



# **HEEPF**

## **Quarterly Progress Report**

**(December ٢٠٠٦)**

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**Dec. ٢٠٠٦**

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# Quarterly Progress Report (December ٣١, ٢٠٠٦) Higher Education Enhancement Project Fund

## I. Introduction

Higher Education Enhancement Project Fund (HEEPF) is a mechanism within the national higher education enhancement strategic plan (HEEP). HEEPF is part of the loan agreement ,loan number ٤٦٥٨ EGT, dated April ٢٠٠٢, between the ARE and IBRD to support and Finance priority areas of the strategic plan of the higher Education Enhancement Project HEEP. The amount of the loan allocated for HEEPF Grants equal to ١٢,٠٠٠,٠٠٠ USD that was increased to ١٣,٠٠٠,٠٠٠ USD.

## II. Main & Specific objectives

The main objective of HEEPF is *to enhance QUALITY, RELEVANCE & EFFICIENCY in Higher Education through establishing a sustainable competitive mechanism among Egyptian universities and Technical Colleges (TCs).*

This objective can be achieved through the following specific objectives:

- Creating a competitive environment that would enhance and improve H.E. Institutions (departments/faculties/institutions and universities).
- Encouraging the bottom-up, autonomous and decentralized approach (self-improving mechanism) for sustainable quality learning improvement.
- Improving capabilities of institutions and academic communities to upgrade and consider modern scientific fields of specialization, interdisciplinary, multidisciplinary and innovative topics.
- Strengthening collaboration and integration between H.E. Institutions and the community/industry.
- Enhancing the inter/intra-management and administration information systems in the H.E. Institutions.
- Optimizing the use and increasing the availability of common knowledge resources and lab facilities & infrastructure.
- Empowering faculty members at public universities and HEIs to acquire basic skills needed for managing and implementing reform plans.

## III. HEEPF Approved Implementation Plan

The approved implementation plan for HEEPF includes the following main activities:

- Preparation of Basic HEEPF Documentation.

- Awareness Building & Dissemination of Information.
- Needs Assessment Studies and redefinition of priorities for application.
- Five Rounds of Request For Proposals RFP each contains:
  - General & Specific Workshops and Seminars.
  - RFP Preparation & Submission.
  - Peer Reviewers Activities.
  - Selection, Awarding and Grants Contracting.
- Implementation Phase of the Funded Projects.
- Quality Control & Monitoring of the funded Projects.
- Evaluation & Impact Assessments for the Funded Projects.
- HEEPF Management, Monitoring and Evaluation Reports.
- Trends Assessments & Tracer Studies and HEEPF Conferences.

## IV. Analysis of Activities and Deliverables

HEEPF has worked on many activities and the following is a brief analysis for attained outputs & outcomes.

### IV.١. Awareness & Dissemination:

#### Outputs & Outcomes:

- Awareness Workshops.
- Applicants' Guidelines (٤ versions).
- Application forms ( Arabic & English ٤ Versions) .
- Booklets for HEEPF Cycle Funded Projects' Summaries (First, second, third and fourth cycles).
- Website: [www.heepf.org.eg](http://www.heepf.org.eg). (٤٤٥ registered users & updating is continuous) [refer to Annex ١].
- Compact disk (guide for applicants).
- Compact disk (Funded Projects' summaries).

### IV.٢. Training Activities:

#### Outputs & Outcomes:

- ١٠ PM workshops : ٧٨٩ participants
- ٦ Financial training : ٢٦٠ Participants.
- ٢ Specialized & Online workshops : ٦٤ Participants.
- Online E-learning training : ٤٢ participants.

### IV.٣. Request for Proposals

#### Outputs & Outcomes:

- Submitted project proposals in the first four cycles = ٥٦٣
- Funded projects in the first four cycles = ١٥٨
- Contractual budget for the funded projects = ١٣,٨٨٤,٠٩٦ US\$  
[refer to Fig. ١٠٢]
- Involved ١٧ universities, ٥ Technical Colleges and ١ in MOHE.
- Faculties/institutions participating in HEEPF projects = ٩٠

- Newly signed contract for distinguished projects to extend their work = )

**Project Funds on Universities**

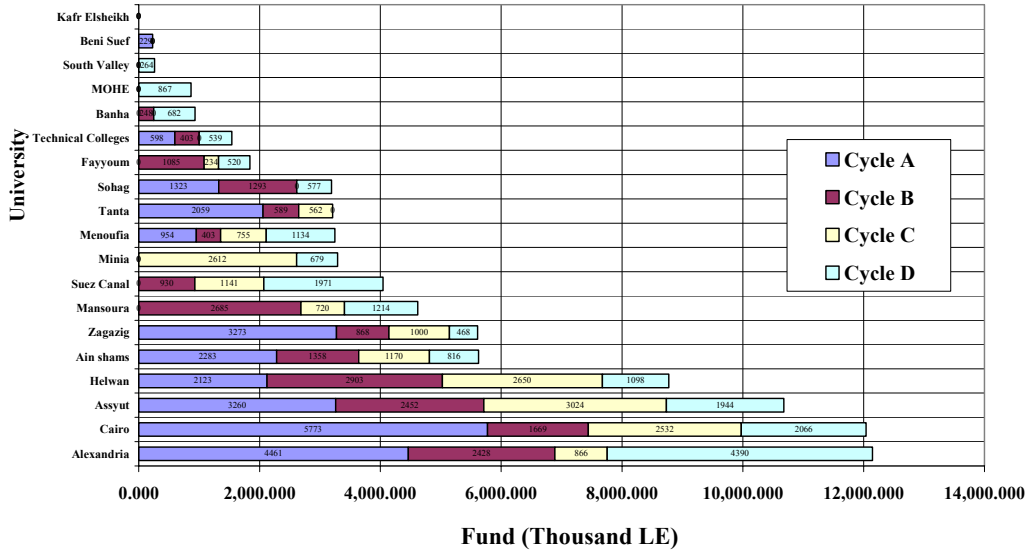


Fig. ١ Distribution of HEEPF fund among the various universities

**Project Funds on Speciality**

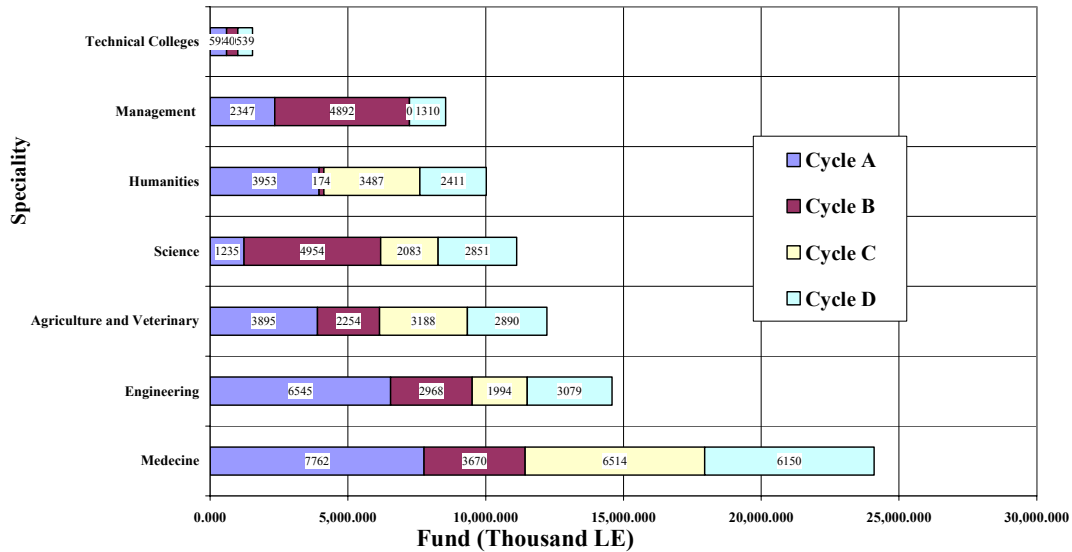


Fig. ٢ Distribution of HEEPF fund among the various specialities

#### IV.٤. Monitoring and Evaluation System (M&E)

##### Outputs & Outcomes:

- *Constructing HEEPF IT system including:*
  - *Updated website.*
  - *Electronic documentation system "Jupiter".*
  - *Data Base for HEEPF projects.*
  
- *Contracting for the Impact assessment study.*
- *Contracted extension of a Project in Sohag University for its superiority according to the performance of the project.*
- *Revising M&E guidelines and issuing an updated manual (٥<sup>th</sup> edition Aug. ٢٠٠٦).*
- *Academic staff members & university experts directly involved in the implementation of the funded projects = ٣٥٤٠.*
- *Funded projects' members traveled abroad = ٦٦*
- *International experts participated in funded projects activities = ٥٣.*
- *Progress Reports that have been reviewed = ٧٨٧.*
- *Projects' Site Visits = ٢٦٦.* [refer to Table ١]
- *Meetings with projects management teams = ١٢٧.* [refer to Table ١]
- *Changed projects' management team = ٨*
- *Handed-over projects up to Dec. ٢٠١٦ = ٨٣.* [refer to Table ٢ and Fig. ٧]
  
- *Projects with approved extension period (٢-٩M) = ٥٤*
- *HEEPF M&E team attended workshops for the "Total Quality Management in HEEPF-Application of Common Assessment Framework Model" in the HEEPF premises in November ٢٠٠٦.*

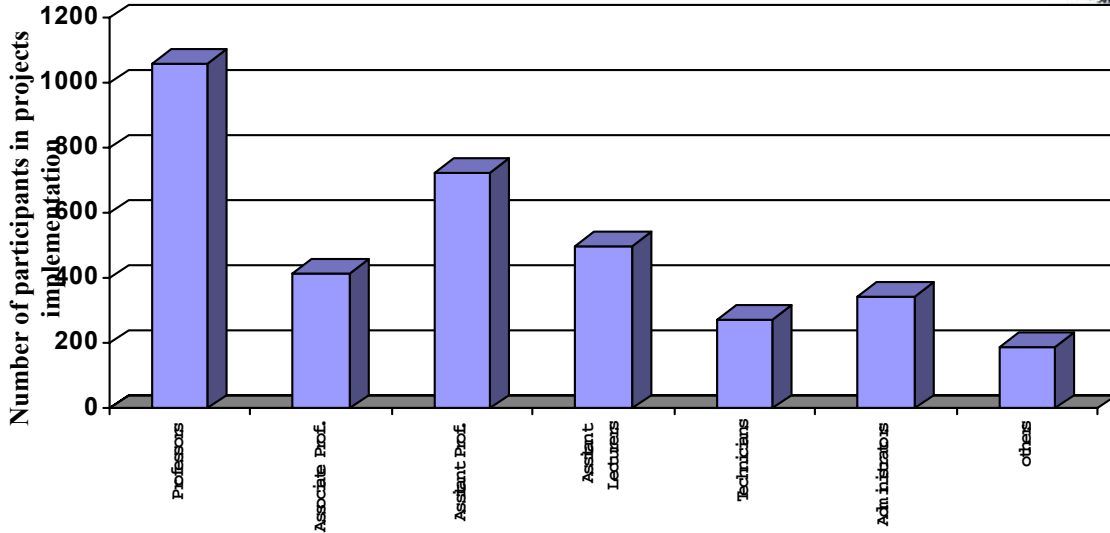


Fig. ٣ Categories of direct participants to projects implementation

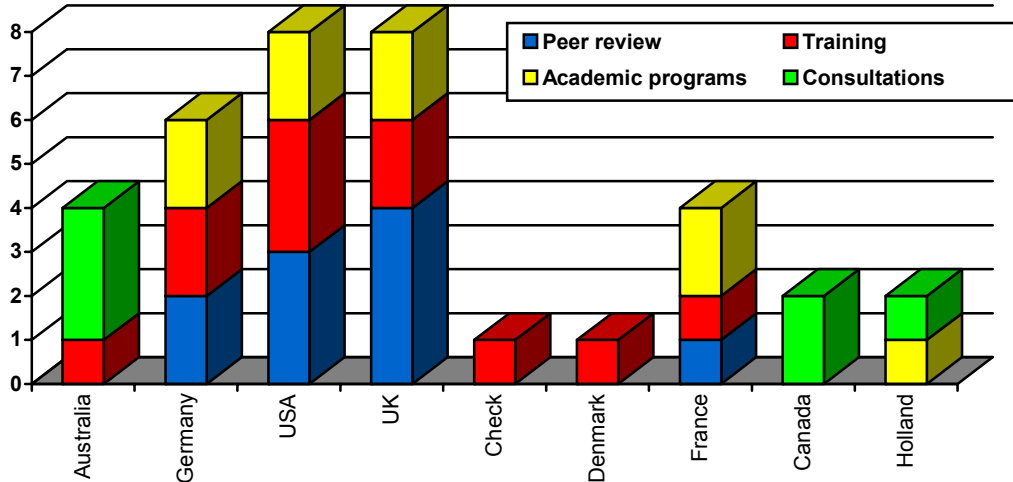


Fig. ٤ Number of experts participated in projects implementation

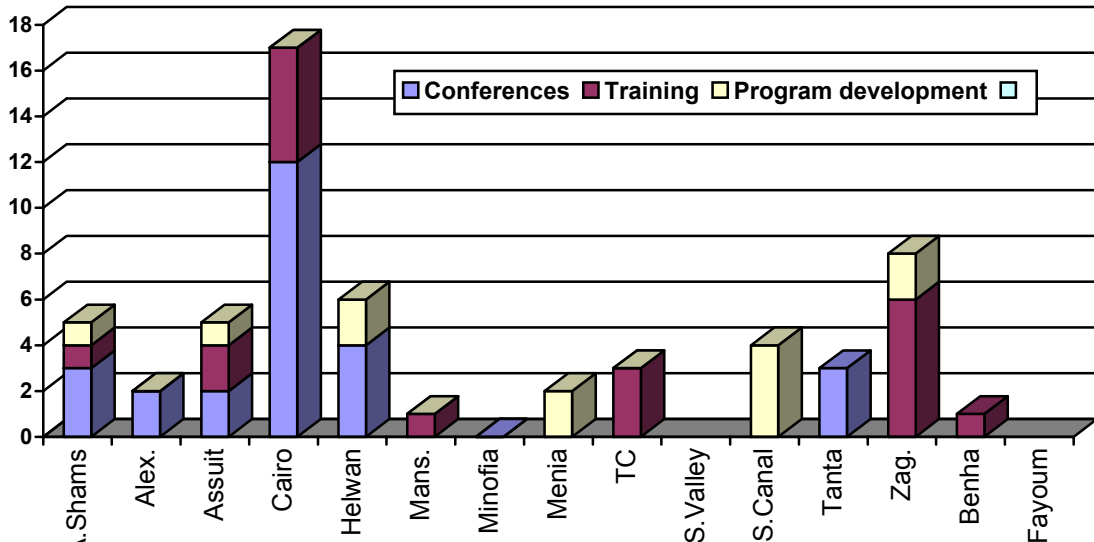


Fig. ٥ Number of projects' team members who traveled abroad per university

Table ١ Site Visits and meeting with individual project teams

Visit/meeting	Cycle (A)	Cycle (B)	Cycle (C)	Cycle (D)
No. of site visits	٧٥	٦٨	٧٧	٤٦
No. of meetings (coordination, invitations, etc.)	٤٠	٣٥	٣٠	٢٢
Total	١١٥	١٠٣	١٠٧	٦٨

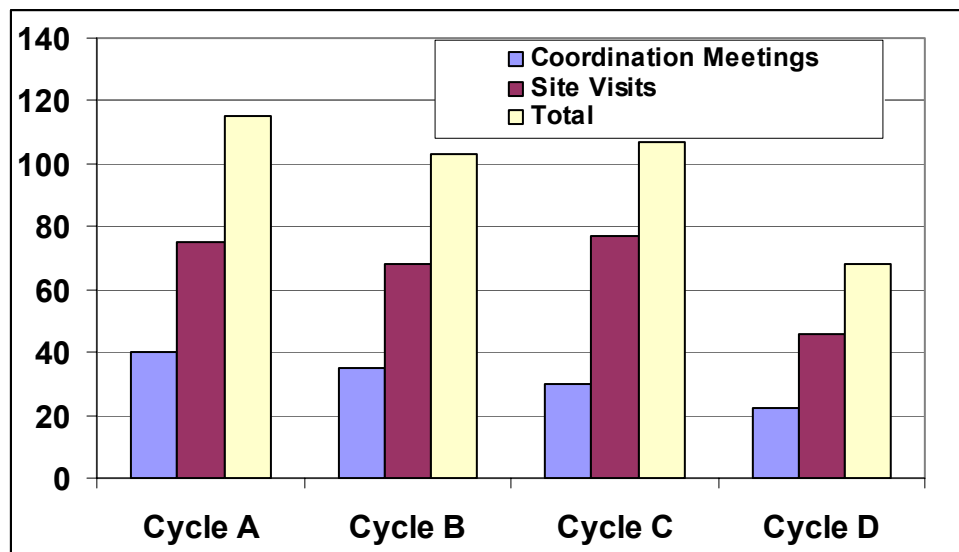


Fig. ١-a Number of projects' site visits and coordination meetings for each cycle

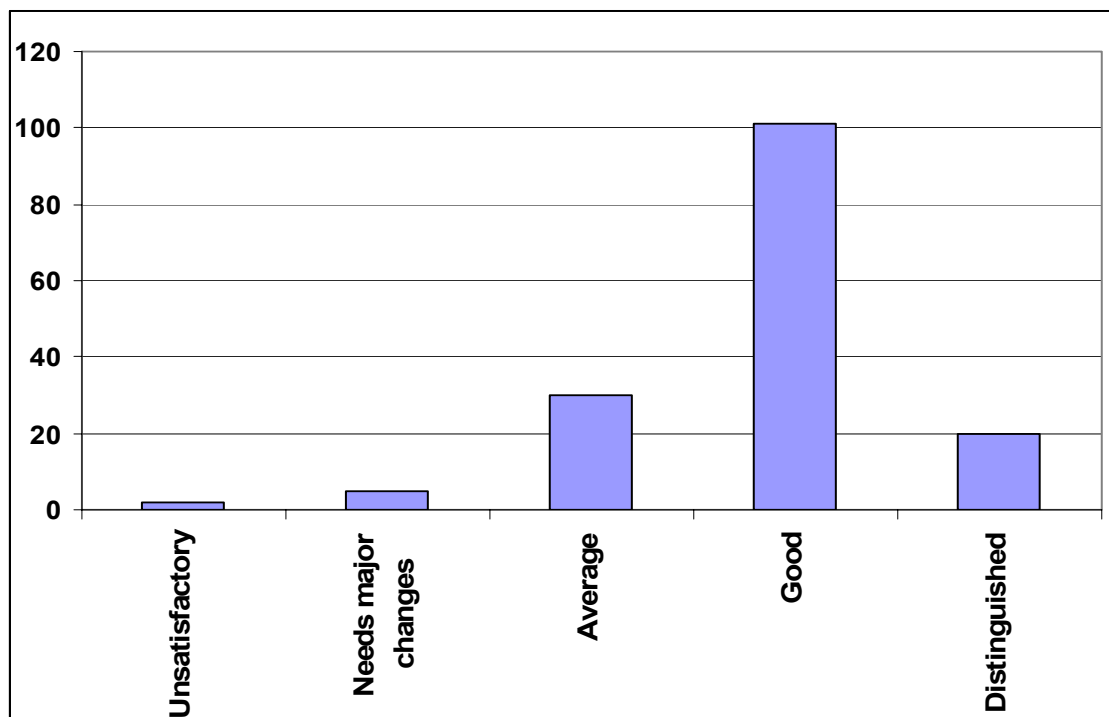


Fig. ١-b Performance appraisal of on-going projects

Table ٢ Status of projects hand-over up to Dec. ٣١, ٠٦

RFP (Cycle)	Total Number of Projects	Handed-Over Projects	Percentage	Additional Work has been recommended during hand-over process	Remarks
Cycle (A)	٤١	٣٥	٨٥%		A-٠٤٧-0١ has started with Cycle (C)
Cycle (B)	٣٦	٢٢	٦١%	B-٠٤٦-١٠	B-٠٨٠-0٠ & B-٠٢٤-K٠ have started with Cycle (C)
Cycle (C)	٣٦	١٧	٤٧%		
Cycle (D)	٤٥	٩	٢٠%		
Extension of Project with new Contracting	١	-	-		
<b>Total</b>	<b>١٥٩</b>	<b>٨٣</b>	<b>٥٢%</b>		

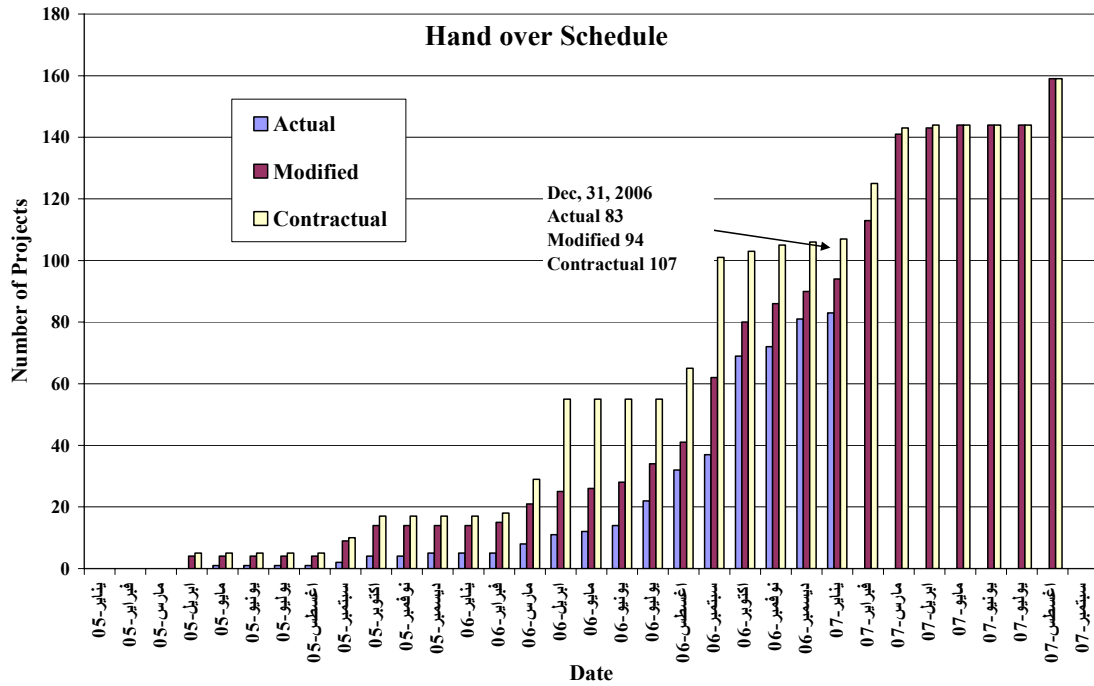


Fig. ٧ Comparison of the number of projects: actual close-out versus the contractual and the modified due to extensions.

## V. HEEPF Expenditure

The overall HEEPF expenditure since the beginning of the project till the end of Dec. ٢٠٠٦ is ٦٣,٨٩٩,٢٠٢ **million LE** which is equivalent to ١١,١١٢,٩٠٤,٧٨

**USD**. This represents ٨٥,٥% of the allocated budget for HEEPF. The expenditures are itemized in major categories as follows:

Category	Expenditure US\$	%
Installment To HEEPF Funded Projects.	١٠,٦٢٢,٦٧٢,٢٣	٩٥,٥٩
Consultations, Administration, Workshops, Stationary and others	٤٩٠,٢٣٢,٥٥	٤,٤١
<b>Total</b>	<b>١١,١١٢,٩٠٤,٧٨</b>	<b>١٠٠</b>

N.B. planned budget as of Dec. ٠٦ was: ١٣,١٨٠,١٨٥ US\$. The variance is attributable to the following reasons:

١. There is considerable remaining balance from the already handed-over projects.
٢. Some projects have been approved to extend their contractual period and therefore expenditures are distributed along longer time interval.
٣. Some entrepreneurial projects have been requested to ensure the co-financing from NGOs participating in their projects and therefore actual installments have been really added.
٤. Some universities contributed to the projects additionally in cash rather than only in-kind co-financing. This has caused some savings in the overall expenditures from HEEPF installments.

The following S-Curve (Fig. ٨) illustrates the cumulative expenditure (transfers and actual funded projects' expenditure) as compared to planned cumulative budget. Fig. ٩ illustrates the analysis of the expenditures as reported in the projects financial statements.

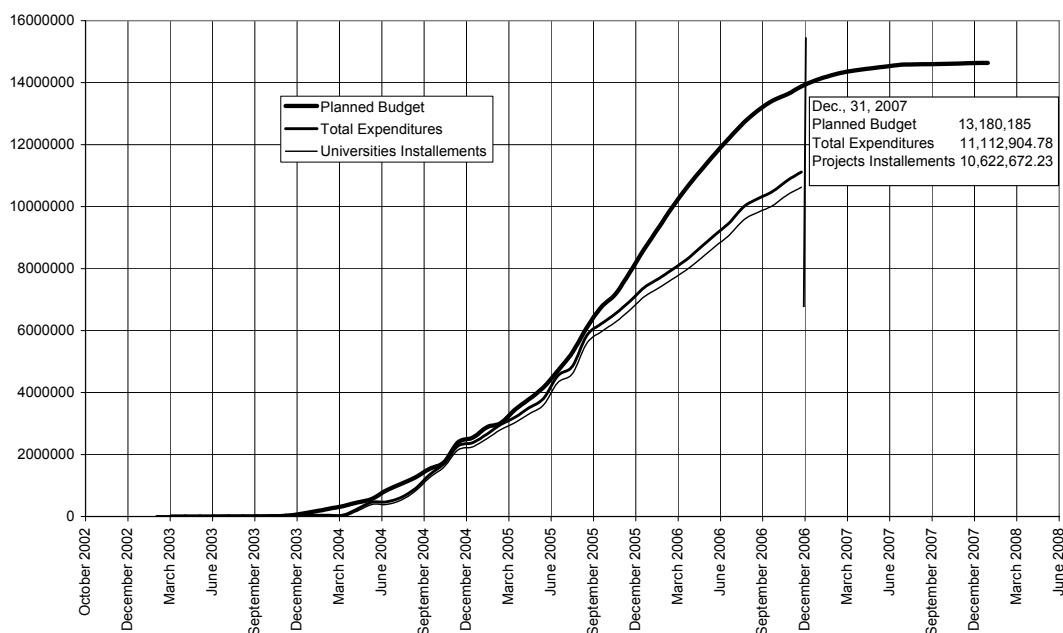


Fig. ٨ Progress of HEEPF disbursement with time

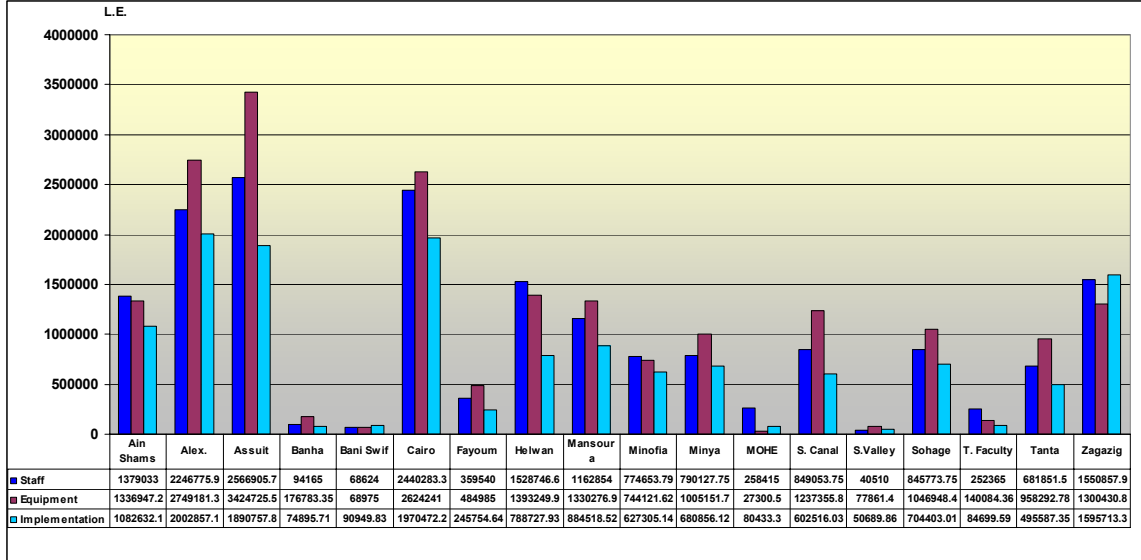


Fig. ١-a Distribution of expenditures' line items per university

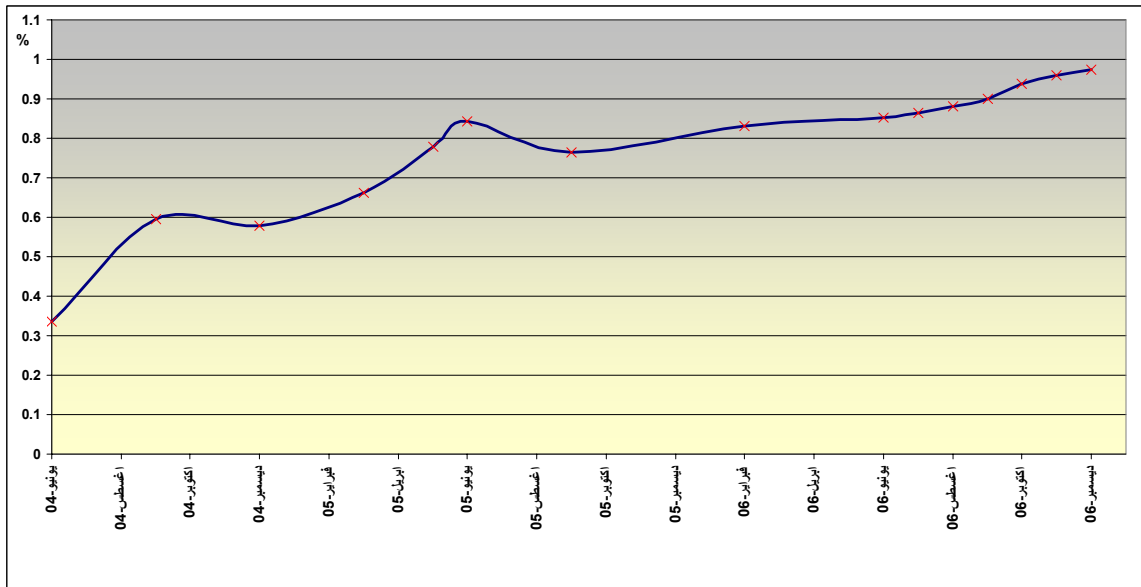


Fig. ١-b Ratio of the expenditures to the transferred installments to projects

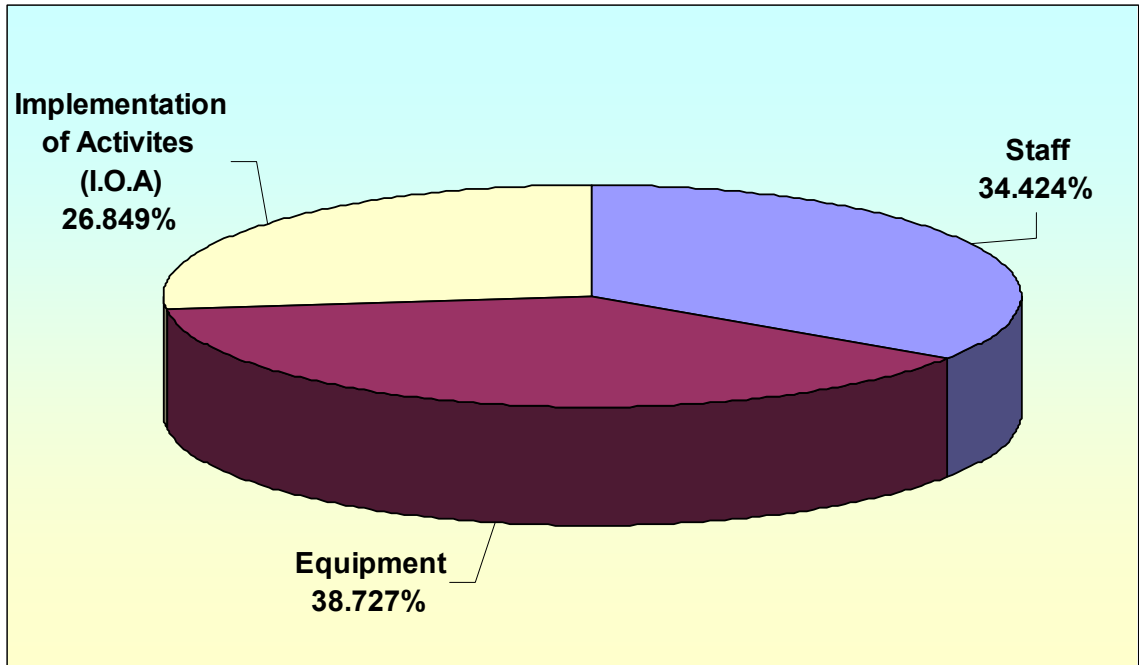


Fig. ١-c Breakdown of projects expenditures

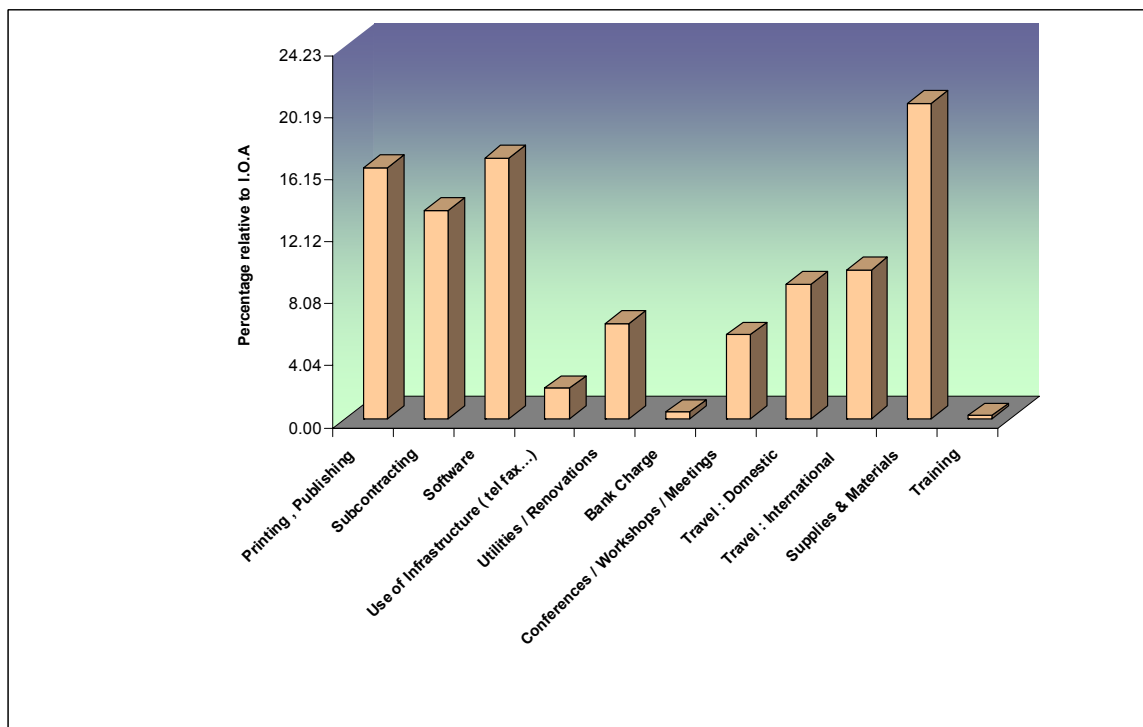


Fig. ١-d Expenditures analysis for the Implementation of Activities (I.O.A.)

## VI. Integration & Coordination (I/C) system

### VI.١ Concept and Process

The Integration & Coordination System was initiated, activated and followed up to achieve one of the main goals of the HEEPF, the collaboration between funded projects with similarities within the fields of specialization (Horizontal Integration) and among projects within the same university or educational institution (Vertical Integration). Collaboration between projects aims towards extending the benefits and the positive impact of these projects to a wider audience and broaden the scope of enhancement within HEIs. Collaboration has many targeted objectives to:

- ١- Disseminate awareness of other projects goals, activities and outcome.
- ٢- Effectively transfer knowledge and experience among projects, disciplines and universities.
- ٣- Increase the scope and number of possible beneficiaries.
- ٤- Help strengthen the ties and exchange possible mutual benefits between different projects.
- ٥- Build up bridges of interaction that would ensure better sustainability of the projects after they phase out.

In this regard, the activities mentioned in the Sept ٢٠١٦ Progress report are continued, the coordination and integration between the projects are followed up.

### VI.٢ Main Outcomes of the I/C activities

- Awareness about projects in different disciplines
- Exchange of Experience and Outcomes benefit maximization
- Presentation and Evaluation of Integration/Coordination experience and action plans for projects within Faculties and in different disciplines.
- Involvement of Educational Sector Committees in Evaluation and Sustainability of higher education enhancement projects.
- Holding "Infection Control" workshop at Tanta University in Nov., ٢٠١٦.

## VII. Impact Assessment Study

A Pilot impact assessment study was carried out by a group of experts and implemented at Zagazig University through support from HEEPF in the form of provision of information and data needed about funded projects. The impact assessment study aimed at achieving the following objectives:

- Carry out an important integral part of HEEPF approved implementation plan.
- Provide a model that could be adopted for impact assessment at a wider scale, i.e. some or all of national enhancement projects.

- Get feedback about HEEPF performance and direct impact achieved at institutional level (university) through an external group of consultants.
- Enable universities to develop their own mechanisms for assessing impacts of enhancement activities (Top-down or Bottom-up).

The following activities were carried out by the consultancy group:

- Terms of reference
- Resources Allocation (Human & Material)
- Development of tools (preparation, validation & authentication)
- Definition of targeted groups
- Pilot study on different levels of stakeholders.
- Refinement of tools and field implementation.
- Final report.

The study concluded in some major results and recommendations that are to be taken into consideration by HEEPF, uncontrolled interference with other enhancement projects, and limitations and constraints for implementation.

The following activities are implemented:

- Three Monitoring and Evaluation Meetings
- First Workshops is implemented
- Project team is now reformulating the study design to accommodate the feed-back of the stakeholders

## VIII. Response to Aid Memoir the WB supervision mission Sept ٢٠١٦

**Issue #1:** Secure funding for an additional round of HEEPF projects

**Response:** HEEPF prepared a proposal for an additional round. The PMU director forwarded a letter to HE Minister of Higher Education to take the appropriate action.

**Issue #2:** Complete ١١٠ projects by March ٢٠١٧ and hand over to HEEPF central unit for final project payments to be made.

**Response:** The number of hand-over projects (up to the end of Dec. ١٦) is currently ٨٢. This number represents ٥٢% of the overall number of accepted projects for funding. Extra ٢٨ projects are in Handover Process by the end of March. The progress of handing-over process is thus reasonable

## **IX. Action Plan for the Next Six Months (Jan. ١, ٠٦ to July. ٣١, ٠٧)**

- Close out an extra ٢٩ projects by the end of March ٢٠٠٧ and ٣٢ projects by the end of July ٢٠٠٧. The remaining ١٠ Projects are to be closed out by the end of August ٢٠٠٧.
- Follow-up sustainability plans of completed projects.
- Disburse funds to on-going projects promptly and without unwarranted delays.
- Monitor and evaluate all on-going HEEPF projects.
- Follow-up of integration and coordination activities carried out among enhancement projects within same institution and among common sectors and fields of specialization.
- Complete the HEEP impact assessment study.
- Continue collecting baseline data, using input, process, output and outcome indicators pertaining to academic programs, faculty, students and institutions in order to identify changes in quality and relevance related to HEEPF projects.
- Finalize the draft of HEEPF second phase (strategic goals, process of implementation, evaluation and impact assessment, and potential sources of funding).
- Prepare for a new cycle in terms of awareness, announcement, training and request for proposal (RFP ٠) in case of endorsing the required fund to complete HEEPF ١<sup>st</sup> phase.
- Hold HEEPF mid-term conference for evaluating the outputs, outcomes of the previous period. An Arabic booklet with brief description of HEEPF objective, deliverables and achievements will be prepared.
- Provision of HEEPF quarterly progress report (March ٠٧) and semi-annual report (June ٠٧).