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**WID TOI, SHORT-TERM TECHNICAL
ASSISTANCE & TRAINING
QUARTERLY REPORT**
Third Quarter, FY09
April - June 2009

July 2009

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NARRATIVE

Title

Quick Response, Short-Term Technical Assistance and Training (STTA&T) Supporting Gender Integration in US Agency for International Development Operating Units under Leadership of the Office of Women in Development of the Economic Growth, Agriculture and Trade Bureau (EGAT/WID), GEW-I-01-02-00019-00.

Background

A contract to carry out this assistance was awarded to a consortium led by DevTech Systems, Inc. (DevTech) on September 30, 2002. In 2007, a two-year extension to the contract was issued, carrying the Task Order through the end of FY 2009. The objectives of the contract are: 1) to support the efforts of EGAT/WID to further the integration of gender in all Agency policies, programs, projects, research materials, information systems and in multilateral and bilateral policy dialogue efforts; 2) to increase awareness of, information about, and skills for addressing gender issues; and 3) to provide intellectual and technical leadership in gender integration and the advancement of women in development.

Expected Results

Technical services provided will support USAID missions, USAID operating units in Washington, and others (host country governments, NGOs, other USAID partners and other donors, etc.) requiring innovative gender expertise and approaches in assessment/analysis, design, implementation and evaluation of programs and projects to ensure that gender is included as a key development variable in all activities. These services will enhance the effectiveness and sustainability of USAID's development assistance by identifying and building on women's roles and capabilities and identifying and minimizing the constraints to women's participation in social, economic and political processes. Technical training on gender in USAID's various strategic focuses and sectors (economic growth, agriculture and trade; democracy, conflict and humanitarian assistance; and global health) will also be provided.

Project Core Activities

The Project Core activities for the third quarter of FY09 (April-June 2009) are divided into the following three parts:

- A. Activity Narrative and Task Report** – The Activity Narrative and the Task Report contain both a discussion and account of events covered during the reporting period, as well as planning for future undertakings done during the reporting period. The Task Report includes a timeframe for each event.
- B. Significant Results/Project Management** – A summary of significant results accomplished and a report on what activities were accomplished to fulfill contractual responsibilities

C. Implementation Constraints – A report of constraints to the fulfillment of specific contractual responsibilities, and adjustments made to the plan.

A. Activity Narrative and Task Report

A.1. Quarterly Activity Narrative

During the third quarter of FY09, STTA&T/Task Order One (TO1) implemented several activities for EGAT/WID and USAID Operating Units.

Continuation of the Gender Integration Measurement tasks begun in 2006

TO1 followed up on the original study measuring gender integration in USAID procurement documents, i.e. completed in 2007. This follow-on work included review and analysis of 49 RFPs and RFAs, issued between December 2008 and June 2009. The preliminary results show essential continuity in the level of gender integration, i.e. between the original and successive samples. A summary analysis of these will be submitted to EGAT/WID in the next quarter.

Additionally, reports on the measurement of gender integration in second-level solicitations (IQC RfTOPs or LWA RFAs) and project implementation were submitted to EGAT/WID at the start of the third quarter. Separate reports for procurement and implementation phases, as well as an overview document summarizing results from the original study and second-level solicitations were submitted during the quarter.

Creation of Intranet-based Resources

EGAT/WID requested a compilation of gender-related SOWs from TO1 and WIDTECH projects for use on the USAID Intranet, and as an additional gender resource for USAID technical staff. TO1 compiled several dozen scopes, from the Task Order and beyond, and drafted prefatory text and definitions.

TO1 also created a browsable sample of gender integration in procurement. As a resource, the summary includes examples of effective gender integration language in USAID procurements; the resource was formatted for electronic access and is searchable by region/sector, and available on the WID intranet. Two samples were compiled, totaling about 40 excerpts from across regions and sectors. TO1 will continue to add to the resource in the coming quarter.

Gender Assessment for USAID/Guatemala

After several rounds of comments from the Mission, the final deliverable of the gender assessment for USAID/Guatemala was submitted to the Mission and DEC. The TDY had been conducted in the first quarter of the fiscal year.

Gender Assessment for USAID/Dominican Republic

The final draft report of the gender assessment for USAID/Dominican Republic was submitted to the Mission during the quarter. Continuous contact with the Mission was maintained, and the final deliverable is expected during the beginning of the next quarter.

A.2. Quarterly Tasks

I. Technical Assistance to EGAT/WID

Tasks Completed this Quarter:

1. Gender Integration Measurement

During the third quarter, STTA&T staff completed data analysis on gender integration in procurement stages of USAID programming. The analysis will be submitted to EGAT/WID in the next quarter.

2. Support for Development of Safe Schools Presentation Materials

TO1 provided presentation materials support for EGAT/WID during the quarter, including development of data slides for the Safe School Project. Materials were submitted to the SSP CTO.

3. Planning of GBV/TIP Workshop

TO1 was requested to plan and develop, in coordination with the Anti-Trafficking Task Order, a four-day workshop for USAID staff on the dual subjects of GBV and TIP. TO1 convened the first of two planning meetings, and drafted an initial proposal for conduct of the activity. It was agreed that, with the announcement of a staffperson at EGAT/WID with involvement in the activity, further planning with ATTO would best be done with the participation of that individual.

4. Planning for a Gender Integration Symposium

To share some of TO 1's learning over the past few years, preliminary planning for an information dissemination program was begun. Individuals were identified who might provide insights on the matter of how gender integration is conducted, and how it succeeds or fails, across regions and sectors. The core idea is to produce an activity whose focus is the sharing of best practices. No date has been established for the event, beyond first quarter of FY2010.

5. Publication of the GATE Assessment Report

The final assessment of the GATE project, including response to comments from EGAT WID was submitted to DEC during the quarter. The assessment itself was the result of interviews conducted in Kenya and Bangladesh, and to a lesser extent, Peru. Information was gathered and analyzed from across all the subject countries.

6. Gender-based analysis/IEHA

TO1 was asked to provide comments on draft ToR for a gender assessment for the Initiative to End Hunger in Africa (IEHA); comments were provided, and consultant recruitment was commenced.

Tasks Planned for Next Quarter:

1. Submit draft report on gender integration measurement in USAID programming; respond to comments; finalize report.
2. Submit final gender assessment for Dominican Republic to EGAT/WID, USAID/Dominican Republic and DEC
3. Continue working on close-out related activities, including electronic archival materials (these activities will be partially suspended pending 2010 TO1 extension).
4. Develop Intranet-based resource on gender [-sensitive] indicators for USAID technical staff. Resource will aim to complement the existing gender –focused resources (sample SoWs and procurement language) on the USAID intranet.
5. Continue with planning of GBV/TIP workshop to be held in the first quarter of FY10, including venue confirmation and date selection.
6. If requested, continue with recruitment and implementation of the IEHA gender assessment.
7. If requested, provide support to development of an approach to measure the gender-relevant portion of USAID programming.

II. Technical Assistance to Missions

Tasks Completed this Quarter:

1. USAID/Afghanistan

During the second quarter, STTA&T had provided TA for data-collection on women-related earmarks for FY 2008. A three-week TDY was conducted by two experts (Monitoring and Evaluation and Gender, respectively), including travel in and around Kabul, Herat, and Jalalabad. The draft report, which was intended to serve as basis for a report to Congress, was submitted to the Cross-Cutting Issues Advisor at

USAID/Afghanistan. As of the close of the quarter, the report had not been submitted to DEC.

2. USAID/India

USAID/India inquired for assistance in conduct of a Gender Assessment. Sample SOWs were provided and a rough budget estimate was offered; preliminary recruitment was commenced. Mission may have elected to explore PHN assessment for health sector, or for the overall assessment.

3. USAID/CAR

USAID/CAR inquired to EGAT/WID for support to conduct a Gender Assessment(s) in up to five CAR countries. Sample SOWs and a preliminary budget were provided to the Mission, and preliminary recruitment was commenced. Given certain constraints (e.g. weather, Ramadan, etc.), TO1 is preparing to conduct the assessment in mid-first quarter FY10.

4. USAID/El Salvador

USAID/El Salvador inquired for EGAT/WID support in conduct of a gender assessment in preparation for the Mission's 2010-2012 Plan. The Mission confirmed its request, and ability to co-finance costs of the assessment, and suggested a preference for first quarter of FY10, versus last quarter FY09. TO1 began to identify lead and local consultants.

5. USAID/Dominican Republic

Final draft report was submitted to the Mission for comments. Final gender assessment report will be submitted back to the Mission and posted on DEC during the next quarter.

6. USAID/Guatemala

TO1 received information about the relative successes of the Women's Legal Rights Project implemented by USAID/Guatemala. TO1 began development of an information dissemination initiative.

7. USAID/Liberia

USAID/Liberia requested assistance for TA to support a gender assessment. Sample SOWs and preliminary budget were provided. The recruitment was commenced; however, the Mission decided to contract a gender expert directly.

8. USAID/Honduras

USAID/Honduras made initial inquiries to EGAT/WID for gender-focused TA, for activity design. TO1 provided EGAT/WID with a sample of SoWs for the Mission's consideration.

Tasks Planned for Next Quarter:

1. TO1 will continue to field gender expertise in response to requests from EGAT/WID, including from USAID/India, USAID/El Salvador, USAID/Guatemala, USAID/CAR, and USAID/Honduras.
2. Issue final deliverable for USAID/Dominican Republic.

III. Technical Assistance to Other USAID Operating Units

Tasks Completed this Quarter:

1. E&E Bureau initiated discussion of development of an on-line training resource on gender. Responsibilities would be shared jointly by the E&E Bureau and EGAT/WID.

Tasks Planned for Next Quarter:

1. TO1 will work on development of approaches for the E&E on-line gender training resource.

IV. Training and Workshops

Tasks Completed this Quarter:

1. TO1 provided assistance with formatting and development of materials to support the DLI training, and observed one session during the quarter.
2. TO1 provided support to S/CRS gender training on the topic of gender and conflict.

Tasks Planned for Next Quarter:

1. STTA&T will continue to provide assistance to DLI gender trainings and other training activities supported by EGAT/WID.

B. Significant Results/Project Management

Significant results achieved during the quarter include continuation of the gender measurement activity, and development of on-line gender-relevant resources for USAID technical staff (gender-related SOWs and samples of procurement language that effectively addresses gender at the project level).

The project remains within budget; TO1 provided budget projections for possible contract extension. Any such extension could require slight staffing modifications. TO1 close-out procedures are, in any case, being put on hold until further notice.

C. Implementation Constraints

A resumption to prior activity levels—including potential and ultimately unrealized activity--was experienced during the quarter. Whether this spike in requests for TA is the result of an Executive Memorandum on gender, or is due to other factors, TO 1 will need to carefully monitor and manage its resources in order to remain able to respond to EGAT/WID in a timely and satisfactory way. Along those lines, a core staff member, the Gender Analyst, will leave the project during the next quarter. Until such time as an extension is (or is not) issued, the Task Order will access technical depth through DevTech's Senior Gender Practice Leader.