

THE SOROS FOUNDATIONS



MANAGEMENT TRAINING PROGRAM

Quarterly Performance Report

The Soros Foundations Management Training Program: Training Internship Program

Project Number: 180-0045

Report Period: December 1, 1993 - December 31, 1993

I. Program Narrative

Overview

The Training Internship Program will provide three months of on-the-job and academic training in the priority areas of public administration, business management, telecommunications, environmental management and banking & finance for 30 professionals from Bulgaria, Estonia, Poland, Romania, and Slovakia.

The Soros Foundations Management Training Program ("SFMTTP") received and signed Cooperative Agreement #EUR 0045 A 00 4007 00 from the United States Agency for International Development ("USAID") on November 19, 1993.

In the first quarter, SFMTTP staff in each of the five countries began open advertisement to professionals for the training available. In the US, SFMTTP staff were introduced to USAID procedures and began recruitment of host companies.

Field activities: Participant Selection

Before opening the competition, an SFMTTP Coordinator in each country met with the respective USAID representative to introduce the program and SFMTTP's open selection procedures and to invite the representative's participation in the selection process.

In all five countries, advertisement and recruitment began immediately. Ads were placed in the newspaper in Poland, Romania and Slovakia. In all five countries, Coordinators distributed application packets to other organizations that included other development agencies, USAID-funded projects, banks, companies, branch offices of the Foundations themselves, small business associations, chambers of commerce and more. In Bulgaria, Estonia, Romania and Slovakia, SFMTTP coordinators drew on a database of pre-screened applications that had been gathered in earlier advertising campaigns for the other opportunities for training abroad that SFMTTP offers.

By the end of the contract's first quarter, several hundred applications had been received by the SFMTTP field offices and close to 50 interviews completed with more scheduled for the next month. SFMTTP staff in Estonia and Slovakia had mailed their slates of applications to SFMTTP New York before the end of the quarter. In Poland, Bulgaria and Romania, applications were still under review.

US Activities: Recruitment of host companies and introduction to USAID procedures

The SFMTTP New York Coordinator (i) met with the USAID program officer for an introduction to the grant-management procedures, (ii) monitored the progress of the selection procedures, and (iii) began establishing internal systems to meet AID reporting and funds management requirements. BHEF began to recruit host companies and universities from its membership.

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LATVIA • LITHUANIA • MACEDONIA • MOLDOVA • POLAND • ROMANIA • RUSSIA • SLOVAKIA • SLOVENIA • UKRAINE

II. Financial Breakdown:

Training Cost Analysis sheet attached

During the quarter, USAID funds were spent on one trip by the SFMTP Program Coordinator to Washington, DC to meet with the USAID grant officer on guidelines for work on the contract. and on a portion of SFMTP New York staff salaries.

III. Goals, Accomplishments and Performance Evaluation

The goals for the first quarter were to begin the participant selection process, recruitment of host companies and set up of internal systems to meet USAID requirements. These goals were all met.