5, 1998, amendment no. 3 was signed, which incorporated placement and monitoring services for 18 additional academic participants in the general area of health. The ceiling price of the Task Order was increased to \$1,565,309 to accommodate the additional participants. This additional work is part of a larger USAID - Government of Eritrea bilateral health project in support of the Eritrea Ministry of Health's institutional capability to provide integrated primary health care services.

II. ACTIVITIES

This quarter, AAI programming staff continued to monitor the progress of four undergraduate nursing students who were transferred to World Learning's GTD contract at the close of the Partners for International Education and Training (PIET) contract. The students, who had an expected completion date of August 1998, all completed their programs in June 1998. In addition, AAI staff monitored the progress of Dr. Afeworki Abraham, who is studying for a Masters of Public Health degree at Johns Hopkins University.

In March 1998 (revised in April 1998), USAID/Eritrea issued a Statement of Work for 18 participants, including: 2 to attend Master of Public Health programs; 6 to attend 21.5 months of graduate study from August 1998 through May 2000; 9 to attend initial English language training followed by 24 months of graduate training between mid-August 1998 and August 2000; and 1 participant to attend short-term, non-degree training. On June 5, 1998 USAID/Eritrea fully executed a modification to accommodate the placement and monitoring of these participants.

In May 1998, Dr. Beyin and Dr. Tsadik arrived in the U.S. for a short course at Boston University. Upon the completion of the course, they will enter the University's Master of Public Health program.

In June 1998, Eritrea declared war on Ethiopia, causing all major international airlines to cancel flights into Asmara. The four students completing their nursing degrees were scheduled to return home on July 7, 1998 on a Lufthansa flight. A few weeks before their departure, World Learning/AAI learned that this and other Lufthansa flights had been canceled. The participants made arrangements to remain in their current housing through July. Per the Mission's instructions, World Learning/AAI issued monthly maintenance allowances (MMA) for July.

PROGRAM HIGHLIGHTS:

Nursing

Ms. Regbe Samuel Ghebrehiwet, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: Ms. Ghebrehiwet successfully completed her program earlier than scheduled and earned a Bachelor's degree in May 1998. In the Winter quarter 1998, Ms. Ghebrehiwet took three courses for a total of 14 credit hours. Her grade report is as follows: "Adolescent Socialization": B; "Community Health Planning": B/A; "Prevention Treatment & Control of Health": A. In the Spring quarter 1998, Ms. Ghebrehiwet registered for two courses (7 credit hours): "Child Socialization" and "Number Concepts Elem./Mid Teacher". Grades for the last semester will be included in the next quarterly report.

Mr. Berhane Negusse Haregot, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - June 30, 1998

Summary: Mr. Haregot successfully completed his program earlier than scheduled and earned a Bachelor's degree in May 1998. In the Winter quarter 1998, Mr. Haregot took three courses for a total of 14 credit hours. His grade report is as follows: "Adolescent Socialization", B; "Community Health Planning", B/A; "Prevention Treatment & Control of Health", A. In the Spring quarter 1998 he registered for 1 course worth three credit hours: "Introduction to Communication Theory". The grade for his final course will be included in the next quarterly report.

Mr. Tesfai Wahid Immam, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 - August 31, 1998

Summary: Mr. Immam successfully completed his program earlier than scheduled and earned a Bachelor's degree in May 1998. In the Winter quarter 1998, Mr. Immam took three courses for a total of 14 credit hours. His grade report is as follows: "Adolescent Socialization", A; "Community Health Planning", A; "Prevention Treatment & Control of Health", A. In the Spring quarter 1998 he registered for 1 course worth three credit hours: "Communication Disorder and Sciences". The grade for his final course will be included in the next quarterly report.

Ms. Shashu Gebreselassie Keleta, B.S. Nursing, Western Michigan University, Kalamazoo, MI, August 15, 1996 – June 30, 1998

Summary: Ms. Keleta successfully completed her program earlier than scheduled and earned a Bachelor's degree in May 1998. In the Winter quarter 1998, Ms. Keleta took three courses for a total of 14 credit hours. Her grade report is as follows: "Adolescent Socialization", A; "Community Health Planning", A; "Prevention Treatment & Control of Health", A. In the Spring quarter 1998, Ms. Keleta registered for one 3 credit course: "Reading in H & HS". Her grade for the final course will be included in the next quarterly report.

Public Health

Dr. Afeworki Abraham, Johns Hopkins University, Baltimore, MD, January 1998 - June 30, 1999

Summary: Dr. Afeworki completed six months of preparatory work that he began in January 1998. He is ready to begin a one-year Master of Public Health program. There was a one-month break between the completion of his preparatory course and the beginning of his degree program. World Learning/AAI advised Dr. Afeworki to use that time to familiarize himself with computers at the school's computer lab, since the use of computers is an integral part of his program. Dr. Afeworki has submitted a request to purchase a computer. World Learning/AAI is aware of the Mission's decision on this request and has informed Dr. Afeworki.

For information regarding participants' budgets, please refer to Attachment 1.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning has identified a minor error in the revised cost proposal which was the basis of modification no. 3 to the Task Order. This error will be corrected and submitted to USAID for review and consideration. In addition, World Learning/AAI is prepared to propose personnel to fill the TBA Participant Processing Assistant position. Also, owing to a change in World Learning personnel, there will be a request for a change in Functional Labor Category. The change will result in an overall savings to USAID.

B. PARTICIPANT ISSUES

World Learning/AAI is pleased to report that four undergraduate participants at Western Michigan University completed their degrees in June, rather than August, 1998. There is a concern, however, about when they will be able to return home. World Learning/AAI staff continue to monitor both the mood of the participants and the status of flights to Asmara. As mentioned earlier, the training budgets assumed that the participants would complete their degrees in August. Therefore, there are sufficient funds in the Eritrean Task Order to cover monthly maintenance allowances through August.

It will be difficult to proceed with the placement of academic participants into Fall 1998 programs, because most nominees have not taken the GRE and TOEFL yet and, in some cases, transcripts are not obtainable.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That USAID/Eritrea supply, to the best of its knowledge, information about the conflict between Eritrea and Ethiopia, so that participants have a better idea of the situation to which they will be returning.
- That USAID/Eritrea inform World Learning/AAI of its revised schedule for the 6 participants who were to begin ELT and the 9 participants who were to begin graduate programs in the Fall of 1998.

GTD/ ERITREA T.O. NOMINATIONS

U.S. TRAINING

World Learning Team Report for the Quarter 04/01/98-06/30/98

Participant Name	Status	Course/Training	Institution	Dates	Budgets	Exp	
						08/15/96	04/01/98
1. Regbe Ghebrehiwet 34,945.62 \$16,947.39	C	B.S. Nursing/Western Michigan Univ.		8/15/96-6/30/98	\$		
			\$14,413.67 \$31,361.06				
2. Berhane Haregot	C	B.S. Nursing/Western Michigan Univ.		8/15/96-6/30/98	\$ 35,517.74	\$17	
3. Tesfai Immam 35,496.26 \$15,113.91	C	B.S. Nursing/Western Michigan Univ.		8/15/96-6/30/98	\$		
			\$12,7838.41 \$27,838.41				
4. Shashu Gebresellassie 33,446.43 \$16,948.94	C	B.S. Nursing/Western Michigan Univ.		8/15/96-6/30/98	\$		
			\$13,153.70 \$30,102.64				
5. Abraham Afeworki	A	M.P.H./Johns Hopkins Univ.		1/14/98-12/31/98	\$ 76,014.61	\$12	
6. Berhane Beyin	A	M.P.H./ Boston University		5/15/98-1/01/99	\$ 13,773.27	\$	
7. Zemui Tsadik 13,773.27 \$ 0.0	A	M.P.H./Boston University		5/15/98-1/01/99	\$		
			\$ 6,646.65 \$ 6,646.65				

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ERITREA
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

**Task Order No.: 812
Effective Dates: 07/01/97 - 12/31/99
Contract Total: \$1,565,309
Obligated Amount: \$658,000**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 812, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

The period of performance of this Task Order is July 1, 1997 through December 31, 1999 (revised completion date). The World Learning team provides participant training support, primarily monitoring, to four Eritrean nursing students in U.S. academic programs. On June 5, 1998, amendment no. 3 was signed, which incorporated placement and monitoring services for an 18 additional academic participants in the general area of health. The ceiling price of the Task Order was increased to \$1,565,309 to accommodate the additional participants. This additional work is part of a larger USAID - Government of Eritrea bilateral health project in support of the Eritrea Ministry of Health's institutional capability to provide integrated primary health care services.

II. ACTIVITIES

This quarter, AAI programming staff continued to monitor the progress of three continuing graduate students studying Public Health at Johns Hopkins University and Boston University. In July, USAID/Eritrea forwarded nominations for eight academic participants whom they requested be placed during the Fall 1998 semester. AAI programming staff was able to secure placement for seven of these participants. Six participants began their academic programs in August and September. Unfortunately, one participant, Berhane Abraha, who has been accepted

as a BA student in Communications at the American University, was not able to obtain a visa in time to begin the Fall term. His start date has been postponed to January 1999. GTD staff will attempt to place the eighth participant in an MS in Emergency Nursing program, so that he will also begin his program in January.

In addition, the Mission has requested that World Learning/AAI place another four BS in Nursing participants, whom USAID is in the process of selecting.

Also during this quarter, GTD staff met twice in Washington with Judith Robb-McCord, of USAID/Eritrea's Health SO team, to discuss placement issues surrounding the placement of the 18 planned participants. One idea that arose during the first meeting was for World Learning/AAI to arrange in-country coaching to help nominees achieve higher TOEFL and GRE scores. Officials in the Ministry of Health, the Mission's partner under its health SO, rejected this idea, however, based on cost.

Four Nursing students who completed their BS degrees in June but were not able to get flights into Asmara, returned home on July 21 when Lufthansa resumed its flights into that city. Mission staff have confirmed their arrival.

PROGRAM HIGHLIGHTS:

BS Environmental Health

Mr. Tecele Tewolde, New Mexico State University, NM, August, 1998 - May 30, 2002

Summary: Mr. Tewolde was placed at New Mexico State University for Fall 1998 admissions. World Learning/AAI sent applications on his behalf to Colorado State University and New Mexico State University. Colorado State University, which offers a Bachelor's program in Environmental Health, deferred his application for consideration for the Spring 1999 semester. This was due to the late receipt of his credentials as well as the school's requirement for undergraduate applicants to submit: ACT or SAT scores; a minimum TOEFL score of 525; and High School Transcripts. New Mexico State University, which offers a program in Environmental Science and a program in Community Health, accepted Mr. Tewolde for an undergraduate program. School officials suggested that Mr. Tewolde could combine courses from both departments in order to meet his degree objective. The International Students Office at New Mexico State University coordinated his airport pick up and temporary housing. They also helped him locate an apartment.

Once Mr. Tewolde settled in, World Learning/AAI spoke to him and to International Admissions officials at length regarding the program at New Mexico State University. While Mr. Tewolde can take courses from the two departments that would apply towards a degree in Environmental Health, it was determined that he would

not be able to obtain his degree objectives at that institution. World Learning/AAI has maintained contact with Colorado State University and informed Admissions officials that Mr. Tewolde was accepted to and has enrolled in classes at New Mexico State University this semester and inquired into the possibility of the participant transferring to Colorado State University. School officials there stated that it is easier for the participant to be admitted as a transfer student, once he has been admitted into another U.S. institution. World Learning/AAI will follow up with this issue and correspond in details with Mission on this matter as the semester progresses. In the meantime, World Learning/AAI informed Mr. Tewolde that he needs to work hard in his course work this semester and improve on his English skills in order to be admitted into Colorado State University, as a transfer student, provided that Mission concurs with plans.

World Learning/AAI sent all new participants study plan and participant information forms to fill out and send to the office. Once all forms are in, World Learning/AAI will provide Mission with the necessary information pertaining to participant programs, date of completion, and participants' contact information.

Mr. Tareke Ogbamicael, New Mexico State University, NM, August, 1998 - May 30, 2002

Summary: Mr. Ogbamicael was placed at New Mexico State University for Fall 1998 admissions. World Learning/AAI sent applications on his behalf to Colorado State University and New Mexico State University. Colorado State University which offers a Bachelor's program in Environmental Health, deferred his application for consideration for the Spring 1999 semester. This was due to the late receipt of his credentials as well as the school's requirement for undergraduate applicants to submit: ACT or SAT scores; a minimum TOEFL score of 52 and High School Transcripts. New Mexico State University, which offers a program in Environmental Science and a program in Community Health, accepted Mr. Ogbamicael for an undergraduate program. School officials suggested that Mr. Ogbamicael could combine courses from both departments in order to meet his degree objective. The International Students Office at New Mexico State University coordinated his airport pick up and temporary housing. They also helped him locate an apartment.

Once Mr. Ogbamicael settled in, World Learning/AAI spoke to him and to International Admissions officials at length regarding the program at New Mexico State University. While Mr. Ogbamicael can take courses from the two departments that would apply towards a degree in Environmental Health, it was determined that he would not be able to obtain his degree objectives at that institution. World Learning/AAI has maintained contact with Colorado State University and informed Admissions officials that Mr. Ogbamicael was accepted to and has enrolled in classes at New Mexico State University this semester and inquired into the possibility of the participant transferring to Colorado State University. School officials there stated that it is easier for the participant to be

admitted as a transfer student, once he has been admitted into another U.S. institution. World Learning/AAI will follow up with this issue and correspond in details with the Mission on this matter, once we progress more into the semester. In the meantime, World Learning/AAI informed Mr. Ogbamicael that he needs to work hard in his course work this semester and improve on his English skills in order to be admitted into Colorado State University, as a transfer student, provided that Mission concurs with plans.

World Learning/AAI sent all new participants study plan and participant information forms to fill out and send to the office. Once all forms are in, World Learning/AAI will provide the Mission with the necessary information pertaining to participant programs, date of completion, and participants' contact information.

AA – Computer Programming

Mr. Ezra Kidane, Massachusetts Bay Community College, Wellesley , MA, August 1998 – August 2000.

Mr. Kidane was placed at Massachusetts Bay Community College for a program in Computer Programming starting in Fall 1998. Mr. Kidane is not new to the school, as he had completed a diploma program in 1996 at the same institution. Mr. Kidane has found permanent housing and has settled in well. He has already started his program and has expressed the need for a computer, as most of his course work requires him to use a computer. World Learning/AAI indicated to him the Mission's position on computer purchases, but suggested that he put his request in writing and have his advisor write a letter of support which will be forwarded to the Mission for review.

World Learning/AAI sent all new participants study plan and participant information forms to fill out and return. Once all forms are in, World Learning/AAI will provide the Mission with the necessary information pertaining to participants' programs, date of completion, and participants' contact information.

MS – Nursing Education

Ms. Ghidei Gebreyohannes, University of Northern Colorado, Greeley, CO, August 1998 – August 2000

Ms. Gebreyohannes was conditionally accepted at the University of Northern Colorado in the Master's program in Nursing Education. The condition of the formal admission into the degree program is that she obtains the Registered Nurse license in Colorado, a requirement of all MS Nursing students in Colorado. Dr. Vish Iyer, Director of International Students Office, met Ms. Gebreyohannes on her arrival. Dr. Iyer's office coordinated all her arrival activities, placed her in temporary housing and helped her locate permanent housing. World Learning/AAI spoke to Ms. Gebreyohannes who indicated that she has settled in well and that she was very pleased with the kindness

people showed during the settling-in process. Ms. Gebreyohannes was pleased with the program that she has already started.

World Learning/AAI sent all new participants study plan and participant information forms to fill out and send to the office. Once all forms are in, World Learning/AAI will provide the Mission with the necessary information pertaining to participants' programs, date of completion, and participants' contact information.

Mr. Abraham Yemane, University of Northern Colorado, Greeley, CO, August 1998 – August 2000

Mr. Yemane was conditionally accepted at the University of Northern Colorado in the Master's program in Nursing Education. The condition of the formal admission into the degree program is that he obtains the Registered Nurse license in Colorado, a requirement of all MS Nursing students in Colorado. Dr. Vish Iyer, Director of International Students Office, met Mr. Yemane on arrival. Dr. Iyer's office coordinated all his arrival activities, placed him in temporary housing and helped him locate permanent housing. World Learning/AAI spoke to Mr. Yemane who indicated that he has settled in well. Mr. Yemane has already started his academic program.

World Learning/AAI sent all new participants study plan and participant information forms to fill out and send to the office. Once all forms are in, World Learning/AAI will provide the Mission with the necessary information pertaining to participants' programs, date of completion, and participants' contact information.

Master's in Public Health (MPH)

Mr. Embaye Andom, Boston University, Boston, MS, August 1998 – August 1999

Mr. Embaye was placed at Boston University in the MPH program starting August 1998. He has settled in well and has already moved into his permanent housing. He has started his academic program and has met with his advisor. Mr. Embaye informed World Learning/AAI, in writing, that in his meeting with his advisor, he was informed that it will not be possible for him to complete his program by the projected date of completion, August 1999; he will need an additional 4-6 weeks to complete the program, through October 1999. Mr. Embaye has copied this letter to USAID/Eritrea Mission, attn.: Astier Araya and the Director of HRDD, Ministry of Health, Eritrea.

World Learning/AAI sent all new participants study plan and participant information forms to fill out and return. Once all forms are in, World Learning/AAI will provide Mission with the necessary information pertaining to participants' programs, date of completion, and participants' contact information.

Dr. Afeworki Abraham, Johns Hopkins University, Baltimore, MD. January 1998 - June 30, 1999

Summary: Dr. Afeworki started in January 1998 and is progressing well in his program. In the Summer 1998, he successfully completed the following courses, with grades earned: “Statistical Computing” (2 credits): A; “Public Health Statistics” (2 credits): B; “Social and Behavioral Aspects of Public Health” (4 credits): A; “History of Public Health” (2 credits): P; “Health Information Systems” (4 credits): B; “Problem Solving in Public Health” (4 credits): A; “Special Topics: MPH Goals Analysis” (1 credit): in progress.

In the Fall 98, he has registered for 5 courses totaling 20 credit hours: “Principles of Epidemiology”; “Statistical Reasoning I”; “Elements of Economics”; “Introduction to International Health”; “Quality Assurance Management Methods for Developing Countries”.

Dr. Berhane Beyin, Boston University, Boston, MA., August 1998 – May 1999

Summary: Dr. Beyin has settled in and is progressing well in his program, per phone conversations with World Learning/AAI. He has not yet submitted his Summer 98 AETR and grade report. Given that this was Dr. Beyin’s first academic semester, World Learning/AAI is following up with Dr. Beyin concerning appropriate forms that need to be filled out and submitted to World Learning/AAI at the end of each semester. A report on his academic progress will be forwarded to the Mission separately, upon receipt of his Summer 98 AETR.

Dr. Beyin and Dr. Tsadik have both been instrumental in helping the new participants, Embaye Andom and Ezra Kidane, settle in their new environment.

Dr. Zemui Tsadik, Boston University, Boston, MA., August 1998 – May 1999

Summary: Dr. Tsadik has settled in and is progressing well in his program, per phone conversations with World Learning/AAI. He has not yet submitted his Summer 98 AETR and grade report. Given that this was Dr. Tsadik’s first academic semester, World Learning/AAI is following up with Dr. Tsadik concerning appropriate forms that need to be filled out and submitted to World Learning/AAI at the end of each semester. A report on his academic progress will be forwarded to the Mission separately, upon receipt of his Summer 98 AETR.

Dr. Beyin and Dr. Tsadik have both been instrumental in helping the new participants, Embaye Andom and Ezra Kidane, settle in their new environment.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning intends to prepare and submit to USAID a revised cost proposal to address several issues in this Task Order. As noted in the previous report, World Learning has identified a minor

error in the cost proposal which was the basis of modification no. 3 to the Task Order. In addition, World Learning/AAI plans to propose personnel to fill the TBA Participant Processing Assistant position. Also, owing to a change in World Learning personnel, there will be a request for a change in Functional Labor Category. The change will result in overall savings to USAID.

World Learning/AAI is concerned about the short turn-around time between participant nomination and expected start of programs. This drastically reduces the pool of schools which World Learning/AAI programming staff can approach for admission. Application deadlines typically fall several months before a term begins. For example, the deadline for Fall admission for most universities is February or March.

Another concern relates to Ministry of Health requests relayed by the Mission, to place participants in expensive private colleges, like Boston University. Public colleges and universities offer programs of comparable quality at a much lower cost.

B. PARTICIPANT ISSUES

The six participants who started their academic programs in the Fall 1998 semester settled in and begun classes, without any difficulty.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That USAID/Eritrea forward the names of the four Nursing students expected to begin their programs in January, so that World Learning/AAI staff can begin placement activities.
- That USAID/Eritrea inform World Learning/AAI of its revised schedule for the 6 participants who were to begin ELT in the Fall of 1998.
- That USAID/Eritrea forward nominations at least six months before the students' desired start date.

GTD/ ERITREA T.O. NOMINATIONS

U.S. TRAINING

World Learning Team Report for the Quarter 07/01/98-09/30/98

Participant Name	Status	Course/Training Institution	Dates	Budgets		Expenses Paid	
				07/01/97-06/30/98	07/01/98-09/30/98		
<u>Total Paid</u>							
1. Regbe Ghebrehiwet	C	BS Nursing/Western Michigan Univ.	8/15/96-6/30/98	\$ 34,945.62	\$16,947.39	\$14,413.67	\$31
2. Berhane Haregot	C	BS Nursing/Western Michigan Univ.	8/15/96-6/30/98	\$ 35,517.74	\$17,071.42	\$13,320.13	\$30
3. Tesfai Immam	C	BS Nursing/Western Michigan Univ.	8/15/96-6/30/98	\$ 35,496.26	\$15,113.91	\$12,7838.41	
						\$27,838.41	
4. Shashu Gebresellassit	C	BS Nursing/Western Michigan Univ.	8/15/96-6/30/98	\$ 33,446.43	\$16,948.94	\$13,153.70	
						\$30,102.64	
5. Abraham Afeworki	A	MPH./Johns Hopkins Univ.	1/1/98-6/31/99	\$ 76,014.61	\$12,886.28	\$ 9,363.02	\$22,249.30
6. Berhane Beyin	A	MPH./ Boston University	5/15/98-1/01/99	\$ 13,773.27	\$ 0.0	\$ 6,646.65	\$ 6,
7. Zemui Tsadik	A	MPH./Boston University	5/15/98-1/01/99	\$ 13,773.27	\$ 0.0	\$ 6,646.65	\$ 6,
8. Tecele Tewolde	A	BS Env. Science/New Mexico State Univ.	8/26/98-8/31/02	\$ 110,808.26	\$ 0.0	\$ 6,244.77	\$ 6,
9. Tareke Ogbamicael	A	BS Env. Science/New Mexico State Univ.	8/26/98-8/31/02	\$ 110,808.26	\$ 0.0	\$ 6,244.77	\$ 6,
10. Ezra Kidane	A	AA Computer Science/Mass. Bay Com. C.	8/28/98-8/31/00	\$ 64,817.18	\$ 0.0	\$ 6,328.55	\$ 6,

11. Embaye Andom 6,243.55 \$ 6,243.55	A	MS International Health/Boston Univ.	8/28/98-5/31/00	\$ 90,815.53	\$ 0.0	\$
12. Ghidei Gebreyohannes 5,797.30 \$ 5,787.30	A	MS Nursing Educ./Univ. of Colorado	8/28/98-8/31/00	\$ 63,695.64	\$ 0.0	\$
13. Abraham Yemane 5,797.30 \$ 5,797.30	A	MS Nursing Educ./Univ. of Colorado	8/28/98-8/31/00	\$ 63,695.64	\$ 0.0	\$
14. Berhane Abraha	P	BS Public Relations/	(placement deferred to Spring '99)	\$ 0.0	\$ 2,553.23	\$ 2,

Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALI
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 813
Effective Dates: 07/01/97 - 08/18/99
Contract Total: \$355,000
Obligated Amount: \$355,000**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure) from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 813, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On June 18, 1997 USAID/Mali forwarded World Learning a GTD Scope of Work to assume responsibility for academic participants as of July 1, 1997 and to program 60 new, short-term participants between FY 1998 and FY 2000. According to the Scope, the academic participants were handled under contracts ending June 30, which the Mission held with Texas A&M University and Washington State University. An average of 20 participants per fiscal year were slated to attend U.S., short-term technical training of one to three months per program. The Scope also requested that the contractor assist the Mission in developing its training strategy, including contributing to needs assessments and training plans, implementing recruitment, selection, orientation and preparation processes, placing and monitoring participants in appropriate and cost-effective training opportunities, providing reports, facilitating re-entry and follow-on activities, as well as monitoring performance.

The World Learning GTD team sought clarification on the number of academic transfers and learned from the Mission that there would be a total of 11 academic participants. Nine participants in the U.S. under the Mali SPARC contract would be transferred from Michigan State University, the subcontractor to Texas A&M, effective July 1, 1997; one participant in the U.S. would be transferred from the Washington State University contract effective January 1,

1998; and one new, already placed participant would arrive in the U.S. from Mali in late June 1997 to begin an academic program.

On July 14, 1997, following an exchange of communication beginning in late June, World Learning sent USAID/Mali budgets with a request for pre-contract authorization. The pre-contract authorization was needed to cover administrative costs July 1 through August 15 plus participant costs July and August. The responsibility for 10 of the academic cases was turned over to World Learning on July 1, but a Task Order was not yet in place.

Two weeks later, on July 28, 1997, World Learning submitted a full proposal to USAID/Mali. After intensive follow-up with USAID, REDSO/WCA issued a pre-contract authorization on August 18, 1997. Per REDSO request, World Learning resubmitted its cost proposal on September 23, 1997. On September 30, the 25.5-month Task Order, retroactively effective to July 1, 1997 through August 18, 1999, was issued and signed.

II. ACTIVITIES

Following the issuance of the Task Order on September 30, World Learning/AAI began to process vendor payments, including tuition, which had been held awaiting a fully signed Task Order. The limited pre-contract authorization in effect during the last quarter did not provide enough funds to both release vendor payments and to meet immediate participant payment needs. Monitoring services for the seven Malian GTD academic participants in the U.S. this quarter continued. One of the seven, Mr. Amadou Sidibe, completed his program as scheduled and returned to Mali in December. The World Learning team collected information and submitted revised budgets to the Contracts Office on November 21, 1997 to add funds for one additional academic participant, Mr. Kolado Bocoum. His case is to be transferred from a Mission contract with Washington State University. to the GTD contract effective January 1, 1998. A contract modification for the additional \$41,188 in participant funds for Mr. Bocoum's program costs is pending.

Course grades for Fall 1997 and spring '98 courseloads will be noted next quarter in the Program Highlights for the seven participants whose funding continues after December, 1997.

PROGRAM HIGHLIGHTS:

Mr. Youssouf Cisse, M.S. Agricultural Economics, Michigan State University, Lansing, MI, May, 1993 - June 1997, Certificate in Computer Information Systems, Lansing Community College, Lansing, MI, July 1997 - August 1998

Mr. Cisse's academic advisor at Michigan State University, Dr. John Staatz, is still reviewing the thesis. Mr. Cisse is taking three courses at Lansing Community College in the Fall of 1997: "Business Information Systems: A Problem Solving Approach"; "Programming with Microsoft Visual Basic 4.0"; and "Internet 1997 Unleashed".

Mr. Bocary Kaya, Ph.D. Agroforestry, University of Florida, Gainesville, FL, April 1995 - April 1999

Mr. Kaya returned to the U.S. on December 16, 1997 following dissertation research in Mali. His dissertation research plan includes another trip to Mali in the summer of 1998 through December 1998. When the university reopens in January, World Learning/AAI will re-contact Mr. Kaya and his academic advisor to request a budget estimate for the proposed 1998 field work as well as Academic Enrollment and Term Reports (AETRS) for Summer and Fall, 1997 in order to confirm his progress and projected completion.

Mr. Hamidou Nantoume, Ph.D., Range Management, Texas A&M University, Uvalde, TX, April 1995 - April 1999

On November 11 and again on December 2, World Learning/AAI sent the Mission requests via email to add funds to the Task Order for three participants, including Mr. Nantoume. He is continuing his Ph.D. research in Uvalde, Texas. He and his advisor requested \$5,540 over the standard dissertation research allowance of \$2,000 for rangeland research with goats. The budget estimate did not include the additional costs to lease a computer, but the participant and advisor also inquired whether the understanding reached with the former contractor, Michigan State University, and the Mission was still in effect. The participant and advisor indicated this understanding was that the Mission would consider covering the cost, up to \$1,000, to lease a computer while a participant was engaged in dissertation research. This information was not made available to World Learning by any of the parties - the Mission, the former contractor, the participant or the academic advisor - during the GTD budget data collection and proposal budget process in June/July 1997. Thus, costs for computers were not included in any of the Mali academic proposal budgets. Nor were exceptional dissertation costs. This is why a contract modification to add funds is requested.

Ms. Tsigue Pleah, MPH, John's Hopkins University, Baltimore, MD, June 1997 - June 1998

Ms. Pleah's grades for the Summer Quarter, July - August 1997 follow: "C" in "Introduction to Biostatistics", "A" in "Computer Applications to Public Health", "B" in "Health Information Systems", no grade yet available for "Internet Resources for Public Health Research", "Pass" in "History of Public Health", "Pass" in "Problem Solving and Public Health", and no grade available yet in "SP Topics: MPH Goal Analysis". Ms. Pleah completed five courses, 18 credits, for the Fall Quarter, September - October 1997: "Basic Biostatistical-Inference", "Introduction to International Health", "Quality Assurance Management Methods", "Issues in Health Communication", and "Principles of Epidemiology".

During the November, 1997 to January, 1998 quarter, Ms. Pleah is registered for five courses for 21 credits: "Environmental Health", "Maternal Health Care in Less Developed Countries", "Methods for Field Trials", "Management of Health Service Organizations" and "Population Change and Public Health".

The coursework for this 11-month degree is intensive throughout, with a heavy curriculum emphasis on computers and statistics. In a November 12 and a December 2 communication to the Mission, World Learning/AAI forwarded Ms. Pleah's request for \$2,500 in additional funds for a laptop computer and required statistical software. A response is pending from the Mission. She is still on target to complete the MPH in June, 1998.

Mr. Amadou Sidibe, M.S. Seed Technology, Mississippi State University, Mississippi State, MS, January 1995 - January 1998

Mr. Sidibe attended the American Society of Agronomy Annual Meeting in Anaheim, CA, October 26 - 31, 1997. He took a one credit "Seminar" and a "Plant Metabolism" course in the Fall 1997, finished his master's degree thesis, completed the requirements for his degree and returned to Mali in December. He met with World Learning/AAI in Washington, DC prior to his U.S. departure for a debriefing and indicated satisfaction with his training experience.

Mr. Samba Traore, Ph.D. Agronomy, University of Nebraska, Lincoln, NE, April 1995 - April 1999

Mr. Traore continues to progress in his academic work and doctoral research and is on track to complete the requirements for his Ph.D. by March 1999. During the Fall, 1998 semester, he is taking: "Herbicide Chemistry and Mode of Action", "Research Strategies in Agriculture", "Multiple Regression", and another 3 dissertation research credits.

Mr. Seydou Traore, Ph.D., Agroclimatology Iowa State University Ames, IA, January 1995 - January 1999

Mr. Traore is doing well in his coursework and currently expects to complete the requirements for his doctoral dissertation by December 1998. He completed one 6 credit course over the Summer, "Research in Agricultural Meteorology" with a grade of "S" for satisfactory performance in a course offered on a Satisfactory or Fail basis. Mr. Traore is taking four courses for 12 credits Fall 1997: "Geographic Information Systems", "Agricultural Meteorology", "Crop Physiology Seminar", and "Agricultural Meteorology Research".

For additional information, please refer to the Attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The GTD team received the needed information from the prior contractors, Washington State University and Oklahoma State University, where Mr. Kolado Bocoum is studying, to submit his participant budget to the Contracting Officer on November 21. The Mission requested that World Learning assume monitoring responsibility as of January 1, 1998. However, as of December 31, 1998, neither the Mission nor the Contracts Officer has confirmed that the necessary funds will be added to the Task Order to cover his training costs. Additional funds requests are pending with the Mission for two other academic participants as well, Mr. Nantoume and Ms. Pleah.

Academic monitoring services are being provided, but no communication is forthcoming from the Mission regarding commencement of the other part of this Task Order, namely recruiting, selecting and programming participants for short-term, non-degree training.

The Task Order is to be incrementally funded, thus, the full budgets for the four Ph.D. participants to be funded beyond August, 1998, Mr. Kaya, Mr. Nantoume, Mr. Samba Traore and Mr. Seydou Traore, could not be entered in the GTD database. An additional \$96,000 will need to be added to the Task Order by July, 1998 so that their budgets can be fully funded and for payments to continue without interruption.

B. PARTICIPANT ISSUES

Pending participant funding issues for Mr. Bocoum, Mr. Nantoume and Ms. Pleah are covered in the Program Highlights and the Administrative Issues.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That the Mission clarify whether elevated allowances for dissertation research will be authorized, whether it intends to continue funds for “spouse training”, and whether it will agree to fund the leasing or purchase of computers for participants. If the Mission will authorize any of these additional costs, World Learning/AAI requests confirmation that funds will be added to the Task Order, as the Task Order is now only partially funded (fully funded administrative costs through August 18, 1999, but only partially funded participant costs). As mentioned above, there are also insufficient participant funds to make approved payments for participant costs. Additional funds will be needed no later than May 1998 for exceptional allowance participant requests and by July, 1998 for incrementally funded Ph.D. normal participant costs.
- That the Mission and USAID/G/HCD come to an agreement (and communicate to World Learning and former Mission training contractors) about who will be responsible for filing taxes for the Mali SPARC participants who had calendar year 1997 expenses, but who completed training under the Texas A&M/Michigan State University contract before the start of GTD. Additional funds will be required to cover the administrative and participant costs of preparing and filing taxes.

- That the Mission promptly review and approve the proposed budget for participant Kolado Bocoum. Approved funds for Mr. Bocoum's program will need to be provided via a Task Order amendment.
- That the Mission indicate the current status and planned timetable for initiating work on new, short-term, non-degree participants, so that the World Learning team can mobilize to provide the first round of requested in-country services.

SUMMARY: Status of nominations as of 09/30/97

	07/01/97- 09/30/97	10/01/97- 12/31/97
Pick-ups from other contractor	9	0
Pending from past quarters	0	0
N - Nominated this quarter	1	0
A - Active, in training this quarter	7	6
C - Completed this quarter	3	1
X - Canceled this quarter	0	0
T - Terminated this quarter	0	0
P - Pending at end of quarter	0	0

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALI
QUARTERLY REPORT
JANUARY 1- MARCH 31, 1998**

**Task Order No.: 813
Effective Dates: 07/01/97 - 08/18/99
Contract Total: \$355,000
Obligated Amount: \$355,000**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 813, with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On June 18, 1997 USAID/Mali forwarded World Learning a GTD Scope of Work to assume responsibility for academic participants as of July 1, 1997 and to program 60 new, short-term participants between FY 1998 and FY 2000. According to the Scope, the academic participants were handled under contracts ending June 30, which the Mission held with Texas A&M University and Washington State University. An average of 20 participants per fiscal year were slated to attend U.S., short-term technical training of one to three months per program. The Scope also requested that the contractor assist the Mission in developing its training strategy, including contributing to needs assessments and training plans, implementing recruitment, selection, orientation and preparation processes, placing and monitoring participants in appropriate and cost-effective training opportunities, providing reports, facilitating re-entry and follow-on activities, as well as monitoring performance.

The World Learning GTD team sought clarification on the number of academic transfers and learned from the Mission that there would be a total of 11 academic participants. Nine participants in the U.S. under the Mali SPARC contract would be transferred from Michigan State University, the subcontractor to Texas A&M, effective July 1, 1997; one participant in the U.S. would be transferred from the Washington State University contract effective January 1,

1998; and one new, already placed participant would arrive in the U.S. from Mali in late June 1997 to begin an academic program.

On July 14, 1997, following an exchange of communication beginning in late June, World Learning sent USAID/Mali budgets with a request for pre-contract authorization. The pre-contract authorization was needed to cover administrative costs July 1 through August 15 plus participant costs July and August. The responsibility for 10 of the academic cases was turned over to World Learning on July 1, but a Task Order was not yet in place.

Two weeks later, on July 28, 1997, World Learning submitted a full proposal to USAID/Mali. After intensive follow-up with USAID, REDSO/WCA issued a pre-contract authorization on August 18, 1997. Per REDSO request, World Learning resubmitted its cost proposal on September 23, 1997. On September 30, the 25.5-month Task Order, retroactively effective to July 1, 1997 through August 18, 1999, was issued and signed.

II. ACTIVITIES

Washington State University transferred an academic participant, Mr. Kolado Bocoum, to World Learning/AAI from a contract that they had with the Mission. During this quarter, World Learning/AAI staff monitored the progress of Mr. Bocoum and six other Malian academics. In March, Randall Blandin, the Monitoring and Support Specialist, conducted a campus visit to the University of Florida to meet with Ph.D. candidate Mr. Bocary Kaya.

PROGRAM HIGHLIGHTS:

Mr. Youssouf Cisse, M.S. Agricultural Economics, Michigan State University, Lansing, MI, May, 1993 - June 1997, Certificate in Computer Information Systems, Lansing Community College, Lansing, MI, July 1997 - August 1998

Mr. Cisse has submitted a draft of his master's thesis to his advisor, Dr. John Staatz who is now working with him on adjustments. He expects to defend his thesis late Spring or early Summer 1998.

Mr. Cisse received two "A"s and one "C" in his Fall 1997 certificate courses and achieved a GPA of 3.11. During the Spring 1998 quarter, Mr. Cisse is taking four courses: "Data Communication", "Developing World Wide Web Pages", "Database Concepts", and "2D Design". He is scheduled to complete the course work and requirements for both his master's degree and certificate by August 31, 1998.

Mr. Bocary Kaya, Ph.D. Agroforestry, University of Florida, Gainesville, FL, April 1995 - April 1999

Mr. Kaya plans another trip to Mali from May to December 1998 as part of his dissertation research in Mali. Mr. Kaya and his academic advisor, Dr. Nair, told AAI staff that they had sought outside funding for this research trip, but that their request was

not approved. Mr. Kaya and his advisor asked AAI to request funding from USAID to support Mr. Kaya's dissertation research trip to Mali. Toward this aim, Mr. Kaya and Dr. Nair have provided AAI with a detailed trip budget that includes funds for them both to travel to Mali. Dr. Nair has stressed that it is important for Mr. Kaya to travel to Mali to conduct his dissertation research in May 1998, when the rainy season starts. He has advised that if Mr. Kaya arrives after May, he will miss the critical window for starting his experiments, which will, in turn, impair his ability to complete his thesis. AAI forwarded Mr. Kaya's request for in-country dissertation research to USAID/Mali for approval and is awaiting the Mission's response.

On March, 27, the Monitoring and Support Specialist, Randall Blandin, conducted a campus visit to the University of Florida and met with Bocary Kaya and Dr. Nair. Both stressed the importance of receiving prompt reply to the dissertation request.

Mr. Hamidou Nantoume, Ph.D., Range Management, Texas A&M University, Uvalde, TX, April 1995 - April 1999

Mr. Nantoume took a nine-credit research course during the Fall 1997 semester. In Spring 1998, he is signed up for a five-credit dissertation research course and one four-credit course entitled "Sheep and Goat Production and Management."

Mr. Nantoume is continuing his Ph.D. research in Uvalde, Texas. He and his advisor have requested \$5,540 over the standard dissertation research allowance of \$2,000 to conduct research on rangeland goats. They have also inquired about an agreement that Michigan State University, the former contractor, had with USAID/Mali to allow Mr. Nantoume to lease a computer while he engages in research. They said that the Mission had agreed to consider a leasing fee of up to \$1,000. World Learning/AAI had no knowledge of this understanding while creating the proposal budgets in July 1997, and did not include this amount. World Learning/AAI is waiting for a reply to a request submitted to the Mission, last quarter, for contract modification to fund a computer lease and additional dissertation costs. In the meantime, World Learning/AAI has advanced Mr. Nantoume the dissertation allowance approved in the budget for this Task Order.

Dr. Tsigue Pleah, MPH, John's Hopkins University, Baltimore, MD, June 1997 - June 1998

Dr. Pleah received the following grades for the November 1997 to January, 1998 quarter: a "C" in "Environmental Health"; "A"s in "Maternal Health Care in Less Developed Countries", "Methods for Field Trials", and "Management of Health Service Organizations"; and a "B" in "Population Change and Public Health".

From January 1998 to March, 1998, Dr. Pleah took six courses with the following grades for a total of 16 credit hours: "Communication Strategies in Health Education", "A"; "Funding, Budgeting and Financial Management", "Pass"; "Family Planning Policies", "A"; "Monitoring and Evaluation Training", "A"; "Health Communication Projects", (grade not yet available); and "Epidemiological Basis for TB Control", "B".

During her final term, which runs from March to May 1998, Ms. Pleah will take four courses: “Burden of Disease”, “Reproductive Health Program Evaluation”, “Health Communication Projects II”, and “MPH Integrated Experience I”. She is on track to complete her degree in June 1998.

In February 1998, Dr. Pleah advised AAI of her desire for personal travel to Mali over her Spring break. AAI did not receive this request in time to obtain her IAP 66 and have it signed by USAID/Washington. Later in March, JHPIEGO requested permission to waive Dr. Pleah’s two-year residency requirement and hire her to work on public health-related projects in West Africa. JHPIEGO proposes to sponsor Ms. Pleah on an H-1 visa. Ms. Pleah would be based in Baltimore, but would travel and work extensively in West Africa, including Mali. She would receive an annual wage and benefits.

AAI forwarded this request and the request for personal travel to USAID/Mali on March 11. On March 13, the Mission advised that they would discuss this work opportunity with Dr. Pleah and approved her personal travel to Mali.

Mr. Samba Traore, Ph.D. Agronomy, University of Nebraska, Lincoln, NE, April 1995 - April 1999

Mr. Traore continues to progress in his academic work and doctoral research and is on track to complete the requirements for his Ph.D. by March 1999. During the Fall 1997 semester, he received the grade of “pass” in “Research Strategies in Agriculture” and for his three-credit dissertation research, and an “A” in “Herbicide Chemistry and Mode of Action”. He received a “B+” in “Multiple Regression”. Overall, Mr. Traore achieved a GPA of 3.69 during the Fall semester.

During Spring 1998, he is taking two courses: “Independent Study on Modeling Crop and Weed Interactions” and one six credit doctoral dissertation research course.

Mr. Seydou Traore, Ph.D., Agroclimatology Iowa State University Ames, IA, January 1995 - January 1999

Mr. Traore is doing well in his course work and currently expects to complete the requirements for his doctoral dissertation by December 1998. He took 12 credit hours during the Fall 1997 semester: “Geographic Information Systems” in which he received a “B”; “Agricultural Meteorology”, an “A”; and “Crop Physiology Seminar”, and “Agricultural Meteorology Research” in which he received a “Satisfactory”.

He is registered to take four courses in Spring 1998: “Biophysical Crop Ecology”, “Environmental Resource Management”, “Research and Agricultural Meteorology”, and “Seminar in Water Resource Management”.

Mr. Traore advised AAI in November 1997, of his desire to attend a professional conference in June, 1998. The Mali GTD task order is incrementally funded and

insufficient funds were included in the first installment to fully fund all the Mali academic participant budgets. AAI has had to budget for tuition, maintenance and other necessary line items through May, 1998 and has removed line items for supplementary activities and expenses expected to be incurred beyond May, 1998. Consequently, while Mr. Traore is entitled to conference attendance and while funds were included in the original proposal budget for conference attendance, World Learning/AAI must wait for funds to be added to this Task Order before participant budgets can be adjusted. This must be resolved early in the next quarter for AAI to have sufficient time to adjust Mr. Traore's budget and to process his conference attendance.

Mr. Kolado Bocoum, Ph.D. Agricultural Economics, Oklahoma State University, Stillwater, OK, January 1998 –December 1999.

This quarter, World Learning/AAI successfully picked up Mr. Kolado Bocoum from the previous contractor, Washington State University. World Learning/AAI worked with Mr. Bocoum and Washington State University to ensure a smooth transfer of Mr. Bocoum's academic training program. This included processing a new IAP 66 form for Mr. Bocoum, so that he could travel over his Winter break. Prior to transfer of Mr. Bocoum's sponsorship to AAI, World Learning/AAI learned that Mr. Bocoum planned to depart the U.S. December 20th to return to Mali. He returned to the U.S. January, 11th. AAI issued Mr. Bocoum a new visa and obtained necessary travel authorization.

In Fall 1997, Mr. Bocoum received a grade of "B" in all four courses: "Application of Math Programming"; "Economics and Environmental Policy"; "Macro Economic Theory II"; and "Math Statistics." He achieved a total cumulative GPA of 3.42. During the Spring 1998 semester, Mr. Bocoum is registered to take three courses: "Rural Regional Analysis"; "Advanced Math Economics"; and "Econometrics II".

For additional information on nominations, please refer to the attachment.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

Additional funds requests are pending with the Mission for Mr. Nantoume and Ms. Pleah.

Academic monitoring services are being provided, but no communication has yet been forthcoming from the Mission regarding getting underway with the other part of this Delivery Order, namely recruiting, selecting and programming participants for short-term, non-degree training.

The Task Order is to be incrementally funded, with full administrative funds available, but only partial funds for academic participant costs are presently available. Thus, the full budgets for the four Ph.D. participants to be funded beyond August, 1998, Mr. Kaya, Mr. Nantoume, Mr. Samba Traore and Mr. Seydou Traore, could not be entered in World Learning's GTD database. An

additional \$96,000 will need to be added to the Task Order by July, 1998 so that their budgets can be fully funded and to continue payments without interruption.

B. PARTICIPANT ISSUES

Pending participant funding issues for Mr. Bocoum, Mr. Nantoume and Ms. Pleah are covered in the Program Highlights and the Administrative Issues.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That the Mission clarify whether elevated allowances for dissertation research will be authorized, whether it intends to continue funds for “spouse training”, and whether it will agree to fund the leasing or purchase of computers for participants. If the Mission will authorize any of these additional costs, World Learning/AAI requests confirmation that funds will be added to the Task Order. As the Task Order is now only partially funded, there are insufficient participant funds to make exceptional, approved payments for participant costs unless Mission/REDSO adds funds. Additional funds will be needed no later than May 1998 for exceptional allowance participant requests and by July, 1998 for incrementally funded Ph.D. participant normal costs.
- That the Mission promptly review and approve the proposed budget for participant Kolado Bocoum. Approved funds for Mr. Bocoum’s program will need to be provided via a Task Order amendment.
- That the Mission indicate the current status and planned timetable for initiating work on new, short-term, non-degree participants, so the World Learning team can mobilize to provide the first round of requested in-country services.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALI
QUARTERLY REPORT
APRIL 1- JUNE 30 1998**

**Task Order No.: 813
Effective Dates: 07/01/97 - 08/18/99
Contract Total: \$355,000
Obligated Amount: \$355,000**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* Infostructure, from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 813, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

The Scope of Work for this Task Order includes the requirement that, as of July 1, 1997, World Learning assume responsibility for 11 academic participants as of July 1, 1997 and to program 60 new, short-term participants between FY 1998 and FY 2000.

Regarding the transferred academics, 9 participants were to be transferred from Michigan State University, the subcontractor to Texas A&M for Mali SPARC, effective July 1, 1997; 1 participant was to be transferred from the Washington State University contract effective January 1, 1998; and 1 new, already placed participant was to arrive in the U.S. from Mali in late June 1997.

In addition, the Scope of Work indicated that an average of 20 participants per fiscal year were slated to attend U.S., short-term technical training of one to three months per program. The Scope also required that World Learning assist the Mission in developing its training strategy, including contributing to needs assessments and training plans, implementing recruitment, selection, orientation and preparation processes, placing and monitoring participants in appropriate and cost-effective training opportunities, providing reports, facilitating re-entry and follow-on activities, as well as monitoring performance.

II. ACTIVITIES

During this quarter, World Learning/AAI continued to monitor seven academic participants.

PROGRAM HIGHLIGHTS:

Agricultural Economics

Mr. Youssouf Cisse, M.S. Agricultural Economics, Michigan State University, Lansing, MI, May, 1993 - June 1997; Certificate in Computer Information Systems, Lansing Community College, Lansing, MI, July 1997 - August 1998

Mr. Cisse is scheduled to complete his Master's degree and his Certificate in Computer Information Systems, as expected in August 1998. During the Spring 1998 quarter, Mr. Cisse took four courses and received the following grades: "Data Communication", A; "Developing World Wide Web Pages", A; "Database Concepts", B+. He is registered to take four courses for the Summer 1998 semester: "Introduction to DOS" (1 credit); "DOS Management" (1 credit); "Microsoft Office" (3 credits).

Mr. Cisse has recently submitted an extension request that has been forwarded to the Mission, in order to continue on to an Associate Degree in Computer Information Systems at Lansing Community College. He is requesting an additional year, through August 1999. World Learning/AAI has informed Mr. Cisse to prepare for departure at the end of his originally scheduled date of completion, August 31, 1998, in the event that the Mission turns down his extension request.

Agroforestry

Mr. Bocary Kaya, Ph.D. Agroforestry, University of Florida, Gainesville, FL, April 1995 - April 1999

Mr. Kaya registered to begin his doctoral research in the Spring semester of 1998, earning 5 credit hours. As reported in the last quarter, the in-country research proposal and budget that were submitted to USAID/Mali were approved. In June, Mr. Kaya traveled back to Mali to continue his thesis research. He is scheduled to work there through December 1998.

In addition, Mr. Kaya had submitted a program extension request through April 2000 in order to complete his program. This involves: laboratory analyses of plant and soil samples, statistical analysis of data collected during his final field research trip, and finally, defense of his dissertation, and final exam. His request, as well as a supporting letter from his advisor, was forwarded to Mission, who acknowledged receipt and indicated that they would respond by June 15, 1998. To date, World Learning/AAI has not received Mission's decision regarding this request.

Range Management

Mr. Hamidou Nantoume, Ph.D., Range Management, Texas A&M University, Uvalde, TX, April 1995 - April 1999

In Spring 1998, Mr. Nantoume took a five-credit dissertation research course and a four-credit course in which he received the following grade: "Sheep and Goat Production and Management", A. Mr. Nantoume is progressing well with his Ph.D. research in Uvalde, Texas. He is registered for six credit hours for his thesis research for Summer 1998.

Request for additional funding for his research project was submitted to and approved by the Mission. World Learning/AAI has communicated the Mission's position on computer purchases/leasing to Mr. Nantoume. Mr. Nantoume will provide cost information to World Learning/AAI staff, who will in turn forward it to the Mission.

Public Health

Dr. Tsigue Pleah, MPH, John's Hopkins University, Baltimore, MD, June 1997 - June 1998

Dr. Pleah successfully completed her program and earned a M.P.H. in June 1998. As reported last quarter, during her final term, March to May 1998, she took four courses (13 credit hours). Her grade report is as follows: "Burden of Disease", A; "Reproductive Health Program Evaluation", P; "Health Communication Projects, II", A; "MPH Integrated Experience I", A.

JHPIEGO requested permission to waive Dr. Pleah's two-year residency requirement and hire her to work on public health-related projects in West Africa. JHPIEGO proposed to sponsor Ms. Pleah on an H-1 visa. Ms. Pleah would be based in Baltimore, but would travel and work extensively in West Africa, including Mali. She would receive an annual wage and benefits. This request was forwarded to and approved by the Mission. The Mission also granted Dr. Pleah permission do practical training with JHPIEGO through the end of July 1998. At the end of July, Dr. Pleah will go back to Mali to complete her program. Later she will return to Baltimore to resume her work with JHPIEGO, on a different J visa, issued by the Mission.

Agronomy

Mr. Samba Traore, Ph.D. Agronomy, University of Nebraska, Lincoln, NE, April 1995 - April 1999

Mr. Traore continues to progress in his academic work and doctoral research, and is on track to complete the requirements for his Ph.D. by March 1999. During Spring 1998, he took two courses worth nine credit hours: "Independent Study on Modeling Crop and Weed Interactions", for which he received a grade of "B", and a doctoral dissertation

research course. In the Summer 1998, he has registered for six credit hours of doctoral research.

Agroclimatology

Mr. Seydou Traore, Ph.D., Agroclimatology, Iowa State University, Ames, IA, January 1995 - January 1999

Mr. Traore took four courses in Spring 1998. His grade report is as follows: “Biophysical Crop Ecology”, A; “Environmental Resource Management”, B, “Research and Agricultural Meteorology”, S, and “Seminar in Water Resource Management”, A. In the Summer 1998, Seydou has registered for six credit hours for his doctoral research.

Mr. Traore has recently submitted a one semester program extension request, needed to finish his thesis project. One of his experiments was affected by floods, thus he had to repeat the experiment the following summer, which caused him to delay analysis of his findings by one semester. World Learning/AAI forwarded his request to the Mission and is awaiting decision on this issue.

Agricultural Economics

Mr. Kolado Bocoum, Ph.D. Agricultural Economics, Oklahoma State University, Stillwater, OK, January 1998 –December 1999.

Mr. Bocoum is progressing well in his program. During the Spring 1998 semester, he took three courses worth nine credit hours. His grade report is as follows: “Rural Regional Analysis”, A; “Advanced Math Economics”, A; and “Econometrics II”, B. Mr. Bocoum will be attending a Management Seminar in August 1998, in Washington, DC.

For additional information on nominations and training, please refer to Attachments 1 and 2.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There are no new administrative issues, except as relates to pending participant funding as described below.

B. PARTICIPANT ISSUES

As reported in previous quarters, this Task Order is incrementally funded. Full administrative funds are available, but only partial funds for academic participants Mr. Cisse, Mr. Kaya and Mr. Seydou Traore are presently available. An additional \$96,000 will need to be added to the Task

Order by July, 1998 so that their budgets can be fully funded and to continue payments without interruption.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- As the Task Order is now only partially funded (fully funded administrative costs through August 18, 1999, but only partially funded participant costs), there are insufficient participant funds to make exceptional, approved payments for participant costs unless Mission/REDSO adds funds as soon as possible.
- As requested in previous reports, World Learning requests that the Mission promptly review and approve the proposed budget for participant Kolado Bocoum. Approved funds for Mr. Bocoum's program will need to be provided via a Task Order amendment.

SUMMARY: Status of nominations as of 06/30/98

	07/01/97- 09/30/97	10/01/97 12/31/97	01/01/98 03/31/98	04/01/98 06/30/98
Pick-ups from other contractor	9	0	1	0
Pending from past quarters	0	0	0	0
N - Nominated this quarter	1	0	0	0
A - Active, in training this quarter	7	6	7	7
C - Completed this quarter	3	1	0	1
X - Canceled this quarter	0	0	0	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	0	0	0	0

GTD/Mali T.O. PARTICIPANTS
U.S. TRAINING

World Learning Team Report for the Quarter 04/01/98 – 06/30/98

Participant Name	Training Institution	Dates	GTD Budget*		Expenses P
					7/1/97-3/31/984/1/
1. Mohamed Diarra	Washington State Univ.	12/30/93-08/31/97	\$ 1916.00		\$ 1,736.00
2. Youssouf Cisse	Michigan State Univ.	05/29/93-09/02/98	\$33,272.35	\$	
13,031.65	\$ 6,510.33	\$19,541.98			
3. Mamourou Diourte	Kansas State Univ.	05/17/93-08/20/97	\$ 957.43	\$	
986.73	\$ 484.88	\$ 1,471.61			
4. Bocary Kaya	Univ. of Florida	05/04/95-04/20/99			
\$19,873.50	\$ 10,380.30	\$ 8,537.70	\$18,918.00		
5. Hamidou Nanatoume	Texas A&M Univ.	04/21/95-06/02/99	\$ 25,471.26	\$	\$ 20,728.2
6. Amadou Sidibe	Mississippi State Univ.	01/10/95-12/31/97	\$13,953.79	\$	\$ 11,923.8
7. Samba Traore	Univ. of Nebraska	04/21/95-04/02/99	\$ 28,692.89	\$	
12,279.55	\$ 4,422.09	\$16,701.64			
8. Seydou Traore	Iowa State Univ.	01/10/95-01/09/99	\$228,215.55	\$ 19,742.51	\$
8,001.28	\$27,743.79				
9. Tsigue Pleah	Johns Hopkins Univ.	07/01/97-06/30/98	\$53,499.91	\$	\$ 35,548.87
10. Mamady Diaby	Univ. of Wisconsin	12/30/93-07/31/97	\$ 1,944.45	\$	
1,922.10	\$ 646.30	\$ 2,568.40			
11. Kolado Bocoum	Oklahoma State Univ.	01/01/98-12/31/99	<u>\$38,007.42</u>	<u>\$ 0</u>	<u>\$ 4</u>
		TOTAL	\$244,831.55		
133,264.09	\$ 51,969.78	\$184,960.87			

- This page is included to show expenses paid through this quarter. Budgets for the four Ph.D. participants, Bocary Kaya, Hamidou Nantoume, Seydou Traore and Kolado Bocoum, who will be in their programs beyond August, 1998, are only partially funded due to incremental funding of the Task Order. All budgets will be periodically updated to reflect expenses actually paid and will be increase to pay 1998 taxes. Tax payments are not currently reflected in the budget column.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/MALI
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1- SEPTEMBER 30, 1998**

**Task Order No.: 813
Effective Dates: 07/01/97 - 08/18/99
Contract Total: \$355,000
Obligated Amount: \$355,000**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* Infostructure, from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 813, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

The Scope of Work for this Task Order includes the requirement that, as of July 1, 1997, World Learning assume responsibility for 11 academic participants and program 60 new, short-term participants between FY 98 and FY 00.

Regarding the transferred academics, 9 participants were to be transferred from Michigan State University, the subcontractor to Texas A&M for Mali SPARC, effective July 1, 1997; 1 participant was to be transferred from the Washington State University contract effective January 1, 1998; and 1 new, already placed participant was to arrive in the U.S. from Mali in late June 1997.

In addition, the Scope of Work indicated that an average of 20 participants per fiscal year were slated to attend U.S., short-term technical training of one to three months per program. The Scope also required that World Learning assist the Mission in developing its training strategy, including contributing to needs assessments and training plans, implementing recruitment, selection, orientation and preparation processes, placing and monitoring participants in appropriate and cost-effective training opportunities, providing reports, facilitating re-entry and follow-on activities, as well as monitoring performance.

II. ACTIVITIES

During this quarter, World Learning/AAI continued to monitor six academic participants

PROGRAM HIGHLIGHTS:

MS Agricultural Economics

Mr. Youssouf Cisse, MS Agricultural Economics, Michigan State University, Lansing, MI, May, 1993 - June 1997, Certificate in Computer Information Systems, Lansing Community College, Lansing, MI, July 1997 - August 1998

Mr. Cisse has completed his Master's degree and his Certificate in Computer Information Systems, as expected in August 1998. During the Summer 1998 quarter, Mr. Cisse took three courses and received the following grades: "Microsoft Office" (3 credits): A; "Introduction to DOS" (1 credit): A; "DOS Management" (1 credit): A.

The Mission denied the extension request Mr. Cisse submitted. Dr. Staaz, Mr. Cisse's advisor, later submitted a clarification of the original request to transfer Mr. Cisse to MSU's Food Security II Cooperative Agreement, which is also funded by USAID/Mali. Dr. Staaz proposes to fund Mr. Cisse for one year in order for him to get practical training. On Friday, September 18, 1998, World Learning/AAI received USAID/Washington and Mission's concurrence to have Mr. Cisse's program switched to the proposed MSU program.

Ph.D. Agroforestry

Mr. Bocary Kaya, Ph.D. Agroforestry, University of Florida, Gainesville, FL, April 1995 - April 1999

Mr. Kaya is still in Mali progressing with his Mission approved in-country research. His advisor, Professor P.K. Nair, traveled to Mali for a two-week period, which was also approved by the Mission, to supervise/advise Mr. Kaya on his research. Mr. Kaya submitted his first request for the disbursement of his thesis allowance in the amount of \$5,500. World Learning/AAI wired the funds to Mr. Kaya's bank in Mali. Mr. Kaya was informed that he would need to submit receipts to account for this disbursement before any additional funds could be released to him.

The Mission approved Mr. Kaya's request for program extension to April 2000. World Learning/AAI provided the Mission with an estimated budget for the approved additional year: \$25,916 which will need to be added to his current GTD budget; and an additional amount of \$10,613 for his approved research budget.

Ph.D. Range Management

Mr. Hamidou Nantoume, Ph.D., Range Management, Texas A&M University, Uvalde, TX, April 1995 - April 1999

Mr. Nantoume is progressing well in his program and is expected to complete as scheduled. In Summer 1998, he registered for and completed six credit hours for his thesis research. Mr. Nantoume completed the research he was conducting in Uvalde, Texas in August 1998 and has returned to College Station where he is registered for 9 credit hours: "Seminar" (1 credit); "Directed Studies" (3 credits); and "Research" (5 credits).

Mr. Nantoume has submitted an invoice for his Mission approved research budget. The additional funds that need to be added to his current GTD budget are \$5,540. The invoice reflects the cost of a computer. World Learning/AAI communicated to him, once again, the Mission's position on computer purchases, and that he could only be reimbursed for costs associated with his research expenses. Mr. Nantoume indicated that, from a phone conversation he had with the previous Monitoring and Support Specialist, Mr. Randy Blandin, he could purchase a computer with his research funds. World Learning/AAI indicated to him that unless he had submitted a request for computer purchase to the Mission and had gotten an approval, he could not use research funds to purchase a computer.

Ph.D. Agronomy

Mr. Samba Traore, Ph.D. Agronomy, University of Nebraska, Lincoln, NE, April 1995 - April 1999

Mr. Traore is progressing with his doctoral research and is on track to complete the requirements for his Ph.D. by March 1999. During the summer 1998 semester, he registered for and completed six credit hours of doctoral research.

Ph.D. Agroclimatology

Mr. Seydou Traore, Ph.D., Agroclimatology Iowa State University Ames, IA, January 1995 - January 1999

Mr. Traore is progressing well in his program. In Summer 1998, Mr. Traore registered for and completed six credit hours of doctoral research. Mission approved Mr. Traore's extension request for one additional semester to repeat an experiment that was earlier affected by floods. World Learning/AAI has forwarded the estimated \$16,500 additional cost for the approved semester to the Mission for addition to his current GTD budget.

Ph.D. Agricultural Economics

Mr. Kolado Bocoum, Ph.D. Agricultural Economics, Oklahoma State University, Stillwater, OK, January 1998 –December 1999.

Mr. Bocoum is progressing well in his program. In summer 1998, Mr. Bocoum registered for and completed the course “6000 Research Problems” for 6 credits. He also attended a Management Seminar in August 1998, in Washington, DC offered by MTDI. Mr. Bocoum came and met with Lucy Gebre-Egziabher, Monitoring and Support Specialist, to discuss his academic program and his progress. Mr. Bocoum indicated that the seminar was very productive and informative in the area of management.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There are no new administrative issues, except as relates to pending participant funding as described below.

B. PARTICIPANT ISSUES

As reported in previous quarters, this Task Order is incrementally funded. Training funds have reached a critically low level. World Learning/AAI has informed the Mission that there are insufficient funds in the task order to pay October maintenance and book allowances. An additional \$96,000 will need to be added to the Task Order immediately to resume maintenance allowance/book payments and fully fund the budgets of the five original academic participants Mr. Cisse, Mr. Kaya, Mr. Nantoume, Mr. Seydou Traore and Mr. Samba Traore.

World Learning/AAI requires an additional \$48,000 to fully fund Mr. Kolado Bocoum’s budget. Finally, \$106,569 (including \$48,000 for Mr. Bocoum’s program) is needed to fund amendments and extensions approved by the Mission.

As reported in the last quarter, Mission granted Dr. Pleah permission to do practical training with JHPIEGO through the end of July 1998. At the end of July, Dr. Pleah went back to Mali completing her GTD program and has returned with her family to Baltimore to resume her work with JHPIEGO.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- ♦ As the Task Order is now only partially funded (fully funded administrative costs through August 18, 1999, but only partially funded participant costs), there are insufficient participant

funds to make exceptional, approved payments for participant costs unless Mission/REDSO adds funds as soon as possible.

- ♦ As requested in previous reports, World Learning requests that the Mission promptly review and approve the proposed budget for participant Kolado Bocoum. Approved funds for Mr. Bocoum's program will need to be provided via a Task Order amendment.

SUMMARY: Status of nominations as of 09/30/98

	07/01/97- 09/30/97	10/01/97 12/31/97	01/01/98 03/31/98	04/01/98 06/30/98	07/01/98 09/30/98
Pick-ups from other contractor	9	0	1	0	0
Pending from past quarters	0	0	0	0	0
N - Nominated this quarter	1	0	0	0	0
A - Active, in training this quarter	7	6	7	7	6
C - Completed this quarter	3	1	0	1	1
X - Canceled this quarter	0	0	0	0	0
T - Terminated this quarter	0	0	0	0	0
P - Pending at end of quarter	0	0	0	0	0

GTD/Mali T.O. PARTICIPANTS**U.S. TRAINING**

World Learning Team Report for the Quarter 07/01/98 – 09/30/98

Participant Name	Training Institution	Dates	GTD Budget*	Expenses Paid		Total Expenses	
				7/1/97-6/30/98	7/1/98-9/30/98		
1. Youssouf Cisse	Michigan State Univ.	05/29/93-09/02/98	\$33,272.35	\$ 19,541.98	\$ 2,022.14	\$21,564.12	
2. Bocary Kaya	Univ. of Florida	05/04/95-04/20/99	\$29,750.15	\$ 18,918.00	\$ 11,412.49	\$30,330.49	
3. Hamidou Nanatoume \$27,314.29	Texas A&M Univ.	04/21/95-06/02/99	\$28,000.00	\$ 25,309.99	\$ 2,004.30		
4. Samba Traore	Univ. of Nebraska	04/21/95-04/02/99	\$ 28,692.89	\$ 16,701.64	\$ 3,675.30	\$20,376.94	
5. Seydou Traore	Iowa State Univ.	01/10/95-01/09/99	\$34,295.55	\$ 27,743.79	\$ 6,902.30	\$34,646.09	
6. Tsigue Pleah \$45,786.50	Johns Hopkins Univ.	07/01/97-06/30/98	\$54,224.91	\$ 45,577.20	\$ 209.30		
7. Kolado Bocoum	Oklahoma State Univ.	01/01/98-12/31/99	<u>\$38,007.42</u>	<u>\$ 9,678.62</u>	<u>\$ 4,322.69</u>	<u>\$ 14,001.31</u>	
TOTAL			\$245,243.27	\$ 163,471.22	\$ 30,548.52	\$194,019.74	

This page is included to show expenses paid through this quarter. Budgets for the four Ph.D. participants, Bocary Kaya, Hamidou Nantoume, Seydou Traore and Kolado Bocoum, who will be in their programs beyond August, 1998, are only partially funded due to incremental funding of the Task Order. All budgets will be periodically updated to reflect expenses actually paid and will be increase to pay 1998 taxes. Tax payments are not currently reflected in the budget column.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ECUADOR
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 807
Effective Dates: 07/01/97 - 08/30/98
Contract Total: \$82,057
Obligated Amount: \$82,057**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors (The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure) from July 1, 1997 through September 30, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 807, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of three academic students by speaking with them and with their Academic and International Student Advisors. Ms. Waldstein conducted campus visits to meet two of them (the third was out of the country). World Learning made required financial payments to students and universities.

Participants were contacted by World Learning staff on a monthly basis, often with more frequent contact to resolve particular issues. Academic and International Student Advisors were contacted bi-monthly or on an as needed basis.

II. ACTIVITIES

Kleber Machado, PhD/Agricultural Economics, Cornell University, July 1995 - August 1998
Mr. Machado left in early October to spend approximately five months in Ecuador doing research for his dissertation. Ms. Waldstein arranged to pay the university a \$200 absentee tuition rather than the full \$5,443.

Cecilia Ortiz, PhD/Agricultural Economics, Utah State University, September 1995 - May 1998

A campus visit was conducted on October 24, 1997. Ms. Waldstein met with Ms. Ortiz, her academic advisor and staff in the Office of International Programs. Ms. Ortiz's academic advisor took responsibility for the fact that Ms. Ortiz had been working too hard (to the detriment of her health), and promised to monitor her progress more closely. He also agreed to write a dissertation progress report, including support for extending Ms. Ortiz's program through May, 1998. The campus visit was discussed in a separate report. Ms. Waldstein followed up in November and December with requests for the dissertation report, but the advisor did not send it in this quarter.

Ms. Waldstein also monitored Ms. Ortiz's health closely. Results of medical tests on a lump in the breast were negative. Subsequently, the student reported feeling well physically and mentally, and was better able to concentrate on her work.

Juan Carlos Wandemberg, PhD/Agricultural Economics, New Mexico State University, July 1995 - May 1998

Mr. Wandemberg continued analyzing information for his dissertation. He was waiting for analytical data from a contact with the United Nations Food and Agricultural Organization in Ecuador, which was delayed, which in turn delayed his work somewhat. The campus visit was conducted on November 6, 1997. Ms. Waldstein met with the student, the academic advisor and staff in the Office of International Programs. Details were given in a separate report. Mr. Wandemberg appreciated his program and advisor, and reported being generally happy in Las Cruces. He expressed frustration in his dealings with CARE/Ecuador, AID/Ecuador's Deputy Director, the staff in the campus Center for International Programs, and staff at Partners in International Education and Training (PIET) who previously monitored his program.

While on campus, Ms. Waldstein was apprised of a financial situation concerning Mr. Wandemberg's service on the Student Government. He had received money in two separate years for this service, but had not disclosed it to PIET or World Learning, and had not included it on his income statements. He was given cash by the Office of Financial Aid, and receipts indicated the money was listed as "scholarship." Ms. Waldstein sought and received the Mission's approval to deduct the money from his monthly maintenance.

III. CONCERNS/CONSTRAINTS

As noted in a previous quarterly report, Acordia Healthcare Solutions has still sent only the September HAC bill. Participants continued to be billed mistakenly \$90 for Plan B, instead of \$80 for Plan A. World Learning staff continued to follow up with Acordia regarding billing problems, but they have not yet been resolved. Students are covered by insurance despite problems with the billing system.

IV. RECOMMENDED ACTIONS

World Learning has taken actions to clarify questions regarding HAC coverage and assist students in any way possible. World Learning will continue to pursue the resolution of difficulties in the billing system. The World Learning Monitoring and Support Specialist has provided and will continue to provide communication between the students and USAID/Ecuador to resolve any issues which arise as quickly as possible.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ECUADOR
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 807
Effective Dates: 07/01/97 - 08/30/98
Contract Total: \$82,057
Obligated Amount: \$82,057**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 807, with the Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concern/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of three academic students by communicating with them as well as with their Academic and International Student Advisors. World Learning made required financial payments to students and universities. Participants who were in country were contacted by World Learning staff on a monthly basis, often with more frequent contact to resolve particular issues. Academic and International Student Advisors were contacted bi-monthly or on an as needed basis.

II. ACTIVITIES

Kleber Machado, Ph.D./Agricultural Economics, Cornell University, July 1995 - August 1998

Mr. Machado was still in Ecuador doing research for his dissertation. The Monitoring and Support Specialist, Ms. Waldstein, arranged with the university to wait until he returned to pay tuition; however, the university will require the full \$5,443 if he returns anytime during the Spring semester.

Mr. Machado made a brief visit to the university from Ecuador in February to meet with his advisor. He called Ms. Waldstein while he was in country to request assistance in getting his IAP-66A signed by USAID/Washington, which she did. He said he was still on schedule to finish his research and return to the US by March 31 to start writing the dissertation.

The student made a formal request to the Mission for a one year extension of his program. The request was denied due to lack of funding.

Cecilia Ortiz, Ph.D./Agricultural Economics, Utah State University, September 1995 - May 1998

Ms. Waldstein obtained from USAID/Washington and sent to the student a new IAP-66A form reflecting the program extension through June. Ms. Waldstein spoke by telephone with the student and her academic advisor, Dr. Herbert Fullerton. The advisor sent an updated dissertation progress report (requested by Ms. Waldstein since November), which Ms. Waldstein forwarded to the Mission on February 23. Ms. Waldstein discussed with the academic advisor again the issue of his monitoring Ms. Ortiz's progress more closely. He stated that he makes himself available to her whenever she needs him, but he could not be convinced to take an active role in setting up a schedule to meet with her on a regular basis. He felt assured that Ms. Ortiz is doing well and is on track to finish by June.

Ms. Ortiz reported feeling healthy and positive about the status of the dissertation. She said she meets with Dr. Fullerton and another advisor often. Ms. Ortiz's passport was due to expire on March 31, and she requested Ms. Waldstein's assistance in renewing it.

Juan Carlos Wandemberg, Ph.D./Agricultural Economics, New Mexico State University, July 1995 - May 1998

There were developments in the situation regarding the money Mr. Wandemberg had received but had not previously disclosed. Mr. Wandemberg protested directly to USAID/Washington the actions taken by Ms. Waldstein to deduct the money from his monthly maintenance. The Office of General Counsel advised a reversal of the Mission's previous decision and the money was returned to Mr. Wandemberg. However, the student was notified that he is still liable to the Internal Revenue Service for penalties and payment of back taxes.

Mr. Wandemberg also requested that USAID pay for an eye examination and glasses; Ms. Waldstein forwarded that request to the Mission, which then denied it. Mr. Wandemberg protested this decision as well, but seems to have accepted a second, strongly worded communication from the Mission. In addition, Mr. Wandemberg asked for information on how to apply to extend his program for practical training. Ms. Waldstein informed him of the conditions of practical training for J-1 visa holders, in particular that approval is at the Mission's discretion, that the average length of approved practical training is three to six months, that training is usually part of the original plan of

study, and that he could not receive more in salary than the equivalent of his monthly maintenance allowance.

Ms. Waldstein spoke with the student's academic advisor, Joel Diemer, to make sure the student was making progress with his dissertation. Dr. Diemer reported that the dissertation was going well. He also mentioned that he would be meeting in mid-March with officials in Mexico and New Mexico to discuss a regional cooperation project which could serve as Mr. Wandenberg's practical training. Ms. Waldstein also apprised Dr. Diemer of the conditions of practical training for J-1 visa holders.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES: As noted in a previous quarterly report, Acordia Healthcare Solutions continued mistakenly to bill Latin American participants \$90 for Plan B, instead of \$80 for Plan A. World Learning staff continued to follow up with Acordia regarding billing problems, but they have not yet been resolved. Students are covered by insurance despite problems with the billing system.

B. PARTICIPANT ISSUES: Mr. Wandenberg continues to believe that he is entitled to approval of any request he makes. He refuses to accept decisions that are not in his favor regardless of the fact that the denials are in accordance with USAID regulations. Instead, he makes the same request of people higher up in the chain of command in hopes of getting a more favorable reply. He no longer communicates directly with Ms. Waldstein, who should be his primary contact regarding any and all issues related to his program. World Learning appreciates the internal support it has received from USAID, which acknowledged that actions taken by World Learning in the above described situations were appropriate. However, the student has not accepted that World Learning acted correctly, and this view continues to hinder relations between him and the Monitoring and Support Specialist. A stronger approach in USAID's communications with the student would help to reestablish World Learning's authority as the programming agency.

IV. RECOMMENDED ACTIONS

- World Learning has taken actions to clarify questions regarding HAC coverage and assist students in any way possible. World Learning will continue to pursue the resolution of difficulties in the HAC billing system.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ECUADOR
QUARTERLY REPORT
APRIL 1- JUNE 30, 1998**

**Task Order No.: 807
Effective Dates: 07/01/97 - 08/30/98
Contract Total: \$88,002
Obligated Amount: \$88,002**

This Quarterly Report summarizes the activities of World Learning, Inc. and its subcontractors The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 807, with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concern/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

A. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of three academic students by speaking with them and with their Academic and International Student Advisors. World Learning made required financial payments to students and universities.

Participants were contacted by World Learning staff on a monthly basis, often with more frequent contact to resolve particular issues. Academic and International Student Advisors were contacted bi-monthly or on an as needed basis.

B. ACTIVITIES

Kleber Machado, Ph.D./Agricultural Economics, Cornell University, July 1995 - August 1998

Mr. Machado returned in mid-April from Ecuador where he was doing research for his dissertation. The Monitoring and Support Specialist arranged to pay the university a \$200 absentee tuition rather than the full \$5,443 because he returned so late in the semester.

Mr. Machado informed Ms. Waldstein that he could not finish by the August 31, 1998 termination of his USAID funding. He indicated that he would need at least one more year. Ms. Waldstein communicated with the advisor, David Lee, who corroborated this assessment in a written statement. Mr. Machado applied to the Graduate Department of Cornell University to fund him from August 1998 through August 1999, and they agreed to do so on the condition that USAID transfer sponsorship. However, USAID/HCD does not transfer sponsorship, so the student will have to go home and return to the United States on a University visa in order to continue his program.

Cecilia Ortiz, Ph.D./Agricultural Economics, Utah State University, September 1995 - May 1998

Ms. Waldstein assisted Ms. Ortiz by personally going to the Ecuadorian Embassy in Washington, DC to renew Ms. Ortiz' passport. In a May 1 monitoring call, the student reported that she would defend her dissertation the first week of June, and requested that Ms. Waldstein purchase a ticket for her to return to Ecuador on June 27. Ms. Waldstein sent the student a Departure Packet containing materials to help her make preparations to leave the University and re-entry materials to assist her in adjusting to life at home. On June 19, Ms. Waldstein placed a monitoring call and discovered that Ms. Ortiz was still planning to return home on June 27, but had not been able to defend her dissertation. Her advisor concurred in a June 23 telephone conversation that Ms. Ortiz was making progress but still had significant work to do. The student understood that she would have to finish at home in Ecuador and return to campus with her own funds to defend her dissertation. The situation was somewhat complicated by the fact that her advisor would be on academic leave all year and would only be on campus in December. Supporting documentation from the advisor and from the Center for International Programs was sent to World Learning, and Ms. Waldstein forwarded these to the Mission.

Ms. Waldstein conducted an exit evaluation by telephone on June 24. Ms. Ortiz reported that she was happy with her program, but really wanted to return home. She was confident that she could finish her dissertation there and finish by the schedule agreed upon with her advisor and committee. She plans to return to Utah State in mid-November, defend by the first week of December, make final changes, deposit her dissertation with the University and return to Ecuador by December 12.

Juan Carlos Wandemberg, Ph.D./Agricultural Economics, New Mexico State University, July 1995 - May 1998

Mr. Wandemberg claimed he had written directly to USAID/HCD and USAID/Ecuador on March 26 to inform them that he had missed the deadline to graduate in the Spring semester, and would require an extension through July. None of the addressees received the e-mailed communication. Ms. Waldstein spoke with Mr. Wandemberg's advisor, Joel Diemer, who said that due to the need for extra changes and polishing, Mr. Wandemberg had fallen behind schedule and would defend around mid-May. The advisor requested that the student be given three weeks to one month extension. The Mission denied the request, and ordered the student to return to Ecuador and finish the dissertation from

there if necessary. Ms. Waldstein informed the student in writing and sent him a plane ticket for May 31. Ms. Waldstein had sent a Departure Packet in April but Mr. Wandenberg did not respond to it in any way and did not return the evaluation or change of address forms.

On May 21, Mr. Wandenberg called Ms. Waldstein to say that in order to finish he had to be enrolled for the Summer I session. Ms. Waldstein ascertained that since he had missed the Spring deadline for graduation, he did need to be enrolled for the minimum number of credits. After noting that there was sufficient money in the budget, World Learning obtained the Mission's approval for this minimal expense, and informed both the University and the student that the expense would be covered but the student was still required to return home by May 31.

The student did not return home, and contacted World Learning, USAID/HCD and USAID/Ecuador by e-mail on June 1 from the University, claiming that he had been "disenrolled" since the Summer I tuition had not yet been paid. Thus he effectively notified everyone he was still in the U.S. Ms. Waldstein confirmed with the University Billing Office that the "disenrollment" was untrue, as tuition bills would not be sent out until later in the month.

Following unsuccessful efforts by the Mission to contact his family and confirm his return to Ecuador, Ms. Waldstein filed a non-returnee report with USAID/HCD on June 16. Mr. Wandenberg is now out of status, and World Learning is no longer in direct communication with him.

World Learning's tax administrator paid taxes on the student's behalf except for the money he had received as a "scholarship" for serving in the student government. She notified the student that he was responsible for payment of \$97 in taxes on this money. On June 23, World Learning's tax administrator received notification from the Internal Revenue Service that Mr. Wandenberg had not paid taxes on this money by the June 15 deadline, and penalties were now being assessed.

C. CONCERNS/CONSTRAINTS

Mr. Wandenberg continued to present difficulties for World Learning staff and USAID, stemming from his notion that he is entitled to more money and services than the conditions of his USAID funded program provide. He continued to communicate directly with USAID/G/HCD and USAID/Ecuador rather than through World Learning.

D. RECOMMENDED ACTIONS

There are no recommended actions at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ECUADOR
FY 98 FOURTH QUARTER AND FINAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 807
Effective Dates: 07/01/97 - 08/31/98
Contract Total: \$88,002
Obligated Amount: \$88,002**

This Fourth Quarter and Final Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from July 1 - September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 807, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

From July through August, World Learning continued its work on this Task Order for the monitoring and support of two academic training participants: Kleber Machado and Juan Carlos Wandemberg. The objective of the Task Order is for World Learning to monitor training. Specific tasks include: (1) paying participants' monthly maintenance and on their behalf paying university tuition and fees, (2) ensuring training programs and participants meet USAID/Ecuador requirements, (3) monitoring participant achievement levels, and health and personal status to ensure successful and timely completing of programs, and (4) upon participants' completion of programs, assisting in departure arrangements and informing USAID/Ecuador of such arrangements. Monitoring of participants includes such activities as communications with training institutions, reviewing course related documents, and direct communications with participants and their advisors.

II. ACTIVITIES

World Learning continued to provide monitoring and financial services for two participants enrolled in doctoral degree programs at New Mexico State University and Cornell University, although the former's program had officially ended in May.

PROGRAM HIGHLIGHTS:

Mr. Kleber Machado, Ph.D./Agricultural Economics, Cornell University, Ithaca, New York, July 1, 1995 - August 31, 1998

Summary: Mr. Machado had reported in the Spring that he would not be able to finish his program on time. This was due to the fact that he had to retake a course he had taken in Fall semester of 1996, and also that he had just started analyzing data and writing his dissertation. He and his advisor estimated that Mr. Machado would need at least until December, 1998 and preferably until May, 1999. The request to extend his program was denied by the Mission. Mr. Machado obtained funding directly from the University for the extra year. In July, Ms. Waldstein purchased a plane ticket for Mr. Machado to return to Ecuador and change his visa. On August 12, Ms. Waldstein conducted an exit evaluation. Mr. Machado returned to Ecuador on August 15, at which time his World Learning/USAID funded program officially ended.

Mr. Juan Carlos Wandemberg, Ph.D./Agricultural Economics, New Mexico State University, Las Cruces, July 1, 1995 - May 31, 1998.

Summary: Mr. Wandemberg was scheduled to complete his doctoral degree program by May 31, 1998. As the end date of his program approached, Mr. Wandemberg and his advisor stated that he would not be able to complete his thesis on time and therefore would need additional time. The Mission denied the request and insisted that Mr. Wandemberg return home as scheduled. However, Mr. Wandemberg overstayed his visa and IAP66A to remain on the campus of NMSU. He contacted World Learning Monitoring and Support Specialist Rachel Waldstein and Regional Program Manager Lisa Posner-Olocco on several occasions in July to follow up on issues related to tuition and dissertation binding fees so he could complete his program, and book shipment reimbursement, for which he was eligible. Ms. Waldstein communicated regularly with Ms. Linda Walker of USAID/HCD regarding these issues. Mr. Wandemberg stated his intention to return to Ecuador on August 7. Ms. Waldstein attempted to confirm through the Mission that he did, indeed, return home. The Mission reported on September 30 that he had come to their office, thus confirming his return.

Ms. Terri Crowl, World Learning Tax Administrator, also sent to Mr. Wandemberg an Internal Revenue Service notification of delinquency in payment of his portion of 1998 taxes. The payment was owed for money he had received in cash from the University for service in the student government. Ms. Crowl informed Ms. Walker that she had sent the notice and had informed the IRS and the student that World Learning is not responsible for any further payment of his taxes.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There are no administrative issues at this time.

B. PARTICIPANT ISSUES

It is unfortunate that none of the Ecuadorean Ph.D. students was able to finish his/her program on time. World Learning believes that despite close monitoring and warnings that funding would not be extended, Mr. Machado and Mr. Wandemberg both believed USAID would reverse its decision. The participants had been told by someone that there was a certain sum of money reserved for them. Therefore, the participants assumed that if money had been saved in one area of their participant budgets (e.g. tuition), then it could be spent on another (e.g. monthly maintenance for another few months to a year). This misunderstanding contributed to the result that, in one case the participant had to scramble to get funding from his university, and in the other he overstayed his visa and violated the conditions of training.

All Ecuadorean participants, toward the end of their programs, expressed concern about whether they would be able to find jobs which would make use of their US training. They said they would have appreciated assistance by USAID in this effort.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendation:

- That the Mission not inform participants that a certain amount of money is to be used for their program. Instead, the Mission could simply tell participants what costs will and will not be covered during their program.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/AFR/SD/PSGE/PARTS
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 04
Effective Dates: 7/18/97 - 12/31/97
Contract Total: \$100,505
Obligated Amount: \$100,505**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI) and Creative Associates International Inc. (CAII), from October 1, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 04, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In July 1997, USAID/AFR/SD/PSGE issued this Task Order for services in placing, monitoring and reporting on 12 participants annually for two years. Participants attend tailored U.S. short-term training programs, each estimated to be two to six months in duration, followed by enrollment in a U.S. professional association. Developing descriptive materials to promote the program was also requested as needed. When the PSGE office confirmed its funding limitations, the World Learning team responded with a proposal to initially train 8 participants between July and December, 1997 (with an average duration of 5.5 weeks per program). The budgets and proposal were accepted for the amount obligated above.

The objective of the training is to assist USAID/AFR/SD/PSGE to achieve its goals under the PARTS Project, which are to increase the use and influence of information and analysis for agricultural and natural resources policies and programs in sub-Saharan Africa. Each year, one or more fellowships are intended to be offered in each of the following five areas: agricultural marketing and private sector development, food security and productivity, technology development and transfer, natural resources management and environment. Technical advisors for each of these areas in the PSGE office review participant applications, make selection decisions and identify potential program sites based on ongoing collaborative relationships with institutions which further the office's analytical and research agenda.

Specifically, training is to contribute to these three purposes:

1. To ensure African participation, observation and hands-on training on issues being conducted by U.S.-based organizations that are similar to what the Fellows are working on;
2. To provide fellowship holders with opportunities for professional growth;
3. To foster and maintain links among U.S. and African scientists and decision makers in order to address development issues.

II. ACTIVITIES

The AAI GTD programming staff followed up with Technical Advisors following the September 4 PSGE office staff meeting but did not have another opportunity to meet with PSGE staff this quarter. Technical Advisors were encouraged to propose programs that could be implemented during calendar year 1997, since the task order was funded and budgeted for eight participants to train between July and December, 1997. Of the eight, one completed training in the first quarter of this Task Order, two trained this quarter and one was placed to begin training in January, 1998, contingent on extension of the Task Order. It remains for Technical Advisors to communicate their plans for the remaining four budgeted participants.

In early October, the Placement Specialist/Monitoring and Support Specialist, Randall Blandin forwarded a Training Implementation Plan (TIP) to the COTR, Dr. Gallegos, and Technical Advisor, Mr. Rudy Vigil. The TIP outlined the program requested by Mr. Vigil for Ms. Ngugi and Ms. Soi to train together for five weeks, beginning in November. The program staff developed an approval form for Dr. Gallegos' use to approve the TIP content and the estimated participant costs. Participant costs are carefully tracked in this Task Order, as funds are limited. Approval is needed from PSGE, the funding source, before a TIP could be forwarded by AAI to the USAID Mission in the home country of the participants. In December another TIP was forwarded to Dr. Gallegos and Technical Advisor, Dr. George Gardner, for Mr. Mariko to train for four months beginning in January. The TIPs were approved and were sent to USAID Kenya for Ms. Ngugi and Ms. Soi and to USAID Mali for Mr. Mariko. The Missions were supportive in ensuring that pre-departure requirements were met, including medical certification and issuance of J-1 visas.

This quarter, the COTR, Dr. Gallegos, informed the GTD team that he had successfully pursued and secured calendar year '97 funds to add to the contract to cover administrative costs through FY '98. He also sought FY98 funds to program additional participants. On December 22, World Learning received a Statement of Work from the Contracts Officer. It was a proposal request for a modification to the Task Order, which adjusted the contract completion date from December 31, 1997 to September 30, 1998. The Contracts Officer required a response by December 29, so the World Learning team quickly mobilized to prepare a timeline for implementation, a revised administrative budget with notes and a modest budget with notes for one participant. World Learning awaits word from the Contracts Officer regarding the budgets submitted as well as information on the availability of funds to program additional participants.

PROGRAM HIGHLIGHTS:

Technology Transfer and Agricultural Marketing

Ms. Esther Soi and Ms. Mary Ngugi, Technology Transfer and Agricultural Marketing, Washington, DC 11/3-11/9; Tuskegee University, Tuskegee, AL 11/10-11/15; Federation of Southern Cooperatives, Epes, AL 11/16-11/19; Pennsylvania State University, State College, PA 11/20-11/27; Lancaster, PA 11/29-12/1, Washington, DC 12/2 - 12/6/97

Summary: In 1992, the Center for Higher Education, USAID, provided funding to Pennsylvania State University, Tuskegee, and the University of Nairobi to carry out a development linkage project. These institutions work with organized women's groups in the rural Muranga and Bomet Districts, where Ms. Ngugi and Ms. Soi are based, to develop and market weaning foods using crops grown by the women. According to Dr. Audrey Maretzki, a Professor of Food Science and Nutrition at Pennsylvania State University, the goals of this project are to simultaneously improve the nutritional status of young children and the economic status of rural women who are engaged in agricultural production.

Nutribusiness Councils have been established in the Muranga and Bomet Districts. The Councils are comprised of an elected representative from each women's group that has chosen to participate in the Project. Approximately 88 women's groups are represented, with a combined membership of approximately 2,500. Ms. Ngugi and Ms. Soi are the women leaders who have been elected by their peers to chair the Nutribusiness Boards of Directors for Muraga and Bomet districts, respectively.

The participants' training objectives were to: examine activities being managed by women's organizations such as -- cooperatives, small business, lending and credit organizations, processors of agricultural products and self-help programs; and to enhance their knowledge of agricultural production methods, in order to share

what they learned with other women farmers in their home districts. While in the U.S., the participants met with USAID officials in Washington, DC and visited rural areas in Pennsylvania and Alabama. There they visited schools, had home and farm visits with cooperative extension agents, and met with researchers and students at Pennsylvania State University and Tuskegee University. Upon the conclusion of training, the participants indicated they look forward to applying the new techniques and agricultural production methods they observed in the U.S. to their work in Kenya.

For additional information on training during this quarter, please refer to the Attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The World Learning team appreciates the continued efforts of the COTR to identify funding to continue the program, since PSGE has indicated it finds the collaboration with African participant researchers to be very productive toward their office objectives. The placement staff also found the ongoing communications regarding the status of additional funds helpful, so that they could proceed with placement services for participants who would be in training after December 1997. Timing of the communications from the Contacts Office in late December necessitated rapid turnaround by World Learning in only four business days during the Christmas holidays to respond with budgets to absorb the needed funds into the contract, so that administrative services could continue from January to September 1998. Since there was a participant due to arrive the first week of January, the official confirmation that the contract would be extended was welcome news. However, lateness of contracting office actions and follow up continues to be an issue in this Task Order.

The other main administrative issue is that administrative costs, particularly labor, continue to be incurred for placement and management efforts, though the pace of participant arrivals is slower than projected. Programming staff remain in ongoing contact with Technical Advisors to request program contacts, training objectives and proposed training dates, but at this point, only 1 participant is firmly placed for next quarter, and the remaining four programs remain to be confirmed by PSGE.

B. PARTICIPANT ISSUES

The status as of December 31, 1997 of the eight participants to be programmed with 1997 funds follows. In addition, seven participants or training slots were identified by the PSGE units in 1997 during the contract with Partners for International Education and Training and remain to be trained if new FY 98 funds are added to the contract.

PARTICIPANTS TO BE PROGRAMMED WITH 1997 GTD FUNDS

<u>Participant</u>	<u>PSGE Unit</u>	<u>Status</u>
1. Sina Luchen	NRM	Trained, Integrated Pest Management 7/1-8/7/97
2. Esther Soi and	TDT	Trained, Technology Transfer, Agr. Marketing 11/2-12/6/97
3. Mary Ngugi	TDT	Trained, Technology Transfer, Agr. Marketing 11/2-12/6/97
4. John Lubuva	NRM	Pending, Environmental Impact Assessment, dates unknown
5. Michael Odhiambo	ENRM	Pending, World Resources Institute, 2/98 (tentative)
6. Faustine Makango	FSP	Pending, await program identification and dates
7.*Drammane Mariko	FSP	Pending, Michigan State U., 1-5/98
8. Mogamet Bagus	PSD	Pending, Executive Management, dates unknown

*Note, Mr. Mariko replaces a canceled candidate, Charles Owach

PARTICIPANTS TO BE PROGRAMMED WITH 1998 GTD FUNDS (AWAIT FUNDS)

<u>Participant</u>	<u>PSGE Unit</u>	<u>Status</u>
1. Henri Lo	ENRM	Finalist
2. Worku Getachew	ENRM	Alternate
3. Messele Fisseha	TDT/ENRM	2nd Alternate
4. Joseph Oryokot	TDT	Alternate
5. Tesfay Zegeye	TDT	2nd Alternate
6. Abebe Haile-Meski	PSD	1st Alternate
7. Benti Bugul	PSD	2nd Alternate

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- The GTD team appreciates the initiative that the PSGE COTR has taken to secure additional funding and respectfully request that future contracting actions to add funds are initiated and completed in a timely manner so programs can be smoothly implemented.
- World Learning/AAI appreciate any heightened efforts the Technical Advisors can make to move forward with pending participant scheduling and understand the many other demands on their time, particularly for travel to Africa. The GTD team looks forward to completing additional programming in 1998 in collaboration with PSGE.

**GTD/AFR./SD/PSGE PARTS T.O. 1997 NOMINATIONS
U.S. TRAINING**

World Learning Team Report for the Quarter October 1 - December 31, 1997

Participant Name	Status*	Course/ Training Institution	Dates	Months [†]
1. Sina Luchen	C	Integrated Pest Management/ Michigan State U. & others	07/11/97-08/19/97	1.33
2. Mary Ngugi	C	Technology Transfer, Agricultural Marketing/Tuskegee U., Pennsylvania State U. and others	10/31/97-12/07/97	1.27
3. Esther Soi	C	Technology Transfer, Agricultural Marketing/Tuskegee U., Pennsylvania State U. and others	10/31/97-12/07/97	1.27

TOTAL COMPLETED PROGRAMS

3.87 \$28,974.54

4. Mr. Dramane Mariko	P	Agricultural Economics/Michigan State U.	01/3/98–05/19/98	4.57
5. Mr. Michael Odhiambo	P	World Resources Institute	dates unknown	
6. Mr. Faustine Makango	P	awaiting program identification	dates unknown	
7. Mr. John Lubuva	P	Environmental Impact Assessment/ sites to be determined	dates unknown	
8. Mr. Mogamet Bagus	P	Executive management/ sites to be determined	dates unknown	

* Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of funded PARTS nominations as of December 31, 1997

	07/01/97	10/01/97
	-	-
	09/30/97	12/31/97
Pending from past quarters (PIET) and now	8	7

GTD funded		
N - Nominated this quarter	1	0
A - Active, in training this quarter	0	0
C - Completed this quarter	1	2
X - Canceled this quarter	1	0
T - Terminated this quarter	0	0
P - Pending at end of quarter	7	5

Estimated Costs

- \$28,974.54 -- Estimated per participant costs for three completed programs
(subject to final payments and reconciliations)
- \$ 9,658.18 -- Average per participant cost for three completed programs
- \$11,614.00 -- Average per participant cost per program in original GTD
- proposal of \$92,912 for first 8 programs

Total Training Months

- 3.87 -- Training months total
- 1.29 -- Average length of each completed training program

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/AFR/SD/PSGE/PARTS
QUARTERLY REPORT
JANUARY 1 – MARCH 31, 1998**

**Task Order No.: 04
Effective Dates: 07/18/97 – 04/30/99
Contract Total: \$225,442
Obligated Amount: \$225,442**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 04, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In July 1997, USAID/AFR/SD/PSGE issued this task order for services in placing, monitoring and reporting on 12 participants annually for two years. Participants attend tailored U.S. short-term training programs, each estimated to be two to six months in duration, followed by enrollment in a U.S. professional association. Developing descriptive materials to promote the program was also requested as needed. When the PSGE office confirmed its funding limitations, the World Learning team responded with a proposal to initially train 8 participants between July and December, 1997 (with an average duration of 5.5 weeks per program). The budgets and proposal were accepted for the amount obligated above.

The objective of the training is to assist USAID/AFR/SD/PSGE to achieve its goals under the PARTS Project, which are to increase the use and influence of information and analysis for agricultural and natural resources policies and programs in sub-Saharan Africa. Each year, one or more fellowships are intended to be offered in each of the following five areas: agricultural marketing and private sector development, food security and productivity, technology development and transfer, natural resources management and environment. Technical advisors for each of these areas in the PSGE office review participant applications, make selection decisions and identify

potential program sites based on ongoing collaborative relationships with institutions which further the office's analytical and research agenda.

Specifically, training is to contribute to these three purposes:

1. To ensure African participation, observation and hands-on training on issues being conducted by U.S.-based organizations that are similar to what the Fellows are working on;
2. To provide fellowship holders with opportunities for professional growth;
3. To foster and maintain links among U.S. and African scientists and decision makers in order to address development issues.

II. ACTIVITIES

On January 22, Debra Egan, Task Order Manager, and the Placement and Monitoring Specialist, Randall Blandin attended the Africa Fellows Quarterly Meeting. Also attending were Dr. Gallegos, the COTR for PARTS and some of the Technical Advisors who design and oversee participant programs. During the meeting, Dr. Gallegos informed World Learning/AAI staff that, pending USAID approval, the Productive Sector Growth and Environment (PSGE) office would be changed to Agriculture, Natural Resources and Rural Enterprise (ANRRE). The proposed new title reflects a re-engineering transition for PSGE. In the past, PSGE was comprised of five units: Agriculture and Marketing and Private Sector Development (PSD); Food Security and Productivity (FSP); Technology Development and Transfer (TDT); Natural Resources Management (NRM); and Environment (ENV). In 1997, the Natural Resources Management and the Environment units were combined to create ENRM.

During the second quarter of FY 1998, one South African participant under the PSD unit began and completed his program in executive management. A second PARTS fellow, from Mali, began a four-month program focusing on agricultural economics research under ENRM. The two participants pending from the original contract both fell under ENRM. A third participant, under ENRM, postponed and may possibly cancel his program.

Toward the end of the previous quarter, the Contracts Officer issued a request for a modification to the Task Order, which would extend the completion date from December 31, 1997 to September 30, 1998. This extension was also to cover the administrative and participant costs needed to program the pending 1997 participants and seven 1998 participants, who had been selected in 1997, for a revised ceiling price of \$225,442. On December 29, 1997 World Learning submitted revised administrative and training budgets. The budget and extension date were approved and the modification was signed on February 18, 1998.

PROGRAM HIGHLIGHTS:

Agricultural Economics Research

Mr. Dramane Mariko, Agricultural Economics, Michigan State University (MSU), January /3-15, 1998

Summary: Mr. Mariko is an agricultural economist and researcher for l'Institut d'Economie Rural (IER) in Bamako, Mali. In the past, Mr. Mariko was a member of an IER research team studying the impact of the CFA franc devaluation on the production costs of agricultural commodities in Mali. This research was coordinated and administered by MSU through the AID-funded Food Security and Cooperative Agreement. Mr. Mariko is currently collaborating with MSU to investigate whether rice farmers have invested recent gains from the devaluation in new equipment and technology that are necessary to improve productivity and enhance the competitiveness of the rice sector in Mali.

During his fellowship, Mr. Mariko is working closely with Dr. Valery Kelly, Assistant Professor in MSU's Department of Agricultural Economics analyzing data on rice production collected over the past few years. According to Mr. Mariko, the results of this analysis will have several applications. First, results will be used by the rice extension service to advise farmers on the amount of fertilizer to use per unit of area. This, according to Mr. Mariko, will help determine changes in fertilizer use given changes in input/output prices. The model could also be used by other researchers to inform policy makers of the impacts of import tariffs and pricing policies on farmers' income. Finally, according to the participant, this particular model can be applied outside of the rice subsector and serve as an example to help build production functions for other crops in Mali.

Mr. Mariko is taking a course at MSU Spring 1998 entitled, "Agricultural Production Economics". This course covers the analysis of agricultural production models, using econometrics, mathematical programming and simulation. It includes an introduction to the systems science perspective. Techniques for analysis of risk, environmental value, technological change, and technology adaptation are also covered. The course requires students to do class projects using real data sets, for which Mr. Mariko will use the data collected in Mali. MSU faculty believe that this course is directly applicable to Mr. Mariko's fellowship project.

In addition, Mr. Mariko is responsible for the management, storage, retrieval and analysis of a multitude of surveys that IER has conducted during the last ten years. He is working with a data management specialist at MSU to look at improving his organization's capacity to solve storage and retrieval problems. He hopes to find ways of combining data from various surveys for use in policy analysis.

Executive Management

Mr. Rafiq Bagus, "Executive Program for Growing Companies", Stanford Graduate School of Business, Executive Education Programs, Stanford University, Stanford, CA, March 1-13, 1998 followed by meetings in Washington, DC, March 14-19, 1998

Summary: Mr. Bagus is the chief director for Investment South Africa. He works closely with U.S. businesses wishing to invest in South Africa. During his program, Mr. Bagus attended a seminar entitled, "Executive Program for Growing Companies" offered by Stanford University, Graduate School of Business. This course drew upon the expertise of faculty in strategic management, entrepreneurship, finance, marketing, information systems, international economics, and human resources to address critical management issues from the perspectives of their particular disciplines.

Mr. Bagus reported that he had several opportunities to meet and interact with other participants in the program. Seminar participants discussed business challenges they face in a block of time specifically allotted for group syndicate work. This part of the program provided a forum from which to draw on the broad expertise of other participants and selected faculty. Mr. Bagus indicated that this opportunity to work with and learn from other participants in the course, and to cultivate contacts, was particularly beneficial.

Course topics included: customer profitability analysis; bundling and debundling of projects; the cash-poor trap of growing companies; niche strategy; stock options; positioning a new product in the market; executive compensation; corporate taxes; human resources in the growing company; company culture; strategic leadership; aligning strategy and management practices; competitive advantage through employees; working capital management; acquisition of information systems; business impacts on information technology; re-engineering with information systems; linking quality to profitability; and other related topics.

During his program debriefing, Mr. Bagus discussed his role in attracting investment to South Africa. Mr. Bagus indicated that he has had several opportunities in the past to come to the U.S. to meet with potential investors. He indicated that he found the course at Stanford personally enriching and indicated the contacts he made in private sector industry, particularly with high tech firms, were crucial.

Lessons Learned: While satisfied overall with the quality and content of his training, Mr. Bagus indicated that he encountered several logistical problems. First, he said he and another Muslim participant required hallal meat, which the campus cafeteria was able to offer only twice during the two-week seminar. There are no other restaurants or cafeterias close to the training site, leaving the Muslim participants to eat mostly rice and salad during their stay. Mr. Bagus expressed great dissatisfaction about this situation.

AAI contacted the program contact for the EPGC workshop and requested assistance in meeting all the participants' dietary needs and will continue to be responsive to participants' requests of this nature. For their part, the EPGC staff did contact the cafeteria to request that they modify their menu to accommodate the Muslim participants

in the program. The cafeteria was able to include hallal meat on the menu two nights, but due to cost constraints, was unable to change other meals served during the seminar.

Second, Mr. Bagus indicated that he had difficulties with his transportation arrangements. A few days prior to the end of his program, the AAI Monitoring and Support Specialist changed his itinerary in order to grant a request that Mr. Bagus had made to travel back to Washington with friends from South Africa. Mr. Bagus, however, was unhappy with the way logistics were coordinated for his two traveling companions whose programs were funded under a different project, and whose travel arrangements were handled by another AAI office and a different travel agency.

Finally, Mr. Bagus indicated that he had difficulty reaching AAI GTD staff who were administering his fellowship program. Regarding communication, World Learning/AAI staff corresponded with Mr. Bagus directly via email prior to his arrival. The AAI GTD Task Order Manager flew to San Francisco, met with Mr. Bagus and escorted him to his hotel. World Learning/AAI staff communicated frequently by phone with Mr. Bagus, both from the World Learning/AAI office and from home and endeavored to return his phone calls as swiftly as possible. Still, World Learning/AAI recognizes that participants can become frustrated when support is not immediately available.

For more information on the nominations for this quarter, please refer to the attachment.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

As noted in previous reporting, administrative costs, particularly labor, continue to be incurred for placement and management efforts, though the pace of participant arrivals is slower than projected.

B. PARTICIPANT ISSUES

There were no new participant issues of concern during this quarter.

IV. RECOMMENDED ACTIONS

There are no new recommended actions.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/AFR/SD/PSGE/PARTS
QUARTERLY REPORT
APRIL 1 – JUNE 30, 1998**

**Task Order No.: 04
Effective Dates: 07/18/97 – 04/30/99
Contract Total: \$225,422
Obligated Amount: \$225,422**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 04, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In July 1997, USAID/AFR/SD/PSGE issued this task order for services in placing, monitoring and reporting on 12 participants annually for two years. Participants attend tailored U.S. short-term training programs, each estimated to be two to six months in duration, followed by enrollment in a U.S. professional association. Developing descriptive materials to promote the program was also requested as needed. When the PSGE office confirmed its funding limitations, the World Learning team responded with a proposal to initially train 8 participants between July and December, 1997 (with an average duration of 5.5 weeks per program).

The objective of the training is to assist USAID/AFR/SD/PSGE to achieve its goals under the PARTS Project, which are to increase the use and influence of information and analysis for agricultural and natural resources policies and programs in sub-Saharan Africa. Each year, one or more fellowships are intended to be offered in each of the following five areas: agricultural marketing and private sector development, food security and productivity, technology development and transfer, natural resources management and environment. Technical advisors for each of these areas in the PSGE office review participant applications, make selection decisions and identify potential program sites based on ongoing collaborative relationships with institutions which further the office's analytical and research agenda.

Specifically, training is to contribute to these three purposes:

1. To ensure African participation, observation and hands-on training on issues being conducted by U.S.-based organizations that are similar to what the Fellows are working on;
2. To provide fellowship holders with opportunities for professional growth;
3. To foster and maintain links among U.S. and African scientists and decision makers in order to address development issues.

Toward the end of the first quarter of 1998, the Contracts Officer issued a request for a modification to the Task Order, which would extend the completion date from December 31, 1997 to September 30, 1998. This extension was intended to cover the administrative and participants costs of programming the pending 1997 participants and seven 1998 participants, who had been selected in 1997. On December 29, 1997 World Learning submitted revised administrative and training budgets. The budgets were approved and the modification was signed on February 18, 1998.

II. ACTIVITIES

No PARTS participants arrived for training this quarter. World Learning/AAI staff did write TIPs for two participants: Mr. John Lubuva of Tanzania and Mr. Messele Fisseha of Ethiopia who will begin their programs early next quarter.

Monitoring and Support Specialist, Randall Blandin is leaving AAI to pursue law studies. Myriam Cederstrom, who has a Masters degree in Soil Science, will take his place in programming and monitoring the PARTS participants. In May, Mr. Blandin sent a description of Ms. Cederstrom's background to PARTS COTR, Dr. Carl Gallegos, and to several of the PARTS technical advisors.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The current task order ends on September 30, 1998. As illustrated in the section below, some participants are still pending: two to be programmed with 1997 GTD funds and six with 1998 funds. World Learning/AAI request further communication regarding intent of an additional extension.

B. PARTICIPANT ISSUES

Below is the updated status of the three participants to be programmed with 1997 GTD funds. In addition, seven participants or training slots were identified by the PSGE units in 1997 during the contract with Partners for International Education and Training and remain to be trained using 1998 funds.

PARTICIPANTS TO BE PROGRAMMED WITH 1997 GTD FUNDS

<u>Participant</u>	<u>PSGE Unit</u>	<u>Status</u>
1. John Lubuva	ENRM	TIP issued, program dates:
2. Faustine Makango	FSP	Pending, await program identification and dates
3. Michael Odhiambo	ENRM	Pending, World Resources Institute, postponed 2/98 program

PARTICIPANTS TO BE PROGRAMMED WITH 1998 GTD FUNDS

<u>Participant</u>	<u>PSGE Unit</u>	<u>Status</u>
1. Henri Lo	ENRM	pending, has communicated available dates
2. Worku Getachew	ENRM	Alternate
3. Messele Fisseha	TDT/ENRM	TIP issued
4. Joseph Oryokot	TDT	Alternate
5. Tesfay Zegeye	TDT	2nd Alternate
6. Abebe Haile-Meski	PSD	1st Alternate
7. Benti Bugul	PSD	2nd Alternate

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- ◆ The GTD team appreciates the initiative the PSGE COTR took to secure 1998 funding and respectfully requests that future contracting actions are initiated and completed in a timely manner so programs can be smoothly implemented.
- ◆ World Learning/AAI appreciate any heightened efforts the Technical Advisors can make to move forward with pending participant scheduling. The GTD team looks forward to completing additional programming in 1998 in collaboration with PSGE.

GTD/AFR./SD/PSGE PARTS T.O. 1997 NOMINATIONS
U.S. TRAINING
 World Learning Team Report for the Quarter 04/01/98 – 06/30/98

Participant Name	Status*	Course/ Training Institution	Dates
1. Sina Luchen 07/11/97-8/19/97 Michigan State U. & others	C 1.33	Integrated Pest Management/ \$11,855.50	
2. Mary Ngugi 10/31/97-12/07/97	C 1.27	Technology Transfer, Agricultural Marketing/ \$ 8,830.25 Tuskegee U., Pennsylvania State U. and others	
3. Esther Soi 10/31/97-12/07/97	C 1.27	Technology Transfer, Agricultural Marketing/ \$ 8,559.52	
<i>Tuskegee U., Pennsylvania State U. and other</i>			
5. Rafiq Bagus 02/29/98-03/20/98	C .86	Business, Organizational \$ 14,066.02	
6. Dramane Mariko 01/02/98 – 05/20/98	C 4.6	Agricultural Economics/Michigan State U. <u>\$ 12,806.66</u>	

TOTAL COMPLETED PROGRAMS

7. Mr. Michael Odhiambo unknown	P pending	World Resources Institute	dates
8. Mr. Faustine Makango unknown	P pending	awaiting program identification	dates
9. Mr. John Lubuva 07/07/98-07/11/98	P	Environmental Impact Assessment/ \$ 1100.00 sites to be determined	
10. Missele Fisseha 06/29/98-08/19/98	A 1.7	Agricultural Development \$ 14,194.72	
11. Henri Lo unknown	P pending	ENRM	dates

* Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of funded PARTS nominations as of June 30, 1998

	07/01/97- 09/30/97	10/01/97- 12/31/97	01/01/98- 03/31/98	04/01/98- 06/30/98
Pending from past quarters (PIET) and now GTD funded	8	7	5	4
N - Nominated this quarter	1	0	1	0
A - Active, in training this quarter	0	0	1	1
C - Completed this quarter	1	2	0	1
X - Canceled this quarter	1	0	0	0
T - Terminated this quarter	0	0	0	0
P - Pending at end of quarter	7	5	4	4

Estimated Costs

- \$44,509.22 -- Estimated participant costs for four completed programs (subject to final payments and reconciliation's)
- \$11,127.31 -- Average per participant cost for three completed programs
- \$11,614.00 -- Average per participant cost per program in original GTD proposal of \$92,912 for first 8 programs

Total Training Months

- ◆ 9.76 -- Training months total
- ◆ 1.62 -- Average length of each completed training program

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/AFR/SD/PSGE/PARTS
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

**Task Order No.: 04
Effective Dates: 07/18/97 – 04/30/00
Contract Total: \$350,237
Obligated Amount: \$350,237**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 04, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In July 1997, USAID/AFR/SD/PSGE issued this task order for services in placing, monitoring and reporting on 12 participants annually for two years. Participants attend tailored U.S. short-term training programs, each estimated to be two to six months in duration, followed by enrollment in a U.S. professional association. Developing descriptive materials to promote the program was also requested as needed. When the PSGE office confirmed its funding limitations, the World Learning team responded with a proposal to initially train 8 participants between July and December 1997 (with an average duration of 5.5 weeks per program).

The objective of the training is to assist USAID/AFR/SD/PSGE to achieve its goals under the PARTS Project, which are to increase the use and influence of information and analysis for agricultural and natural resources policies and programs in sub-Saharan Africa. Each year, one or more fellowships are to be offered in each of the following five areas: agricultural marketing and private sector development, food security and productivity, technology development and transfer, natural resources management and environment. Technical advisors for each of these areas in the PSGE office review participant applications, make selection decisions and identify potential

program sites based on ongoing collaborative relationships with institutions which further the office's analytical and research agenda.

Specifically, training is to contribute to these three purposes:

1. To ensure African participation, observation and hands-on training on issues being conducted by U.S.-based organizations that are similar to what the Fellows are working on.
2. To provide fellows with opportunities for professional growth.
3. To foster and maintain links among U.S. and African scientists and decision-makers in order to address development issues.

Toward the end of the first quarter of 1998, the Contracts Officer issued a request for a modification to the Task Order to extend the completion date from December 31, 1997 to September 30, 1998. This extension covers the administrative and participant costs of programming the pending 1997 participants and seven 1998 participants, who had been selected in 1997. On December 29, 1997 World Learning submitted revised administrative and training budgets. The budgets were approved and Modification No. 1 was signed on February 18, 1998.

In September, World Learning/AAI submitted budgets for the training of an additional nine fellows. On September 28, 1998, the Modification was signed, and the end date was extended to April 30, 2000. The new total of fellows to be trained in this Task Order is 24.

II. ACTIVITIES

Seven PARTS fellows began their programs this quarter.

Natural Resource Management

Mr. Missele Fisseha, Natural Resource Management; Natural Resource Conservation Service (NRCS), Washington, DC, July 6 - 7, 1998; Soil Survey Center, Lincoln, NE, July 8 - 15; Soil Survey Team, Temple, TX, July 16 - 24; Soil Survey Team, Albuquerque, NM, July 25 - 31; Soil Survey Team, Phoenix, AZ, August 1 - 7; Soil Survey Team, Sacramento, CA, August 8 - 14; Washington, DC, August 15 - 18, 1998.

***Summary:** Missele Fisseha, a soil survey specialist and land evaluator at the Ministry of Water Resources in Addis Ababa, participated in a Natural Resources Management program sponsored by a joint operation of USAID, USDA and the NRCS. The purpose of this program is to familiarize the participant with the USDA system of soil classification (soil taxonomy) as well as deepen and broaden his natural resource management skills.*

During his programs at the NRCS and the National Soil Survey Center in Lincoln, NE, Mr. Fisseha learned the USDA system of soil classification which, he stated, provided for a more in depth and accurate analysis of soil types. The system is a comprehensive method of dividing soil into six levels of categorization. Covered in these training

sessions were soil surveys, land use studies, land evaluation, land use planning and soil conservation.

At the soil survey sites in Temple, TX, Breckenridge, TX, Graham, TX, Albuquerque, NM, Santa Fe, NM, Grants, NM, Tucson, AZ and Sacramento, CA, Mr. Fisseha studied soil examples that are similar to Ethiopia. He was able to apply his new knowledge of soil classification with scientists who were utilizing the system on-site.

Upon his return to Ethiopia Mr. Fisseha plans to “intensify efforts to secure application of the USDA system of soil classification and land capability assessment in the river basin development planning and irrigation development project studies.” Mr. Fisseha also plans to hold training sessions based on his studies in the U.S. to expand the concept of sustainable, conservation-based, long-term development.

Integrated Pest Control

Mr. Walter Ogutu, Integrated Pest Control, Washington, DC July 1 - 3, 1998; Michigan State University, Lansing, MI July 4 - 24; Virginia Polytechnic Institute, Blacksburg, VA July 25 - 31; Washington, DC August 1 - 6, 1998.

Summary: *This program in integrated pest control was designed to assist Mr. Ogutu in advancing his knowledge of controlling crop-threatening pests by biological and chemical means. Mr. Ogutu, a research assistant at the International Center of Insect Physiology and Ecology (ICIPE) in Kenya, visited Michigan State University and Virginia Polytechnic Institute. He requested to learn more about utilizing different biological and chemical methods to develop an overall Integrated Pest Management system to combat pests.*

At Michigan State, Mr. Ogutu worked primarily with Dr. Karim Meridia on incorporating soil biology, biology and ecology of pests into Integrated Pest Management (IPM) programs. Mr. Ogutu stated that some of the most valuable training he received involved a holistic approach to IPM programs including cultural, biological, host plant resistance, mechanical, behavioral and biotechnological methods. He also hopes to establish long-term linkages with MSU to promote the following objectives: Transgenic plants for pest management, technology transfer, regional workshops, bioprospecting for pesticidal properties and IPM program implementation. During his stay in Michigan, Mr. Ogutu had the opportunity to travel to a number of local farms and discuss pest control strategies with farmers.

At Virginia Tech, Mr. Ogutu worked very closely with the IPM program. There he discussed issues such as pest resistance screening in vegetable crops, biopesticides for pests of vegetable crops, IPM communication networking and information exchange in Africa, biocontrol strategies for vegetable crops in tropical regions and farmer participation in IPM programs. Mr. Ogutu stated that he gained valuable contacts that he

hopes will aid him in the future as he trains ICIPE employees and rural farmers in pest control.

Biodiversity/Natural Products

Mr. Elton Jefthas, Biodiversity/Natural Products, Tailored/Observational Study Tour, Washington, DC, Baltimore, MD, Seville, OH, August 30 - September 21, 1998.

Summary: Mr. Jefthas is a research assistant for the Agricultural Research Council (ARC) in South Africa. Mr. Jefthas came for training to the U.S. with the purpose of broadening his knowledge base of biodiversity as applied to ornamental, medicinal plants and vegetables. This fellowship bridged programmatic initiatives of USAID/Pretoria, AID/Africa Bureau of Sustainable Development and the U.S. South Africa Binational Commission.

Mr. Jefthas met with professionals who trained him in computer techniques relevant to his work. He learned how to maintain a database linked to his research, and for encoding his knowledge gained through training. This database will also be used to store information gathered from consulting books and materials. Mr. Jefthas met with professionals from the USDA (United States Department of Agriculture) to learn about general policies and guidelines relevant to agriculture in United States. Mr. Jefthas attended The Natural Product Exposition in Baltimore, MD for one week. He participated in presentations about medicinal plants in the U.S. and attended discussions regarding markets for these medicinal plants. One of the important topics was "Folklore and Phytochemical Rationale" which was intended to link traditional knowledge with medicinal plants. Along with topics such as the above, the organic approach to cultivating plants was also addressed. Mr. Jefthas toured an organic farm and also visited the Arboretum and Herbal Vineyard. He had the opportunity to discuss relevant topics with a variety of international professionals attending the conference.

Mr. Jefthas traveled to Seville, Ohio to attend a Hydroponic Grower Training Workshop. In this training session he covered several types of soil-less culture of plants with the primary focus on the Perlite and Rockwool systems for vine crops and the Nutrient Film Technique (NFT) for leaf crops. The main crops addressed were tomato, cucumber, and lettuce. The following courses were covered during training: Basic Botany, Environmental Control, Source Water Needs, Nutrient Management and Resource Identification.

Mr. Jefthas also visited Dr. Moctar Touri at The World Bank to discuss special programs for African agricultural research. He met with Mr. Tim Resch to learn about the Biodiversity and Forestry Program at the Africa Bureau/USAID. He also met with Dr. Alan Stoner of the National Germplasm Resources Lab, visited The National Arboretum and The National Agricultural Library in order to learn more about publications that can be made available to him in South Africa.

The debriefing meeting with Mr. Jefthas revealed a high level of satisfaction as far as the intellectual contents of the program and the objectives achieved. Mr. Jefthas reported that he was encouraged by new knowledge gained, specifically about the medicinal plants and their potential for marketability in South Africa. He enjoyed learning more about Hydroponics, as well as germplasm exchange and preservation. He enjoyed making professional contacts, and finding materials relevant to his work. Upon arrival to South Africa, he will provide training for his co-workers and will design a small project in hydroponics. This fellowship includes a follow-up training in Malawi and a return to the U.S. within the next 12 months. Mr. Jefthas was highly satisfied with the activities scheduled in the program, as suggested by his technical advisor Mr. Jerry Brown *AFR/SD/SPGE*.

Lessons Learned: Mr. Jefthas experienced logistical problems with lodging and transportation. In addition, he did not receive a check for an \$800 book allowance until late in his program. Improved communication is needed between the technical advisors and programming staff about expectations and intentions. Mr. Jethas' program also highlighted the importance of having back-up and contingency plans in place.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning/AAI is pleased that the placement rate of pending PARTS fellows has accelerated.

During negotiations for the addition of fellows to this Task Order, the Contracting Officer requested that World Learning/AAI reduce the administrative budget. While, typically, placement for tailored programs takes three days per participant, the approved revised budget allows just one placement day per participant. This reduced level of effort does not provide AAI with adequate time to obtain approval for training implementation plans (TIPs) and make the logistical arrangements for the detailed training program, as forwarded by the technical advisor, specifying training activities, training providers names/contacts, dates, and training content. Unfortunately, the reduced level of effort will not permit AAI to set appointments, identify and make arrangements with training providers, find trade appropriate conferences and trade shows, etc.

In addition to lowering level of effort, AAI made drastic cuts to other direct costs, such as supplies, telephone/faxes and postage. In the past, PARTS technical advisors have requested that AAI programming staff make repeated international calls to participants and their employers to determine program dates, training preferences, and desired housing arrangements. Unfortunately, given the reduced budget, in the future World Learning/AAI will be limited to making only one or two international calls on behalf of each participant to ask that technical advisors confirm availability and program dates as well as content with participants before forwarding program details to the programmer. World Learning/AAI will rely primarily on email to communicate with participants before their arrival. World Learning/AAI appreciates technical advisors' cooperation and understanding during this time of reduced funding.

World Learning/AAI has requested that PARTS staff send program information at least six to eight weeks before the onset of a program, so that programming staff can make logistical arrangements and write TIPs at least four weeks before program start dates. World Learning/AAI thanks PARTS staff for their acceptance of this standard.

B. PARTICIPANT ISSUES

It is a concern that participants are sometimes unaware of pre-departure and program planning procedures and policies that apply to all USAID participant training programs.

Attachment 1 includes the updated status of the three participants to be programmed with 1997 GTD funds. In addition, seven participants or training slots were identified by the PSGE units in 1997 during the contract with Partners for International Education and Training and remain to be trained using 1998 funds.

IV. RECOMMENDED ACTIONS

The World Learning team makes the following recommendations:

- That PARTS staff forward detailed program information to World Learning/AAI at least six weeks before the onset of a program.
- That, given the reduced level of effort available to AAI under the revised budget, PARTS staff refrain from requesting programming staff to identify and negotiate payments and training content with training providers and hosts.
- That PARTS apprise pending fellows of USAID policies with which they must comply before their programs begin.

GTD/AFR./SD/PSGE PARTS T.O. 1997 NOMINATIONS
U.S. TRAINING
 World Learning Team Report for the Quarter 07/01/98 – 09/30/98

<u>Participant Name</u>	<u>Status*</u>	<u>Course/ Training Institution</u>	<u>Dates</u>	<u>Months**</u>	<u>Budget</u>
1. Sina Luchen	C	Integrated Pest Management/	7/11/97-8/19/97	1.33	\$11,855.50
2. Mary Ngugi	C	Technology Transfer, Agricultural Marketing/ Tuskegee U., Pennsylvania State U. and others	10/31/97-12/07/97	1.27	\$ 8,830.25
3. Esther Soi	C	Technology Transfer, Agricultural Marketing/ Tuskegee U., Pennsylvania State U. and other	10/31/97-12/07/97	1.27	\$ 8,559.52
5. Rafiq Bagus	C	Business, Organizational	02/29/98- 03/20/98	.86	\$ 14,066.02
6. Dramane Mariko	C	Agricultural Economics/Michigan State U.	01/02/98 – 05/20/98	4.6	\$ 12,806.66
7. Missele Fisseha	C	Agricultural Development	06/29/98 – 08/18/98	1.7	\$15,048.72
8. Walter Ogutu	C	Michigan State University	07/01/98 – 08/06/98	1.2	\$11,747.06
9. Elton Jeffhas	C	Agricultural Development	08/30/98 – 09/21/98	.73	\$11,219.40
TOTAL COMPLETED PROGRAMS				12.96	\$ 94,133.13
10. Godber Tumushabe	A	Development Alternatives, Inc.	08/31/98 – 11/30/98		\$14,434.00
11. John Lubuva	A	Environmental Impact Assessment	09/12/98 – 11/13/98		\$17,024.00
13. Henri Lo	A	ENRM/Clark University	09/20/98 - 10/16/98		\$ 7,625.23
12. Mamy Keita	P	Land O' Lakes	11/08/98 – 11/26/98		pending
13. Dorcas Mugwama	P	Ohio State University	01/02/98 - 3/20/98		pending
14. Francis Mkwana	P	awaiting program identification	dates unknown		pending
15. Sirak Hailu	P	awaiting program identification	dates unknown		pending
16. Henry Hunga	P	awaiting program identification	dates unknown		pending
17. Vulfrida Teye	P	awaiting program identification	dates unknown		pending
18. Hassan Nkya	P	awaiting program identification	dates unknown		pending
19. Asmeron Gilau	P	awaiting program identification	dates unknown		pending
20. JWK de Grapt-Johnson	X	awaiting program identification	dates unknown		pending

* Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of funded PARTS nominations as of September 30, 1998

	07/01/97- 09/30/97	10/01/97- 12/31/97	01/01/98- 03/31/98	04/01/98- 06/30/98	07/01/98- 09/30/98
Pending from past quarters	8	7	5	4	7
N - Nominated this quarter	1	0	1	0	2
A - Active, in training this quarter	0	0	1	1	6
C - Completed this quarter	1	2	0	1	3
X - Canceled this quarter	1	0	0	0	0
T - Terminated this quarter	0	0	0	0	0
P - Pending at end of quarter	7	5	4	7	8

Estimated Costs

- \$94,133.13 -- Estimated participant costs for nine completed programs (subject to final payments and reconciliation)
- \$10,460 -- Average per participant cost for nine completed programs

Total Training Months

- 12.96 -- Training months total
- 1.62 -- Average length of each completed training program

**GLOBAL TRAINING FOR DEVELOPMENT
ENTREPRENEURIAL MANAGEMENT
AND EXECUTIVE DEVELOPMENT (EMED) PROGRAM
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Delivery Order No.: 03
Effective Dates: 08/01/97 - 09/30/98
Contract Total: \$2,617,000
Obligated Amount: \$2,617,000**

This Quarterly Report summarizes the activities of World Learning from October 1, 1997 through December 31, 1997, under Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, Delivery Order No. 03, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities (including country highlights and success stories, Concerns/Recommended Actions.** Summary provides an overview of the entire Delivery Order. Activities describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Delivery Order. Concerns/Recommended Actions describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Delivery Order and proposed solutions to address any concerns toward fulfilling the major tasks and deliverables under the Delivery Order.

I. SUMMARY

In August 1997, the ENI Bureau of USAID issued this delivery order for assistance in placement and monitoring of approximately 187 participants into U.S.-based individualized management and professional learning programs with each estimated to be an average of three to four weeks. The objective is to access programming and placement services and provide participant training field support services to Albania, Bulgaria, Croatia, Hungary, Romania and Slovakia to allow small and medium size enterprise owners and managers to gain an overall exposure to a free market economic system.

II. ACTIVITIES

The second quarter of activity under this delivery order began with new hires to replace EMED/Washington staff who departed at the end of the last EMED contract in August, 1997. Sam Beatty, former EMED Sr. Program Officer, became the EMED Program Manager. Two former PIET staff members, Craig Urch and Margaret Bartee, joined EMED as Sr. Program Officer and Program Officer, respectively. Marc Johnson, Mia Bilanovic and Jolynn Shoemaker joined the ranks as Program Assistants.

During the second quarter of the delivery order, 34 participants from Bulgaria (15), Hungary (3), Romania (2) and Slovakia (14) participated in EMED programs which averaged 2.84 weeks each and totaled 24.14 training months overall. Total participant training costs were \$257,391.23. By country, participant training costs were: Bulgaria, \$94,046.10; Hungary, \$48,691.89; Romania, \$13,844.80 and Slovakia, \$100,808.44. The average budgeted program cost for an EMED program that commenced between October 1 and December 31, 1997, was \$7,167. By country, it averaged: Bulgaria, \$5,649; Hungary, \$7,866; Romania, \$8,441 and Slovakia, \$6,710.

Country Highlights

Albania

USAID/Albania informed EMED/Albania that it plans to allot \$200,000 of FY98 monies for EMED training under S.O. 1.3.

Recruitment of EMED participants began after the almost 9-month pause caused by the civil unrest of 1997 and the resulting suspended contractual situation with USAID/Albania.

At USAID/Albania's request, current and future recruitment of EMED participants will focus on business people who've received loans from the Albanian - American Enterprise Fund. Most of these entrepreneurs will come from the liquid petroleum gas, metal furniture, metal pipe, marble finishing, and customs brokerage industries.

By December 31, 2 participants had been recruited.

Bulgaria

The Firm Level Assistance Group (FLAG) Diagnostic Committee recommended 25 candidates for EMED training. EMED/Bulgaria organized 4 ALI/GU CEPA tests, 20 of the EMED candidates took the tests, and 16 passed and were submitted to EMED/DC for placement. Fifty-one out of a total of 62 participant nomination forms had been received by EMED/Washington by December 31.

The 15 participants trained during this quarter were recommended by FLAG partners IESC (International Executive Service Corps), CDC (Citizen's Democracy Corps), ACDI/VOCA and the MBA Enterprise Corps. EMED programs for these participants focused on tourism, futures and options markets, emerging market portfolio management, patent and trademark information services, advertising, marketing, light manufacturing and software and INTERNET development.

Under the FLAG target indicator "Private Business Operations Strengthened," the 15 participants reported 20 business linkages established and 34 improved business operations. Since all EMED participants are eligible to join the Bulgarian Partnership Association (BAP), an 8.5% increase in fee-paying members of BAP was recorded due to the 15 participants from this quarter and 2 participants from the previous quarter joining. This increase helped EMED contribute to the target indicator "Business/Professional Associations Strengthened." See attachments on these target indicators.

A joint EMED/TRANSIT awards ceremony was held during which U.S. Ambassador Avis T. Bohlen awarded Certificates of Achievement to 33 EMED participants who completed their EMED programs in 1996 and 1997.

Croatia

EMED/Croatia's singular recruitment of EMED candidates ceased as FLAG/Croatia became fully operational. World Learning and other USAID contractors in Croatia, OI, NOA and SEAF, must now present all possible EMED candidates to the FLAG Selection Committee. All EMED participants chosen by the committee will train under S.O.s I. Reintegration of Populations Affected by the Erdut Agreement or More Competitive and II. Market Responsive Private Financial Sector. By December 31, FLAG had approved 6 clients (participants) from 5 different companies under S.O. I. EMED/Croatia was continuing to identify 8-10 clients for FLAG approval for S.O. II. EMED securities training in "Initial Price Offerings/Underwriting/Going Public."

EMED/Croatia distributed to the Croatia EMED Alumni Association members copies of minutes of the Association's September 17 meeting which focused on the registration of an SME Association.

On December 19, EMED/Croatia was informed by USAID/Croatia that additional funds were being earmarked for EMED for more S.O. I training.

Hungary

Fifteen participants were approved for training by USAID/Hungary. Planning continued with Anne Beasley at USAID/Hungary for the micro-credit practice and policy groups and a new forestry group from Pannon University. The CEPA was administered for 12 participants, all of whom passed. Work on creating a charter for a Hungarian EMED Alumni Association was ongoing.

Romania

USAID/Romania continued to grapple with the issues of who would constitute the participants in the Capital Markets Group and whether or not the group was to be sole-sourced to Intrados or bid out. Edition 8 of the EMED Romania Network bi-lingual newsletter was produced and sent to all past and present EMED participants. A copy of the news letter is attached.

Slovakia

On October 15, USAID/Slovakia notified EMED/Slovakia and ENI that it was putting more FY97 funds into EMED. Please see the "Concerns and Recommended Actions" section of this report for more details.

Three site visits to participants' companies and 6 follow-on visits with participants who'd completed their EMED programs were carried out by EMED/Slovakia staff.

On December 17, an Awards Ceremony was held for 17 EMED participants. U.S. Ambassador Ralph Johnson and USAID Representative Paula Goddard presented each EMED alumnus and alumna with a certificate of achievement. Four participants spoke about their EMED programs and a mini-trade fair held in conjunction with the ceremony displayed the products and services of these entrepreneurs' companies.

Preparations are being made for a February, 1998, EMED alumni meeting.

Success and Follow-on Stories (see attachments)

Mr. Alfred Zimmerman, Owner and Director, Axon Pro Ltd., Bratislava, Slovakia.
Program in information technology, May 6 - 31, 1996.

Ms. Jana Dedinska, Sales Manager, Vccelarstvo Dedinsky, Bratislava, Slovakia.
Program in beekeeping and aviary technology, July 20 - August 10, 1994.

Ms. Zelmira Sentpeterova, Owner, Penzion Mirka, Poprad, Slovakia.
Program in the operations of a bed and breakfast inn, March 12 - 30, 1995.

Mr. Jan Michlik, Owner and Director, AMIS, s.r.o., Poprad, Slovakia.
Program in the organization and management of a metal products manufacturing company,
May 16 - June 6, 1996.

Mr. Ladislav Brat, Co-Owner and Director, B.O.A.T. Publicity, Slovakia.
Program in advertising agency operations, January 27 - February 20, 1996.

III. CONCERNS AND RECOMMENDED ACTIONS

If the average cost per participant trend continues for Bulgaria and Slovakia, the number of participants trained under this delivery order will require additional funds allocated for participant training costs or a reduction in the number of participants programmed.

In December, EMED/DC was contacted by USAID/ENI/DGSR/OP and asked to provide a budget for 11 “on-hold” Slovak participants for whom USAID/Slovakia was providing participant funding. EMED/DC submitted a budget and budget notes to USAID/ENI/DGSR/OP on December 22. As of December 31, EMED/DC had not received approval or disapproval of this budget.

As of December 31, budgeted participant training costs for the 20 Bulgarian EMED participants that trained in the 1st and 2nd quarters were \$123,963 for an average of \$6,198/participant. With 42 remaining Bulgarians to train and \$170,627 remaining in Bulgarian participant training monies, the average cost per training program will drop to \$4,062/participant. Currently, EMED/Bulgaria is working with USAID/Bulgaria on a funding resolution. Reducing Bulgarian EMED participant numbers is not possible due to training commitments and targets that EMED/Bulgaria has with its FLAG partners.

**GLOBAL TRAINING FOR DEVELOPMENT
ENTREPRENEURIAL MANAGEMENT
AND EXECUTIVE DEVELOPMENT (EMED) PROGRAM
QUARTERLY REPORT
JANUARY 1 - MARCH 31, 1998**

**Delivery Order No.: 03
Effective Dates: 08/01/97 - 09/30/98
Contract Total: \$2,692,530
Obligated Amount: \$2,692,530**

This Quarterly Report summarizes the activities of World Learning from January 1, 1998 through March 31, 1998, under Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, Delivery Order No. 03, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities (including country highlights and success stories, Concerns/Recommended Actions.** Summary provides an overview of the entire Delivery Order. Activities describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Delivery Order. Concerns/Recommended Actions describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Delivery Order and proposed solutions to address any concerns toward fulfilling the major tasks and deliverables under the Delivery Order.

I. SUMMARY

In August 1997, the ENI Bureau of USAID issued this delivery order for assistance in placement and monitoring of approximately 187 participants into U.S.-based individualized management and professional learning programs with each estimated to be an average of three to four weeks. The objective is to access programming and placement services and provide participant training field support services to Albania, Bulgaria, Croatia, Hungary, Romania and Slovakia to allow small and medium size enterprise owners and managers to gain an overall exposure to a free market economic system.

II. ACTIVITIES

The third quarter of activity under this delivery order began with the announcement on January 22 by the AID/ENI/ED/SB EMED Private Enterprise Officer that a possible merger between the EMED and TRANSIT projects would take place this quarter. On March 3, AID/ENI/DGSR/HRDSR announced that there would be no merger due to contractual issues.

The EMED Delivery Order Manager, Sam Beatty, and Senior Program Officer, Craig Urch, attended the Firm Level Assistance Group (FLAG) Annual Retreat in Sofia, Bulgaria, February 3 - 5 and participated in the EMED Advisors Conference in Zagreb, Croatia, March 4 - 6. Please see attachments A and B for retreat

and conference highlights. March 26 - 28, EMED Program Officer Magda Wolinski and Program Assistant Jolynn Shoemaker attended the annual National Council for International Visitors (NCIV) Conference in Tulsa, Oklahoma.

During the this quarter, 21 participants from Bulgaria (2), Croatia (1), Hungary (5) and Slovakia (13) completed EMED programs which averaged 2.52 weeks each and totaled 29.4 training months overall. There were 10 program cancellations and 12 program starts which will complete training in the next quarter. Total participant training costs were \$182,706.16. By country, participant training costs were: Bulgaria, \$27,397.71; Croatia, \$6,624.12; Hungary, \$35,096.20; Romania, \$1,342 and Slovakia, \$112,246.13. The average budgeted program cost for an EMED program that commenced between January 1 and March 31, 1998, was \$6,732. By country, it averaged: Bulgaria, \$6,312; Croatia, \$6,397; Hungary, \$7,509; and Slovakia, \$6,710.

Country Highlights

Albania

Mirgjind Tefiku was hired as half-time EMED Advisor. A former World Learning Participant Training Project for Europe (PTPE, now the TRANSIT project) participant and Director of International Relations for the Ministry of Trade, Mr. Tefiku has jump-started EMED recruitment activity by advertising in a major daily newspaper and by contacting chambers of commerce. During the quarter, 27 potential EMED participants were recruited, 11 of these submitted completed nomination forms and 4 of the nomination forms were submitted to USAID/Albania, of which 3 were selected for EMED training at 2 selection committee meetings. Two of the selected participants are from Elbasan, where EMED has established a new working relationship with a business information center in order to increase recruitment from that area of Albania.

In February, Matty Thimm, World Learning/Albania Training Coordinator, and Mirgjind Tefiku participated in numerous strategic objective team meetings at USAID/Albania. On March 26, both met with Michael Radman, USAID/Albania Program Officer and S.O. 1.3 team leader for guidance on EMED participant recruitment and the participant selection process.

USAID/Albania is encouraging participant recruitment from throughout Albania, from large and small companies and from a wide range of industry sectors.

Bulgaria

The Firm Level Assistance Group (FLAG) held its annual review retreat February 3 - 5 and produced its quarterly newsletter in March. See attachment A.

By March 31, 62 participants had been selected and approved by FLAG and USAID/Bulgaria for EMED training, thus fulfilling EMED's FY97 FLAG target commitment. EMED/Bulgaria organized 1 ALI/GU CEPA test, 10 EMED candidates took the test, and 9 passed. Overall, 11 participant nominations were submitted to EMED/DC for placement during the quarter.

The 4 participants who trained or began training during this quarter were recommended by EMED and FLAG partner IESC (International Executive Service Corps). EMED programs for these participants fell under S.O. 1.3, "Increased Growth of Private Firms in a Competitive Environment" and I.R. 1.3.2, "Alternative Financial Intermediation." The programs focused on portfolio management, human resources management, marketing and air-conditioning and pollution systems controls.

Under the FLAG target indicator “Private Business Operations Strengthened,” the trained participants reported 4 business linkages established and 10 improved business operations. Since all EMED participants are eligible to join the Bulgarian Partnership Association (BAP), a 4% increase in fee-paying members of BAP was recorded due to the 2 participants trained this quarter and the 2 participants who will complete their training early in the fourth quarter. This increase helped EMED contribute to the target indicator “Business/Professional Associations Strengthened.” See attachments C and D on these indicators.

Croatia

EMED/Croatia hosted the EMED Advisors Conference in Zagreb March 4-6. Please see attachment B for details on the conference. For summary statistics on participants approved by FLAG under S.O. I and II, participants trained, CEPA testing, site visits and EMED Alumni meetings, please see attachment E. For specific information on participant selection, business linkages and cost sharing, please see attachment F.

The EMED/Croatia Assistant position ended March 1. There are no plans to re-staff the position.

In January, EMED/Croatia learned that the first Croatian SME association, founded by EMED alumni, had been registered in December, 1997. The association membership is open to all Croatian entrepreneurs.

Hungary

Twelve participants were approved for training by USAID/Hungary. Planning continued with Anne Beasley at USAID/Hungary for the micro-credit practice and policy groups and the forestry group from Pannon University. The CEPA was administered for 2 participants, both of whom passed. Work on creating a charter for a Hungarian EMED Alumni Association continued.

A joint EMED/TRANSIT Awards ceremony took place on March 12 with the acting DCM from the U.S. Embassy, Mr. John Moran, presenting certificates to EMED alumni. EMED alumna Ms. Anna Szekacs, ministerial commissioner at the Hungarian Ministry of Finance, gave a short speech highlighting what she learned during her EMED program, which focused on self-sustaining microcredit practices. See attachment G.

Romania

On March 17, USAID/Romania announced that it would not be putting FY98 funding into EMED. Because of this, the EMED program will close in Romania as of July 31, 1998, when its FY97 budget terminates.

By March 31, 13 participants had been chosen by USAID/Romania as members of the Capital Markets Group. Their EMED program will take place May 24 - June 8.

Slovakia

In mid-March, EMED received from AID/ENI/DGSR/OP a contract modification for \$75,530 of combined participant and administrative monies. This money is to be used to program 10 additional Slovak participants. Also, EMED/DC was informed by EMED/Slovakia that USAID/Slovakia planned to fund a three-month extension, June 1 - August 31, of EMED in Slovakia. EMED/Slovakia is currently scheduled to close-out by May 31. Please see the "Concerns and Recommended Actions" section of this report for more details.

Eleven follow-on visits to FY94-96 participants' companies in Zilina, Zvolen and Kosice were carried out by EMED/Slovakia staff.

Preparations for the EMED alumni meeting, now scheduled for April 24, continued. The purpose of the meeting will be for EMED alumni to network and to participate in a panel discussion which will focus on forming business relationships with foreign companies.

On February 20, EMED/Slovakia interviewed USAID/Slovakia Representative Ms. Paula Goddard for the March EMED Slovakia Newsletter. Ms. Goddard expressed her views on the importance of EMED to the fomentation of an entrepreneurial spirit among SMEs in Slovakia. See the newsletter as attachment H. **Success and Follow-on Stories (see attachment I)**

Ms. Katalin Bartunek, Owner and Managing Director, Silhouette Ltd. Co., Budapest, Hungary.
Program in fashion design and production of women's clothing, September 18 - October 6, 1997.

Group of Local Enterprise Agency and Chamber of Commerce Directors and Managers from Szabolcs-Szatmar-Bereg Counties, Hungary.
Program in regional economic development, September 18 - 29, 1997.

Mr. Benedek Kiss, Export Manager, FESS Sportswear Shareholding Co., Debrecen, Hungary.
Program in export marketing, November, 1996.

Ms. Helena Jonasova, Co-owner, ATEX, Zvolen, Slovakia.
Program in textile firm management and clothing wholesaling, June 7 - 28, 1995.

Mr. Pavol Kostan, Managing Director, TOP ART Ltd., Zilina, Slovakia.
Program in project management of energy projects for industrial plants, October 17 - November 13, 1995.

Mr. Marian Curaj, Managing Director, STABIL, Zilina, Slovakia.
Program in residential construction, February 25 - March 22, 1996.

Mr. Kamil Kandra, Co-owner and Manager, PROGEO, Zilina, Slovakia.
Program in energy technology and environmental consulting company management, April 2 - 30, 1996.

III. CONCERNS AND RECOMMENDED ACTIONS

As of March 31, EMED had received no FY98 participant or administrative monetary inputs from Albania, Bulgaria or Croatia. EMED staff in each of these countries, however, did inform EMED/DC that their local USAID offices had notified them of plans to fund EMED with FY98 monies.

The contract modification received in mid-March from AID/ENI/DGSR/OP for \$75,530 of combined EMED/Slovakia participant and administrative monies did not reflect the budget submitted to AID/ENI/DGSR/OP by EMED/DC on December 22, 1997. The EMED/DC budget contained \$75,530 of participant costs, and no administrative costs, meant for training 10 additional EMED/Slovakia participants selected by USAID/Slovakia. The contract modification designed and approved by AID/ENI/DGSR/OP allotted \$23,000 to participant costs and \$52,530 to administrative costs. EMED/DC is currently in contact with AID/ENI/DGSR/OP about this \$52,530 participant monies shortfall.

III. CONCERNS AND RECOMMENDED ACTIONS (continued)

Early in the quarter, USAID/Slovakia informed EMED/Slovakia staff that it planned to fund EMED/Slovakia activities through an extension of the project through August, 1998. As of March 31, EMED/DC had not been contacted by AID/ENI/DGSR/OP about an EMED/Slovakia extension through August. EMED/DC inquired through its Project Officer at AID/ENI/ED/SB and its Contract Officer at AID/ENI/DGSR/OP about this extension and tentative monies to fund it.

**GLOBAL TRAINING FOR DEVELOPMENT
ENTREPRENEURIAL MANAGEMENT
AND EXECUTIVE DEVELOPMENT (EMED) PROGRAM
QUARTERLY REPORT
APRIL 1 - JUNE 30, 1998**

**Task Order No.: 03
Effective Dates: 08/01/97 - 09/30/98
Contract Total: \$2,757,000
Obligated Amount: \$2,757,000**

This Quarterly Report summarizes the activities of World Learning from April 1, 1998 through June 30, 1998, under Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 03, with the U.S. Agency for International Development. The report is organized as follows: **Summary, Activities (including country highlights and success stories, Concerns/Recommended Actions. Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Recommended Actions** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order and proposed solutions to address any concerns toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In August 1997, the ENI Bureau of USAID issued this Task order for assistance in placement and monitoring of approximately 187 participants into U.S.-based individualized management and professional learning programs with each estimated to be an average of three to four weeks. The objective is to access programming and placement services and provide participant training field support services to Albania, Bulgaria, Croatia, Hungary, Romania and Slovakia to allow small and medium size enterprise owners and managers to gain an overall exposure to a free market economic system.

II. ACTIVITIES

On June 4, World Learning received a modification of contract, amendment 2, for \$64,470 of combined administrative and participant monies for EMED/Slovakia, thus extending the EMED program in Slovakia through August 15, 1998. EMED/Slovakia was scheduled to close May 31, 1998.

On June 10, World Learning received from M/OP/ENI/DGSR a request for proposal (RFP) for a revised EMED scope of work for the period August 1, 1998 - April 30, 1999. World Learning's response to this proposal was submitted to Contract Officers Benjamin Vogler and Mercedes Eugenia, M/OP/ENI/DGSR on June 25, 1998.

EMED Placement Specialist Margaret Bartee and Monitoring Specialist Marc Johnson presented the workshop "Developing Effective Training Programs for International Entrepreneurs: How a Program Benefits Both Sides," at the annual National Association of Small Business International Trade Educators (NASBITE) in Fort Worth, Texas, April 5-8. Many association members currently serve and have served as hosts for EMED participants. See Attachment A.

The ongoing process of updating the FY97 EMED Participant Directory continued in each EMED field office. The Directory will be finalized by EMED/DC staff and will be sent to current and past EMED participants on diskettes.

During this quarter, 70 participants from Albania (1), Bulgaria (14), Croatia (2), Hungary (21), Romania (12) and Slovakia (20) completed EMED programs

which averaged 2.48 weeks each (Albania, 2.43 weeks; Bulgaria, 2.45 weeks; Croatia, 3 weeks; Hungary, 2.45 weeks; Romania, 2.14 weeks; Slovakia, 2.7 weeks) and totaled 39.3 training months overall (Albania, .57 training months; Bulgaria, 8 training months; Croatia, 1.4 training months; Hungary, 12 training months; Romania, 6 training months; Slovakia, 11.33 training months). There were 5 program cancellations and 14 program starts which will complete training in the next quarter. Total participant training costs were \$438,178.27. By country, participant training costs were: Albania, \$5,354; Bulgaria, \$88,808.07; Croatia, \$12,428.92; Hungary, \$105,002.65; Romania, \$71,035.90 and Slovakia, \$155,548.73. The average budgeted program cost for an EMED program that commenced between April 1 and June 30, 1998, was \$6,259.68. By country, it averaged: Albania, \$5,354; Bulgaria, \$6,343.43; Croatia, \$6,214.46; Hungary, \$5000.12; Romania, \$5,919.65 and Slovakia, \$7777.43.

COUNTRY HIGHLIGHTS:

Albania

As of June 23, 50 participants had been recruited, 38 nominations processed, 22 of these submitted to USAID/Albania for approval/disapproval and 20 of these selected for EMED training. Of the 20, one completed his EMED program this quarter and two began their programs. The remaining 17 participants were selected for training by USAID/Albania during the quarter. Twelve of the 17 form two groups of six, one of handicrafts manufacturers and one of fruit and vegetable processors. Their training will take place in October, 1998.

EMED Training Coordinator Matty Thimm and Advisor Mirgjind Tefiku conducted 19 site visits that included participant companies in the cities of Tirana (3), Shkoda (9), Kruja (3), Kavaja (2), Berat (1) and Lushnja (1).

On April 25, Matty Thimm participated in a roundtable promoting Albanian women in business organized by the Albanian Ministry of Labor along with NGOs and donor organizations. The EMED program was described in detail and EMED application forms distributed to a very appreciative audience. Currently, only 16% of Albanian businesses are owned by women.

Bulgaria

By June 30, of the 67 participants selected and approved by FLAG and USAID/Bulgaria for EMED training, 35 had completed their programs. EMED/Bulgaria organized 1 ALI/GU CEPA test during the quarter, 6 EMED candidates took the test and 4 passed.

The 14 participants who completed training during this quarter were recommended by EMED (1) and FLAG partners IESC (6), CDC (3), University of Delaware (1), University of Delaware and EMED (1) and IESC and EMED (2). EMED programs for these participants fell under I.R. 1.3.2, "Private Sector Business Support Associations and Institutions Strengthened" and "Improved Business Performance of Private Sector Association Members." The programs focused on portfolio management; financial consulting; investment policies of pension funds; asset management; derivatives; association development; policy and fund raising; management; marketing; strategic planning; new product development and new process implementation.

EMED/Bulgaria's latest cost reduction and cost-sharing efforts include group training in collaboration with other FLAG partners. During the quarter, EMED split program costs with ACDI/VOCA on an agribusiness group training program. Later this calendar year, split costs are planned for joint EMED/CDC and EMED/IESC tourism and standards training groups.

Croatia

The first of two long-awaited IPO (Initial Price Offering) groups began its training.

Please see Attachment B for quarterly participant and activity statistics by SO and target indicators.

Hungary

On June 24, 24 past EMED participants attended the first meeting of the Hungarian EMED Partner Club, the newly established, formally chartered EMED Alumni Association for Hungary, at the Hotel Buda Center (owned by an EMED alumnus, Mr. Zoltan Meszaros) in Budapest. The establishment of the association is due to many months of work by EMED Hungary staff, Mr. Gabor Geczi and Ms. Melinda Bukta, and past EMED participants, in particular, Dr. Zsuzsa Foldes, an attorney, who helped prepare the association's charter. See Attachment C for details.

On April 24, as a part of EMED's cross-border activities, Mr. Gabor Geczi, EMED Advisor, traveled to Kosice, Slovakia, to participate in an EMED/Slovakia

alumni meeting and trade fair.

Ms. Katalin Bartunek, an EMED alumna, was an honoree at the 1998 Leading Women Entrepreneurs of the World Gala, sponsored by the Star Group in London, UK.

The long-awaited Pannon University agribusiness EMED participant group and the EMED participant microcredit practice group completed their training. See Attachment D for details on the microcredit practice group debriefing.

Romania

The Capital Markets Group completed its program. See Attachment E, a final report and summary of the group's training prepared by training provider Equity International.

An Awards and Certificate Presentation Ceremony is being planned for July 31 for FY97-funded EMED participants. EMED/Romania will close on July 31, 1998.

Slovakia

As noted earlier in this report, on June 4, funding was received to allow EMED/Slovakia to continue operations through August 15, 1998. Please see Attachment F for a synopsis of quarterly activities and participant successes.

Success and Follow-on Stories - Please see Attachments D and F

III. CONCERNS AND RECOMMENDED ACTIONS

As of June 30, EMED had received no FY98 participant or administrative monetary inputs. FY97 administrative funds will end July 31. The EMED project will have to close down on July 31 due to lack of administrative funds if monies from the modification of contract, amendment 2, are not received during July. World Learning has informed M/OP/ENI/DGSR of this impending lack of project funds.

**GLOBAL TRAINING FOR DEVELOPMENT
ENTREPRENEURIAL MANAGEMENT
AND EXECUTIVE DEVELOPMENT (EMED) PROGRAM
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 03
Effective Dates: 08/01/97 - 02/28/99
Contract Total: \$3,757,000
Obligated Amount: \$3,757,000**

This Quarterly and Annual Report summarizes the activities of World Learning from July 1, 1998 through September 30, 1998, under Global Training for Development (GTD) Indefinite Quantities Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 03, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities (including country highlights and success stories, Concerns/Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Recommended Actions** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order and proposed solutions to address any concerns toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

In August 1997, the ENI Bureau of USAID issued this Task Order for assistance in placement and monitoring of approximately 187 participants into U.S.-based individualized management and professional learning programs with each estimated to be an average of three to four weeks. The objective is to access programming and placement services and provide participant training field support services to Albania, Bulgaria, Croatia, Hungary, Macedonia, Romania and Slovakia to allow small and medium size enterprise owners and managers to gain an overall exposure to a free market economic system. The Task Order has been amended to add funds and extend the completion date to February 28, 1998.

II. ACTIVITIES

During this quarter, 13 participants from Albania (2), Bulgaria (9), Croatia (10), Romania (1) and Slovakia (2) completed EMED

programs which averaged 2.67 weeks each (Albania, 2.93 weeks; Bulgaria, 2.46 weeks; Croatia, 2.24 weeks; Romania, 2.71 weeks; Slovakia, 3 weeks) and totaled 20.37 training months overall (Albania, 1.87 training months; Bulgaria, 5.7 training months; Croatia, 7.8 training months; Romania, 3.6 training months; Slovakia, 1.4 training months). Total participant training costs were \$438,178.27. By country, participant training costs were: Albania, \$5,354; Bulgaria, \$88,808.07; Croatia, \$12,428.92; Romania, \$71,035.90 and Slovakia, \$155,548.73. The average budgeted program cost for an EMED program that commenced between July 1 and September 30, 1998, was \$6,530.82. By country, it averaged: Albania, \$5,354; Bulgaria, \$6,343.43; Croatia, \$6,214.46; Romania, \$8,966.71 and Slovakia, \$7777.43.

COUNTRY HIGHLIGHTS:

Albania

As of September 30, 57 participants had been recruited, 39 nominations processed, 25 of these submitted to USAID/Albania for approval/disapproval and 21 of these selected for EMED training. Of the 21, two completed their EMED programs and one began his program. Due to the events leading to the evaluation of the U.S. staff in Albania on August 16, the activities of the EMED program were limited. World Learning Albanian staff have worked hard to keep the program running successfully.

The remaining 18 participants have been selected for training by USAID/Albania. Two groups, one of six handicrafts manufacturers and one of six fruit and vegetable processors are slated for programs in December 1998.

Bulgaria

By June 30, of the 67 participants selected and approved by FLAG and USAID/Bulgaria for EMED training, 44 had completed their programs.

The 9 participants who completed training during this quarter were recommended by EMED (2) and FLAG partners IESC (3), CDC (1), ACDI/VOCA (2), CARESBAC (1). EMED programs for these participants fell under I.R. 1.3.2, "Private Sector Business Support Associations and Institutions Strengthened" and "Improved Business Performance of Private Sector Association Members." The programs focused on portfolio management; financial consulting; investment policies of pension funds; asset management; venture capital and mutual funds; broker/dealer operations; management of privatization funds; services development; marketing; and agribusiness and meat processing.

The ease of collaborating with other FLAG organizations makes the optimal use of EMED resources possible. EMED/Bulgaria's latest cost reduction and cost-sharing efforts include group training in collaboration with other FLAG partners. Later this calendar year, split costs are planned for a joint EMED/CDC tourism group.

Please see Attachment A for a synopsis of quarterly activities.

Croatia

The second of the two long-awaited IPO (Initial Price Offering) groups began its training. Please see Attachment B for quarterly participant and activity statistics by SO and target indicators.

Hungary

EMED/Hungary closed on July 31, 1998. On July 20, copies of the EMED Participant Directory were mailed to all former EMED participants. Please see Attachment C for a synopsis of quarterly activities.

Macedonia

World Learning received funds to begin EMED operations in Macedonia. Eleven participants will be programmed during the next quarter.

Romania

EMED/Romania closed on July 31, 1998. One final participant completed his program in mining and quarrying. A final program closing ceremony was held on July 31 which included all former EMED participants, USAID officials, other USAID partners (CDC, LOL, ACDI/VOCA, Bucharest Center for Business Excellence), and the US Ambassador to Romania, Mr. James Rosapepe. Out of 128 former EMED participants, 65 attended the ceremony, representing twelve counties and Bucharest. A directory is being prepared with information about all of the participants who attended the ceremony.

Slovakia

EMED/Slovakia closed on August 15, 1998. Two final participants finished programs in business and in teaching English as a second language. Please see Attachment D for a synopsis of quarterly activities.

Success and Follow-on Stories - Please see Attachments E and F.

III. CONCERNS/CONSTRAINTS

As of September 30, EMED had received no FY99 participant or administrative monetary inputs. FY98 administrative funds will end February 28, 1999.

IV. RECOMMENDED ACTIONS

World Learning awaits communication regarding the above mentioned concerns.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ZIMBABWE
QUARTERLY REPORT
OCTOBER 1 – DECEMBER 31, 1997**

**Task Order No.: 801
Effective Dates: 10/31/97 – 08/18/98
Contract Total: \$234,489
Obligated Amount: \$234,489**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from October 31, 1997 through December 31, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 801, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On November 20, 1997, the Regional Center for Southern Africa (RCSA), USAID/Gaborone issued this Task Order on behalf of USAID/Zimbabwe. The Task Order required placement, monitoring and management services to program 17 participants in short-term U.S. training programs. The training is intended to support USAID/Zimbabwe Intermediate Results (IR) under two of its three Strategic Objectives (SO):

SO2: Broadened Ownership in a Growing Economy

[14 participants]

IR 2.2 Broadened ownership of existing businesses

IR 2.3 Accelerated creation and expansion of micro, small and medium enterprises

SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures

[3 participants]

IR 3.1 Increased contraceptive use

IR 3.2 Increased availability of and use of HIV/AIDS preventive measures

II. ACTIVITIES

The signing of the Task Order in late November, 1997 was preceded by six months of correspondence, clarifications, proposals, budgets and revisions. World Learning received a sole-sourced Scope of Work (SOW) from USAID/RCSA in Gaborone, Botswana on April 8, 1997 to program 18 entrepreneurs from Zimbabwe in short-term, tailored U.S. training programs, known as Entrepreneurs International (EI) in fiscal year (FY) 1997. On May 14, 1997, World Learning submitted a full proposal for its team, World Learning as the prime contractor and The African-American Institute (AAI) and Creative Associates International, Inc. as subcontractors, including proposal, budgets and other required documents, following an exchange of questions and clarifications. USAID/RCSA acknowledged preliminary review of the proposal on June 9, 1997 and indicated two possible adjustments to the Scope of Work: (1) to add trainees under SO3, Health and (2) to reduce the number of SO2 trainees from 18 to 15.

On July 1, 1997, World Learning received a Scope of Work from USAID/RCSA to program three reproductive health program managers from Zimbabwe for SO3 in short term, U.S. training courses with a request for a brief proposal and a budget. In addition, USAID/RCSA requested a separate budget for SO2 for 14 participants and a budget for 13 participants. On October 1, 1997, World Learning submitted the requested budgets for SO3 and SO2, following an extended period of correspondence and clarifications, including regarding the period of performance.

The proposal included a thorough nomination form developed by the World Learning team specifically for placement of entrepreneurs in individually tailored U.S. training programs. Following the signing of the Task Order, USAID/Zimbabwe promptly sent completed nomination forms for 13 of the 14 entrepreneurs. The nomination forms were received by World Learning on December 4, 1997. At this point, the Mission began to correspond directly with AAI, World Learning's GTD subcontractor for programming. On December 15, 1997, the Mission provided names of the SO3 participants. The AAI staff reviewed the nomination materials, acknowledged receipt and initiated preparations for their placement. Intensive placement efforts are expected to be underway in the next quarter, beginning in January, so that entrepreneurs can begin training as soon as possible.

PROGRAM HIGHLIGHTS:

No U.S. training was conducted during this quarter. The Attachments provide information on the participants nominated this quarter.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

World Learning anticipates requesting a modification to its GTD/Zimbabwe budget based on proposed revised Functional Labor Categories (FLCs) and Fixed Daily Rates (FDRs) presently under review by USAID/Washington (the prime GTD contract Contracting Officer). A modification is anticipated to be requested to incorporate revised FLCs and FDRs in accordance with any such modification issued under the prime contract.

Per USAID/RCSA request, level of effort (LOE) is currently budgeted through August 18, 1998 only; however, World Learning anticipates requesting an extension of the Task Order completion date. It is expected that some EI participants will be in the U.S. through July, 1998 and that program staff will continue to work on financial reconciliations of participant files. Additional AAI workdays will be necessary to complete the programming and to prepare a quarterly report for the July through September, 1998 quarter. World Learning LOE will be needed through June, 1999 to coordinate IRS-required tax reporting for participants who complete training in calendar year 1998. It is understood from the Mission that an extension for additional EI programs may be considered. The World Learning team looks forward to further information in order to complete services and reporting for the initial nominations and to continue services.

B. PARTICIPANT ISSUES

At the time of their applications in mid-1997, the entrepreneur (EI) participants anticipated U.S. training in calendar year 1997. The Mission has informed the participants that training is now expected to commence during the first six months of 1998. As placements will take time and there is a rather short window of training months available (February through July, 1998), it is hoped that participants will be available for training on relatively short notice regarding specific dates. EI training dates will be tied to the timing of U.S. conferences and trade shows yet to be identified, which are relevant to their businesses, as well as to the availability of their U.S. business hosts.

World Learning was requested to submit SO3 participant budgets for three participants, of whom one was to attend a three-week course with tuition waived and two were to attend a four-week course with tuition. The participant budget was submitted accordingly as part of the original World Learning proposal for GTD/Zimbabwe. The nominations received in December 1997 from the Mission are for one participant to attend the three-week course with tuition waived as planned. However, the other two participants were nominated to attend a *six*-week course with tuition rather than a four-week course with tuition. Thus, it is anticipated that additional SO3 funds will need to be added to the Task Order to cover the longer-term costs of the training courses selected. Tuition, lodging, meals and incidental costs will be higher for six weeks of training than the amounts originally budgeted for four weeks of training.

IV. RECOMMENDED ACTIONS

World Learning respectfully asks that the aforementioned requested modifications be undertaken with sufficient time prior to the current end of the contract, August 18, 1998.

GTD/Zimbabwe INFOSTRUCTURE 801 NOMINATIONS
 SO2: Broadened Ownership and Investment at all Levels of the Economy
 U.S. TRAINING
 World Learning Team Nominations Status Report as of 12/31/97

Participant Name	Status*	Entrepreneur Field of Training
1. Mr. Robert Bayisayi	N, P	Furniture Manufacture, Sales and Marketing
2. Mr. Richard Takaedzwa Makoni	N, P	Human Resources Consultancy Services
3. Mr. Sithembile C. Mapanda	N, P	Industrial Office, Carpet, Window and Floor Cleaning
4. Mrs. Pedzisai Patience Masamvu	N, P	Computer Software for Insurance and Financial Sectors
5. Mr. Rufaro Matambanadzo	N, P	Building Materials Production
6. Mr. Newton Mlotshwa	N, P	Building Construction and Civil Engineering Contracting
7. Mr. Jefta Mugweni	N, P	Lease Financing
8. Mrs. Grace Muradzikwa	N, P	Motor, Fire, Marine, Engineering and Accident Insurance
9. Mr. Oscar C. Orange	N, P	Industrial Blade and Cutter Manufacturing, Service, Sales
10. Mr. Edward Nyamuda	N, P	Computer Hardware and Software Sales and Training
11. Mrs. Emeloa Nyampingioza	N, P	Floor Polish, Shoe Polish and Household Candle Processing
12. Mrs. Ruth Pasipanodya	N, P	Clothing Manufacture and Marketing
13. Mr. Mthokozisi Sibanda	N, P	Construction, Civil Engineering Contracting

* Codes for Status this quarter: N – Nominated, P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T - Terminated

ATTACHMENT 2

SUMMARY: Status of SO 2 nominations as of 12/31/97

ZIMBABWE SO2
U.S. TRAINING

10/01/97

-

12/31/97

Pending from past quarters	0
N - Nominated this quarter	13
A - Active, in training this quarter	0
C - Completed this quarter	0
X - Canceled this quarter	0
T - Terminated this quarter	0
P - Pending at end of quarter	13

GTD/Zimbabwe T.O. 801 NOMINATIONS
 SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures
 U.S. TRAINING
 World Learning Team Nominations Status Report as of 12/31/97

Participant Name	Status*	Course/Training Institution	Dates	Months**
1. Mr. Temba Murungwa	N, P	Family Planning Logistics Management/ John Snow Inc.	04/18/98-05/09/98	.73
2. Ms. Hazel Dube	N, P	Research and Evaluation for Program Development, U. of Connecticut CICHS	05/03/98-06/18/98	1.57
3. Mr. Alford Phiri	N, P	Research and Evaluation for Program Development, U. of Connecticut CICHS	05/03/98-06/18/98	1.57

* Codes for Status this quarter: N – Nominated, P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T - Terminated

** “Month” is 30 calendar days

ATTACHMENT 4

SUMMARY: Status of SO 3 nominations as of 12/31/97

ZIMBABWE SO3
U.S. TRAINING

10/01/97
-
12/31/97

Pending from past quarters	0
N - Nominated this quarter	3
A - Active, in training this quarter	0
C - Completed this quarter	0
X - Canceled this quarter	0
T - Terminated this quarter	0
P - Pending at end of quarter	3

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ZIMBABWE
QUARTERLY REPORT
JANUARY 1 – MARCH 31, 1998**

**Task Order No.: 801
Effective Dates: 10/31/97 – 08/18/98
Contract Total: \$234,489
Obligated Amount: \$234,489**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure, from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 801, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On November 20, 1997, the Regional Center for Southern Africa (RCSA), USAID/Gaborone issued this Task Order on behalf of USAID/Zimbabwe. The Task Order required placement, monitoring and management services to program 17 participants in short-term U.S. training programs. The training is intended to support USAID/Zimbabwe Intermediate Results (IR) under two of its three Strategic Objectives (SO):

SO2: Broadened Ownership in a Growing Economy

[14 participants]

IR 2.2 Broadened ownership of existing businesses

IR 2.3 Accelerated creation and expansion of micro, small and medium enterprises

SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures

[3 participants]

IR 3.1 Increased contraceptive use

IR 3.2 Increased availability of and use of HIV/AIDS preventive measures

II. ACTIVITIES

This quarter World Learning/AAI welcomed the first Zimbabwean Entrepreneurs International (EI) participant under the GTD contract, Mr. Newton Mlotshwa. Monitoring and Support Specialist, Randall Blandin in also engaged in developing programs for the three EI participants anticipated in May.

PROGRAM HIGHLIGHTS:

Construction Management

Mr. Newton Mlotshwa, Entrepreneurs International (EI) participant, “Techniques and Procedures of Successful Construction Management”, University of Wisconsin; American General Contractors Trade Show; and professional meetings in Chicago, IL and Jacksonville, FL, 2/19-3/19

Summary: Mr. Mlotshwa began his program attending a one week seminar entitled “Techniques and Procedures of Successful Construction Management”, at the University of Wisconsin-Madison, College of Engineering. This program is designed for effective and prospective construction managers, architects, engineers, contractors, design-build team members, and owners working toward improved management of the planning, design, and construction processes. The objectives of this workshop were to identify the critical responsibilities of effective construction management (CM); to develop expertise in providing multi-disciplined services to CM users; explore improved techniques for delivery of CM services; establish guidelines and standards for performing CM functions; improve management functions of the project delivery process; prepare individuals for future certification in construction management; and identify legal impacts on construction documents and job responsibilities.

Upon leaving Wisconsin, Mr. Mlotshwa traveled to Chicago, IL. There he met with Mr. Patrick King, President of K International, a construction consulting company involved in residential, commercial, and industrial construction and renovation. Mr. King assisted in arranging professional meetings for Mr. Mlotshwa in the Chicago area, and was the point person assisting Mr. Mlotshwa in the development of his business action plan. Mr. Mlotshwa had other visits and professional meetings arranged in cooperation with the Chicago International Visitors Center.

After Chicago, Mr. Mlotshwa traveled to Jacksonville, FL, where he had additional site visits and meetings arranged by the local Center for International Visitors/Jacksonville with companies who use concrete in construction of residential homes to guard against the effects of hurricanes. Mr. Mlotshwa’s company, Newmaks Construction also does a lot of work with concrete.

From Jacksonville, Mr. Mlotshwa traveled to New Orleans, LA where he attended the **American General Contractors Association Annual Convention and Trade Show**. This large trade show featured a number of professional development tracks designed to provide educational opportunities for business professionals. Forums and sessions

touched on a range of topics such as: developing a printed materials marketing system; equipment forum; special international construction forum; pre-planning to project close-out; the project manager's role in job site safety; claims management; strategic vision, leadership and teamwork: essential survival skills for contractors in the next millennium; marketing construction services; and numerous related topics.

Lessons Learned: During his de-briefing with AAI, Mr. Mlotshwa indicated that he had some difficulty checking out of his hotel in Chicago because the bill had not been settled prior to his departure. Otherwise, he indicated everything went very smoothly. Mr. Mlotshwa indicated he came to the U.S. to learn about new technology applications and management techniques in the construction industry and that these objectives were achieved. He commented that professional meetings and site visits were very helpful, in particular the meeting with Mr. Patrick King during his program in Chicago. Mr. Mlotshwa also reported that the AGC trade show in New Orleans was extremely interesting and helpful. He said that he saw new products he can use in his company upon return to Zimbabwe, including gutter forming machines and pre-stressed concrete slabs. He also commented that he learned new marketing and management techniques. Mr. Mlotshwa indicated that his training experience had been beneficial and that his program met his expectations.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

At this time, there are no new administrative issues to report.

B. PARTICIPANT ISSUES

At this time, there are no new participant issues to report.

IV. RECOMMENDED ACTIONS

The World Learning team does not have new recommendations to make at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ZIMBABWE
QUARTERLY REPORT
APRIL 1 – JUNE 30, 1998**

**Task Order No.: 801
Effective Dates: 10/31/97 – 08/18/98
Contract Total: \$234,489
Obligated Amount: \$234,489**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from April 1, 1998 through June 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 801, with the U.S. Agency for International Development.

The quarterly report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On November 20, 1997, the Regional Center for Southern Africa (RCSA), USAID/Gaborone issued this Task Order on behalf of USAID/Zimbabwe. The Task Order requires placement, monitoring and management services in support of 17 participants in short-term U.S. training programs. The training is intended to support USAID/Zimbabwe Intermediate Results (IR) under two of its three Strategic Objectives (SO):

SO2: Broadened Ownership in a Growing Economy

[14 participants]

IR 2.2 Broadened ownership of existing businesses

IR 2.3 Accelerated creation and expansion of micro, small and medium enterprises

SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures

[3 participants]

IR 3.1 Increased contraceptive use

IR 3.2 Increased availability of and use of HIV/AIDS preventive measures

II. ACTIVITIES

During this quarter, 9 Entrepreneurs International participants under USAID/Zimbabwe's SO2 and 3 participants under SO 3 completed their programs.

PROGRAM HIGHLIGHTS:

Commercial Finance

Mr. Jesta Mugweni, Entrepreneurs International (EI), Commercial Finance, Washington, DC; Hilton Head, SC; Atlanta, GA; New York, NY; Washington, DC; March 19 - April 22, 1998

Summary: Mr. Mugweni works for the Leasing Company of Zimbabwe, where he is the manager responsible for overall management, including financial controls, strategic business planning and daily operations. His program was designed to assist him to learn about the legal frameworks, accounting systems, and marketing strategies for equipment leasing; develop entrepreneurial management skills, especially in the sustained, stable growth of the company; gain further knowledge of asset-based finance, leasing, and commercial banking; and to observe executive functions and daily operations of equipment leasing companies in the U.S.

Mr. Mugweni attended the New York Institute of Finance Securitization '98 Conference in Hilton Head, South Carolina. This conference addressed asset-backed finance market and securitization and examined equipment lease financing. He then traveled to Atlanta, GA where he attended the Equipment Leasing Association of America's 1998 Workshop, "Successful Selling Skills for Equipment Lessors." This workshop reviewed the basic sales principles, relationship vs. transaction selling, and critical steps in sales process and handling common objections to leasing. From Atlanta, Mr. Mugweni traveled to New York where he had additional meetings arranged in conjunction with the Equipment Leasing Association. He then traveled to Philadelphia, PA where he had a series of professional meetings arranged in cooperation with the Philadelphia Center for International Visitors (CIV). In his evaluation questionnaire, Mr. Mugweni indicated that the meetings with counterparts and organizations similar to his own arranged by the Philadelphia CIV were the most beneficial parts of his program.

The final stop was in Washington, DC for additional professional meetings at USAID, the Zimbabwean Embassy, and the International Finance Corporation. His stay in the U.S. concluded with a two-week seminar at the Washington International Management Institute, where he attended a program entitled "Entrepreneurship and Management Skills for Small Businesses".

At the conclusion of his training, Mr. Mugweni indicated he was "impressed by the business culture in the U.S." He indicated that as a result of his training program he had resolved to purchase and install new leasing software, which he hopes will help improve his company's performance. He indicated the most useful parts of his program were 1.)

meetings with staff, managers, CEOs, and professional associations and 2.) opportunities he had to visit and observe related businesses.

Tool Blade Cutting

Mr. Oscar Orange, Entrepreneurs International (EI), Blade Cutting and Manufacturing, Washington, DC; Los Angeles, CA; Buffalo, NY; New York, NY; and Dayton, OH; March 19 - April 17, 1998.

Summary: Mr. Orange is the founder and owner of Quality Tooling. He is responsible for the day-to-day management and operations of the company as well as overall oversight and management. He sets company policy and is responsible for everything from human resource management and marketing to the development of effective production methods.

Mr. Orange started his program attending the Society for Manufacturing Engineers Westec '98 Conference and Expo in Los Angeles, CA. This is the largest annual metal working and manufacturing exposition. Manufacturing professionals from company executives to production engineers come from all over the U.S. and Mexico to attend this event. Mr. Orange was enrolled in a seminar entitled "Modern Grinding Technology" offered as part of the conference. From Los Angeles, Mr. Orange traveled to Buffalo, NY where he had a series of meetings and professional appointments arranged by the Buffalo CIV. He visited several manufacturing plants including Osgood Machinery, Metal Working Institute, Richard's Machine Tool, and others. From Buffalo, Mr. Orange traveled to New York where he attended a seminar offered by the American Management Association (AMA) entitled "Planning and Developing New Products and Markets". From New York, he traveled to Dayton, OH where he had a business briefing with Mr. Jerry Day, founder, DACO Blade Sharpening. DACO is a small company that performs many of the same tool blade sharpening services as Quality Tooling.

Mr. Orange indicated that all aspects of his program, from meetings to site visits, seminars to conferences, were "very helpful." He indicated that he saw new products during his U.S. program that he can use in his company. He indicated that as a result of the training he knew more about "calculating and economic parameters to ensure profitability, i.e. market research and screening processes for new products and aggressive strategic marketing planning after the development of business plans." Specifically, he said that he planned for his company to get involved in the production, repair and maintenance of clipper blades and cutters. Overall, he commented the program was a very valuable learning experience.

Clothing Manufacturing

Ms. Ruth Pasipanodya, Entrepreneurs International (EI), Clothing Manufacturing, Washington, DC; Los Angeles, CA; Philadelphia, PA; and Elizabeth City, NC; April 16 - May 16, 1998.

Summary: Ms. Pasipanodya is the Managing Director for Escapades, a clothing manufacturing plant. Escapades produces professional uniforms for banks, emergency medical organizations, tourism agencies and food stores. In addition, it produces casual wear for women and girls. Ms. Pasipanodya is responsible for overall management of the company including marketing, customer relations, policy formulation, raw material identification and acquisition, design identification, quality assessment, and human resource management.

Ms. Pasipanodya started her program in Los Angeles where she attended the Los Angeles Textile Show. This is a large annual event for retail and wholesale manufacturers and distributors of clothing, accessories, textiles and apparel components. From Los Angeles, she traveled to Las Vegas, Nevada where she attended the American Management Association's seminar entitled "Fundamentals of Marketing: Your Action Plan for Success". This seminar examines pricing, promotion, placement, positioning, and distribution. She then went on to Philadelphia, PA where she had a series of professional meetings and site visits. Ms. Pasipanodya visited the Professional Apparel Association, Keystone Sewing Machines Company, Jones of New York, Executive Apparel, Good Lad Company, the Philadelphia Enterprise Center, and other related companies. In her de-briefing, Ms. Pasipanodya indicated her visit to Philadelphia was a highlight of her program. From Philadelphia, she traveled to Elizabeth City, North Carolina where she had a business briefing with McKecuen Consulting. Her program included an analysis of her company and development of a capacity building plan; review of market plan and creation of new strategies; site visits to Sew & Sew, Wrangler Jeans, Wilson Sewing Company, and Apricott and Lavern Sewing; quality control, raw materials resourcing, exporting; and analysis of the American marketplace.

During her debriefing, she indicated she was "extremely" satisfied with her program, although she indicated she was not very happy with two days of meetings that were scheduled by the Los Angeles International Visitors Center (IVC) following the conclusion of the textile show. She said they "could have done better." She indicated, however, that the textile show was very helpful and useful. She developed her action plan with McKecuen Consulting indicating her plans upon return to her company. Amongst several other goals, she will: secure sufficient funding in order that Escapades will have working capital to be able to expand its market share and improve efficiency and productivity; hire and train a person to become the managing director's assistant who will assume some of the customer service responsibilities, coordination responsibilities, and other duties; review accounting departments reporting process to improve efficiency; develop sample products for the uniform and other identified clothing segments;. She indicated this program was "tailor made for my business needs and all the areas indicated to require training in were all catered for. There was variety in training methods and this

is going to turn Escapades around. I count myself very lucky to have been selected to have this opportunity.”

Furniture Manufacturing

Mr. Robert Bayisayi, Entrepreneurs International (EI), Furniture Marketing and Manufacturing, Washington, DC, Greensboro, NC; Bluefield West Virginia; High Point, NC; March 27 - May 2, 1998.

Summary: Mr. Bayisayi is the Sales and Marketing Director for Spring Cabinet Co-op, where he is responsible for market surveys; sales and marketing management; and design and production of furniture. Mr. Bayisayi’s training objective was to learn more about the diversification of furniture production; to improve departmental budgets systems; and to improve production sales and marketing strategies already in place.

Mr. Bayisayi started his program with a series of professional meetings and site visits arranged by the Center for International Understanding, Bluefield State College. Visits included: Dean Company; Kammer Furniture; Warwick Furniture; Heilig-Meyer Furniture Store; Merilatt Industries; Bluefield Upholstery; Virginia House Furniture Corporation; and many others. From Bluefield State College, Mr. Bayisayi traveled to High Point, North Carolina for the High Point Furniture Market Tradeshow. This exposition is organized, sponsored and conducted for the benefit of home furnishings manufacturers and distributors, to display their furnishings and products to furniture dealers and retailers. This is a major event for furniture manufacturers and distributors and attracts furniture dealers from all over the world.

At the conclusion of his training program, Mr. Bayisayi indicated he had learned to forecast company budgets on the departmental level; learned advertising techniques; and examined a “more vibrant manufacturing process.” Upon return to Spring Cabinet Co-op, Mr. Bayisayi indicated that he will use the knowledge gained as a result of his training to train his production workers on modern production processes and systems; train salespersons in company service strategy, sales and marketing strategies; and conduct import/export research. He said that he hopes the changes that he plans to implement will produce “good administration, good production targets, good quality products, and good customer service.”

Computer Hardware and Software

Mr. Edward Nyamuda, Entrepreneurs International (EI), Computer Hardware and Software, Chicago, IL; Seattle, WA; San Francisco, CA; April 23 - May 19, 1998.

Summary: Mr. Nyamuda is the managing director for Compulink Systems, a company involved in the task of computer hardware and software and related applications. The company is involved in computer hardware and software retail, training, computer networking, research and development services and customer support. His training goals

were to learn to identify and recruit the right people and to create an environment in which they can contribute to the maximum. He indicated that his company needs to recruit top performers in finance, sales and marketing. Also, Mr. Nyamuda listed as one of his goals to identify how to effectively launch new services such as internet solution services and to fully utilize and deploy information technology.

Mr. Nyamuda's program started in Chicago, IL where he attended COMDEX '98. COMDEX is one of the largest conferences in the U.S. and covers the spectrum of business computing. According to conference literature, participants "see how businesses can put technologies to work – from new products, services and innovations on the exhibit floor, to conference sessions that will show participants how to leverage the power of technology in today's internet enabled world." The keynote speaker was Bill Gates, Chairman and CEO of Microsoft. From Chicago, Mr. Nyamuda traveled to Seattle, Washington where he had a series of professional meetings and site visits arranged by the Seattle Center for International Visitors (CIV). Mr. Nyamuda met with Congressman Jim McDermott's Office, Seattle Micro, the Small Business Development Center, Seanet, Corporate Computer Inc., and other related companies and organizations. From Seattle, Mr. Nyamuda traveled to San Francisco where he had additional site visits to computer software and hardware firms. He then attended an American Management Association short course entitled "Strategic Information Systems Planning". This course is designed to enable participants to determine the specific priorities of management and users, in advance, in order to gauge budget and personnel requirements; develop competitive advantage systems to meet corporate ends; evaluate systems, hardware and software in line with corporate planning; and understanding the enterprise planning process.

Mr. Nyamuda indicated he had thorough interactions with business departments at universities and received guidance on how to write an effective business and operational plan. He said that he had good training in strategic information systems planning and that he was in the process of completing a strategic information plan. He commented that at Comdex, he saw 24 companies presenting their business plans to potential venture financiers. He had one-on-one meetings with several organizations which helped to bring out "possible solutions for business problems, quality of service, attractive retention packages, stock options, human resource issues..." He commented that overall the "benefit and effectiveness of the program exceeded my expectations."

Computer Software – Insurance software

Ms. Patience Masamvu, Entrepreneurs International (EI), Insurance Software, Las Vegas, NV; San Francisco, CA; Minneapolis, MN; April 30 - May 30, 1998.

Summary: Ms. Masamvu is the Managing and Marketing Director for Insurefin. Insurefin is a small company that supports high-end software solutions for regional insurance and finance companies. Ms. Masamvu is responsible for the management of the company's resources and marketing the companies' software products and services.

Her training goals were to learn effective methods to market products in competitive markets, specifically by taking advantage of the liberalization of economies of Eastern and Southern Africa; to learn how to organize application software development, quality control, technical editing, packaging, distribution and maintenance; to learn how to plan business strategically to cope with industry growth and increased competition; and to identify modern technologies in the software industry to help effectively produce quality application software, operating platforms and electronic data interchange for clients.

Ms. Masamvu started her program in Las Vegas, Nevada where she attended the Insurance Summit. According to the conference literature, participants were to learn about web sites that sell; computer technology to track clients; lead programs that ‘get you into the door’; advertising methods; performance enhancement tools; and other related topics. Ms. Masamvu indicated the conference was not well attended and attracted only a few hundred participants. She felt this was the least useful portion of her program. From Las Vegas, Ms. Masamvu traveled to San Francisco. She had a series of professional meetings and site visits arranged by the International Diplomacy Council of San Francisco. Site visits included: Oracle Systems Corporation; Economic Competitiveness Group; Sage IT Partners; Baker and McKenzie; National Association of Women Business Owners; Sable Insurance Corporation; Business Development International; Stanford University; and other organizations and companies. Ms. Masamvu was to attend the American Management Association seminar entitled “Successful Business to Business Product Management” also held in San Francisco. Instead, she asked the International Diplomacy Council to arrange an additional four days of site visits and professional meetings. Following the program in San Francisco, Ms. Masamvu traveled to Minneapolis where she had a business briefing with a former IESC volunteer who had worked with her company.

During her exit evaluation, Ms. Masamvu indicated that she was satisfied with her EI program. She said that she particularly felt that the contacts she made with business people in insurance and software industries were excellent and provided her with information on stages of automation of business processes and management information systems; value of solution providers; evaluating expenditures on high technology systems; and future trends. Ms. Masamvu reported that one of the best ideas she got was to try to market computer programming and software services to American companies looking to subcontract work out. She said American companies currently contract out work to India, Ghana, the Bahamas and other countries and that she could market Zimbabwe’s human resources to competitively bid on this work. She also said she learned about the development and use of internet software solutions, web enabled software solutions, and said she wants to learn more about this. She commented that her experience was “very well organized”, but said that she would have benefited from more formal, general management training. She indicated that she benefited from contacts at Stanford University, Oracle, and other Silicon Valley computer companies and obtained insight into current and future trends in developing software solutions. She said that she made contact with a software house in Minneapolis that sub-contracts to businesses in other parts of the world and that this contact was especially useful.

Commercial Cleaning

Ms. Sithembile Mapanda, Entrepreneurs International (EI), Commercial Cleaning, Orlando, FL; Philadelphia, PA; Chicago, IL; May 28 - June 27, 1998.

Summary: Ms. Mapanda is the managing director of Carlton Pro-Cleaners, a company which provides industrial/commercial cleaning services including floor and carpet cleaning, office and window cleaning to companies such as banks, telecommunication companies, supermarkets, oil companies, chemical companies and property investors and developers. Her training goals were to: learn cost effective methods in all areas of cleaning and identify modern cleaning techniques, machinery and technologies, such as exterior window cleaning equipment which would increase service quality and expand the company's market share; gain knowledge of modern carpet cleaning methods, especially those which minimize drying time; learn effective marketing methods for the industrial/commercial cleaning industry; investigate and gather information on new services, such as pest control and indoor plant care, which could be easily tied to the cleaning industry; and learn skills to boost human resource management and administrative skills in a labor intensive industry.

Ms. Mapanda began her program in Orlando, Florida where she attended the Cleaning Management Institute's Cleaning and Maintenance Management Conference and Expedition. According to conference organizers, this is a professional education program which includes more than 20 educational seminars targeting the specific interests and concerns of facility maintenance and cleaning managers and building service contractors. This year's conference topics included tracks for managers, contractors and carpet cleaning and restoration specialists. From Orlando, Ms. Mapanda traveled to Philadelphia, PA where she had meetings and professional visits arranged by the International Visitors Council (IVC) of Philadelphia. In Philadelphia, Ms. Mapanda had a number of professional as well as recreational activities. For instance, she visited a local elementary school where she talked to students about Zimbabwe. From Philadelphia, she traveled to Chicago where she attended the American Management Association's seminar entitled "Fundamentals of Marketing: Your Action Plan for Success". According to AMA literature, this seminar aims to help participants by giving them hands-on experience in identifying, evaluating, and solving marketing problems. The seminar also aims to help participants to: discover how to use customer analysis to pinpoint key decision makers and buying behavior; learn how to create effective marketing plans; collect vital intelligence about markets and competitors; find out how to select the right market segments and create strategies for positioning products and services; develop and evaluate pricing strategies and tactics more effectively; maximize relationships with sales force/distributors; and discover the "secrets of effective marketing communications."

At the conclusion of the training program, Ms. Mapanda indicated the program was helpful, but that she would have liked a one to two week internship where she actually worked with a commercial cleaning company. She indicated that the seminars,

management training, and the trade show included in her program were particularly helpful. She commented “the program...linked me with people, businesses and associations affiliated with my business activities. Especially during the conference in Orlando, I had a chance to see equipment and supplies under one roof which will apply to my cleaning business and hence I was exposed to new ideas...” She commented she learned new skills which she could apply to accountability, marketing strategies, business leadership and others.

Sheetmetal Manufacturing

Mr. Rufaro Matambanadzo, Entrepreneurs International (EI), Sheetmetal Manufacturing, Charlotte, NC; Louisville, KY; Princeton, NJ; Chicago, IL; Detroit, MI; May 1 - 31, 1998.

Summary: Rufaro Matambanadzo is the Managing Director of Palmar Sheetmetal Engineering. As the Managing Director, he uses his technical experience to help the company deal with the intricacies of a sheetmetal operation. The company plans to expand and to use more sophisticated sheetmetal manufacturing equipment in the future and Mr. Matambanadzo will play a key role in the purchase, installation and operation of the new machinery as well as staff training and overall integration of new products. Palmar markets three products and does a wide variety of custom fabricating including ducting, security products and subcontracting. The main product lines are: rainwater goods, gutters, flashing, valleys, roll top ridges and installations; tobacco curing and handling equipment, flue pipe systems, bale presses, bale boxes, reapers; construction products, compound doors and windows and other related products. His training objectives upon arrival were to: learn effective production methods used in the U.S., particularly with regard to sophisticated machinery; identify production technologies which will assist in producing better quality products at low cost; and observe activities of small to large enterprises in the U.S. and how they develop business plans.

Mr. Matambanadzo started his program with a meeting with Mr. Lon Garvey of Lon Garvey and Associates, his business briefer. Mr. Garvey is the former director of the National Machine Tooling Association. He then went to Charlotte, NC where he attended the Precision Metalforming Association’s 1998 Conference. This conference and exhibition is focused on stampers and fabricators. It provides practical solutions to manufacturing problems and offers the latest information on management and technical developments. From Charlotte, Mr. Matambanadzo traveled to Louisville, KY where he had a series of professional meetings and site visits arranged by the Louisville CIV. From Louisville, he traveled to Princeton, NJ where he attended the American Management Association’s workshop entitled “Production Planning, Scheduling, and Activity Control Workshop.” This workshop is designed for plant managers, master schedulers, planners, production, control managers and others. Workshop topics included: capacity resource planning and master production scheduling; manufacturing planning and control systems; how to manage work order priorities and schedule changes; managing and controlling production activities; and production order management. Mr. Matambanadzo rated this course as “fantastic.” He said “it’s as if

someone looked at my company, our needs and designed a course specifically to address them.” From Princeton, he traveled to Chicago, IL where he had a site visit to a sheetmetal manufacturing firm that makes equipment. Mr. Matambanadzo indicated that he may place an order with this company and purchase a more sophisticated machine. From Chicago, the participant traveled to Detroit, MI where he attended the Precision Metalforming Association’s short seminar entitled “Prototyping Sheetmetal Parts”. He also had a series of professional meetings arranged in conjunction with the Detroit CIV. In Detroit, he visited Partlan-Labadie Sheet Metal Company, the Society of Manufacturing Engineering, and the Wayne State University, Manufacturing/Engineering School.

At the conclusion of his training program, Mr. Matambanadzo was very enthusiastic. He reiterated his excitement about the AMA course and indicated satisfaction with all the other components of his program. He indicated that the training was very long and very hectic and implied that a slower, shorter program would have been less stressful. He also indicated some of the professionals he met with did not seem fully briefed on his company or training objectives. He indicated he learned new production strategies, learned about teamwork, plant layout to maximize available space, and continuous improvement strategies.

Human Resource Development Consulting

Mr. Richard Makoni, Entrepreneurs International (EI), Human Resource Development Consulting, Washington DC; San Francisco, CA; Philadelphia, PA; May 27 - June 27, 1998.

Summary: Mr. Makoni is a managing consultant for Lorimak, a company specializing in human resource consulting. The company works in both the public and private sectors. Lorimak does salary surveys, formulates restructuring plans, helps with implementation of performance strategies, and is involved in a range of other human resource consulting. Mr. Makoni indicated he wanted to come to the U.S. to learn more about human resource consulting, HR issues, HR information technologies, and hone his management skills.

His program started in San Francisco where he attend the American Society for Training and Development (ASTD) 1998 Conference. This conference covered a range of topics including: human resource development; training; technology issues; management training needs; leadership changes; foundations of leadership/management; high performance teams; implementation of a strategic manager process; creating global development-oriented culture; and related topics. Following the conference, he had a series of professional meetings and site visits to related organizations set up by the San Francisco International Diplomacy Council (IDC). From San Francisco, Mr. Makoni traveled to Philadelphia where he had a business briefing with Bukowski-Stanton Associates, human resource/business consultants. He then had a series of professional meetings and site visits coordinated by the Philadelphia IVC. Meetings included: Foster Higgins & Co., an employee benefits consulting firm; Coleman Associates, a human resources consulting firm; Ralph Denton & Associates, a consulting firm with expertise

in organization design; the Hay Group, with experience in salary surveys; and many others. Mr. Makoni then continued on to DC where he attended an AMA seminar entitled "Fundamentals of Human Resource Management". This workshop examined HR planning and administration; integration of companies' business objectives; staffing guidelines; setting up simple, effective recruiting systems; choosing training and development programs that work; and other related topics.

At the conclusion of his training program, he suggested changes to the allowance structure. He recommended that participants be provided more money for book shipment and an allowance for dry-cleaning. He also recommended more flexibility in terms of paying for housing, e.g. allowing participants to find and move into other housing even if more expensive, and the participants would pay the difference. He indicated the AMA seminar was not as helpful as the ASTD tradeshow and networking opportunities. He indicated satisfaction with his training program and reported that he benefited from cultivating business contacts and keeping abreast of current developments in human resources consulting. Mr. Makoni said that he was exposed to new ideas and techniques including: staff contracting, outplacement, executive head-hunting, use of information technology in HR, career counseling, and labor laws.

Family Planning and Logistics Management

Mr. Temba Murungwa, Family Planning and Logistics Management, John Snow, Inc., Arlington, VA; April 20 - May 8, 1998.

Summary: This course aimed at enhancing the participant's understanding of logistics management and contraceptive forecasting, and to enable him to better assess and address the problems he encounters in the logistics system that he manages. The course also addressed issues related to AIDS prevention logistics systems at a national level in the public sector. Mr. Murungwa commented that he enjoyed learning about state of the art logistics, and about the latest techniques being applied within the logistics system. The information he received was very appropriate, and up to date. The dynamic nature of the course, along with the very good interaction developed with the other participants made his learning experience very enjoyable. He further stressed the importance of having learned more about Pipeline Monetary Procurement Planning (PMPP). This is a new technique, adopted in September of 1997, which helps focus on logistics requirements with the use of specific computer software. Mr. Murungwa was given a copy of this program in diskettes in order to use it along with Windows 95, so that he can implement it back in Zimbabwe immediately upon his return. He expressed great enthusiasm about bringing this knowledge to his workplace, and he is looking forward to training others in this new area.

Mr. Murungwa came for training in the U.S. in support of Mission SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures. He works at a government office that disseminates information to the general public. He was highly satisfied with the quality and content of the training program. Mr. Murungwa particularly enjoyed the opportunity to interact and establish professional contact with

participants from other countries working in the same field as he. He found the examples that each participant brought to the training to be very enriching and valuable. He also felt that the handouts given were very good, and he appreciated the fact of being given a book he requested without any delays.

Mr. Murungwa felt very satisfied with the logistics of the course, he enjoyed the training site, which was also his lodging site. Nevertheless, he felt that the hotel did not have a very efficient communication system, since the delivering of messages and faxes to him was not successful most of the time. With regard to the training, he felt that the pace was good, however, the content was too concentrated. He suggested that the course be extended one or two more weeks, over its current three weeks, since the interpretation lagged the training considerably. He also pointed out that the trainers were very good at making him comfortable. Mr. Murungwa also enjoyed the process of putting together his final presentation and seeing the presentations of the other participants.

Research and Evaluation for Program Development

Ms. Hazel Dube, and Mr. Alford Phiri, Research and Evaluation for Program Development, Center for International Community Studies (CICHS), Farmington, CT; May 6 - June 17, 1998.

Summary: This course aimed at developing the skills necessary for systematic and ongoing data-gathering analysis, leading to effective programmatic evaluation, policy and operations related research. The course used an applied research and evaluation methodology tested cross-nationally in developing countries. It was designed to help participants improve their ability to transform program experience into research results, and research results into more effective programs. Intended participants were national and regional directors and administrators, data managers, and researchers in ministries, universities and non-governmental organizations, and coordinators of special programs like child survival, family planning, nutrition, infectious disease control, etc.

Ms. Dube and Mr. Phiri came for training in the U.S. in support of Mission SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures. They are colleagues at a government health clinic that provides current information to the public, and carries on research proposals to bid for funding. Ms. Dube and Mr. Phiri design target-specific projects with a strong scientific base.

Monitoring and Support Specialist Myriam Cederstrom traveled to the training site to conduct an evaluation. She met with the training providers and the participants, who also included two Ghanaians. During the meeting with Ms. Dube and Mr. Phiri, both commented that they learned good techniques to identify the information needs of their organization regarding the populations they serve. They both enjoyed the course and they acquired new skills in using systematic methods of data gathering, and in determining the strategies needed for designing, implementing and evaluating programs. However, they felt that the course spent too much time on the subject of writing research

proposals. They felt they did not need any more training in that respect, since they both feel very comfortable writing in this area already.

The participants were pleased with their hotel, but felt isolated by its location and the lack of public transportation. Nevertheless, they wanted to point out that the training provider scheduled pick-ups for them to do shopping every week.

Lessons Learned: There were no major events that were of concern during this training. Perhaps the most important issue to consider is having a screening mechanism to determine whether the participants will be over or under qualified for such training. This seemed to be a repetitive concern among the participants.

For a more detailed report on this program, please see the Evaluation Summary (Attachment 1).

For information on training costs, expenses paid and participants' status by SO, please refer to Attachment 2.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

The Task Order completion date is August 18, 1998. It is anticipated that this Task Order will be extended.

B. PARTICIPANT ISSUES

There were no significant participant issues this quarter. World Learning/AAI is concerned, however, that Ms. Patience Masamvu elected not to attend the AMA course scheduled in her program without prior notice. This lack of notice prevented programming staff from obtaining a refund. Although cases such as these are extremely rare, World Learning/AAI will reinforce the importance of adhering to program itineraries and/or giving adequate notice when changes are desired, during EI orientations.

IV. RECOMMENDED ACTIONS

The World Learning team has enjoyed a good working relationship with Mission staff and would like to continue placing and monitoring for similar Entrepreneur International programs in the future. World Learning/AAI await communication from the Mission about the expected extension beyond the Task Order completion date.

EVALUATION SUMMARY
“Research and Evaluation for Program Development,”
written by Myriam Cederstrom
AAI Monitoring and Support Specialist

On June 16, 1998, I visited The University of Connecticut Health Center to conduct an evaluation of the course “Research and Evaluation for Program Development,” which is taught by the Center for International Community Health Studies (CICHS). The course ran from May 5 to June 17. Four World Learning/AAI participants attended the course including: Prof. Andrews Aryee, and Mr. Emmanuel Boadi from Ghana, and **Ms. Hazel Dube, and Mr. Alford Phiri from Zimbabwe**. In addition to obtaining evaluation results from the participants and visiting the training and lodging sites, I also had the opportunity to talk with the training provider about his impressions of the program’s success.

In the discussion conducted with the participants prior to the administration of the written questionnaire, I learned that they were pleased overall with several key aspects of their training, especially with a large portion of the course content, instruction, and support from CICHS. Among the topics they enjoyed were: analysis of organization and population; structure of research inquiry information needs and resources; epidemiological methodology; evaluation design; medical anthropology; and medical geography. Mr. Alford Phiri and Ms. Hazel Dube from Zimbabwe, commented that too much time was spent on the topic of “writing for a research proposal,” and that such an activity was not in their best interest, since they felt already proficient in that area. They pointed out that the brochure that they obtained while still in Zimbabwe, did not reflect the heavy emphasis placed in this area. The course literature and even the name of the course, they said, suggests that research would be a key focus. They said that they would have preferred to dedicate more time to the study of advanced techniques for data collection, increased utilization of qualitative research approaches, and designing data entry screens in SPSS for Windows, and on report writing, especially for publications in journals. Mr. Emmanuel Boadi, from Ghana, agreed with the idea that too much time was spent on research. He quantified it to be 85%, and mostly not new to him. He would have liked to study more about monitoring and evaluation. Prof. Aryee commented that he would have preferred to have more time on computer training and use.

The intense training during the mornings was counterbalanced with some tutorial sessions in the computers during two evenings per week. However, the participants felt that the tutoring was not at its best, and that the time was not used efficiently. Consequently, those sessions were not rated highly by the participants. In addition, the participants felt that some of the software programs were outdated and not as sophisticated as the ones they have used in their jobs. Likewise, they felt that the main training venue was a bit dark and unpleasant, and resembled more of a warehouse than a training site.

The participants were very appreciative of the support provided by CICHS outside of training. CICHS staff took them on shopping trips and to visit tourist sites. All complained, though of

feeling isolated because of the lack of public transportation near their hotel. Mr. Phiri and Ms. Dube said that they would have liked more contact with American families through home visits. All of the four participants reported that the lodging facility was clean and comfortable.

Pre-departure activities were satisfactory to all of the participants. They felt, however, that they could have had more accurate information on the course content.

On the other hand, the training provider found this group of participants very reserved and quite uninterested and non-participatory, which he felt created a difficult situation for him to understand the participants' immediate needs and interests, which could have been modified for the course. He would have liked to see more in-depth interaction among participants.

While CICHS appeared to provide adequate training, this course was not appropriate for participants who are seeking advanced research design skills. Future participants should also be made aware of the strong emphasis that this course places on research proposal writing.

GTD/ ZIMBABWE T.O. NOMINATIONS
SO 2: Broadened Ownership and Investment at all Levels of the Economy
U.S. TRAINING
World Learning Team Report for the Quarter 04/01/98 - 06/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Newton Mlotshwa	C	Building Construction and Civil Engineering	02/18/98-03/19/98	.96	\$ 9,619.31
2. Oscar Orange	C	Industrial Blade and Cutter Mnfg, Service, Sales	03/18/98-04/18/98	1.97	\$12,589.71
3. Jefta Mugweni	C	Lease Financing	03/18/98-04/23/98	1.2	\$13,231.90
4. Edward Nyamuda	C	Computer Hardware and Software Sales and Trng	04/15/98-05/20/98	1.16	\$13,614.88
5. Ruth Pasipanodya	C	Clothing Manufacture and Marketing	04/15/98-05/20/98	1.16	\$12,958.32
6. Robert Bayisayi	C	Furniture Manufacture, Sales and Marketing	03/26/98-05/03/98	1.30	\$10,949.50
7. Richard T. Makoni	C	Human Resources Consultancy Services	05/27/98-06/29/98	1.1	\$ 9,335.36
8. Sithembile C. Mapanda	C	Industrial Office, Carpet, Window and Floor Cleaning	05/01/98-05/31/98	1	\$12,501.97
9. Rufaro Matambanadzo	C	Building Materials Production	05/01/98-05/31/98	1	\$ 9,876.01
10. Grace Muradzikwa	A	Motor, Fire, Marine, Engineering and Accident Insurance	06/10/98-07/11/98	1.03	\$ 1,074.26
11. Emelia Nyampingioza	A	Floor Polish, Shoe Polish and Household Candle Products	05/01/98-05/31/98	1	\$ 9,436.92
12. Mthokozisi Sibanda	X	Construction, Civil Engineering Contracting	05/01/98-05/31/98	1	\$ 0.00
13. Pedzisai P. Masamvu	C	Computer Software for Insurance and Financial Co.	05/01/98-05/31/98	1	\$10,627.36
14. Clifford Mushambadzi	P	Business, Banking	05/01/98-05/31/98	1	\$ 0.00

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO 2 nominations as of 06/30/98

Number of Participants

- ♦ 14 Nominated
- ♦ 1 canceled
- ♦ 10 trained
- ♦ 2 in training
- ♦ 1 pending

Estimated Costs

- ♦ \$130,790.54 - Estimated total participant costs (subject to final payments and reconciliation's)
- ♦ \$ 10,899.22 - Estimated average participant cost per program

Total Training Months

- ♦ 15.88 -- Training months total
- ♦ 1.13 -- Average length of each training program

KEY

- * Program canceled
- ** "Month" is 30 calendar days

GTD ZIMBABWE T.O. NOMINATIONS

SO 3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures

U.S. TRAINING

World Learning Team Report for the Quarter 04/01/98 - 06/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Temba Murungwa	C	Family Planning Logistics Mgt./ John Snow, Inc.	04/15/98 - 05/10/98	.83	\$ 7429.27
2. Hazel Dube	C	Research and Eval. For Prgm Dev./U of Conn.	05/02/98 - 06/18/98	1.56	
3. Alford Phiri	C	Research and Eval. For Prgm Dev./U f Conn.	05/02/98 - 06/18/98	1.56	\$13622.20

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO 2 nominations as of 06/30/98

Number of Participants

- 3 Nominated
- 0 canceled
- 3 trained
- 0 in training
- 0 pending

Estimated Costs

- \$34,673.67 -- Estimated total participant costs (subject to final payments and reconciliation's)
- \$11,557.89 -- Estimated average participant cost per program

Total Training Months

- 3.95 -- Training months total
- 1.31 -- Average length of each training program

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/ZIMBABWE
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 – SEPTEMBER 30, 1998**

**Task Order No.: 801
Effective Dates: 10/31/97 – 08/18/98
Contract Total: \$234,489
Obligated Amount: \$234,489**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc., and *Development* InfoStructure, from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 801, with the U.S. Agency for International Development.

The quarterly report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

On November 20, 1997, the Regional Center for Southern Africa (RCSA), USAID/Gaborone issued this Task Order on behalf of USAID/Zimbabwe. The Task Order requires placement, monitoring and management services in support of 17 participants in short-term U.S. training programs. The training is intended to support USAID/Zimbabwe Intermediate Results (IR) under two of its three Strategic Objectives (SO):

SO2: Broadened Ownership in a Growing Economy

[14 participants]

IR 2.2 Broadened ownership of existing businesses

IR 2.3 Accelerated creation and expansion of micro, small and medium enterprises

SO3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures

[3 participants]

IR 3.1 Increased contraceptive use

IR 3.2 Increased availability of and use of HIV/AIDS preventive measures

A modification is pending to extend services through August 18, 2000 (see below).

II. ACTIVITIES

During this quarter, two Entrepreneurs International participants, Ms. Nyamperingidza, the owner of a candle-making company and Ms. Grace Muradzikwa, who runs an insurance firm, completed their program under USAID/Zimbabwe's SO2.

On August 6, 1998, the Regional Center for Southern Africa (RCSA), USAID/Gaborone issued a request to extend the task order period through May 2000 and add funds to program additional participants under SO2 and SO3. World Learning/AAI responded in August and finalized proposed budgets and numbers of participants in September. The proposed budget will incorporate 18 new and two pending participants under SO2, and two participants under SO3, per the Mission's request.

PROGRAM HIGHLIGHTS:

Candle-Making and Wax Products

Mrs. Emelda Nyamupingidza, Candle-Making and Wax Products, Washington, DC, July 1 - 8, 1998; Wax Related Gadgets Inc., Hiawasse, GA, July 9 - 11; Convention of the International Guild of Candle Artisans, Seattle, WA, July 11 - 18; American Management Association, Cincinnati, OH, July 18 - 25; McKecuen Consulting Inc., Elizabeth City, NC, July 27 - 31; Washington, DC, July 31 - August 1, 1998.

Summary: Mrs. Nyamupungidza, owner of a candle and wax products company in Harare, took part in several different training sessions to increase her ability to make, market, and sell candles and wax products. Her training took her to several U.S. cities and included sessions on candle production and marketing, as well as networking with others involved in candles and other wax products. She hoped to gain insight into new methods of candle production including decorative work, learn marketing strategies, and make contacts within the candle-making community. In addition she wanted to learn business management techniques. Her company employs over 50 people and is currently limited to candles and wax cleaning products. However, Mrs. Nyamupingidza would like to expand her operation to include decorative candles and other wax products. In the future she is also looking to export goods to other African countries in the region.

Mrs. Nyamperingidza spent three days at Wax Related Gadgets in Hiawasse, GA working with Mr. Bill Gardner. Mr. Gardner is one of the leading candle-producing innovators in the country. There he explained his method for making decorative candles, which are not yet for sale in Zimbabwe, and demonstrated the tools he had invented and sold internationally. He also took Mrs. Nyamupingidza to several candle-making facilities.

From there, Mrs. Nyamupingidza traveled to Seattle, WA to attend a convention of the International Guild of Candle Artisans. The Guild promotes the interests of candle artisans, encourages the study of candle making and candle design and fosters goodwill,

fellowship and exchange of ideas among members. Mrs. Nyamupingidza stated that she found the experience extremely valuable. She advertised her own wares, but also learned a great deal about what others in the industry were doing. She expressed an intention to attend next year's convention if possible.

Mrs. Nyamupingidza attended a course entitled 'Fundamentals of Marketing: Your Action Plan for Success' run by the American Management Association. She stated that she gained insight into the need to constantly change products and marketing strategies. She found information on identifying target audiences and catering to their needs particularly interesting.

From there Mrs. Nyamupingidza traveled to Elizabeth City, NC to meet with McKecuen Consultants. She toured an apparel factory to learn more about market research, quality control, pricing structures, packaging, shipping, product design, accounting, product development, wholesale marketing, management, worker training, catalog and retail marketing, and fundraising. While Mrs. Nyamupingidza did find some aspects of apparel manufacturing difficult to adapt to wax products, she learned many valuable lessons in basic business operation.

Overall Mrs. Nyamupingidza found the aspects of the program dealing with making decorative candles and other wax products particularly useful. She stated that she was happy to learn marketing techniques, but that the marketing situation in Zimbabwe was much more relaxed compared to the US market. She wants to concentrate on developing new products. She said that her trip to Georgia to learn candle-making techniques and her trip to Seattle where she made international contacts would help her most in her immediate needs of product development.

Insurance Marketing and Management

Ms. Grace Muradzikwa, Insurance Marketing and Management, Washington, DC, June 11 - 13, 1998; Insurance Accounting and Systems Association (IASA) Annual Conference and Business Show, Nashville, TN, June 14 - 16; Georgia Council for International Visitors (CIV) Programming, Atlanta, GA, June 18 - 20; American Management Association (AMA), Chicago, IL, June 22 - 25; International Visitors Council (IVC) Programming, Columbus & Cleveland, OH, June 29 - July 3; Hartford World Affairs Council, Hartford, CT, July 6 - 9; Washington, DC, July 9 - 11, 1998.

Summary: Ms. Grace Muradzikwa, Managing Director of Diamond Insurance Company (Pvt) LTD., attended a combination of training sessions, site visits, meetings, and a business show to gain new ideas and methods of doing business in Zimbabwe. Her program included travel to six cities to gather a wide variety of insurance marketing and management programs in the United States. Ms. Muradzikwa's training objectives were to gain exposure to a wide range of short term insurance products, especially personal lines of products; learn new ways of achieving superior service delivery in the insurance

sector; gain exposure to effective ways of marketing insurance products; and examine techniques to expand Diamond Insurance's market share in Zimbabwe.

Ms. Muradzikwa's actual program began in Nashville, TN, where she attended the 3 day IASA's Annual Conference and Business Show. The main goal of IASA is to give industry leaders an opportunity to explore the latest innovations in products and services. It has over 1,500 member companies in all lines of insurance: stock, mutual, Blue Cross/Blue Shield and other companies around the world. Associate member companies cover statistical, actuarial, management and consulting, reinsurance brokerage, banking, and associated organizations.

Ms. Muradziwa's second visit was to Atlanta, GA for 4 days of meetings and site visits arranged with the assistance of the Georgia CIV. Her program included meetings with Safeco Insurance Company of America; the University of Georgia Risk Analysis staff working primarily in risk assessment and personal insurance; Southland Insurance to discuss strategies and insurance issues; and Jack Stephenson and Associates to examine insurance claims operations, management, training, and human resources.

From there, Ms. Muradzikwa traveled to Chicago, IL to attend the 4-day AMA course entitled 'Fundamentals of Marketing: Your Action Plan for Success'. The comprehensive seminar aimed at showing the participants how "all the pieces fit into the marketing puzzle." Participants were able to discover how to pull together product pricing, promotion, placement and positioning and distribution channels into a business-building marketing mix. As a result of this program, Ms. Muradzikwa plans to revisit the company's Business Plan and Marketing Plan to create new targets and goals.

Ms. Muradzikwa's next visit was to Columbus, OH for 9 days where she attended meetings and went on site visits arranged by the IVC of Columbus. Her agenda included meetings and site visits to insurance companies, marketing agencies and other industry-related organizations.

From there, Ms. Muradzikwa traveled to Hartford, CT for 5 days of meetings and site visits arranged by the World Affairs Council in Hartford. Her program included appointments at LIMRA Insurance Company, a financial services trade association providing research and consultation, at the worldwide Industrial Risk Insurers, at CIGNA Insurance, and at R.C. Knox; and attending a class on "Risk in Insurance" given at the Hartford Barney School of Business.

Ms. Muradzikwa expressed her intention to have her company become "aggressive in marketing and innovative not only in terms of new products, but business practices learnt in the United States." She plans to have marketing play a more active role in the company, creating a new Business Development Department for this purpose. She expressed interest in keeping in touch with R.C. Knox with regards to her plans to have database marketing and cross multiple selling introduced into the company. In an effort to ameliorate customer service, she intends to have a 1-800 number installed, and to extend business hours. Although stated as one of her original objectives, she feels that

caution needs to be exercised in expanding her company into the field of medical insurance. She would have enjoyed more meetings with US healthcare companies.

Lessons Learned: Try to use our National CIV contacts more frequently. Ms. Muradzikwa expressed an interest in promoting the concept of CIVs in Zimbabwe, as she found it to be “an excellent idea to promote networking and cultural exchange”.

For information on training costs, expenses paid and participants’ status by SO, please refer to the attachments.

III. CONCERNS/CONSTRAINTS

A. ADMINISTRATIVE ISSUES

There were no administrative issues this quarter.

B. PARTICIPANT ISSUES

There were no participant issues this quarter.

IV. RECOMMENDED ACTIONS

The World Learning team has no recommended actions at this time.

GTD/ ZIMBABWE T.O. NOMINATIONS
SO 2: Broadened Ownership and Investment at all Levels of the Economy
U.S. TRAINING
World Learning Team Report for the Quarter 07/01/98 - 09/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Newton Mlotshwa	C	Building Construction and Civil Engineering	02/18/98-03/19/98	.96	\$ 9,619.31
2. Oscar Orange	C	Industrial Blade and Cutter Mnfg, Service, Sales	03/18/98-04/18/98	1.97	\$12,589.71
3. Jefta Mugweni	C	Lease Financing	03/18/98-04/23/98	1.2	\$13,231.90
4. Edward Nyamuda	C	Computer Hardware and Software Sales and Trng	04/15/98-05/20/98	1.16	\$13,614.88
5. Ruth Pasipanodya	C	Clothing Manufacture and Marketing	04/15/98-05/20/98	1.16	\$12,958.32
6. Robert Bayisayi	C	Furniture Manufacture, Sales and Marketing	03/26/98-05/03/98	1.30	\$10,949.50
7. Richard T. Makoni	C	Human Resources Consultancy Services	05/27/98-06/29/98	1.1	\$ 9,335.36
8. Sithembile C. Mapanda	C	Industrial Office, Carpet, Window and Floor Cleaning	05/01/98-05/31/98	1	\$12,501.97
9. Rufaro Matambanadzo	C	Building Materials Production	05/01/98-05/31/98	1	\$ 9,876.01
10. Grace Muradzikwa	C	Motor, Fire, Marine, Engineering and Accident Insurance	06/10/98-07/11/98	1.03	\$ 1,074.26
11. Emelia Nyampingioza	C	Floor Polish, Shoe Polish and Household Candle Products	05/01/98-05/31/98	1	\$ 9,436.92
12. Mthokozisi Sibanda	P	Construction, Civil Engineering Contracting	05/01/98-05/31/98	1	\$ 0.00
13. Pedzisai P. Masamvu	C	Computer Software for Insurance and Financial Co.	05/01/98-05/31/98	1	\$10,627.36
14. Clifford Mushambadzi	P	Business, Banking	05/01/98-05/31/98	1	\$ 0.00

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated
** “Month” is 30 calendar days

SUMMARY: Status of SO 2 nominations as of 09/30/98

Number of Participants

- 14 Nominated
- 0 canceled
- 12 trained
- 0 in training
- 2 pending

Estimated Costs

- \$130,790.54 - Estimated total participant costs (subject to final payments and reconciliation's)
- \$ 10,899.22 - Estimated average participant cost per program

Total Training Months

- 15.88 -- Training months total
- 1.13 -- Average length of each training program

KEY

- * Program canceled
- ** "Month" is 30 calendar days

GTD ZIMBABWE T.O. NOMINATIONS

SO 3: Reduced Fertility and Increased Use of HIV/AIDS Preventive Measures

U.S. TRAINING

World Learning Team Report for the Quarter 07/01/98 - 09/30/98

Participant Name	Status	Course/Training Institution	Dates	Months**	Budgets
1. Temba Murungwa	C	Family Planning Logistics Mgt./ John Snow, Inc.	04/15/98 - 05/10/98	.83	\$ 7429.27
2. Hazel Dube	C	Research and Eval. For Prgm Dev./U of Conn.	05/02/98 - 06/18/98	1.56	\$13622.20
3. Alford Phiri	C	Research and Eval. For Prgm Dev./U f Conn.	05/02/98 - 06/18/98	1.56	\$13622.20

*Codes for Status this quarter: P – Pending, A – Arrived, in Training, C – Completed, X – Canceled, T – Terminated

** “Month” is 30 calendar days

SUMMARY: Status of SO 2 nominations as of 09/30/98

Number of Participants

- 3 Nominated
- 0 canceled
- 3 trained
- 0 in training
- 0 pending

Estimated Costs

- \$34,673.67 -- Estimated total participant costs (subject to final payments and reconciliation's)
- \$11,557.89 -- Estimated average participant cost per program

Total Training Months

- 3.95 -- Training months total
- 1.31 -- Average length of each training program

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/HONDURAS
FY 98 FOURTH QUARTER AND ANNUAL REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 816
Effective Dates: 07/19/98 - 06/30/99
Contract Total: \$267,731
Obligated Total: \$267,731**

This Fourth Quarter and Annual Report summarizes the activities of World Learning Inc. and its subcontractors, The Africa-America Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure from July 1, 1998 through September 30, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-96-90020-00, specifically Task Order No. 816, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns/Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

A. SUMMARY

In July 1998, USAID/Honduras issued this Task Order for the placement, monitoring and support of 53 participants. Specific tasks include: (1) securing the placement of participants identified by USAID/Honduras for specific short-term courses, (2) conducting competitive bidding processes for the procurement of two short-term technical training programs, (3) handling all logistical arrangements for the participants upon their entry into the U.S. and for their return to Honduras, (3) providing for the timely payment of all allowances according to ADS 253 requirements, (4) monitoring participants throughout their programs and reporting on their progress to USAID/Honduras, and (5) conducting participant orientations and evaluations.

B. ACTIVITIES

During this quarter, World Learning provided placement and monitoring services for four participants who completed short-term training courses. Also, placement activities were conducted for the remaining 47 participants, who will begin their programs in the next quarter.

PROGRAM HIGHLIGHTS:

Pedro Lopez and Ricardo Streber, July 11 - August 11, 1998

Mr. Lopez and Mr. Streber participated in a Spanish-language training program at Colorado State University titled "Wildlife Areas and Protected Areas Management." World Learning conducted a program orientation with the participants by telephone, monitored them throughout their program, and arranged for their overnight stay in Houston on their departure from the U.S.

Ana Maria Erazo and Jose Munoz, August 23 - September 11, 1998

Ms. Erazo and Mr. Munoz participated in a seminar at Colorado State University titled "Natural Resources Administration and Management." World Learning conducted a program orientation with the participants by telephone, and an evaluation during the final DC portion of their program.

Two-week Natural Resource Management training program at the American Cultural Exchange, October 3 - 17, 1998

Placement arrangements were made with the American Cultural Exchange for the arrival of 20 participants in Seattle on October 3. Orientation packets were prepared and mailed out to Seattle for the group's arrival.

Three-week Health Finance training program at International Health Programs (IHP), Public Health Institute, October 17 - November 7, 1998

World Learning prepared a request for proposals, contacted seven training providers, and received proposals from two institutions to conduct this training program for 15 people. IHP was approved by USAID/Honduras to conduct the program. Arrangements were made for two trainers from IHP to travel to Tegucigalpa in early October to conduct a three-day pre-departure orientation for the group.

One-week Forest Fire Management training program for 12 participants

World Learning prepared a request for proposals and contacted seven institutions to conduct a one-week training program in Forest Fire Management. Proposals are due on October 5.

C. CONCERNS/CONSTRAINTS

There are no concerns at this time.

D. RECOMMENDED ACTIONS

World Learning has no recommended actions at this time.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/EGYPT
(YEMEN DEVELOPMENT TRAINING III)
QUARTERLY REPORT
JULY 1 - SEPTEMBER 30, 1998**

**Task Order No.: 817
Effective Dates: 08/11/98 - 08/18/00
Contract Total: \$285,254
Obligated Amount: \$285,254**

This Quarterly and Annual Report summarizes the activities of World Learning and its subcontractors, AMIDEAST and Creative Associates International, Inc., from August 11 - September 30, 1998, for the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, specifically Task Order No. 817, with the U.S. Agency for International Development.

The report is organized as follows: Summary, Activities, Concerns and Constraints, and Recommended Actions. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

Under this Task Order, World Learning is contracted to conduct a training needs assessment and recommend a two-year training plan, implement USAID approved training, and provide evaluation, tracking, monitoring, and follow-up of those activities. Participants will be from Yemeni public and private sector institutions. All training is to be conducted in accordance with ADS 253. The majority of the training will be conducted in-country or in-region. The six major areas of training are anticipated to include: the health sector, the education sector, the Central Statistical Organization, the National Institute for Administrative Sciences, the NGO sector, and the environmental sector.

In addition, World Learning is contracted to complete the Community Midwife/Female Service Provider Training program, previously under John Snow Inc. (JSI), during its six month extension/completion phase. World Learning/AMIDEAST will monitor and supervise the technical and clinical aspects of service provider training at 11 sites from October 1998 through March 1999.

II. ACTIVITIES

From August 14 - September 4, 1998, a team of three consultants conducted a training needs assessment in Sana'a, Yemen, which resulted in a comprehensive, complex training plan proposed to USAID on September 17, 1998. The final consultant report is included here as Attachment 1.

III. CONCERNS/CONSTRAINTS

USAID has requested that World Learning/AMIDEAST carry out an ambitious training program, given the complexity of the plan, time frame, and limited financial resources.

IV. RECOMMENDED ACTIONS

The World Learning team deeply appreciates working with the USAID Contracting Officer as well as the USAID technical staff in Cairo and Sana'a. We look forward to the completion of cost negotiations for the remainder of the task order activity.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/PANAMA
QUARTERLY REPORT
OCTOBER 1 - DECEMBER 31, 1997**

**Task Order No.: 802
Effective Dates: 07/01/97 - 12/31/97
Contract Total: \$124,745
Obligated Amount: \$124,745**

This Quarterly Report summarizes the activities of World Learning Inc. and its subcontractors (The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII), and *Development* InfoStructure) from July 1, 1997 through September 30, 1997, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 811, with the U.S. Agency for International Development.

The report is organized as follows: **Summary, Activities, Concerns/Constraints, and Recommended Actions.** **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein, monitored the progress of one academic student, Giovanni Gomez, by speaking with him and with his Academic and International Student Advisors. Ms. Waldstein conducted campus visits to meet him, and assisted him in making arrangements for his return home following the end of his program. World Learning made required financial payments to the student and the university.

II. ACTIVITIES

A campus visit was conducted on November 6, 1997. Ms. Waldstein met with Mr. Gomez, his academic advisor and staff in the Office of International Programs, who had assisted Mr. Gomez throughout his program. All reported that he was doing well, particularly since he had changed his concentration from Chemical Engineering to Soil Science. The campus visit was discussed in the November monthly report.

Mr. Gomez successfully completed his exams and coursework for his final semester at New Mexico State University to receive his degree in Soil Science. He participated in the Fall

graduation ceremonies on December 13. Ms. Waldstein conducted exit evaluation by telephone with Mr. Gomez on December 12. Details of that evaluation were outlined in the December, 1997 monthly report. Overall, Mr. Gomez reported that he enjoyed his program and learned a great deal.

Ms. Waldstein facilitated arrangements for a plane ticket home between the Mission and student. She also sent a Departure Packet with an evaluation form and a list of questions to help the student begin to think about the impact of his program and his readjustment at home.

III. CONCERNS/CONSTRAINTS

As noted in a previous quarterly report, Acordia Healthcare Solutions has still sent only the September HAC bill. Participants continued to be billed mistakenly \$90 for Plan B, instead of \$80 for Plan A. World Learning staff continued to follow up with Acordia regarding billing problems, but they have not yet been resolved. Students are covered by insurance despite problems with the billing system.

IV. RECOMMENDED ACTIONS

World Learning has taken actions to clarify questions regarding HAC coverage and assist students in any way possible. World Learning will continue to pursue the resolution of difficulties in the billing system.

**GLOBAL TRAINING FOR DEVELOPMENT
USAID/PANAMA
FINAL REPORT
JANUARY 1 - MARCH 31, 1998**

**Task Order No.: 802
Effective Dates: 07/01/97 - 12/31/97
Contract Total: \$124,745
Obligated Amount: \$39,680**

This Quarterly report summarizes the activities of World Learning Inc. and its subcontractors, The African-American Institute (AAI), AMIDEAST, The Asia Foundation, Creative Associates International, Inc. (CAII) and *Development* InfoStructure from January 1, 1998 through March 31, 1998, under the Global Training for Development (GTD) Indefinite Quantity Contract (IQC) No. FAO-I-00-96-90020-00, Task Order No. 802, with the U.S. Agency for International Development.

The report is organized as follows: **Summary**, **Activities**, **Concerns/Constraints**, and **Recommended Actions**. **Summary** provides an overview of the entire Task Order. **Activities** describes the accomplishments during the reporting period toward fulfilling the major tasks and deliverables under the Task Order. **Concerns/Constraints** describes any issues and/or problems toward fulfilling the major tasks and deliverables under the Task Order. **Recommended Actions** describes proposed solutions to address any concerns and/or constraints toward fulfilling the major tasks and deliverables under the Task Order.

I. SUMMARY

During this quarter, World Learning Monitoring and Support Specialist, Rachel Waldstein communicated by e-mail with the student, Giovanni Gomez, who had returned home following the end of his program. World Learning made remaining financial payments to the university and facilitated authentication of his diploma.

II. ACTIVITIES

Ms. Waldstein facilitated authentication of Mr. Gomez's diploma by the state of New Mexico and sent it, along with the official transcript, to him via the Mission in Panama. Mr. Gomez communicated by e-mail that he had received it. He also said he would bring his written evaluation to the Mission and ask them to forward a copy to World Learning. (Ms. Waldstein has not received the evaluation.)

III. CONCERNS/CONSTRAINTS

As noted in a previous quarterly report, Acordia Healthcare Solutions continued mistakenly to bill Latin American participants \$90 for Plan B, instead of \$80 for Plan A. World Learning staff continued to follow up with Acordia regarding billing problems, but they have not yet been resolved.

IV. RECOMMENDED ACTIONS

- World Learning will continue to pursue the resolution of difficulties in the HAC billing system.