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Quarterly Report

July – September 2012

Chars Livelihoods  
Programme Phase II,  
Bangladesh (CLP2)

CNTR:6039J

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## Abbreviations

ATP	Asset Transfer Project
AI	Artificial Insemination
BCRDV	Baby Chick Ranikhet Disease Vaccine
BNP	Bangladesh National Party
BQ	Black Quarter
CDO	Community Development Organiser
CDS	Community Development Supervisor
CLP-2	Chars Livelihood Programme, Phase 2
CPHH	Core Participant Household
CSK	Char Shasthya Karmis or Village Health Worker
DFID	Department for International Development
DLS	Department of Livestock Services
DLSO	District Livestock Services Officers
DPP	Development Project Proforma
ED	Executive Director
FAO	Food and Agriculture Organisation
FIVDB	Friends in Village Development Bangladesh
FMD	Foot and Mouth Disease
FY	Financial Year
GoB	Government of Bangladesh
IEP	Infrastructure Employment Project
ILO	International Labour Organisation
IML	Innovation, Monitoring and Learning Division
IMO	Implementing Organisation
LSP	Livestock Services Provider
M4P	Making Markets work for the Poor
MoU	Memorandum of Understanding
MSP	Maxwell Stamp PLC
PAC	Practical Action Consulting
PM	Programme Manager
RDV	Ranikhet Disease Vaccine
RDCD	Rural Development and Cooperatives Division
SC	Satellite Clinic
SD	Social Development

SDC	Swiss Agency for Development and Cooperation
SSP	Special Service Provider
TW	Tube Well
UNO	Upazila Nirbahi Officers
UP	Union Parishad
VfM	Value for Money
VSL	Village Savings and Loans (groups)

## 1. Introduction

This document reports on progress in the second phase of the Chars Livelihoods Programme (CLP-2) in Bangladesh – a programme funded by the UK's Department for International Development (DFID) and the Australian Agency for International Development (AusAID). The report covers the period July to September 2012 which corresponds to the tenth quarter of CLP-2 and the first quarter of the CLP's financial year 2012/13.

### 1.1 Team Leader's Overview of the Quarter

The period covered by this report (July to September 2012) represents the first quarter of the new CLP financial year. It also coincides with the peak of the monsoon season. These two factors together mean that the quarter is predominately occupied by planning for the year ahead, contractual and financial matters, and work activities that can be performed during periods of intense rain and risk of flood. There are fewer activities related to the larger ticket items for which the CLP is well known. Thus the quarter anticipates few, if any, plinth raising and asset transfers.

Rather the past quarter was concerned with ensuring that implementation partners were contracted and allocated the correct number of future project participant households (termed cohort 2.4). Similar work was carried out in preparation for the start of the Infrastructure and Employment Project (IEP) that delivers work opportunities to poor households during the monsoon season.

The quarter began with severe flooding of island *chars* in the Jamuna River complex that occurred following severe monsoon weather in the Assam region of India. Particularly hard hit were the districts of Kurigram, Gaibandha and Jamalpur with water levels approaching the record high levels of 2007. In response, the CLP set up a flood emergency committee under the chairmanship of the Deputy Team Leader. Initially, individual IMOs were asked to report in on a daily basis with an update of the situation. Unfortunately, several IMOs developed exaggerated and highly subjective reports to such an extent that the CLP was obliged to change the system and instead ask field officers to fill a simple questionnaire concerning household food security and household health. With this simpler system in place, the CLP was better able to gauge the overall situation on island *chars* in the Jamuna. This system determined that CLP households with raised plinths were not suffering during the floods, and neither was their health deteriorating. In response to the floods however, the CLP decided to buy in a stock of water purification tablets to be ready should floods occur again.

Early in the quarter, the CLP's senior management held its regular quarterly meeting with Executive Directors (EDs) from all serving IMOs. The centrepiece of the meeting was to provide a presentation of the budget and work plan for the current (2012/13) financial year. In addition, unit managers gave a resume of their objectives and achievements for the previous (2011/12) FY while the directors of IML, Finance and Partnerships also provided feedback from the previous year. DFID made a courtesy visit to the ED quarterly meeting. Similar sessions were held the next day for the Programme Managers of the IMOs, with the sessions being held in Bangla by the CLP's unit managers.

Both sessions provided the opportunity for IMO partners to raise issues and concerns followed by problem solving.

As mentioned earlier, the July to September quarter is not a period when larger ticket items can be delivered to recipient households due to the inclement weather and flood risks. Nonetheless, IMOs were busy during the quarter with the selection of cohort 2.4 households, using the CLP's rigorous selection criteria. Towards the end of the quarter, all CLP senior managers (unit managers and above) were involved in the field leading teams to verify a 5% sample of proposed households. This system ensures that inclusion errors are kept to a strict minimum. During this important exercise all senior managers are expected to spend at least 8-10 days on the *chars* involved.

Perhaps the most important activity carried out by the CLP team was the integration of the Livelihoods and Market Development units into a single unit, now known as the Markets and

Livelihoods Unit. This is a logical move, given the high importance now being placed on the strategy of making markets work for the poor (M4P). By linking livelihoods (the production side) and market development (more demand-orientated), the CLP can target selected value chains. Initially the CLP is working on the livestock value chains (specifically meat, fodder, veterinary and milk subsectors) while our partners at the M4C project (funded by SDC) concentrate on the agricultural side. During the quarter, subsector analyses were carried out in all chains and some evidence of market development is now being witnessed, such as national meat processor Bengal Meat targeting beef producers on the *chars*.

Other key activities during the quarter are as follows (these are explained in more detail in the relevant sections of this report that follow):

- 443 low cost latrines were installed by the Infrastructure unit, which also sunk 36 new tubewells and added 243 concrete aprons to existing tube wells;
- The Human Development unit received consultants who reviewed progress in rolling out capacity building activities with core and non-core households;
- The Human Development unit also received two consultants who reviewed the education project (due to complete in December 2012) and made recommendations for ensuring the sustainability of the results achieved during the four years that the project has existed;
- Background work was carried out in preparation for the new Nutrition Project, including helping MSP and DFID reach agreements on a contract amendment;
- 343 first cycle (existing for 12 months) Village Savings and Loans groups shared out their savings, with most simultaneously reforming. A further ten groups that had existed for two years also shared out their savings;
- The Markets and Livelihoods activities were mostly oriented to training in homestead gardening, livestock husbandry, milk marketing and poultry rearing. However, significant numbers of vaccinations against cattle diseases were also performed. In addition, market-side staff successfully managed the four subsector analyses;
- IML carried out several surveys while making excellent progress in developing an agreed set of Graduation Criteria and leading on the finalisation of the CLP logframe (plus its indicators and milestones). A series of recommended changes to the logframe were accepted by the donor partners just after the end of the quarter, and so details will appear in the next report;
- A new communications strategy has been developed with the aid of an international consultant, while IML successfully redeveloped the CLP website;
- Finally, the Finance and Procurement Division successfully negotiated three separate audits while continuing to provide a level of financial and material management that is rarely equalled in large development programmes.

Partnerships activities have moved ahead rapidly in the quarter. Of particular note was the incumbent director (Julian Francis) retiring from the CLP, and his replacement by Mrs Gabriella Wright. The two overlapped during July and were able to move forward the different elements of the partnerships dossier. Of particular note are:

- An MoU with the M4C project (SDC-funded) has now been signed, as our two projects continue to integrate and share a common vision;
- BRAC's primary health project has agreed to extend their takeover of CLP health activities to all work in the northern districts of the Jamuna and Teesta Rivers. The transfer is to occur progressively as the CLP finishes activities in individual upazillas;
- Discussions have been held with the new DFID-funded Community Legal Services project to bring legal services to the *chars*;
- Discussions were also held with the new Team Leader of the Prosper project to develop micro-finance products suitable for char-based mini-enterprises (which are related to our activities in market development);
- The CLP's education pilot has begun to make progress towards making education more sustainable on certain *chars*. Over 40 learning centres developed by the CLP are being handed over to two education IMOs (Arches and Friendship), while currently six char sites have been

- selected by GoB for new learning centres;
- Land tenure activities are making progress in the small pilot occurring in two unions of Kurigram. Results from the pilot are expected to be announced in the October-December quarterly report.

The CLP received several visits during the quarter. Of note was that of a DFID mission in July led by the CLP Lead Advisor (Arifur Rahman) accompanied by Aminul Rahman. They visited the pilot land tenure project in Kurigram as well as some of the pilot bKash (electronic stipend payment) villages in Kurigram and Tangail. Also in July, the State Minister for Rural Development and Cooperatives visited prior CLP work areas in Sirajganj, while in September a high-level Danish mission visited the same area. This latter visit was organised by Danida-Bangladesh and the visiting party was composed of four Danish MPs studying aspects of the programme related to climate change, accompanied by two senior ministerial officials from Copenhagen.

## 1.2 Deputy Team Leader's Overview of the Quarter

At the end of 2014, Bangladesh will elect a new government. Intense discussions are underway between the main political parties as to the type of government that should administer the country during the election period. These discussions have made the political situation in Bangladesh quite volatile. The present Awami League-led grand alliance government has annoyed the BNP-led opposition alliance by scrapping the Caretaker Government system that has been used previously. This decision is conform with 15th Amendment to the Constitution. In response, the BNP-led opposition has declared that if the government does not restore the caretaker government system during the election period, they will begin moves to topple the current government. Such confrontational politics between government and opposition is causing political unrest in the country. It is generally feared that if political negotiations fail, the nation could enter a period of instability hindering the democratic processes.

Nonetheless, Bangladesh has maintained a comparatively stable economy in which efficient macro-economic management has enabled the country to achieve export-led growth despite severe declines in demand from the western economies. The country's reserves have grown to \$11 billion and remittances are increasing. Monetary policy has resulted in some deceleration in the rate of inflation, moderation in price pressures and a control of government borrowing. As a result, over the near term, real GDP growth should approach 6%. Over the longer term, with the situation continuing to favour exports, foreign direct investment and foreign aid should increase as will growth in GDP.

## 2. Operations Division 2.1 Overview

Significant progress was made in completing the strategy for CLP's work in Market Development. This has included bringing together various analyses from fieldwork into one coherent whole, with a single Monitoring framework, results chain and budget, including both iDE as an external contractor and CLP's direct operational implementation. iDE has started work in selected *chars* in forming business groups around meat and fodder production and is aiming to make some quick wins through selling at good price to livestock traders before Eid-ul-Fitre at the end of October. Both Brian Milton and Mike Albu have been in Bangladesh on overlapping support missions. In conclusion, it was decided that to deliver the strategy, the team is to be restructured into one "Markets and Livelihoods Unit" under a single Unit Manager. The process of restructuring and staffing the new unit is underway as a priority. This will include 30% time of a Coordinator dedicated to facilitating access to appropriately designed microcredit for livestock production on the *chars*.

Human Development conducted a review of the work focusing away from the core participants groups and its well established curriculum. The review was conducted by Dr. Smita Premchander and included support from BRAC Trainer, Md. Hadiul Islam. The final report, to be submitted to DFID, includes recommendations that include improvements in support to adolescent groups and the strengthening of Village Development Committees (VDCs).

The last few days of September brought a flood which reached within a foot of recorded high flood levels on the Jamuna. Exceptionally late, the flood has caused extensive damage to the *amon* rice crop at a time when it is probably too late to re-plant. While landed farmers will re-plant using pulses, maize and mustard seed, there is likely to be significant impact on the landless as labour opportunities for the rice harvest are now lost in the period from mid-November to mid-December. In response, the CLP will advance monthly stipend payments to active participant households and extend the period of its seasonal cash for work until the end of January.

The use of mobile phone technology has been piloted with 432 households and CLP is to scale-up its use in other areas in a phased approach, starting in areas with relatively good network coverage and existing bKash agents or readily identifiable appointees. There have been a few learning points from the initial pilot, including the need for bKash to appoint agents quickly; to ensure all IMO staff are familiar with the technology, so as to be able to support people with problems in the early stages; and a robust reconciled procedure needed to be put in place involving CLP staff to authorise payments.

BRAC has agreed to take over CLP's satellite health clinics from the end of CLP's 18-month engagement cycle. This is good news and will need careful coordination and relationship handling to ensure a smooth transition.

### 2.2 Infrastructure Development

The following table shows progress against key infrastructure targets for the period July – September 2012.

Indicator	FY 2012-2013	July – September '12		% progress towards yearly target
	(July 2012-June 2013)	Target	Achievement	
	WP Target	Target	Achievement	
Plinth Raising	13,300	-		
Low cost latrines	32,000	1,374	443	1.38%
Shallow TW	300	-	36	12.0%
Platform around TW	2,000	272	243	12.0%
GPS coordinates	35,000	4,200	7,717	22.0%
Arsenic testing of TW water	3,200	1,417	1,233	38.6%



### **Infrastructure and Employment Project – plinth-raising during the lean season**

The lean season is a period of limited employment opportunities known to affect rural parts of North-West Bangladesh between September and December. The CLP responds by implementing the Infrastructure and Employment Project (IEP), whereby household plinth raising work is undertaken to provide employment for poorer households.

The original work plan target for the upcoming quarter (October to December 2012) was to raise plinths for 3,000 households. Of those, 2,700 would be constructed through IMOs and 300 through the local government or Union Parishads (UP). However, given the serious flood events at the end of the current quarter, the CLP decided to increase the number of plinths to be raised during IEP by 50%. This will provide considerable extra employment during the lean season, particularly in the districts of Jamalpur, Pabna and Tangail. The CLP is thus targeting to raise plinths for 4,500 households. This increase in the upcoming following quarter will not increase the overall CLP-2 target for 2012/13. The additional funds will be managed during a work plan and budget review scheduled for December 2012.

Grant agreements were signed with 18 IMOs to raise 3,800 of the household plinths while 17 Union Parishads are currently targeted to raise the remaining 700 plinths. IEP was anticipated to begin in mid-September but work has been delayed by late, heavy rainfall and floods during the last week of September. IMOs and UPs will therefore need to wait two or three weeks for the soil to become sufficiently dry for earth-moving activities. Plinth-raising will now start in the second or third week of October. This delay is a challenge to achieving the quarterly targets. However, preparations are underway to hire additional labour and achieve the set target in two months rather than three. Originally it was planned for 300,000 person days of work but this is now being increased to 350,000 person days occupying a total of 15,000 people.

The inhabitants of *chars* in Tangail and Pabna have better employment opportunities than those of the northern districts with access to higher wage rates. This is due to better employment opportunities in the agricultural and non-agricultural sectors given the proximity to Dhaka. Thus, in order to hire sufficient labourers, the CLP will offer a 5% increase in wage rates in Pabna and Tangail.

### **Improving Access to Sanitary Latrines**

Open defecation is a common practice in the *chars* and is a serious health hazard. The CLP targets the eradication of open defecation by providing improved sanitation facilities across the *chars*. Both the CLP-2 participants and the wider community are receiving low cost latrines consisting of a concrete slab fixed with a plastic pan and water seal, and a five-foot deep pit protected by a bamboo cage (or other suitable materials).

By the end of the 2011/2012 financial year, a total of 14,867 households were provided with subsidised low-cost latrines. In the current year, latrine installation began in August 2012 and up to the end of September, 443 had been constructed. Inclement weather and flooding made it impossible to meet the target of 1,374 latrines installed during the quarter. A total of 14,000 latrines will be installed by the end of December 2012.

Grant agreements have been signed with IMOs to install 32,000 latrines throughout the current financial year (2012/2013). Latrines are being installed above the highest known flood level, either on raised household plinths or on standalone latrine plinths. IMOs are supplying the concrete slab and give either a Tk 400 cash subsidy to households living on raised plinths or Tk 800 if they live on low plinths and so require a stand-alone plinth for the latrines.

After the floods of late June 2012, a flood assessment was undertaken by IML to assess how plinths and latrines had weathered the floods and if households supported by CLP continued to access clean water. The study revealed that low cost latrines had fared well (both on household plinths and stand-alone plinths) and had resisted flooding allowing recipients continued access to sanitation during the floods.

### **Improving Access to Safe Water**

The CLP is providing access to safe drinking water through the distribution of subsidies for shallow tube wells. One household among each group of households sharing a tube well agrees to pay Tk 1,000 to own the subsidized water point. That household then declares it will maintain and keep the tube well operational and will allow unimpeded access to all other households wishing to use it. In addition to the provision of a tube well, the CLP also provides a full subsidy to construct a concrete platform around tube wells. Such concrete platforms are also constructed around privately-owned tube wells that meet the CLP criteria. This improves water quality.

Below is the list of criteria to be met in order to receive a concrete platform:

- The tube well is on raised ground above the highest known flood level;
- The depth of the tube well is at least 40 feet;
- The arsenic level of the water is within 0-50 ppb;
- At least three households use the TW;
- The tube well is a minimum of 10 metres from a latrine or other source of contamination.

Contracts have been signed with 16 IMOs for the construction of 300 shallow tube wells and 2,000 platforms during the 2012-13 financial year.

CLP routinely carries out arsenic tests on tube well water in all villages. In areas where tube well water is contaminated with arsenic, the CLP sinks tube wells to a depth at which arsenic levels are within safe limits. In the quarter, the CLP tested 1,233 tube wells for arsenic contamination, against a target of 1,417. The slight shortfall is due to flooding leaving some tube wells underwater, and thus unavailable for testing.

GPS coordinates continue to be collected for all infrastructure items (e.g. plinths, water points and latrines), which are posted on Google Earth maps.

### **Stipend Transfer Through Mobile SIM Cards**

The CLP has recently begun to use the new bKash technology of electronic fund transfer through mobile phones for the monthly stipend payments of core participants. The scheme aims to make monthly stipend transfers less risky, troublesome and time consuming for IMOs. Moreover, it gives core participants the flexibility of managing their own money. Any person with a mobile connection can "cash in" (convert hard cash to electronic money) or "cash out" (convert electronic money to hard cash) any desired amount, at any time.

The CLP began piloting the electronic transfer of stipends in test areas of Kurigram and Pabna districts. 432 core participants were provided with mobile SIM cards and electronic accounts. They were then able to cash the transferred amounts through designated agents available on the *chars*. The stipend transfer cost (0.05% of the stipend) and cash out charges (1.85% of the stipend) are currently paid by CLP so that core households obtain their stipends without deduction. During the pilot, a few challenges were identified, including the availability of suitable agents to serve in the *chars*, as well as the operation of a mobile by illiterate women. In response, the CLP is implementing additional orientation for core participant households.

Based on the experience of the pilot, the use of bKash is being expanded gradually to all CLP-2 villages where a mobile signal exists. In the future, once mobile cash transfers are used widely throughout all working areas, it is anticipated that wage payments for IEP work may be transferred using the same technology. The CLP plans to start transferring stipends to another 6,000 core participants (phase 2.3) in October 2012 and by December 2012 it is anticipated that all of core households from phase 2.3 will receive stipends using bKash. The CLP will then roll out the use of bKash to all 2.4 CPHHs.

The CLP is monitoring the indirect impact of bKash by using indicators such as general mobile phone ownership as well as the use of SIM for things other than cash received from the CLP.

### Infrastructure Activities for the Next Quarter

The following table shows key infrastructure targets for the period October to December 2012.

Indicator	Target for next quarter (Oct.-Dec. 2012)
<b>HH Plinth raised</b>	4,500
# of female HH members benefiting from raised plinths	8,262
# of male HH members benefiting from raised plinths	7,938
<b>Low cost latrines installed</b>	12,616
# of female members with access to sanitary latrines	23,163
# of male members with access to sanitary latrines	22,255
<b>Shallow tube well installed</b>	130
<b>TW platform installed</b>	729
# of female members with access to improved water source	7,259
# of male members with access to improved water source	6,974
<b>GPS coordinates recorded</b>	6,000

### 2.3 Human Development

The following table shows progress against key Human Development targets for the period July – September 2012:

Indicator	July – September '12		% progress towards 3 monthly target
	Target	Achievement	
<b>Social Development</b>			
# of SD groups formed	0	0	0
# of VDCs formed	0	0	0
# of adolescent girls groups formed	0	0	0
# of adolescent boys groups formed	0	0	0
<b>Social Protection</b>			
# of community safety net recipients enrolled	222	12	48%
# of Emergency Grants provided	329	512	28%
<b>Health</b>			
# of satellite clinics conducted	1,400	1455	104%
# of patient consultations	70,000	75,618	108%
# of patients from CPHHs	63,000	69,576	110%
# of patients from non-CPHHs	7,000	6,310	90%
<b>Education</b>			
# of learning centres operational	161	161	100%
# of children studying in learning centres	3,952	3,861	98%
<b>VSL</b>			
# of core VSL groups formed	0	0	
# of non-Core VSL groups formed	0	65	

## Social Development

During the quarter, Social Development continued conducting key activities with the CPHHs of phase 2.3. These included weekly group meetings with core participants, monthly Village Development Committees (VDC) meetings and quarterly adolescent group meetings.

Key achievements are summarised below:

- Contracts were issued to 18 IMOs for the implementation of social development activities in FY 2012-13;
- 17 IMOs have selected a total of 16,525 CPHHs for cohort 2.4 using Participatory Rural Appraisal (PRA) tools;
- By the end of the quarter, the CLP has completed the CPHH-verification for one IMO. A comprehensive verification schedule has been prepared for all remaining IMOs and will be completed by mid-November;
- 236 newly recruited IMO staff (from all units) received a 5-day basic training. This was undertaken in 9 batches during the quarter. The staff received orientation on the livelihoods of *char* dwellers, *char* specific issues as well as implementing CLP's work strategy;
- With the objective of familiarizing the newly recruited CDOs with the SD modules, a 3-day ToT was organized during the quarter. A total of 50 CDOs and 5 CDSs participated with the training being jointly conducted by the IMO Training Officers and the District Social Development Manager of Rangpur;
- The two consultants hired during the previous quarter continued to review and revise the social development training materials for core and non-core groups. The materials for core groups with supporting flash cards were finalized, printed and distributed to IMOs. Training materials for non-core groups are now ready for printing. At the end of the quarter, the consultants submitted their report, which is being reviewed by the CLP.

## Social Protection

During the quarter a total of 512 emergency grants each of Tk. 2,000 were distributed to eroded households and fire victims. During the same period, CPHHs collectively helped 700 poor families under the community safety net project.

## Health

Between July and September, 1,455 satellite clinics were operated against a target of 1,400. The Paramedics and *Char Shasthya Karmis* (CSKs) together conducted 75,618 consultations for both core and non-core participants against a target of 70,000. Moreover, a total of 3,637 Health and Nutrition Education sessions were conducted where a total of 86,038 participants attended.

During this quarter, a series of important meetings were organised with BRAC to discuss the possibility of BRAC taking over from the CLP in the provision of health services to the *chars*. Pleasingly, BRAC has committed to provide health services in CLP working areas (including, Gaibandha, Kurigram, Rangpur, Nilphamari and Lalmonirhat) immediately after CLP's planned withdrawal. A further meeting is scheduled in the next quarter with all relevant stakeholders (BRAC, CLP, DFID, AusAID and relevant IMOs) to finalize the modalities of collaboration between BRAC and CLP.

Other key achievements are summarised below:

- Health Books and Voucher Books were printed and distributed to IMOs;
- Health Flipcharts were revised, printed and distributed to IMOs;
- 188 *Char Shasthya Karmis* (CSKs) were interviewed and selected. All the new CSKs received basic health training;
- Mobile phones were purchased and distributed to the new CSKs;
- CSKs of cohort 2.2 areas were phased out with Tk. 2,000 of drugs and commodities;
- The IMOs observed the World Breastfeeding Week in collaboration with government departments;
- Contracts for FY 2012-13 were issued to all IMOs and Special Service Providers (SSP);

- The new SSPs, Partners in Health and Development, started work following orientation and formal induction from the CLP;
- The CLP's Health Project was presented in a workshop organized by the Extreme Poverty Research Group (EPRG).

### **Education**

In this quarter, contracts were issued to the six organisations implementing the education projects in FY 2012-13. A contract was also awarded to Friends in Village Development Bangladesh (FIVDB) as Special Service Providers (SSP) to provide technical assistance to the IMOs and to the CLP.

Key achievements from this quarter are summarized below:

- The education project was reviewed by external consultants fielded by the British Council. They visited learning centres in Gaibandha, Bogra and Sirajgonj districts and met with Executive Directors of the implementing organisations, students, guardians, Centre Management Committees (CMC) of learning centres and different level officials of government, NGOs and donors. The consultants finalized their report, including feedback from CLP. It has since been submitted to DFID;
- Due to river erosion, three learning centres needed to be moved. Currently 3,861 students are attending class V, in a total of 161 learning centres;
- In order to prepare the students for the upcoming Primary School Completion Examination, mock tests were organized by FIVDB and the Education Department of the GoB;
- Implementing organisations started to provide coaching for weaker students. About 800 students are receiving this special coaching;
- Following the required procurement policy, school uniforms have been purchased and distributed to the relevant organisations;
- Monthly follow-up training for the teachers, guardian meetings and CMC meetings continued as planned.

### **Village Savings and Loans Project**

During this quarter, the Village Savings and Loan (VSL) project continued undertaking its main activities; VSL groups were formed and money was shared.

- A total of 65 non-core VSL groups have been formed with 1,563 members (although a definitive target was not set for the quarter). These groups have started conducting regular meetings, including share and loan meetings;
- A total of 343 groups (152 core and 191 non-core groups) shared out their capital at the end of the 1<sup>st</sup> cycle (first year). The average share out money per member per group was respectively around Tk. 2,200 and Tk 50,670. All groups have begun their second cycle with total initial seed capital of Tk. 2,387,632;
- Ten core groups shared their capital at the end of their 2<sup>nd</sup> cycle (2<sup>nd</sup> year). The average share out per member and per group was about Tk 2,455 and Tk 56,440 respectively. Out of the 10 groups, 9 have started their third cycle with an initial seed capital of Tk. 55,320. One group has discontinued due to river erosion;
- 24 newly recruited village savings officers (VSOs), nine village savings supervisors (VSSs), one district microfinance officer (DMO) and one district social development manager (DSDM) received a six-day basic training on VSL projects and are now fully engaged with the selection of CSKs. They are also undertaking some preparatory work for VSL group formation;
- 202 batches of one day training sessions for group management committee (GMC) members were held with a total of 816 VSL groups (both core and non-core);
- A total of 500 VSL boxes as well as other necessary kits were purchased and distributed.

### **Human Development Activities for the Next Quarter**

The following table shows key Human Development targets for the period October- December 2012. Indicators

Indicators/Activities	Targets
# of person-days of SD training provided to CPHHs	445,390
# of person days training provided for opinion leaders	300
# of person days training provided for male orientation	1200
# of person days training provided for couples' (husband & wife) orientation	2700
#of Community Melas held	20
# HH installed low-cost latrines	500
# of community safety net recipients enrolled	370
# of people currently receiving Community Safety Nets	700
# of Emergency Grants provided	800
# of satellite clinics conducted	1,600
# of learning centres operational	161
# of children studying in learning centres	3,861
# of core VSL groups formed	400
# of non-Core VSL groups formed	300

## 2.4 Livelihoods Development

The following table shows progress against key Livelihoods Development targets for the period July – September '12.

Indicator	Target 201-13	FY July – September, 2012		% progress towards 3 monthly target
		Target	Achievement	
<b>a) Asset Transfer:</b>				
# of CPHHs received assets	16,525			
# of female HH members benefiting from assets transferred	30,340	-	-	-
# of male HH members benefiting from assets transferred	29,150	-	-	-
# of CPHHs received cattle as primary asset	16,000	-	-	-
# of CPHHs received cross-bred cattle as primary asset	1,500	-	-	-
# of CPHHs received local cattle as primary asset	14,500	-	-	-
# of CPHHs received land lease as primary asset	450	-	-	-
# of CPHHs received other assets as primary asset	75	-	-	-
# of CPHHs received stipends (for 1st time)	16,525	-	-	-
<b>b) Home Gardening:</b>				
# of CPHHs completed HG training	16,525	-	-	-
# of person days HG training provided to CPHHs	50,485	8,412	8,803	105

Indicator	Target 201-13	FY July – September, 2012		% progress towards 3 monthly target
		Target	Achievement	
# of CPHHs completed compost training	16,525	-	-	-
# of person days compost training provided to CPHHs	33,960	-	-	-
# of CPHHs received vegetable seeds	15,700	-	-	-
# of CPHHs received all tree saplings	17,250	1,550	1,597	103
# of CPHHs established compost pits	15,700	-	-	-
# of vegetable pits established by CPHHs	62,800	-	-	-
# of plinths planted with grass / fodder	15,000	-	-	-
<b>c) Livestock:</b>				
# of CPHHs completed livestock training	14,500	7,810	7,872	101
# of person days livestock training provided to CPHHs	102,500	17,500	18,773	107
# of cattle vaccinated (4 doses)	11,000	2,500	2,702	108
# of cattle de-wormed (3 doses)	14,000	-	-	-
# of cattle artificially inseminated	5,000	970	763	79
<b>d) Fodder production:</b>				
# of people completed field training on fodder	1,744	800	993	124
# of person days field training on fodder production provided	1,744	800	993	124
<b>e) Poultry rearing:</b>				
# of people completed field training on poultry rearing	13,077	-	-	--
# of CPHHs	13,077	-	-	-
# of person days field training on poultry rearing provided	160,402	13,077	17,750	136
# of new poultry vaccinators trained	165	-	-	-
<b>f) Milk marketing:</b>				
# of people completed field training on milk marketing	1,744	-	-	-
# of CPHHs	1,744	-	-	-
# of person days field training on milk marketing provided	1,744	800	796	100

### Restructuring of Livelihoods Development and Market Development Units

A major activity during the quarter was the merging of the Livelihoods Development (LDU) and Market Development (MD) Units to create the Markets and Livelihoods Unit (MLU). The new unit seeks to integrate livelihoods and market/value chain development activities and targets, in the first instance, the building of financially sustainable livestock value chains.

The vast majority of interventions undertaken by the merged units are continuing with some minor modifications. The unit continues to deliver interventions formerly delivered by the former LDU, as described in this section. The new unit will also continue the work of the former MDU, as described in section 2.5.

MLU has adopted a "Making Markets Work for the Poor (M4P)" approach that aims to create systemic changes in markets. It seeks to improve opportunities for char dwellers as a whole, and CPHHs in particular, through integrating CLP's existing livelihoods activities with market development interventions aimed at making markets work more effectively for char-based livestock producers. Identifying bottlenecks and facilitating communications between market actors, rather than the direct provision of inputs, is a key aspect of the unit's approach.

The new unit's structure is built around three basic pillars, namely i) Production Systems Development, ii) Market Systems Development and iii) Market Analysis & Results Measurement.

### **Asset Transfer**

During the quarter, LDU continued to provide support to 17,435 CPHHs from cohort 2.3. IMO and CLP staff visited households to provide advice on cattle housing, feeding and health.

### **Livestock Training**

7,872 CPHHs completed the full training module on livestock-rearing against the target of 7,810. A total of 18,773 person days training on livestock rearing were provided for CPHHs from cohort 2.3 against a target of 17,500 person days.

### **Stipend Distribution**

A total of 432 CPHHs in cohort 2.3 have received their stipends through mobile cash transfer provider bKash during the quarter. All other CPHHs in cohort 2.3 have received their stipend through the usual master roll system.

### **Vaccination and De-worming of ATP Cattle through the Voucher Scheme**

A total of 2,702 cattle provided through the asset transfer project for cohort 2.3 were vaccinated against the four major diseases of Anthrax, Foot & Mouth Disease (FMD), Black Quarter (BQ) and Hemorrhagic Septicemia (HS), against a target of 2,500. Achievement was higher than the target as a shortfall during the previous quarter was rectified during this quarter.

### **Artificial Insemination**

In the three months, a total of 763 cattle were artificially inseminated with improved semen against a target of 950. Achievement was lower than the target as fewer cattle than anticipated were in heat during the quarter.

### **Homestead Gardens and Compost Pits**

During the quarter CPHHs continued to receive support for vegetable cultivation, compost production and management of saplings.

### **Homestead Gardening Training**

During the quarter, a total of 8,803 person days were trained in vegetable, seed and fruit tree production and cultivation against a target of 8,412 person days. Achievement was thus slightly higher than the target.

### **Fruit Tree Saplings Distribution**

A total of 1,597 CPHHs received four types of fruit tree saplings (jajube, guava, lemon and neem) against a target of 1,550. This target was carried over from the previous financial year.

### **Milking Marketing**

The main activities of the milk marketing project during the quarter were to provide training for 10% of total core participants on milk cow management, collective selling of milk, milk collector training and participant selection. A total of 796 training person days were conducted for milk producers against a target of 800 person



### Fodder Production

The key activities of this project during the quarter were training on how to cultivate fodder, seed purchase by CPHHs, and sowing. A total of 993 person days training on fodder production techniques were provided against a total target of 800 person days (an achievement of 124%). A total of 993 CPHHs also completed training in fodder production during the quarter, against a target of 800. Achievement in both cases was higher than the target as workloads in other areas were lower than expected.

### Poultry Rearing

The key activities of this project during the quarter included training for model poultry rearers, vaccinator development, model house building, vaccination, and feed sales. A total of 17,750 person days training on rearing techniques were provided to participants in the poultry project against a target of 13,077. Achievement was significantly higher than the target as MDOs had spare capacity during the quarter and were able to conduct additional training.

### Other Activities Implemented During the Quarter

The LDU organized a workshop to review its training materials. The objective was to update training materials in the light of changing requirements. Thirty staff participated in the workshop, primarily from IMOs (Livelihoods Development Supervisors, Livestock Officers, Agriculture Officers, Market Development Officers and Livelihoods Development Officers), all directly involved in conducting training for CPHHs.

### Livelihoods Development Activities for the Next Quarter

The following table shows key Livelihoods Development targets for the period October – December 2012.

Indicator	Target for next quarter (Oct. - Dec. 2012)
<b>Asset Transfer</b>	
# of CPHHs received assets	3,545
# of female HH members benefiting from assets transferred	6,509
# of male HH members benefiting from assets transferred	6,253
# of CPHHs received cattle as primary asset	3,496
# of CPHHs received cross-bred cattle as primary asset	366
# of CPHHs received local cattle as primary asset	3,130
# of CPHHs received land lease as primary asset	41
# of CPHHs received other assets as primary asset	8
# of CPHHs received stipends (for 1st time)	2,935
<b>Homestead Gardening</b>	
# of person days HG training provided to CPHHs	24,858
# of CPHHs received vegetable seeds	15,000
# of CPHHs established compost pits	5,120
# of vegetable pits established by CPHHs	61,200
<b>Livestock</b>	
# of CPHHs completed livestock training	985

Indicator	Target for next quarter (Oct. - Dec. 2012)
# of person days livestock training provided to CPHHs	23,224
# of cattle vaccinated (4 doses)	1,350
# of cattle de-wormed (3 doses)	880
# of cattle artificially inseminated	330
<b>Fodder Production</b>	
# of people completed field training on fodder	744
# of person days field training on fodder production provided	744
<b>Poultry Rearing</b>	
# of person days field training on poultry rearing provided	33,130
<b>Milk Marketing</b>	
# of people completed field training on milk marketing	1,744
# of CPHHs	1,744
# of person days field training on milk marketing provided	936

As the CLP enters the second quarter of the FY (Oct - Dec 2012), the unit has several priorities:

1. Prepare annual work plan and budget for the FY 2012-13, considering the new structure and approach of the Markets and Livelihoods Unit;
2. Orientate staff on activities under the new unit;
3. Finalize and print updated training materials;
4. Begin asset purchase for cohort 2.4.

## 2.5 Market Development

Some of the key activities undertaken by the Market Development Unit in this quarter included:

### Co-Facilitators Engaged for Sub-Sector Analysis

MDU contracted two co-facilitator organisations to conduct sub-sector analyses that identified the present market scenario, opportunities and challenges. International Development Enterprises (iDE) addressed the Meat and Fodder sub-sectors, while Innovision Consulting Pvt. Ltd addressed the Livestock Husbandry and Veterinary Services sector. These two Co-facilitators analysed sectoral constraints and the future potential for developing and improving market systems in their respective sub-sectors.

### Milk Sector Analysis Conducted by CLP

Using complementary tools and methodologies to those of iDE and Innovision, MDU performed an analysis of the milk sub-sector. In order to collect in-depth information regarding the sector, MDU developed actor-specific questionnaires and interviewed a number of different actors, including milk producers, milk collectors (Goalas), livestock service providers, feed and medicine sellers, and informal processors (sweet meat shops, tea stalls etc.).

Focus group discussions with milk producing farmers were also used to understand the existing milk production and marketing situation. CLP staff visited milk markets on both the chars and the adjacent mainland. This was documented and shared with the IML Division, which performed further analysis.

### **Data Analysis and Validation Workshops**

Using complementary tools and methodologies to those of iDE and Innovision, MDU performed an analysis of the milk sub-sector. In order to collect in-depth information regarding the sector, MDU developed actor-specific questionnaires and interviewed a number of different actors, including milk producers, milk collectors (*Goalas*), livestock service providers, feed and medicine sellers, and informal processors (sweet meat shops, tea stalls etc.).

Focus group discussions with milk producing farmers were also used to understand the existing milk production and marketing situation. CLP staff visited milk markets on both the chars and the adjacent mainland. This was documented and shared with the IML Division, which performed further analysis.

### **Draft Report of Milk Sector Analysis**

MDU prepared a draft sector analysis report with assistance from an international consultant. The report describes the present milk production and marketing scenario on the *chars* as well as addressing relationships between market actors, the constraints and the potential for improving the milk market system on the *chars*. Based on this analysis, detailed intervention and implementation plans have been designed.

### **iDE Contracted to Deliver Market Development Interventions in the Meat and Fodder Sectors**

iDE produced detailed sector analysis reports for the Meat and Fodder sectors with proposals for market development interventions. The proposals contained strategies for implementing interventions in the sectors.

The CLP reviewed these proposals and developed contract papers. In September, the CLP and iDE formally signed contracts for the delivery of interventions in the Meat and Fodder sectors. The contract is initially for one year, effective from September 2012 to August 2013. iDE will work as a Co-facilitator and will implement their proposed sector development strategies. Pilot work will improve the interaction between different market actors and increase the availability of services in the sector.

In both sectors, iDE will implement interventions aimed at altering market infrastructure in the chars that will allow increases in meat and fodder production and improve marketing. It is expected that interventions in these two sectors with a market development approach will improve the business environment so that it supports the formation of producers groups, produces higher quality (and therefore more profitable) meat and fodder, and attracts more buyers and traders from the mainland to newly established Char Livestock Centres (CLCs).

There will be a focus on the initiation of linkages between producer groups and financial institutions, as well as the development of char-based service providers. iDE will develop char-based producer groups (60 in the meat sector and 30 in the fodder sector), as well as 30 CLCs. This will be supported by a number of events such as exposure visits, promotional campaigns, workshops, technology piloting and building the capacity of key market actors.

### 3. Innovation, Monitoring and Learning Division

The IML Division had an eventful quarter. The division worked with a number of consultants including Liz Allcock, contracted to review the CLP's communications strategy. Two consultants were also contracted in relation to monitoring nutritional outcomes. Dr Rie Goto provided training inputs at the end of the quarter while Prof. Nick Mascie-Taylor analysed and documented the nutritional outcomes of the CLP.

The M&E Unit provided support to the new MLU in the development of the dairy sub-sector analysis. Two important areas of research related to food security and female empowerment were also concluded. The M&E Unit recruited a new Database Coordinator, S. S. Bakht Hindole.

Importantly, the CLP also finalised a set of graduation criteria which will be used to assess whether a household can be considered to have emerged from extreme poverty.

#### Improved Visibility of the CLP

Towards the end of the quarter (15-28th September), the CLP hosted Liz Allcock, a Communication for Social Change consultant. Her task was to review the programme's communications strategy and work plan, which are to be published during the next quarter.

She met with a range of stakeholders including members of the community, donors, and CLP staff to understand their views on how well the CLP was communicating and what their specific information needs were.

The consultant found that the communication efforts made to date under CLP-2 have achieved a lot, e.g. through a redeveloped website, the introduction of engaging case studies and a variety of publications. That said, the application of a strategic, targeted approach to communications work would enable the CLP to achieve far more. The CLP, more specifically the Communications Unit, now has a clear and detailed workplan through to the end of the Programme.

During the quarter the Communications Unit was also busy in other ways:

#### Helping facilitate field visits to the *chars*

There were a number of important visit to the *chars* during the quarter including:

- Advocate Jahangir Kabir Nanak, State Minister, Ministry of Local Government, Rural Development and Cooperatives (25<sup>th</sup> July)
- A party of Danish MPs, civil servants and embassy staff (11<sup>th</sup> September)

#### Promoting media coverage of the CLP

In an effort to publicise the resilience of core participant households during the July floods, the Communications Unit encouraged media coverage which proved successful in the following media outlets:

Media outlet	Article focus/ title	Publication date
Channel 71	Plinths help flood protection	7 <sup>th</sup> July
Bangladesh Sangbad Sangstha	Raised plinths save people from floods in char areas	14 <sup>th</sup> July
Bangladesh Today	Raised plinths saves people from floods in char areas	15 <sup>th</sup> July
The Independent	Raised homes turned into ideal shelter during flood	31 <sup>st</sup> July

### **Maintaining the CLP website**

The CLP website ([www.clp-bangladesh.org](http://www.clp-bangladesh.org)) is an important platform for the CLP to communicate progress, impact, lessons learnt, etc. The Communications Unit continues to manage and update the site with news articles, publications and new web pages (for example, a 'maps page': <http://www.clp-bangladesh.org/map.php>).

Publications developed during the quarter include:

- The CLP's graduation criteria;
- Review of the CLP's approach to measuring women's empowerment;
- Review of the CLP's approach to monitoring food security;
- A study to assess the performance of CLP-raised plinths, low cost latrines and access to clean water during the July 2012 floods.

### **Household monitoring and surveys**

During the quarter, the M&E Unit of IML concluded two pieces of important research related to food security and female empowerment. In July, the Unit also undertook research to assess the performance of CLP-raised plinths and low cost latrines. Bi-monthly monitoring of core participants continued and the unit prepared for its annual survey (October/November).

### **Female empowerment**

Since the start of CLP-2, the M&E Unit has attempted to monitor female empowerment on the *chars* using a questionnaire-based survey approach. Over fifty questions were asked about decision-making, confidence etc. Although thorough, it was not possible to say whether a female was empowered or not at the end of the survey. This prompted a review of the CLP's approach to understanding and measuring female empowerment on the *chars*.

During the previous quarter, Ross McIntosh (Young Professional) undertook qualitative research to identify how *char* households understand and define female empowerment. This culminated in an empowerment scorecard, a simple set of questions that can be administered relatively quickly and which can be used to assess whether a female is empowered or not (according to the community's own definition)<sup>1</sup>.

Having developed the empowerment scorecard a survey was commissioned during the quarter to assess whether the CLP is having an impact on female empowerment. Qualitative research helped to understand which aspects of the Programme had the greatest impact in terms of empowering women. The study showed that the CLP has a substantial impact upon women's empowerment in the *chars* as a result of women's increased knowledge and increased income. The report will be published during the next quarter and findings disseminated.

### **Food security**

Since the start of CLP-2, the IML division has developed a set of indicators to monitor food security (related to only one of the three pillars of food security, namely access). This monitoring approach was sufficient to assess progress towards the targets set in the CLP logframe. However, IML reviewed its monitoring approach during the quarter April-June to better understand food security dynamics among *char* dwellers.

This review, led by Laura Cordier (Young Professional), culminated in the recommendation for IML to monitor a wider set of indicators related to the three pillars of food security (access, utilisation and availability)<sup>2</sup>.

With the introduction of new indicators, a survey was commissioned during the quarter to assess whether the CLP is having an impact on food security. The study showed a significant improvement

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<sup>1</sup> McIntosh R.; Reviewing the CLP's Approach to Monitoring Female Empowerment

<sup>2</sup> Cordier, L.F.; Review of the CLP's Approach to Monitoring Food Security

in food security for char households as a result of participation in the CLP. The report will be published during the next quarter and findings disseminated.

**Nutrition monitoring**

IML conducts an annual survey each October/November to assess nutritional outcomes of the CLP. From September 23-27, Dr. Rie Goto was contracted to train enumerators provided by Helen Keller International on how to collect anthropometric measurements accurately. Also during the quarter, Prof. Nick Mascie-Taylor reviewed datasets from several, annual surveys to assess the impact of the CLP on nutrition. The report will be published during the next quarter.

**Post flood survey**

During the first week of July, two of the districts in which the CLP currently works, Jamalpur and Kurigram, were subjected to a rapid rise in water level and flooding. IML commissioned a survey to assess the performance of raised plinths and low cost latrines during the flood. This showed that the CLP-raised plinths fared well during the flood and that a large proportion of recipients were safe and had shelter above the floodline. 65% of plinths remained intact, 29% were partially eroded and only 8% were submerged. The plinths had a wide-reaching impact as food and fodder reserves were protected and tube wells and latrines largely remained above the flood level. CLP-raised plinths also provided shelter for neighbours (non-recipients) and their assets and thus provided a social and communal good.

A key concern during the adoption of the low cost latrine model was how it would perform during flood conditions. A proportion of recipients did report that their latrine had been eroded (15%) or submerged (17%). However as the flood receded, most low-cost latrines remained intact and some were weakened but still useable. The low-cost latrine model proved successful as only 4% were destroyed and recipients continued to have access to sanitation during this time of flood.

**Household monitoring**

Bi-monthly monitoring of a sample of CPHHs continued during the quarter by GBF, a local company contracted to collect monitoring data.

Towards the end of the quarter, the M&E Unit geared up for its annual survey that takes place in October/November each year. GBF was awarded the contract for socio-economic data collection while Helen Keller International was awarded the contract for anthropometric data collection. The contracts were awarded after an open tender process.

The M&E Unit also provided training to community development organizers to collect baseline data for cohort 2.4.

**Monthly verification of CLP Outputs**

At the start of the quarter Data Management Aid (DMA) took over from Research, Training and Management International (RTMI) as the CLP's verification contractor. Their task is to verify, on a monthly basis, a sample of 5 to 10% of outputs delivered by the IMOs. They are responsible for verifying both the quality and quantity of reported outputs i.e. outputs that were delivered during the previous month, and for reporting back to IML. Findings are shared with the Team Leader and the Operations Division so that activities can be adjusted where necessary. This is also a useful tool for deterring potential leakage. As one might expect, a few relatively minor issues were identified which prompted follow up action by the respective Units.

#### 4. Policy, Partnerships and Governance Division

Partnerships activities saw a major change in personnel with the retirement from the CLP of the incumbent director (Julian Francis) and his replacement by Gabriella Wright. Although Julian was due to leave the CLP at the end of the 2011/12 FY, he agreed to continue through to the end of July in order to provide a sound overlap with the new director.

Particular activities during the quarter were oriented to the following key activities:

- Continued cooperation with the Making Markets Work for the Chars (M4C) Project (SDC-funded);
- Advocating for progress in the takeover of CLP health activities by BRAC's Primary and Neonatal Health project;
- Analysis of possibilities for cooperation with the new DFID-funded Community Legal Services (CLS) project;
- Analysis of possibilities for the Prosper project to promote the development of suitable microfinance products for the *chars*;
- Making progress in the Land Tenure pilot project in Kurigram;
- Transfer of education facilities as the CLP's pilot education project draws to a close. Currently two IMOs (ARCHES and Friendship) have agreed to takeover the learning centres and have found funds to continue running the schools;
- Making progress in bringing GoB learning centres to the *chars*. To date, sites have been found on island *chars* in CLP working districts for six new learning centres under a GoB initiative to bring such centres to underserved areas;
- Seeking other suitable partnership possibilities.

All six activities have shown progress especially the budding partnership with BRAC health. BRAC has now formally agreed to progressively takeover CLP health activities in the northern districts of the Teesta and Jamuna Rivers, as the CLP withdraws from those areas. Some debate is still necessary for districts on the Padma River and along the southern Jamuna where BRAC currently has no health activities. Both AusAID and DFD have provided invaluable support to the CLP in developing the agreement.

CLP's small land tenure pilot project has received strong support from the Secretary RDCD and the DC-Kurigram. Land title, at least for homestead land, is expected to be provided to the first batch of 300+ households by the end of 2012. The pilot is being lead by the EDs of two of CLP's IMOs (MJSKS and Zibika). During the upcoming quarter, additional IMOs will be invited to add to the project, and in the long term, the CLP anticipates a minimum of 10 IMOs being involved in a scaled-up version of the project.

Finally, a new initiative has been added to the partnerships portfolio. This is in small-scale agricultural production and livestock husbandry, and follows on from the visit of the Danida and the Danish MPs in September. Danish assistance to Agricultural Extension Services is completed early in 2013 and a new project will replace it. Under this new project, the Agricultural Growth and Employment Programme, Danida / GoB have agreed to target additional extension services and training opportunities in agriculture and livestock to the *chars* where the CLP is active. It is highly likely that M4C will also buy into this partnership.

## 5. Finance Division

The Finance Division began enacting the work plan and budget for 2012-13. Its Finance unit ensured that the new work plan cost centres are reflected in the chart of accounts to reflect the additional cost drivers for the financial year.

IMO contract budgets were systematically reviewed to ensure that programme disbursements are linked to work plan targets and partners are in a position both financially and contractually to deliver the programme objectives for the year.

The division has overseen the financial disbursement of close to £3.5m during the quarter and is in the process of handle further disbursement funds related to contracts for all partners. To facilitate this process, training in supply chain finance, accounting concepts and software were conducted centrally in Bogra. Partner organisations also received two-day training on tax and vat so as to ensure all ambiguities regarding new tax and vat rules were eliminated.

Innovation and improved efficiency is always at the core of CLP's agenda. To support the need for continuous improvement, CLP's finance division linked with the Operations division to begin bKash mobile transfers. This will ensure that recipients receive stipends through electronic cash transfer. All control systems and internal audit mechanisms were designed by the Finance division internally and pilots successfully tested.

During the quarter, the division was subject to audits by GoB (FAPAD), DFID and MSP (Deloitte). The various audit missions audited financial statements and other management areas of the programme for the period 2011-12 and concluded that statements represent a true and fair view. The GoB audit raised a few points regarding gaps in the DPP concerning the bridging period. With support from the CLP's DTL, all supporting documents were supplied and a request made that the gaps be resolved in a future DPP amendment.

The division also helped the MSP London office to craft and review financials for the recently prepared contract amendment that incorporates additional funds for nutritional activities.

Further, the division appointed external auditors for the audit of partner organizations, to be conducted in the next quarter.

### Contracts & Procurement

#### Contracts

The Contracts section started the quarter by issuing grant agreements to core partners to ensure the flow of funding and operational activities. The first one month was hectic since all pre-award contract procedures, such as sending out RfP, budget negotiations and contract drafting had to be completed in a very short period of time. Other post-award activities, such as developing various databases for contract information were also produced as part of the internal tracking and reporting system. This period finds the section extremely busy drafting and coordinating contract activities. All essential activities were fully achieved in the quarter.

The most important achievements of the quarter were as follows:

- Contracts issued for all grant agreements for core partners at the beginning of the financial year;
- An important role played in fixing the rates for capital items included in agreements after collecting information from reliable sources;
- As part of the internal control system, the section modified its invoice tracking system and established a Document Dispatch and Accept file to ensure better record keeping;
- All IEP agreements were issued;
- The section took part in budget negotiation sessions to finalize cost centres and rates with the Market Development Co-facilitators;
- The Contracts section facilitated all selection procedures for the selection of consultancy firms to conduct various IML monitoring activities. Budget negotiation sessions have also been



- conducted with service providers;
- The section provided contractual information to all units so that the management of fund disbursement could be performed efficiently;
- Month-wise instalments for all contracts were developed to help other units to project fund request;
- Both Manual and E-filing systems were completed and updated.

The Contracts section has started to participate more fully in the selection process and managing of contract administration. This adds value to the system.

### **Procurement**

The major challenges for Procurement were to ensure harmonisation of pricing, effectiveness and timeliness throughout the quarter. The section focused particularly on following activities:

- Developing a consolidated procurement plan for core management and programme activities and submitting to DFID and onward to Crown Agents;
- Developing an internal procurement plan for the financial year from all CLP units;
- To ensure good VfM practice as well as project branding, the section worked with the Communications unit to produce CLP branded training materials (note pads, pens, etc.);
- Procurement supported the production of the CLP brochure and helped to ensure its quality and design;
- The section worked with all operational units to fix the exact number of motorbikes needed for the field. Procurement focused on repairing old ones rather than buying replacements and successfully reduced the number needing to be purchased;
- 500,000 water purifying tablets were purchased and distributed. The section played a vital role in negotiating the price and shelf life of the tablets through the Crown Agents;
- Two project vehicles were received from Crown Agents;
- The section collected asset lists from partners and all lists have been received.

Apart from the above, procurement continued its regular functions and is planning to conduct an audit of fixed assets among IMOs.

### **Administration & Logistics**

The major activities during the quarter were as follows:

- The Administration section repaired and dispatched motorbikes and other items to GoB offices related to CLP activities;
- Two project vehicles were received and all essential pre-delivery activities (license and servicing) carried out;
- Admin & Logistics supported the new Partnerships Director to introduce a new staff filing system;
- The section updated CLP's inventory list for the secretariat, district offices and guest houses and will participate in cross-checking the assets with procurement;
- Admin & Logistics continued providing logistical support to meetings, seminars and workshops and ensured the availability of venues, accommodation and materials for participants;
- All repairs, servicing and office maintenance were performed as necessary.

### **IT Section**

The following items were the major undertakings in the quarter:

- Operating systems and other software installed on laptops and desktops for the secretariat and district offices;
- Servicing of IT accessories to ensure flawless operation at all times;
- A wireless router was set up in the CLP Finance unit to create a WiFi Network;
- Reloaded the online UPS with new batteries to get uninterrupted power back up for the local server;
- Continued all other IT related service to ensure functional IT environment at the CLP.

## 6. Short Term Consultancies

A number of short term consultancies were conducted during the quarter.

### Social Development

Smita Premchander and A.R. Hadi-ul-Islam of BRAC were contracted to review the CLP's social development work between May and September. The review included:

- An assessment of the extent to which the current methodology and curriculum of social development interventions for non-core participants are achieving results;
- Recommending improvements and changes to the Social Development "non-core" group discussion modules, guidelines and field materials, including materials which have recently been introduced;
- Recommending a new system of group meetings, if necessary;
- Recommending improved inclusion, empowerment and gender equity as it applies to different groups (including women, men, boys, adolescent girls, etc.). Making recommendations for the inclusion of men and boys in CLP project activities;
- Recommending ways in which the CLP can further develop the roles and functions of VDCs;
- Suggesting areas for CLP support around building sustainable institutions at the char or Union Parishad level.

### Education

Chris Cummings and Dr. Nazmul Hoque were contracted to address the CLP's Non-Formal Development Project from July 4th to 25<sup>th</sup>. Their responsibilities included:

- To review the CLP's Education pilot and, from the review, develop a series of "Lessons Learnt". The CLP was interested in understanding the thoughts of the stakeholders involved in the pilot (children/parents, teachers, SSP/NGOs, GoB/donors and the relevant CLP staff);
- To review CLP progress in handing over classrooms to other suitable organisations, and help the CLP staff concerned to better define the priorities and process of handing over the school buildings, so that they may continue to benefit as many poor families as possible;
- To review the CLP's progress in seeking "partners" (in its widest sense) to provide educational services to the *chars*; especially those where schools are currently absent or non-functional;
- To support the CLP in further approaching both GoB, to bring adequate learning centres to the *chars*, and donors (especially the Education Advisors), to provide support to the initiative.

### Market Development

- CLP utilised two international consultants in order to understand and develop market development interventions in the livestock sector. In this regard, Mike Albu, an M4P (Making Markets Work for the Poor) specialist at Practical Action, was contracted. He is currently working to develop the overall strategy of the Markets and Livelihoods Unit, including the Monitoring and Evaluation system for the market development interventions. Brian Milton, an independent consultant with expertise in milk sector market development, has been contracted to work with the CLP to develop a strategy for the milk sector intervention in the *chars*.

### Communications

- Liz Allcock was contracted to undertake a review of the CLP's communications strategy. This is described in detail under the Innovation, Monitoring and Learning heading above. She worked between the 16<sup>th</sup> and 27<sup>th</sup> September.

## 7. Next Quarter's Activities

Unit	Significant Activities
<p><b>Operations Division</b></p> <p><b>Infrastructure Unit</b></p>	<ul style="list-style-type: none"> <li>• Household plinths will be raised 0.6 meters above the highest known flood line.</li> <li>• Low cost latrines (consisting of bamboo basket or clay rings or other materials to protect sand walls, concrete platforms with a fitted pan and water seal) will be installed for all households (core and non-core) in selected villages.</li> <li>• Shallow tube wells with concrete platforms will be installed to provide access to an improved water source.</li> <li>• Concrete platforms will be constructed around privately owned shallow tube wells that meet the CLP criteria to improve the water quality.</li> <li>• GPS coordinates of infrastructure points (plinth, tube well, platform, latrine) will be recorded and posted on Google Earth.</li> <li>• Tube well water will be tested for arsenic.</li> </ul>
<p><b>Markets and Livelihoods Unit</b></p>	<p><b>Livelihoods</b></p> <p>Asset Transfer</p> <ul style="list-style-type: none"> <li>• Basic technical training will be undertaken for CPHHs.</li> <li>• CPHHs will attend orientation meetings.</li> <li>• CPHHs will purchase assets using the asset transfer grant.</li> <li>• Distribution of stipends and monitoring to be continued.</li> </ul> <p>Homestead Gardening</p> <ul style="list-style-type: none"> <li>• CPHHs will receive homestead gardens.</li> <li>• IMO staff will receive basic technical training will be provided on agriculture.</li> <li>• CPHHs training on vegetable production.</li> <li>• CPHHs will receive vegetable seeds and saplings.</li> <li>• Compost pits will be installed in CPHHs homesteads.</li> <li>• CPHHs will receive training on compost pits.</li> </ul> <p>Livestock</p> <ul style="list-style-type: none"> <li>• CPHHs will receive training as well as refresher training on livestock rearing.</li> <li>• Vaccination and de-worming of CPHH cattle.</li> <li>• Artificial Insemination (AI) activities to be continued.</li> <li>• Meetings with AI technicians to be organised.</li> </ul> <p>Poultry</p> <ul style="list-style-type: none"> <li>• CPHHs will receive training as well as refresher training on poultry rearing.</li> <li>• Selection of vaccinators to take place.</li> </ul> <p>Training of model rearers</p> <ul style="list-style-type: none"> <li>• Building and demonstration of model houses.</li> <li>• Vaccination of cattle and feed supply by vaccinators.</li> </ul> <p>Fodder</p> <ul style="list-style-type: none"> <li>• Selection of interested participants for fodder cultivation project.</li> <li>• CPHHs receive training on fodder production.</li> <li>• Encourage local vendors to buy fodder from char producers, and to sell fodder seed to char producers.</li> </ul> <p>Milk</p> <p>Selection of interested participants for milk marketing</p> <p>CPHHs receive training on milk collection</p> <p>Organisation of milk producers, begin milk sales.</p>

Unit	Significant Activities
<p><b>Operations Division</b></p>	<p><b>Markets</b></p> <ul style="list-style-type: none"> <li>• Formation of meat, milk and fodder producer groups.</li> <li>• Capacity building of selected group members.</li> <li>• Identification of potential Char Livestock Centres (CLCs).</li> <li>• Hold workshops for institutional buyers in the meat sector.</li> <li>• Establish irrigation service providers in order to increase fodder production.</li> <li>• Support char-based input dealers to develop links with mainland buyers.</li> <li>• Training of char producers in improved livestock rearing practices.</li> <li>• Identification of potential milk collectors to link with mainland milk processors.</li> <li>• Explore potential providers of microfinance to char livestock producers.</li> <li>• Conduct coordination meetings between LSPs, milk collectors and producer groups.</li> <li>• Identification of potential char-based informal milk processors to receive support.</li> <li>• Development of an MoU with the government's Department of Livestock Services, with the objective of ensuring better service and supplies to the sector.</li> <li>• Training of Trainers for DLS officials.</li> <li>• Continue LSP selection.</li> </ul>
<p><b>Human Development Unit</b></p>	<p><b>Social Development</b></p> <ul style="list-style-type: none"> <li>• Printing and distribution of non-core Social Development Modules.</li> <li>• CDOs will receive Training of Trainers on revised Social Development Modules (both core and non-core).</li> <li>• Verification of CPHHs.</li> <li>• Formation of Social Development and Adolescent Groups and Village Development Committees.</li> <li>• Gender training for selected IMO and CLP staff.</li> </ul> <p><b>Primary Health Care and Family Planning</b></p> <ul style="list-style-type: none"> <li>• Satellite clinics and Health and Nutrition Education Sessions will continue in cohort 2.3 areas, and will begin in 2.4 areas from November.</li> <li>• First quarterly review meeting to take place.</li> <li>• Six Paramedics will receive training on Safe Delivery.</li> <li>• A web based Management Information System will be developed and users will be trained on the new system.</li> <li>• Selected CSKs will receive Community-based Integrated Management of Childhood Illness training.</li> <li>• Selected Paramedics will receive training on Clinical Protocol.</li> </ul> <p><b>Non-Formal Primary Education</b></p> <ul style="list-style-type: none"> <li>• Coaching of weaker students will continue until mid-November.</li> <li>• Some coordination meetings with Upazila level government education officials will be organised.</li> <li>• School dress and education materials (to be used during exams) will be purchased and distributed.</li> <li>• Primary School Completion (PSC) examination will start from 21<sup>st</sup> November.</li> </ul> <p><b>Village Savings and Loans</b></p> <ul style="list-style-type: none"> <li>• Formation of both core and non-core VSL groups will begin.</li> <li>• Basic training of new CSKs will be completed.</li> <li>• VSL guidebooks will be developed, printed and distributed.</li> <li>• Leadership development training for VSL group management committee members will be organised.</li> </ul>

Unit	Significant Activities
Operations Division	<p>Direct Nutrition Intervention</p> <ul style="list-style-type: none"> <li>• Nutrition project staff for both CLP and IMOs will be recruited if the contract between DFID and Maxwell Stamp is amended.</li> <li>• Training of Trainers for CLP and IMO staff will be organised.</li> <li>• Social mobilisation and training materials will be developed/procured and procurement of inputs will be initiated.</li> </ul>
Innovation, Monitoring and Learning Division	<p><b>Communications Unit</b></p> <ul style="list-style-type: none"> <li>• Implement the new communications strategy.</li> <li>• Publish a series of 'Impact' brochures outlining the CLP's outcomes.</li> <li>• Introduce monthly internal newsletter.</li> <li>• Take part in Extreme Poverty Day in Dhaka.</li> </ul> <p><b>Monitoring and Evaluation Unit</b></p> <ul style="list-style-type: none"> <li>• Establish monitoring framework for Market Development interventions, and run a baseline survey for said interventions.</li> <li>• Annual monitoring to take place in October and November, including baseline survey for cohort 2.4 and follow up survey for CLP-1 CPHHs.</li> <li>• Census data collection.</li> <li>• Initiating new studies as necessary.</li> <li>• Perform a baseline survey for monitoring the use of bKash mobile cash transfers for stipend distribution.</li> </ul>
Finance Division	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• Fund Management and cumulative forecasting.</li> <li>• Internal Audit of IMOs and SSPs.</li> <li>• VfM coordination assignments.</li> <li>• Review of activity based financial reporting among partners.</li> <li>• Routine financial management checks.</li> <li>• Training on Business Communication and Accounting Software will be provided to new and existing partner organisations.</li> </ul> <p><b>Contracts and Procurement</b></p> <ul style="list-style-type: none"> <li>• All types of agreement issuance as per demand.</li> <li>• Working with Crown Agents as per submitted procurement plan.</li> <li>• Conducting Procurement Audit among the partners.</li> <li>• Conducting Audit on Asset Maintenance in district offices and partner offices.</li> <li>• Maintaining VfM analysis exercise.</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• All regular maintenance work of office premises.</li> <li>• Administrating all types of support works needed for the project</li> </ul> <p><b>I.T.</b></p> <ul style="list-style-type: none"> <li>• Visiting all the district offices to conduct regular maintenance of IT equipment.</li> <li>• Collecting IT equipment as per demand.</li> </ul>

## Annex 1: Financial Targets and Achievements

Activities	Annual Budget (GBP in Million)	Approx Expenditure 1st Quarter, Q1 (GBP in Million)	Approx Achievement as at Q1 (%)
Infrastructure Unit	3.11	0.89	29%
Livelihoods Unit	4.22	0.85	20%
Market Development Unit	1.09	0.21	20%
Human Development Unit	3.89	0.88	23%
Innovation, Monitoring and Learning	0.34	0.06	17%
IMO Implementation	0.76	0.24	31%
Response Fund	0.10	-	0%
Management Contract	2.00	0.44	22%
<b>Total</b>	<b>15.51</b>	<b>3.57</b>	<b>23%</b>

Note: Financial charges (UK & Local) allocated in various components.

