

HLP Foundation Right-to-Grow (R2G) Project

FINAL ANNUAL REPORT 2021 OF HLP-F: AT-A-GLANCE

Progress Report for the period 1st January 2021 – 31st December 2021 of HLP Foundation for BMET Component, which have been achieved with support from CEGAA.

Sl.	Work Plan	Name of the Activities	Target	Achievement	Remarks
1.	R2G Project Implementation Plans and budget	Developed detailed Project Implementation Plans and Budget (DIPBR) for 2021, and drafted the DIPBR for 2022 in consultation with R2G Consortium partners.	01	01	Completed
2.	BMET budget and expenditure data and tracking data sources	Collected official budget book from 40 Unions for current fiscal year (July 2020-June 2021) plus those of the last three years.	40	40	Completed
		Identified the allocated budget heading for WASH and nutrition services in the budget books.	40	40	Completed
		Explored the data of allocated budget and expenditure related to the WASH and nutrition from the current year, and the last three years' budget books.	40	40	Completed
		Conducted budget and expenditure analysis for nutrition and WASH services.	40	20	On going
3.	Organize Workshops and Consultation Meetings (8-13 December 2021)	Communicated with consortium partners to invite them for the HLP workshop.	25	25	Completed
		Prepared the workshop documents for the consortium partners.	25	25	Completed
		Conducted HLP Workshop for the R2G project consortium partners on 8 Dec. 2021.	06	06	Completed
		Conducted three Upazila Workshops to orient on R2G project during 11-13 Dec. 2021.	2 UPZ	3 UPZ	Completed
		Develop the capacity building plan for the local partners based on the baseline survey report.	01	Not Applicable	No BMET Baseline Survey has been conducted by R2G.
4.	BMET Virtual Training Workshop (14-15 December 2021)	Prepared the BMET Virtual Training Workshop documents for the capacity building of the consortium partners.	01	01	Completed
		Invited the R2G consortium partners for the BMET Training Workshop.	06	06	Completed
		Conducted and facilitated BMET Training Workshop for the R2G consortium partners jointly by CEGAA and HLP-F.	1	1	Completed
			Participant Nos. 30	Participant Nos. 32	More participants attended than was planned initially.
5.	Key project staff members foundation training	Participated in the Preparatory Foundation training for R2G consortium project staff at World Vision Bangladesh Office.	01	01	04 persons from HLP-F participated
6.	BMET Baseline Assessment and Capacity Needs	Developed initial tools and techniques to assess BMET and Capacity Building Assessment Baseline Survey in consultation with CEGAA.	02	02	Completed

Sl.	Work Plan	Name of the Activities	Target	Achievement	Remarks
	Assessment for all consortium and local partners	Prepared BMET related checklist, and questionnaire to conduct KII for BMET, and Capacity Building Assessment Survey.	01	01	Completed
		Provided necessary support to conduct baseline survey in terms of BMET assessment.	01	Not Applicable	Need formal approval from CEGAA to initiate the survey.
		Conducted capacity needs assessment for R2G Consortium and local partners.	01	Not Applicable	Need formal approval from CEGAA to initiate the survey.
7.	Monthly check-in (reporting and planning) meetings between CEGAA and HLP-F	Participated in virtual training, planning workshop, networking meeting etc.). HLP-F will organize meeting and report to CEGAA on the progress towards implementation of the approved BMET budget and Action Plan	6	10	Continuing regular activities
8.	Consortium Partners meetings in line with all partners' meeting plans	HLP Foundation participated in all meetings with consortium partners and other events proposed by MF such as: 1. R2G Gender inclusion workshop on 14-16 June 2021. 2. Tokyo Nutrition 4 Growth Summit on 9 December 2021.	18	18	Completed
9.	Study	Conducted Rapid Assessment Study, and prepared Report on the Structure and Composition of Existing Local Government Committees.	01	01	Completed
10.	Reporting	Half Yearly and Annual Report prepared and submitted to CEGAA.	02	02	Completed

Major Achievements:

Based on annual plan, during January-December 2021, HLP Foundation participated in all meetings and training sessions — both physically and virtually. Also, performed almost all planned activities, and subsequently conducted all major training, workshops, and study as stated above.

Major Challenges:

- Delay in signing of tripartite MoU among Max-F, CEGAA, and HLPF.
- Due to COVID-19, face to face training on BMET could not be organized. Instead of that, consolidated 2 days training was organized virtually.

Lessons Learnt:

- In persons meetings and conducting training is more effective than virtual.
- Collaborative support and mutual coordination is the key to achieve the ultimate results to meet the targeted outcomes of the project.
- Involvement of LGIs is very important to ensure the sustainability of project.

Dated: 26 January 2022