

QUARTERLY PROJECT PROGRESS REPORT

- This report must be completed and signed by the Primary Contact for the project.
- The information provided in the report must correspond to the financial information that appears in the financial reports.
- This is a quarterly report, only report on activities conducted and results achieved during the reporting period.
- The report will be analysed by your technical advisor and The Union grants officer. Suggestions will be provided as necessary and you will be expected to revise your report submission accordingly. Incomplete reports will not be accepted and may lead to a delay in disbursement.
- The answers to all questions must cover the quarter as specified in your Schedule of Grant letter, sent to you at the commencement of your grant.

Section One: Project Information	
Project ID	INTERNAT-RIOC-400
Quarter No.	1 e.g. Quarter 1
Period Covered	September to November 2011 e.g. November 2010 to January 2011
Report Completed by	Ms Sian Fitzgerald
Project Website	not applicable

Project Title	Raising the Stakes on Tobacco and Poverty: Strengthening International Engagement in and Advocacy on Tobacco and Poverty Issues
Project Goal	The aim of this project is to expand the number and range of national and international organizations engaged in tobacco control. Specifically it will increase the use in policy advocacy of prior studies on poverty and tobacco and increase the capacity and number of a cadre of non-tobacco control organizations to address tobacco control in a development context. It will also facilitate knowledge exchange that enhances global coordination and cooperation to promote tobacco control as a key global health priority.
Specific Objectives	<ol style="list-style-type: none"> 1. To increase the policy advocacy impact of research results on tobacco and poverty generated from selected Phase 1 studies primarily in BI priority countries. 2. To increase the capacity of a larger cadre of non-TC organizations to address tobacco control in a development context. 3. To facilitate knowledge exchange that enhances global coordination and collaboration to promote tobacco control as a key global health priority.
Location	International
Duration of Project	18 Months
Grant Amount	\$285,821
Technical Advisor	Ehsan Latif
Contract Administrator	Jan Schmidt-Whitley

Section Two: Executive Summary

Provide a brief assessment of the progress that has been made this quarter and the main issues that have been encountered (no more than 300 words).

During the first 3 months of the project, progress has been made on several fronts. Contracts have been signed with most of the country-level partners, and high impact activities are ready to begin. The network of T&P partners continues to grow. The literature review of key development stakeholders and their existing initiatives related to tobacco and poverty has been completed; this will guide the development of strategies to enhance the profile of tobacco and poverty on the global development agenda. A HB-led session at the 3rd Latin American and Caribbean Conference on Tobacco or Health raised the profile of, and interest in, tobacco and poverty and the development agenda. Several journal articles have been written. Exploration of including TC in the NCD and development agenda ongoing. No significant challenges have been faced.

Section Three: Activities and Progress against Work Plan

Using the table below, report on activities as outlined in your work plan for the period covered by this report. Describe any changes made to the activities and include the reasons for any change in the 'Explanation of Variance' column. Highlight possibilities of modifications to the project work plan. Please attach a revised work plan if changes have been made in the timing or nature of activities and specify if these changes have been endorsed by the Technical Advisor.

Progress against Work Plan

Objective 1: To increase the policy advocacy impact of research results on tobacco and poverty generated from selected Phase 1 studies primarily in BI priority countries.		
Activity	Progress against Activity	Explanation of variance
1.1 - High-impact advocacy activities	The high-impact activity in India began on 1 November; in most other countries, the proposed activities will begin in December.	A slight delay in signing the contract with Vietnam; all other defined activities are on target. The as-yet undefined activity for Francophone Africa has been postponed, given challenges in coordinating schedules with potential partners to discuss what activities would be appropriate follow-ups on previous research.
1.1.1 – Bangladesh – WBB Trust wider dissemination of advocacy materials on bidi worker livelihoods to government officials	Contract signed with Bangladeshi partner; the project will begin on 1 December 2011 (with a projected end date of 28 February 2012).	no variance
1.1.2 – India – VHAI sensitize fiscal policy makers about	Contract signed with Indian partner; the project activities began on 1 November 2011 (with a projected end date of 1	no variance

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alternative livelihood options for tobacco workers	July 2012).	
1.1.3 – India – work with Public Health Foundation of India to disseminate evidence for health-focused tobacco fiscal policy measures	Based on feedback received from the funder of this activity (RITC), a revised proposal has been developed with technical assistance from HB staff.	no variance
1.1.4 – Indonesia - Center for Health Research advocacy to earmark tobacco excise taxes	Contract signed with Indonesian partner; the project will begin on 1 December 2011 (with a projected end date of 28 February 2012).	While the lead investigator from the CHR-UI will continue to be responsible for the advocacy activities, the Indonesian Society for Health Promotion and Education shall be carrying out the activities. This is because their networks are more extensive for advocacy and dissemination purposes.
1.1.5 – Vietnam – HB organize and host high-level stakeholder national advocacy workshop	Contract under development with the Vietnamese partner	Some timeline adjustments have been necessary for the planned activities; this has slightly delayed the signing of the contract and the commencement of activities.
1.1.6 – Brazil – ACTbr organize high level advocacy workshop on issue of sustainable alternative livelihoods	Contract signed with Brazilian partner; the project will begin on 1 December 2011 (with a projected end date of 31 May 2012).	no variance
1.1.7 – Francophone Africa – activity to be determined	none	The activity for Francophone Africa has not yet been developed. Further discussion about it will take place at a meeting during the WCTOH.
1.1.8 – HealthBridge technical support	Technical support was provided to partners to assist them to finalize their proposals and work plans in advance of signing the contracts.	no variance

Objective 2: To increase the capacity of a larger cadre of non-TC organizations to address tobacco control in a development context.		
Activity	Progress against Activity	Explanation of variance
2.1 - Expanding and strengthening the cadre of tobacco control researchers and advocates	<p>1. The network of T&P partners continues to grow, with additional researchers and advocates added to the network from Latin America and South Asia.</p> <p>2. HB is exploring the expansion of the network to include researchers and</p>	no variance

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	advocates working on NCDs. Thus, as the network grows, so too does the breadth of research interests/areas of expertise of its members	
2.1.1 – Assessment of best practices	Initial discussions held on how this work will be done.	Given the travel schedules of key HB staff, this activity is slightly delayed. Work on it commenced at the beginning of December, though, and the assessment will be undertaken early in 2012.
2.1.2 – Increase base of researchers and advocates	<p>1. Following the 3rd Latin American and Caribbean Conference for Tobacco or Health, 11 new members joined the Tobacco and Research Network. Potential new members also approached in South Asia and their work was shared with existing members of the network.</p> <p>2. HB Vietnam is designing an NCD research project which will include tobacco; this research will involve a range of partners, all of whom will be encouraged to join the T&P Network.</p> <p>3. HB will also explore expanding the network to include its broader NCD partners.</p>	no variance
2.1.3 – Provide fundraising assistance	Identified 3 calls for proposals that could be related to tobacco and poverty. CFPs circulated to the T&P network as well as other relevant TC organisations for further dissemination.	no variance
2.2 – Capacity building	Plans are being finalized for the skills-building workshop which will be held in Singapore in March 2012. Planned mentorship discussions in Francophone Africa have been postponed.	The planned meeting between HealthBridge staff and key partners in Francophone Africa was postponed due to scheduling conflicts.
2.2.1 – WCTOH skills-building workshop	Logistical arrangements were completed for this workshop, which will be held in March 2012.	no variance
2.2.2 – Develop strategies and plans for training and mentorship in Francophone Africa	Initial explorations of capacity building needs has begun, with potential African partners and The Union.	The planned face-to-face meeting between HealthBridge staff and key partners in Francophone Africa was postponed to the WCTOH.
2.2.3 – Ongoing and ad-hoc capacity building	<p>1. Phase I publications distributed at the 3rd Latin American and Caribbean Conference for Tobacco or Health.</p> <p>2. Mentorship provided to interested</p>	no variance

	<p>researchers and advocates on an as-requested basis.</p> <p>3. Links facilitated between researchers in Sri Lanka and the Tobacco and Control Network.</p>	
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Objective 3: To facilitate knowledge exchange that enhances global coordination and collaboration to promote tobacco control as a key global health priority.		
Activity	Progress against Activity	Explanation of variance
3.1 - Presentation of Research and Advocacy Results	HB staff has worked with partners to assist them with their upcoming presentations, as well as preparing its own presentations and articles. Meeting with bilateral and multilateral organizations ongoing.	no variance
3.1.1 – Assist partners to present research results	HB staff are working with research partners to prepare their WCTOH presentations.	no variance
3.1.2 – Identify knowledge transfer opportunities	<p>1. HB requested to present at WCTOH hemi-plenary session "Tobacco Control in Asia – Challenges and Opportunities", focusing on tobacco and development.</p> <p>2. Reviewed the Political Declaration of the UN high-level meeting (HLM) on NCDs for tobacco control issues. HB co-authored an article about HLM (progress and global expectations). Article to be published in Global Heart, official journal of the World Heart Federation.</p> <p>3. WHO is sponsoring an issue of the Indian Journal of Community Medicine focused on NCDs. HB co-authored an article with PHFI entitled "Multi Sectoral Action for Addressing Social Determination." When published, this could be a significant deliverable for the Union T & P project.</p> <p>4. Prepared a docket on Indonesia's interventions at the HLM for colleagues monitoring the country's international commitments to tobacco control. They are using this for in-country advocacy to get the country to ratify the FCTC.</p>	no variance
3.2 – Collaborative strategies	The literature review has been completed and will be used to guide the	no variance

	development of appropriate strategies	
3.2.1 – Mapping key development stakeholders and initiatives	<p>1. Conducted a review of current literature to identify strategies, reports and countries that identify NCDs as part of their activities. The following organisations and documents were included in the review: (i) regional cooperation, such as AU (including NEPAD), Mercosul, ASEAN and EC documents; (ii) bilateral agencies; (iii) multilateral donors, such as World Bank, International Health Partnership + and EC; (iv) EC country strategy papers (to identify countries that already include health in their strategies); (v) poverty reduction strategies (6 countries reviewed thus far); (vi) a variety of other organisations working on global health and related issues, as well as foundations and other NGOs.</p> <p>2. Completed the literature review report (see appendices).</p>	No variance
3.2.2 – Raising awareness at Latin American Conference on Tobacco or Health and other venues	<p>At the 3rd Latin American and Caribbean Conference for Tobacco or Health (Lima Peru, 18 October), HealthBridge hosted a session on Tobacco and the Development Agenda. Presentations were made by the partners from Brazil, Peru, Mexico and Honduras on the impacts that the research has had on tobacco control in their countries. HealthBridge staff also made a presentation, and disseminated to the participants the Research Guidelines and the Results Book produced at the end of the Phase I project. The books were extremely well received, particularly results book, as it contained new evidence for those interested in working on tobacco and poverty and fiscal policy issues.</p>	Unfortunately the partner from Argentina was unable to attend the conference, but no variance otherwise.
3.2.3 – Initiate global discussion group on tobacco and poverty	<p>1. Held preliminary discussions about membership and format of the group.</p>	We are taking more time than initially planned to define the parameters of this group to ensure that it is viable, relevant, and responsive. Thus, although we are a bit behind on moving this forward, the result will be a group that is

		more appropriate to the work that needs to be done than might be the case if we moved too quickly.
3.2.4 – Ongoing meetings with bilateral donors and government representatives and attendance at relevant international conferences	<ol style="list-style-type: none"> 1. Meeting held with RITC to discuss possible funding of a T&P-related project. 2. Participated in FCA's task force on Committee B issues (involving treaty mechanisms and funding) to raise issue of tobacco and development and to raise the profile of this issue on the FCA agenda. 3. Participated in the NCD Alliance Common Interest Group call and raised questions about the level of involvement of development agencies. 4. Exploring participation at Rio Summit on Social Determinants of NCDs and FCTC Art 6 Working Group. 4. Developed a project idea to explore the social determinants of NCDs and mainstreaming NCDs into development programmes. Funding explored with WHO-NCD department and the Indian Ministry of Health. 	no variance

Section Four: Significant Achievements this Quarter or Progress Towards deliverables

Please outline briefly the major achievements, if any, resulting from activities implemented during this quarter, including unexpected achievements. Please specify if these achievements were as a result of those activities funded by this project or otherwise. Please also discuss here any opportunities that you have identified. Please express these in bullet points (No more than 3 bullet points).

- The literature review of key development stakeholders and their existing initiatives related to tobacco and poverty has been completed; this will guide the development of strategies to enhance the profile of tobacco and poverty on the global development agenda.
- Two journal articles have been written: (i) WHO Framework Convention on Tobacco Control and the United Nations High Level Meeting on Noncommunicable Diseases: Progress and Global Expectations, Global Heart, forthcoming; (ii) Indian Journal of Community Medicine, forthcoming.
- Workshop in Peru funded largely by another donor.

Section Five: Risks, Issues and Challenges

Report on any constraints, obstacles, challenges or other issues that have affected the progress and implementation of the project during the reporting period. Detail what impact any issues may have on the achievement of project targets, and set out how you plan to tackle these issues. In this section you

can list whether there have been changes in risks, whether they have become issues and whether new risks have been identified.

The only challenges encountered to date have been minor and were related to scheduling difficulties to initiate two of the planned activities. It is anticipated that these activities will commence during quarter 2.

Section Six: Monitoring and Evaluation

Provide brief details of progress in terms evaluating the outcomes of the project. Detail any interesting findings or emerging monitoring and evaluation issues affecting the project.

it is too early in the project to report on M&E

Section Seven: Request for significant changes to the Contract Agreement

Significant changes in the following areas i.e. Project goal, project objectives and project activities over 10% of the budget line item require prior approval from The Union. If you are proposing any changes, please explain the rationale for this and outline any discussion you have had with your TA and CA and whether any endorsement of this change has been received, including any request for a No Cost Extension. Please include with the report submission the new proposed work plan and budget highlighting the changes made.

no changes requested at this time

Section Eight: Financial Statement

Provide an outline of project expenditure to date. The Financial Progress Report and Financial Summary Report templates should also be completed and submitted with this report. E.g. 50% of the total budget spent by the end of quarter 5, representing an overall under-spending of 10% of the project budget to date.

At the end of Q1, 9% of the total budget has been spent. During the quarter, we spent 74% of the forecasted budget; the under-expenditure was due to the decision taken to delay activities in Francophone Africa.

Section Nine: Technical Support

List any technical support provided to you during the reporting period by The Union including training, workshops and/or technical assistance. Include information on name(s) of the attendee(s) and what type of training attended/assistance was received. Detail any action plans/next steps agreed, and any changes that have resulted from this activity.

No technical support was provided by The Union this quarter

List any technical support provided to you during the previous reporting periods (3-6 months ago) by The Union including training, workshops and/or technical assistance. Detail any further changes that have resulted from this activity, and any impact this has had on achieving the objective of your grant.

not applicable

Section Ten: Partnership and Networking

Summarise key issues and learning by you and your partner(s) during the implementation of this quarter's activities. Outline the level of involvement of in-country partner(s) in the activities undertaken this quarter. Please also include any new partnerships that have been developed, if new networking opportunities have been identified, or if changes have been made to existing partnerships (no more than 300 words).

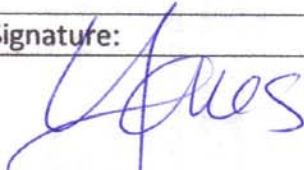
During the first quarter, activities and efforts focused primarily on getting the contracts signed so that partners could begin their high impact activities. The significant value of having partners from the Phase I project - including those not directly involved in this Phase II project - continue to present their work at regional and international conferences was emphasized during the 3rd Latin America and Caribbean Conference on Tobacco or Health. During this conference, partners from Brazil, Peru, Mexico and Honduras made presentations about the ongoing impacts that their earlier research has had on tobacco control in their countries. These presentations helped to raise awareness among other researchers and advocates of the work that can be done in their own countries, as well as the ongoing nature of research-based advocacy. The T&P network also continues to expand, largely as a result of conference presentations and the TA work provided by HB staff.

In addition, it is important to note the leverage that HB has been able to generate as a result of this project. The tobacco and development session at the 3rd Latin America and Caribbean Conference, for example, was largely funded by another donor.

Checklist: Please ensure you have the following documents ready before you submit this report. Please where possible submit all these documents together to biggrantreports@theunion.org

<input type="checkbox"/>	If there have been any changes to the original work plan, please ensure an amended copy of the work plan is attached to this report. If you are requesting significant modifications please submit a revised work plan and modified budget.
<input checked="" type="checkbox"/>	Completed Financial Progress Report and Financial Summary Report.
<input checked="" type="checkbox"/>	Any appendices or supporting documentation of interest that you wish to submit this quarter.

I hereby declare that the information provided in this report is true and accurate.

Name:	Signature:	Date:
Lori Jones		15 December 2011