



USAID
DEL PUEBLO DE LOS ESTADOS
UNIDOS DE AMÉRICA

REPÚBLICA DOMINICANA

USAID/Dominican Republic Monitoring, Evaluation, and Learning Platform

Quarterly Report – Year 2, Quarter 1

For the period October 1 to December 31, 2017

January 15, 2018

DISCLAIMER

The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or of the United States government.

This publication was produced for review by the United States Agency for International Development. It was prepared by Panagora Group for the USAID Monitoring, Evaluation, and Learning Platform, IDIQ No. AID-OAA-I-15-00025, Task Order No. AID-517-TO-16-00003.

Recommended citation: USAID/Dominican Republic Monitoring, Evaluation, and Learning Platform. 2018. Quarterly Report Year 2, Quarter 1. Kensington, Maryland: Panagora Group.

Panagora Group Contact:
William J Cartier
Chief of Party
Monitoring, Evaluation, and Learning Platform
Panagora Group
3209 McComas Avenue
Kensington, MD 20895

CONTENTS

Introduction	3
1. Performance Monitoring	3
1.1 Support Development and Review of MEL Plans	3
1.2 Implement Performance Indicator Registry and Dashboard	3
1.3 Support Monitoring and Rapid Assessments of Performance.....	4
1.4 Support Data Quality Assessments	4
2. Evaluations and Assessments.....	4
2.1 Conduct Evaluations.....	4
3. Learning and Adaptation	5
3.1 Support Portfolio Review / Mid-Term CDCS Review	5
3.2 Support Adaptive Management around New Evidence	5
4. Cross-Cutting Tasks: Capacity Building.....	5
5. Task Order Management	5
5.1 Staffing.....	5
5.2 Fielding.....	6
5.3 Visas	6
5.4 Subcontracting.....	6
5.5 Submission of Contractual Deliverables.....	6
6. Budget Information	7

ACRONYMS

ADS	Automated Directives System
AOR	Agreement Officer's Representative
CDCS	Country Development Cooperation Strategy
CLA	Collaborating, Learning and Adapting
CMBP	Caribbean Marine Biodiversity Program
COR	Contracting Officer's Representative
DO	Development Objective
DOJ	Department of Justice
DQA	Data Quality Assessment
DR	Dominican Republic
FY	Fiscal Year
GODR	Government of the Dominican Republic
ICITAP	International Criminal Investigative Training Assistance Program
IP	Implementing Partner
M&E	Monitoring and Evaluation
MEL	Monitoring, Evaluating, and Learning
MINERD	Ministerio de Educación de la República Dominicana
PMP	Performance Management Plan
PO	USAID Program Office
SOW	Statement of Work
USAID/DR	United States Agency for International Development/Dominican Republic

INTRODUCTION

This document summarizes activities of the USAID/Dominican Republic Monitoring, Evaluation and Learning (MEL) Platform from October 1 to December 31, 2017, the first quarter of the activity performance period. The structure of this quarterly report follows the organization of the approved Year 2 Work Plan.

1. PERFORMANCE MONITORING

In this section, we summarize our plans to support USAID/DR in developing and reviewing MEL plans, implement the new indicator database and dashboard, conduct field monitoring and rapid assessments of activities' performance, and support data quality assessments (DQAs).

1.1 SUPPORT DEVELOPMENT AND REVIEW OF MEL PLANS

During this quarter, the MEL Platform supported the Mission and implementing partners to develop, modify, and finalize MEL Plans:

- The MEL Platform met with the Poverty Action Lab (J-PAL) to review their role in the implementation of the ENTRENA MEL Plan.
- In collaboration with the respective AOR, the MEL Platform provided support to UNDP in the design of a MEL Plan for a new activity.
- The MEL Platform also provided support for the review of the work plan presented by Participación Ciudadana (PC) for the new climate change component of their award, and made recommendations for modifications to the MEL Plan.

1.2 IMPLEMENT PERFORMANCE INDICATOR REGISTRY AND DASHBOARD

In Quarter 1, the MEL Platform team made progress towards developing and implementing a performance indicator registry that USAID/DR can use to manage all of the CDCS indicator data. We:

- Completed the draft data entry forms for all IPs based on their respective MEL Plans;
- Presented the indicator registry format for approval to the Mission
- developed instructions for AORs/CORs on the use of the indicator registry.

In the following Quarter the MEL Platform will assist the Mission and IPs in populating the indicator registry with the performance data and in designing data visualization tools (dashboards).

1.3 SUPPORT MONITORING AND RAPID ASSESSMENTS OF PERFORMANCE

During Quarter 1, the MEL Platform met with DOI and DO2 teams to review their requirements for activity monitoring and performance assessment. In the following Quarter, the MEL Platform will work with the Mission on a calendar of site visits with AORs/CORs, as a first step in documenting current monitoring practices and procedures. From there, the MEL Platform will develop a proposed standard operating procedure (SOP) for activity monitoring and reporting of findings.

1.4 SUPPORT DATA QUALITY ASSESSMENTS

The MEL Platform team has continued to assist the Mission to complete the first round of DQAs. In this Quarter, we:

- Focused on the preparation, design, and implementation of the DQA for the READ activity.
- Assisted the AOR in conducting field work with UNIBE and World Vision in 12 sites (participating primary schools) throughout the country, in addition to data collection with the READ implementing partner M&E units.
- Supported the Mission in conducting a DQA of the WASH HL 8.1-2 indicator, reported by REDDOM.

2. EVALUATIONS AND ASSESSMENTS

2.1 CONDUCT EVALUATIONS

The Evaluation Schedule for Fiscal Year 2018 includes three performance evaluations to be conducted by the MEL Platform. In Quarter 1 of Year 2 the activities conducted were:

READ Performance Evaluation

- Finalization and approval of the Inception Report
- Completion of field data collection in 24 selected primary schools
- Presentation of preliminary findings, conclusions and recommendations
- Submission of draft report to USAID/DR

CLIMA Whole of Project Evaluation

- Recruiting and contracting of the Team Leader
- Finalization and approval of the Inception Report
- Completion of field data collection
- Presentation of preliminary findings, conclusions and recommendations

Justice Project Evaluation/Sector Assessment

- Review of final evaluation questions with the DOI team
- Ongoing recruiting of the team members
- Collection and review of background documentation

3. LEARNING AND ADAPTATION

3.1 SUPPORT PORTFOLIO REVIEW / MID-TERM CDCS REVIEW

Based on the Mission Order for a mid-term CDCS review, we will support the Mission in conducting this review in February 2018. During this Quarter, the MEL Platform conducted preparation work:

- Review of Mission responses to a draft CDCS strategy paper on border development
- Further data collection for the strategy paper

3.2 SUPPORT ADAPTIVE MANAGEMENT AROUND NEW EVIDENCE

According to the Year 2 Work Plan, the MEL Platform will facilitate TO and IP After-Action Reviews of findings from DQAs, field monitoring visits, evaluations, and assessments. Towards this objective during this Quarter, we conducted a “feedback meeting” with the Alerta Joven AOR, ENTRENA, and other DOI team members at the Mission.

4. CROSS-CUTTING TASKS: CAPACITY BUILDING

Activities under this component will be conducted in the following Quarter, as the concentration of performance evaluations in the present Quarter absorbed a considerable amount of MEL Platform staff time.

5. TASK ORDER MANAGEMENT

5.1 STAFFING

During this quarter, the MEL Platform executed short-term services agreements for Luis Dominguez, Education Specialist supporting the Read Evaluation. Mr. Dominguez’s agreement concluded on

December 15, 2017.

We received USAID approval in October for Thomas Moore to serve as Team Leader of the CLIMA Evaluation, and subsequently executed a short-term services agreement. Mr. Moore's agreement will conclude on January 15, 2018.

5.2 FIELDING

Panagora arranged all travel logistics, including flights, hotel reservations, medical evacuation insurance, hotel arrangements, and transportation, for the following personnel during this quarter:

- Megan Gavin, Team Leader of the Read Mid-Term Performance Evaluation
- Thomas Moore, Team Leader of the Clima Whole-of-Project Evaluation

Panagora notified USAID of international travel for both consultants prior to the start of their assignment.

5.3 VISAS

Panagora obtained a Courtesy Visa extension for the MEL Platform Senior M&E Specialist, Marcelo Castrillo, in October, with assistance from USAID in drafting a visa renewal letter.

5.4 SUBCONTRACTING

This quarter, after ongoing communications and extensive hurricane delays in the previous quarter, Panagora Group and Grant Thornton/Dominican Republic fully executed a direct subcontract. Procedures were finalized for Grant Thornton/Dominican Republic to invoice Panagora Group directly.

5.5 SUBMISSION OF CONTRACTUAL DELIVERABLES

The MEL Platform team submitted the following required deliverables on time:

- Year 1 Annual Report, submitted October 30, 2017
- Quarterly Accrual Report, submitted December 11, 2017
- Quarterly Financial Report