

Afghanistan Civil Society Support Initiative (ACSSI)
Final Report (1st Year of Phase2)

Duration of Report: 01 March 2016 to 28 February, 2017
Date of Report: [04/12/2017]
Organization name: ACBAR
Prepared by: [Zubair Sohail]
Contact: hmanager@acbar.org

1. SUMMARY

Briefly summarize activities, achievements, issues, and challenges of the training (Please exclude SFAN project in here. The detail of SFAN project will be asked at #9.)

Summary of Activities:

- 1- The ACSSI project was introduced to MoEC and project documents were submitted.
- 2- ToT and Orientation for Training team by capacity building manager
- 3- New female training officer recruited
- 4- 14 trainings conducted on Project design and NGOs Law in 11 provinces of Afghanistan
- 5- 10 trainings evaluated by M&E manager [Nangarhar, 1) Bamyan, 2) Kabul,3) Kunduz, 4) Ghor, 5) Badakhshan, 6) Ghazni, 7) Balkh, 8) Logar, 9) Herat,10]

Achievement:

- 13 trainings conducted on Project design in 11 provinces of Afghanistan for 459 (345 male and 114 female, 360 NGOs staff, 99) employees of 157 NGOs/CSOs (75 ACBAR member, 82 None-member) and government line departments.
- 459 of participants from NGOs/CSOs and government line departments enhanced their capacity on project design through ACBAR trainings in 11 provinces of Afghanistan.
- The Reporting and monitoring challenges of NGOs with the government line departments is mostly solved after the NGO Law training in Balkh province for sectorial departments.

Challenges:

- Security problems in some province and paper work in economy departments.

2. OUTPUTS

(a) Number of Training Sessions: [14]

(b) Locations of Trainings:

[1-Nangarhar,) 2- Bamyan, 3-Kabul, 4- Kunduz, 5- Ghor, 6- Badakhshan, 7- Ghazni, 8- Balkh, 9- Logar, 10- Herat, 11- Kabul 2nd, 12- Nimroz, 13- Herat 2nd, 14- Balkh NGO law]

(c) Number of Training Modules: [\[DOUBLE CLICK TO FILL OUT TABLE\]](#)

Number of trainings														
ACBAR Training Modules Conducted	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Outr	
Project Design			2		2	1	2	1	1	1	1	2		
NGO Law												1		
TOTAL														

(d) Number and Type of Participants: [\[DOUBLE CLICK TO FILL OUT TABLE\]](#)

Number and Type of Participants	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Outputs YTD	Plan
NGOs/CSOs			49		53	13	73	24	10	43	30	65		
Government			7		4	8	8	0	19	1	0	52		
CBOs (shuras, women's shuras, etc.)														
Other*														
TOTAL			56	0	57	21	81	24	29	44	30	117	459	

Gender Breakdown of Participants	/												Outputs YTD	Plan
	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb		
Male			46		41	21	51	14	29	28	21	94		
Female			10		16		30	10		16	9	23		
Total			56	0	57	21	81	24	29	44	30	117	459	

3. ACHIEVEMENTS

(a) Please give us the updated information regarding following questions. (PWJ asked same questions last December and would like to know the latest information.)

- i. 12 NGO/CSOs out of 157 that participated in the training during 1st year of Phase2 (from 1st Feb, 2016 until 28th Feb, 2017) informed us that they had applied for donor funds (this figure may increase by passage of the time).
- ii. 10 NGO/CSOs out of 157 that participated in the training during 1st year of Phase2 (from 1st Feb, 2016 until 28th Feb, 2017) received donor funds.(This figure may increase by passage of the time).

(Funding details provided by NGOs)

1. Future Generation Afghanistan (FGA) 3 projects,

- 1- Gabion wall for *Qala-Ishaq* village of *Behsud* district, Nangarhar Province, funded by WFP, Budget (3392000) AFN for 3 months.
- 2- Protection wall for *Mama Khial* village of *Kama* district, Nangarhar Province, funded by WFP, budget (3396000)AFN for 3 months.
- 3- Emergency Food Distribution and Cash Based Transfer to Undocumented and Documented Returnees in Nangarhar Province, funded by WFP budget (1150000) AFN. For one month.

2. PU-AMI/Nangarhar-Kunar

CHF emergency project for returnees in Nangarhar province

3. NCRO/ Nangarhar

Shelters were provided for returnees in *Barikot* district, Nangarhar province, for three months. Funded by UNHCR

4. Afghanaid/Ghor

Food security assistance from UNOCHA:

a) 408 food baskets for 408 locusts affected HHs- each basket comprises of 60kg flour, 29kg rice, 14kg pulse, 6liter oil, 6kg sugar and 1kg salt.

b) 2452 agriculture packages for 2452 locust affected farmers/HHs - each package comprises of 50kg urea, 25kg DAP and 25kg wheat seed), -this project is implemented in 3 villages of Firozkoh district and 30 villages of Dawlatyar district –Ghor.

- Food security project from French embassy -CIAA-:

a) 290 farmers will receive agriculture package

b)210 HHs will receive inputs for home gardens (tolls and seeds) ,

c) 210 women will receive goats as income generation support and

d) 16 small scale irrigation structures (irrigation canals) will be stabilized at vulnerable segments. This project will be implemented in 8 villages of Dulayna district and 8 villages of Shahrak district - Ghor province.

5. ASIO/Kunduz

A project of Work for Food, funded by WFP with the amount of 35,000\$ USD in Kunduz and Baghlan provinces.

6. ECW (Empowerment Center for Women)/Kunduz

Received the fund from ANCB for women empowerment in Kunduz province

7. Organization for Better tomorrow in Afghanistan (OBTA)/Bamyan

Asylum Information Campaign and Employment Service Center (Job Facilitation) is OBTA-01 project funded by Help International NGO. This campaign started from September that lasts 3 half days and continued until Dec 2016. 315 beneficiaries particularly, young women and men Afghans-potential from University, 10-12 grades school students and public. 80 out of 315 through this program employed. In job facilitation per month have hold CV writing training for job seeker. In this training, we discussed on important and very necessaries subjects such as: CV writing, interview skills, training to find sites for applying, how to fill governmental forms for jobs ets.

8. MMRCA/Ghazni

Received fund for Nutrition project from WFP and supposed to be implemented in in five district of Ghanzi province.

9. AHOW/Badakhshan

We received fund for Advocacy for Women’s Rights Legislation in Badakhshan province from VWO. The duration of project is short term and willing to

extended.

10. OSAA/Herat

Asylum and Job Information Campaign is a major component of OSAA-01 Project “Promotion of Employment Services and Asylum and Job Information Campaign” funded by Help International NGO. This campaign that lasts 3- days started in late, 2016 and will continue until November this year.

- The Reporting and monitoring challenges of NGOs with the government line departments is mostly solved after the NGO Law training in Balkh province for sectorial departments. The M&E staffs of the Government line departments are not familiar with the NGO law; besides, they have low capacity of monitoring and evaluation. They do not know the actual meaning of monitoring, investigation, audit, inspection, research and evaluation. They are asking for irrelevant information and documents and other illegal support from NGOs such as per diem and transportation. The training was conducted in cooperation with MoEC and the law was interpreted by the NGOs M&E manager of this ministry to be more acceptable the participants from the government line departments.

The feedback from our regional manager in the north of Afghanistan indicates a positive change between the NGOs and sectorial departments.

- iii. Did any NGO/CSOs become IP partner of UN organization? If so, please give us the detail.
 - 1- FGA became partner with WFP in eastern zone of the country.
 - 2- PU-AMI became partner with UNOCHA in Kunar and Nangarhar provinces.
 - 3- NCRO became partner with UNOCHA in WASH cluster in Nangarhar and Laghman provinces
 - 4- MMRCA became partner with WFP

(b) Are there any specific NGO/CSOs which make excellent progress through the training? If so, please give the name of NGO/CSOs and describe what kind of progress has been colonized by your organization. (I am asking this question because MOFA would like to know **the success story of NGO/CSOs** which participated the training.)

- *Before ACBAR training on project Design (Proposal Writing) we had submitted a proposal to World Bank for Health project in Logar province, but the proposal was returned back with strong comments and questions of Donor. By using the skills of ACBAR training on project design training the proposal was developed professionally and approved by Donor. “. (Dr. Hayatuddin, HMIS Officer, CAF, Logar).*
- *It was very effective and useful for me the contents which were discussed were related to my field. As I am head of OBTA and it is a newly established organization and we really needed to such trainings to have a winning and successful projects and write a standardized proposals this training helped me to increase my knowledge and experience regarding the projects. After training I delivered my knowledge to my colleagues. Whenever I face problem I refer to the handbook. .”(Ms. Khadije Mohammadi, OBTA Head, Bamyan)*
- *The training was very helpful and I applied most of the training contents to my work and now I am able to work on Log frame, problem tree, and solution tree.” Abbas Ziyaei, Education Officer, NRC, Herat)*
- *“In this training we learned more about project cycle management, problem tree, Gantt chart , specially we learned how to analyzed a problem by using problem tree, and some other issue theory of change under log frame, developing log frame, how to plan activities, inputs ,results, outputs, outcome and goal “. (Abdul Nasser Hamidi, Program Manager, SHA, Balkh)*
- *“Training had deep impact on our performance, this training made us to understand about how to design project, prepare a Gantt chart to plan the project activities and meet the deadlines and finally how to analyze the communities main problem and find a better solution for it.” (The participants from CARE International, Ghazni)*
- *“The training was very important and relevant to my position and I really needed to gain information about the proposal writing so it was very useful for me. All the training materials were new and easy to understand and use.” (Ms. Shamshad, Gender Coordinator, AKF, Badakhshan)*
- *“This training was according to my job responsibilities, and increased my knowledge in terms of design a professional log frame and also learned new methods and strategies for analyzing the stakeholders and problems. The thing which I will do after getting this training to use it for improving my colleague’s knowledge. ”(Shahnazar, District Officer, AKF, Kunduz)*

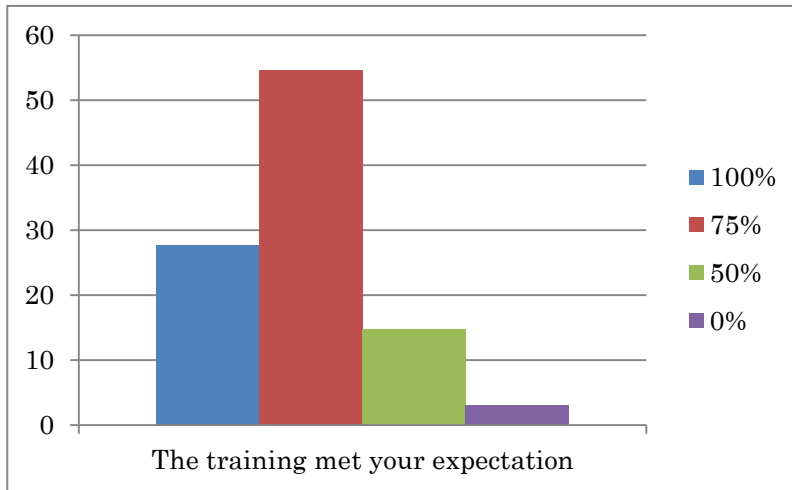
- *“The training was interesting, friendly approach and developed me personally and professionally. The training had well qualified trainers and good material that both helped us to gain more knowledge about Log frame and Proposal writing and definitely I will draft a proposal for our next project “.*
(Nangialy Hamraz, Project Manager, IAM, Kabul)
- *“As HR Manager, I obtained the Project Design training which was not relevant to my job responsibilities but it was very effective to me. After this training the head of our office involved me in proposal writing team to collaborate in proposal writing for Health project Afg-116/WHH for Kama and Sorkhroad districts of Nangarhar province, and I shared my knowledge and given effective instructions. They promised to promote me to higher position and with salary increment.”*
(Sayed Omar, HR/Admin Officer, WHH, Nangarhar)

(c) Please describe the results of the feedback from participants of the training.

The feedback from training participants was collected by two methods:

- 1- A training evaluation form was distributed at the end of the training.
- 2- An evaluation of the training was conducted by M&E manager on average one month after each training in order to evaluate the result of the training, this was an improvement on previous years where there was a long gap between training and the evaluations which meant many participants could no longer be tracked. This year the M&E team also interviewed the line managers of participants to see what impact the training had brought to their staff member.

Generally, the results of the training evaluations show that trainees are satisfied with the trainings, most of their needs have been met and they are eager to apply the newly learnt skills in their daily jobs.



4. ACTIVITIES

Provide a summary of activities conducted during the reporting period.

- 1- The ACSSI project was introduced to MoEC and project documents (proposal, MoU, budget and project plan) were submitted.
- 2- Training approval letters were issued by MoEC to provincial Economy Departments.
- 3- ToT and Orientation for the training team was conducted by the capacity building manager
- 4- A Training Need Assessment was conducted at the beginning of the year with 35 NGOs?
- 5- 14 trainings were conducted on Project design in 10 provinces of Afghanistan
- 6- NGO Law training was conducted for Government line departments in Balkh province.
- 7- 10 trainings were evaluated by M&E manager [Nangarhar, 1) Bamyán, 2) Kabul, 3) Kunduz, 4) Ghor, 5) Badakhshan, 6) Ghazni, 7) Balkh, 8) Logar, 9) Herat, 10]
- 8- New training databases were developed for ACSSI project trainings.
- 9- The impact of the trainings was assessed by face to face interviews with training participants' supervisors and through email and telephone calls as well.
- 10- Training evaluation questionnaires reporting were developed according to *Kirkpatrick* four levels of training evaluation method¹.

¹ Kirkpatrick's Four Levels is a method used for training evaluation and helps to objectively analyze the impact and effectiveness of the training, and improve the future training. The 4 levels are: Participants Reaction, Participants Learning, Job Impact, Organizational Impact

- 11- Training modules were translated into Farsi and Pashtu.
- 12- Training pre-test and post-test questionnaires were developed (3 languages, Farsi, Pashtu & English)
- 13- Training PowerPoints were developed in ACBAR standard format.
- 14- Training evaluation reports were shared with stakeholders and in ACBAR website.

5. ISSUES and CHALLENGES

Provide details of any issues and challenges faced during the reporting period, and how you addressed or will address these issues and challenges.

- The security situation of the country is not stable, so we replaced some provinces with others during the project. i.e. Kandahar was replaced by Herat
- In some provinces the Ministry of Economy departments are not cooperating with NGOs, they are asking for irrelevant information and documents. A joint committee of Government line ministries and coordination bodies has been established after the Brussels conference and has started working on NGO tax and reporting issues.
- Some NGOs do not introduce relevant staff to the trainings. This issue will be considered strictly in next trainings and applications from NGO staff who are not in the right category will not be accepted.

6. MONITORING AND EVALUATION

Provide a summary of monitoring and evaluation activities conducted, results of monitoring and evaluation (e.g. tallying of questionnaire results), including analysis of project impact based on project outputs and indicators vis-à-vis project objectives. If available, highlight specific cases or examples of positive project impact.

- M&E activities
 - a- An M&E plan was developed to monitor and evaluate the quality and impact of the trainings:
 - b- M&E questionnaire was developed according to *Kirkpatrick* module.
 - c- Training pre-test and post-test forms were developed to analyze the knowledge level of the trainees before and after the training.
 - d- M&E database was developed to record and analyze the trainees' feedbacks and opinions.
 - e- The training M&E reports were shared with ACBAR members and other stakeholders through ACBAR website.
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- f- A training impact assessment was conducted in the middle of 1st year of 2nd phase in 9 provinces of Afghanistan and 16 NGOs to know how many of the NGOs participated in ACBAR trainings, applied for fund, received fund and became partner of the UN agencies.
- M&E Result
 - a- 10 trainings were evaluated out 13 trainings on project design.
 - b- 163 trainees out of 305 (55 %) trainees from 10 provinces were interviewed face to face, via email and phone.
 - c- Kabul and Nangarhar trainings were evaluated externally by JVC and AAR Japan.
 - d- 45 (28%) interviewed participants out of 163 have declared that 95% of their expectations were met and they are satisfied of the training.
 - e- 89 (55%) interviewed participants out of 163 have declared that 75% of their expectations were met and they are satisfied of the training. Their capacity in writing proposals, preparing projects plans, problem identification and budgeting was developed.
 - f- 12 NGO which participated in the training during 1st year of Phase2 received donor funds fund (this figure may increase by passage of the time).
 - g- 10 NGOs which participated in the training during 1st year of Phase2 received the fund as a result of ACBAR training on Project Design.

7. SUSTAINABILITY and PROJECT OUTLOOK

Provide measures to ensure sustainability of the project and a summary of the project output for the remaining project period. Will output targets be met? Will the project be sustained after the completion? Etc.

- The trainings were conducted in remote provinces of Afghanistan, mostly for local NGOs/CSOs in provincial level. The training will help them to apply for funds independently and ensure their sustainability.
- The skills of proposal writing helped local NGOs to play an effective role in delivering humanitarian aids and fill the gap of international NGOs in the future.
- The training materials (presentations, handouts, videos and guideline handbook) were distributed in soft and hard versions for all participants. Most of the trainees are committed to conduct this training again for their other

colleagues, in provincial and district level.

- A networking mechanism has been established by training team to reply to trainees' questions and problems when they are drafting proposals or conducting the training. For example, Nai-Qala, shared their proposal with ACBAR training team, seeking for comments and feedbacks on their log frame. It was an education project in Bamyan province. The proposal was reviewed and sent back to Nai-Qala, for correction.

8. PROJECT PHOTOGRAPHS

[Please attach in a separate document, in reduced size, photographs of the activities in the month. Please note whether there are restrictions on photo use (e.g. on websites).]

9. SFAN project

(a) Please provide a summary of the achievement made of SFAN project.

- 1- **Afghan Disabled & Vulnerable Society (ADVS)** implemented successfully Advocacy and Capacity Building Approach on EAW Law in six districts of the Nangarhar and Laghman provinces. The project duration was three months and the main objectives were to decrease violence against women, to increase access to education, and defend & safeguard their rights. The training was delivered for 777 participants, 420 male and 357 female beneficiaries' including police and local government line departments in (Mehtarlam, Qarghaee, Dara-e-Noor, Kama, Behsood and Surkhroad) districts of Nangarhar and Laghman provinces.
- 2- **Development and Ability Organization (DAO)** conducted 7 trainings on Advocacy and Disability right Awareness for people with disabilities in district level of Kabul, Parwan, Baghlan, Panjshir and Kapisa provinces. The training was delivered for 246 PWDs, 158 male and 88 female.

(b) What is the biggest achievement of SFAN project for your organization? Please give us the detail.

ACBAR is committed to develop the capacity and enhance the fundraising opportunities for its member NGOs. Through the SFAN project ACBAR could assist ADVS and DAO, two national NGO members of ACBAR. They were selected through a transparent and competitive process to run small capacity building training for Afghans in rural areas.

(c) What was the most difficult thing to manage SFAN project?

There are challenges in reporting mechanisms in any pilot project. The SFAN partners faced challenges when submitting their financial and narrative reports. To reduce this problems orientation training was conducted before starting the project implementation but unfortunately not all of the SFAN partners introduced their relevant staff to this training. Next time this challenge will be addressed in the 2017 SFAN project.

(d) How SFAN project made an impact to your organization?

- The SFAN project gives ACBAR the opportunity to identify NGOs/CSOs who have creative ideas for small projects, particularly those in rural areas.

(e) How did your organization communicate with each CSO?

- One woman M&E officer was recruited as focal point of the SFAN project to monitor and communicate with SFAN partners regularly and communicate with SFAN partners regarding the project activities, their problems and inquiries.
- ACBAR finance department and the capacity-building manager also had regular meetings with SFAN partners to discuss project activities, financial and reporting issues.

(f) What did you learn from SFAN project?

- 1- Monitoring of partners is very important in order to verify project implementation. Both of the NGOs had experience in their selected field but there were differences in the quality of the teaching and the selection of the beneficiaries which were seen during the monitoring visits. 2) Financial reporting for PWJ is very demanding and requires a lot of supervision of new partners by ACBAR staff. So the orientation workshop at the beginning of the SFAN project is very important. Is there anything should be improved regarding SFAN project? If so, please describe the detail.
- 2- There is a long gap between acceptance of the proposal and start of implementation so it is difficult for small NGOs to prepare proposals so far ahead (10 months). One solution could be to increase the time period of the projects (10 months), a second solution could be to keep the same

SFAN partner throughout the 3 years. This would also allow more time for capacity building.

End