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**WID TO I, SHORT-TERM TECHNICAL
ASSISTANCE & TRAINING
QUARTERLY REPORT**
Fourth Quarter, FY07
July-September, 2007

October, 2007

This publication was produced for review by the United States Agency for International Development. It was prepared by DevTech Systems, Inc.

NARRATIVE

TITLE

Quick Response, Short-Term Technical Assistance and Training Supporting Gender Integration in USAID Operating Units under Leadership of 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. on September 30, 2002. 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 fourth quarter of FY07 (July-September 2007) are divided into the following four 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** – A summary of significant results accomplished to date.
- C. Project Management** – A report on what activities were accomplished to fulfill contractual responsibilities.
- D. 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 fourth quarter of FY07, DevTech submitted to EGAT/WID the deliverables on its year-long task to monitor gender integration in USAID planning and procurement for reporting to Congress.

DevTech received Mission approval on the final report from the gender assessment for USAID/Colombia and submitted the report to DEC.

DevTech continued to revise and edit the gender training modules, which ultimately could be converted electronically into a CD-ROM or similar web-based tool. It also continued to develop content, structure and functionality of the gender resources CD-ROM, "Integrating Gender into USAID Programming" in preparation of the roll-out of version 5.0.

A.2. Quarterly Task Report

1. Technical Assistance to EGAT/WID

Tasks Completed this Quarter:

1. Measuring Gender Integration

In response to a request from Congress for an audit of USAID efforts in integrating gender concerns in its programs, EGAT/WID designed a methodology for review and analysis of mission Country Strategic Plans (CSPs; sample includes those extant in April 2005), and current USAID procurement solicitation documents. DevTech implemented this methodology through a detailed process of document scoring and data analysis. Four samples were drawn at three-month intervals for the procurement document review. During this quarter, the final drafts of CSP and procurement review reports were submitted to EGAT/WID, along with the quarterly reports and procurement scoring database, and CSP scoring sheets.

2. CD-ROM "Integrating Gender into USAID Programming"

Following the publication of version 4.4 of the gender resource CD-ROM, TO1 continued to refine content and add more current material in anticipation of a CD re-design, including search functionality, for incorporation into version 5.0.

3. Gender-Based Violence Events Calendar

DevTech continued to compile a calendar of events related to gender-based violence on a monthly basis for reference and circulation by EGAT/WID. This quarter, calendar updates were submitted in July, August and September.

Tasks Planned for Next Quarter:

1. Produce version 5.0 of gender resources CD in consultation with EGAT/WID.

2. Continue compiling and updating gender-based violence events calendar.
3. Respond to requests for information as required in a timely manner.

2. Technical Assistance to Missions

Tasks Completed this Quarter:

1. USAID/Colombia

USAID/Colombia Gender Assessment report and recommendations approved by the Mission and submitted to DEC

Tasks Planned for Next Quarter:

TBD

3. Technical Assistance to Other USAID Operating Units

Tasks Completed this Quarter:

None to report.

Tasks Planned for Next Quarter:

TBD

4. Trainings and Workshops

Tasks Completed this Quarter:

None to report.

Tasks Planned for Next Quarter:

TBD

5. Communications, Reporting and Dissemination

Tasks Completed this Quarter:

1. Submitted Quarterly Report (April-June, 2007) to EGAT/WID and the Development Experience Clearinghouse (DEC).

2. Submitted executive summary and summary report “Measuring Gender Integration in USAID Procurement Documents,” to EGAT/WID.
3. Submitted gender-based violence events calendars in July, August, and September.
4. Submitted USAID/Colombia Gender Assessment Report to DEC.

Tasks Planned for Next Quarter:

1. Submit gender-based violence events calendar each month.
2. Produce version 5.0 of gender resources CD in consultation with EGAT/WID.

B. Significant Results

With this quarter, Task Order 1 completed five years of operation. In the concluding weeks of the contract, DevTech and its sub-contractors received a two-year cost extension for short-term technical assistance to EGAT/WID, USAID field missions, and other USAID operating units. The new end-of-project date is September 29, 2009. The DevTech team anticipates continuing its work with EGAT/WID and responding to expected growth in demand from USAID minimums for technical assistance and training to strengthen gender integration in Agency programming.

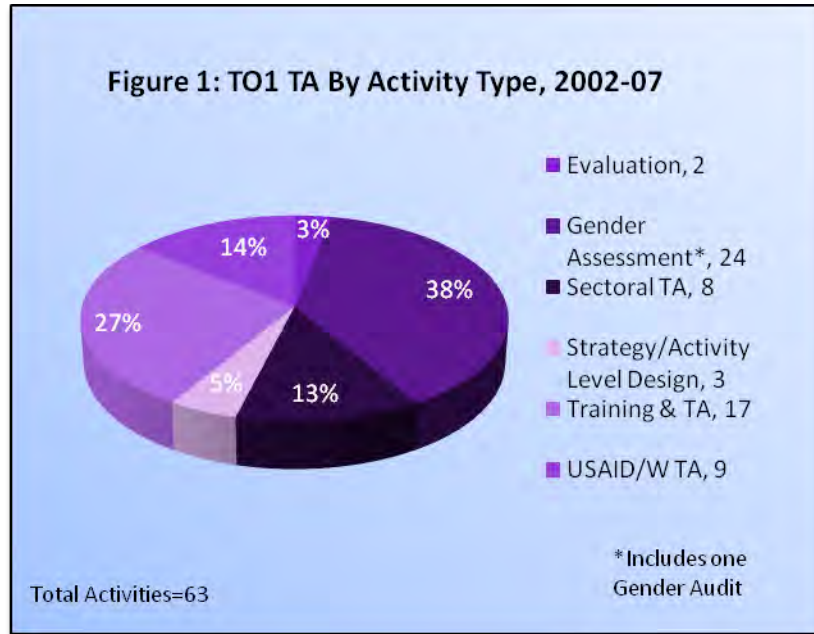
Since this was the final quarter of the original contract period, the focus had been on closing out on-going activities and documentation of activities during the five years of operation. A quantitative recap of the project’s outputs between FY2003 and FY2007 follows.

C. STTA&T Task Order Outputs: FY2003-FY2007

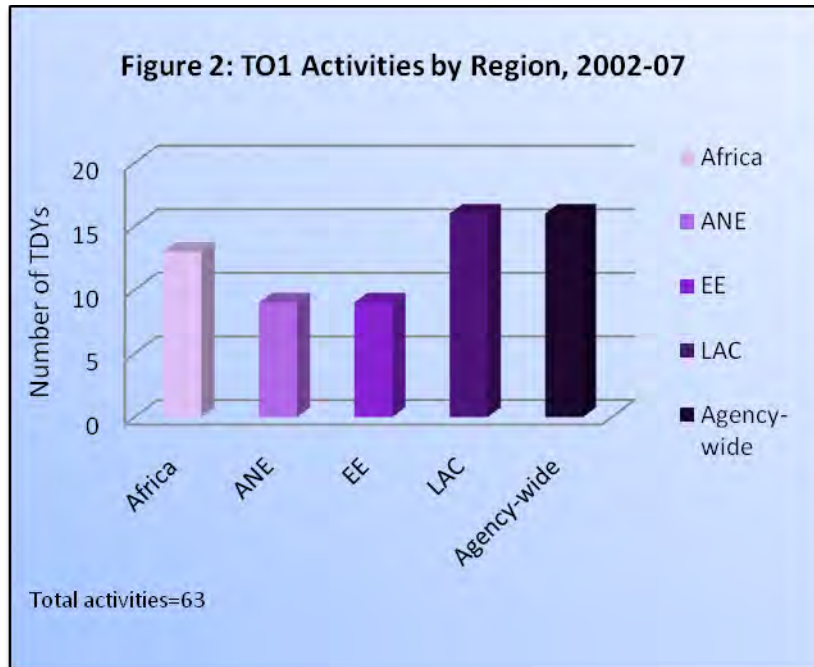
During the five years between FY2003 and FY2007, STTA&T provided quick response technical assistance (TA) to nearly 100% of the well over 100 requests received through the Office of Women in Development. The nature of the requests received under the Task Order varied widely— among other ways, by type of assistance required, by region and by time/level of effort (LOE) requirements.

Annex A presents a Gantt chart screenshot of 63 principal activities conducted across the life of the Task Order, and describes the Task Order’s workflow over the course of the contract. Respective timelines indicate when a Scope of Work (SOW) was issued for a given activity, and when a final deliverable was approved. Activities ranged from as little as one or two weeks to well over one year. (In certain instances, SOWs were issued, amended, and reissued before work commenced; regardless, the period of activity shown dates from the original receipt of a SOW.) The chart illustrates that for most of the five years, TO1 managed between eight and ten activities simultaneously. A list of publications resulting from these activities is appended in Annex B.

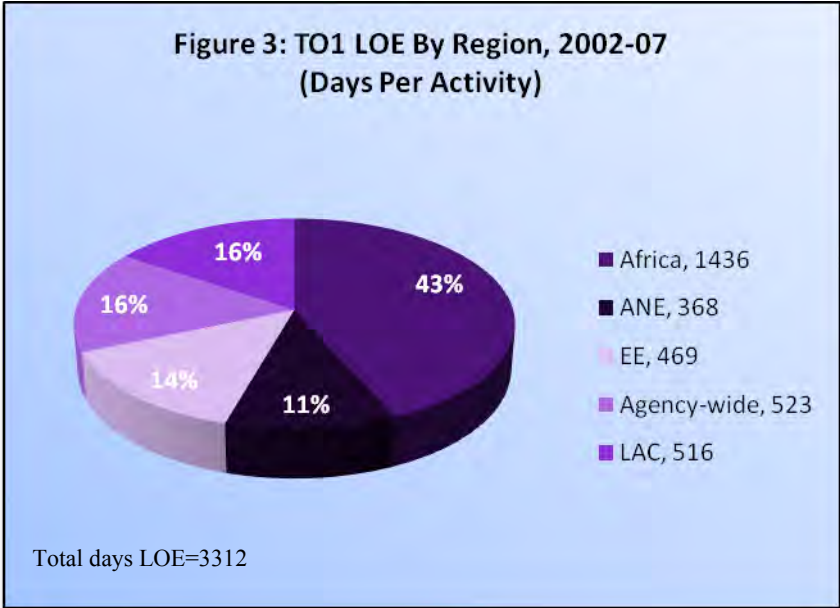
The 63 activities completed include: Gender Assessments; Gender Integration in Sectoral Activities; Training & Technical Assistance; providing TA to USAID/Washington operating units and bureaus; TA for Strategy and Activity-level Design, and evaluations. Over one-third of these activities were Gender Assessments and a quarter were integrated TA and training; about 15% focused on providing TA to USAID/Washington’s offices and bureaus (Figure 1). A number of activities were undertaken in more than one country.



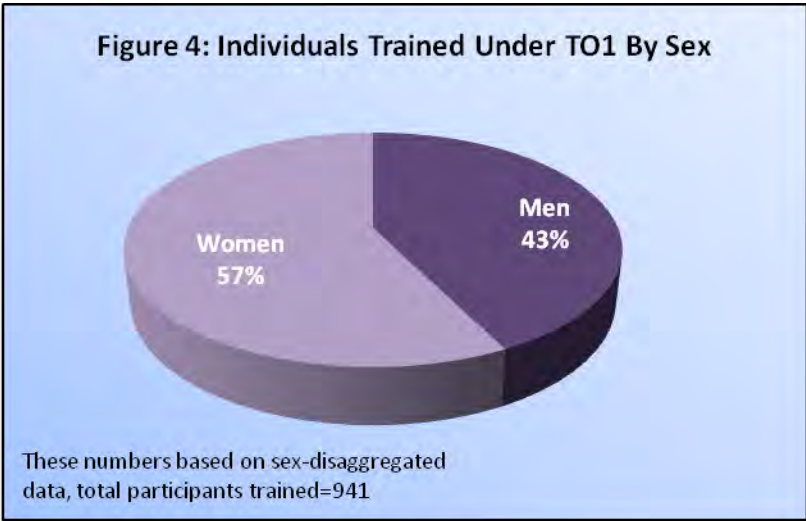
The principal 63 activities were conducted in 40 countries across all regions (Figure 2). By activity, one-quarter of the total was in the Latin American and Caribbean (LAC) region, another quarter was Agency-wide, and about one-fifth was in the African region.



In terms of LOE, however, of the over 3000 person-days of TA provided, about 40% was devoted to the Africa region, as compared to about 15% for LAC (Figure 3), largely as a result of the type of TA requested. LOE included that of subcontractors, independent expatriate consultants, national consultants, and core staff.

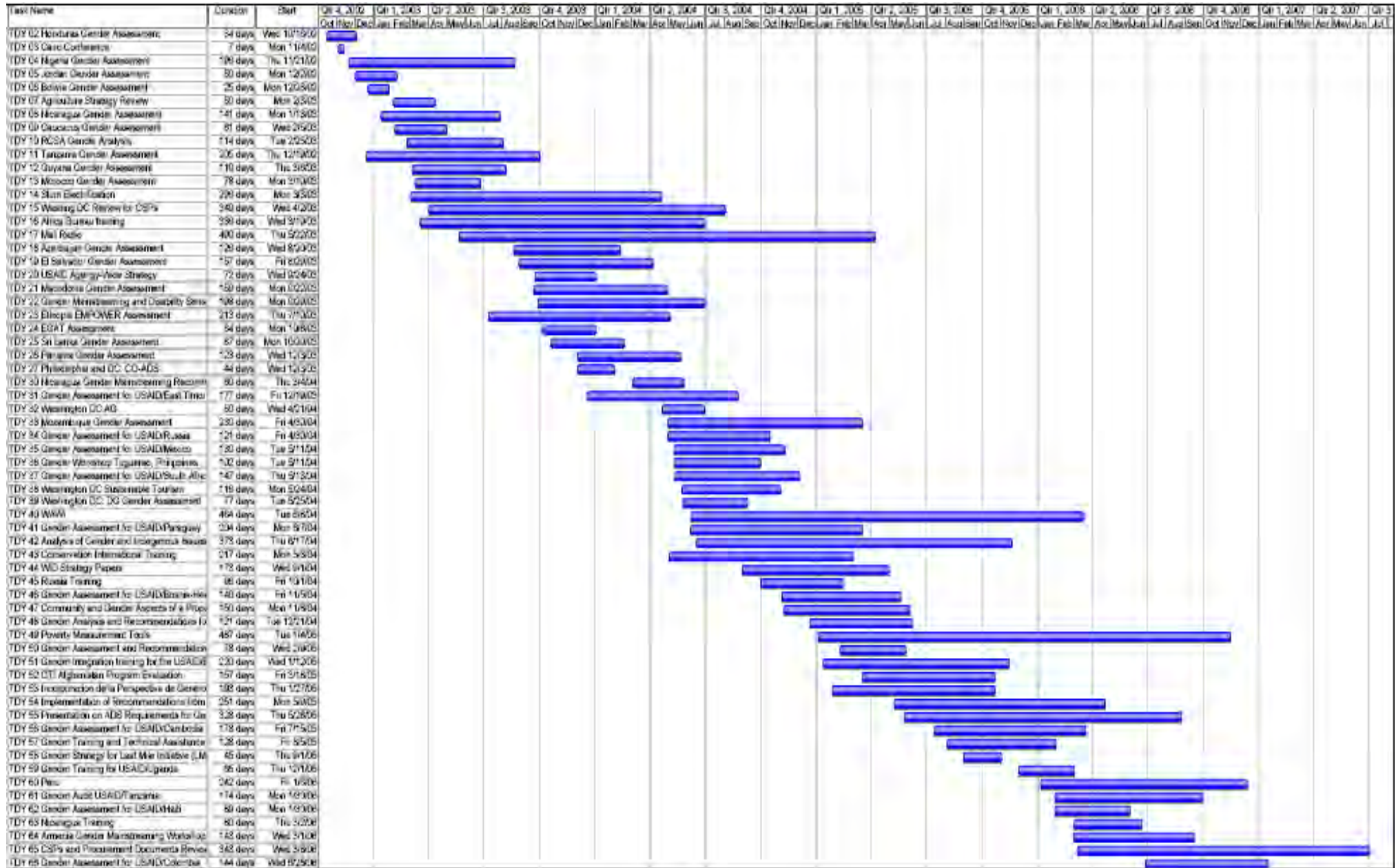


Of the total, the Task Order completed 22 activities that either incorporated gender training elements or had training as the principal focus. These trainings ranged from discrete introductory gender trainings lasting a couple of hours to more in-depth sector-specific trainings running over a few days. In all, trainings were conducted in more than 20 countries, including the US, and included participation from nearly 1000 persons, of whom nearly 60 percent were women (see Figure 4).



Additional ad hoc activities were conducted throughout the Task Order, but are not shown in the figures above as they were generally of very short duration and were not assigned internal accounting codes. This TA included providing comment on reports, attending meetings, developing communications tools, and answering other gender-related requests for information and analysis from USAID. They constituted a significant amount of the total TA provided under the Task Order, and nearly all were provided by core staff.

ANNEX A: Timeline of TOI Activities, 2002-2007



ANNEX B: STTA&T Publications List

ACTIVITY	TDY	DATE SUBMITTED
Caucasus Gender Assessment	9	9/26/2003
RCSA Gender Analysis	10	9/26/2003
Tanzania Gender Assessment	11	12/4/2003
Guyana Gender Assessment	12	9/26/2003
Morocco Gender Assessment	13	9/26/2003
Slum Electrification	14	12/1/2004
Africa Bureau Training Survey Results	16	12/4/2003
Azerbaijan Gender Assessment	18	1/22/2004
El Salvador Gender Assessment	19	4/5/2004
Macedonia Gender Assessment	21	4/29/2004
Gender Mainstreaming and Disability Sensitization in Namibia	22	6/30/2004
Ethiopia EMPOWER Assessment	23	5/3/2004
Sri Lanka Gender Assessment	25	2/17/2004
Panama Gender Assessment	26	5/21/2004
Nicaragua Gender Mainstreaming Recommendations	30	5/26/2004
Gender Assessment for USAID/Timor-Leste	31	8/23/2004
Gender Assessment for USAID/Russia	34	11/3/2004
Gender Assessment for USAID/Mexico	35	11/8/2004
Summary Report on Gender Training for Conservation International in the Philippines	36	9/29/2004

ACTIVITY	TDY	DATE SUBMITTED
Gender Assessment for USAID/South Africa	37	12/3/2004
WAWI Workshop Reports	40	11/9/2005
WAWI: Lessons from Gender Mainstreaming in Water & Sanitation Activities	40	3/17/2006
Gender Assessment for USAID/Paraguay	41	3/17/2005
Gender Assessment for USAID/Bosnia-Herzegovina	46	5/19/2005
Community and Gender Aspects of a Proposed Candlenut Oil Processing Facility in Timor-Leste	47	6/3/2005
Gender Analysis and Recommendations for a Gender of Action: Rural Energy portofolio USAID/Bangladesh	48	6/8/2005
A Menu of Options for Intra-Household Poverty Assessment	49	11/14/2006
Gender Assessment and Recommendations for a Draft Gender Plan for USAID/Serbia & Montenegro	50	5/27/2005
Gender Integration Training for the USAID/EGAT/AGR Office and it Partners - Global Livestock CRSP Conference	51	11/14/2004
OTI Afghanistan Program Evaluation (October 2001 to June 2005): Gender Initiatives and Impacts	52	10/21/2005
Incorporación de la perspectiva de género en los Programas de Desarrollo de USAID/Paraguay: Informe del Taller, Junio 14 y 23, 2005	53	10/21/2005

ACTIVITY	TDY	DATE SUBMITTED
Gender Integration Consultancy with USAID/El Salvador	54	4/21/2006
USAID/Cambodia, Gender Analysis & Assessment (2 volumes)	56	3/17/2006
Gender Training & TA Report for USAID/South Africa	57	1/30/2006
Gender Training Workshop for USAID/Uganda & APEP	59	3/24/2006
Gender-Based Violence Training and Technical Assistance Report USAID/Peru Health Partners	60	12/11/2006
Gender Audit USAID/Tanzania	61	9/28/2006
Gender Assessment USAID/Haiti	62	7/17/2006
Gender Training Report USAID/Nicaragua	63	6/21/2006
Gender Mainstreaming Workshop USAID/Armenia and Project NOVA	64	9/15/2006
Gender Assessment USAID/Colombia	66	8/2/2007