



HEEPF

Quarterly Progress Report

(April 1, 2007- June 30, 2007)

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HEEPF Director

July 1, 2007



Arab Republic of Egypt
Ministry of Higher Education
Higher Education Enhancement Project
Higher Education Enhancement Project Fund
(HEEPF)



June 30, 2007

ARAB REPUBLIC OF EGYPT
HIGHER EDUCATION ENHANCEMENT PROJECT (HEEP)

2002-2007

Loan No. 4658 EGT

HIGHER EDUCATION ENHANCEMENT PROJECT FUND
(HEEPF)



HEEPF QUARTERLY PROGRESS REPORT
Q2: 1 APRIL – 30 JUNE 2007

Prepared by: Prof. Dr. Salah El-Din M. Fahmy Taher,
HEEPF Director

Date: July 1, 2007



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Abbreviations and Acronyms

BOT	Board of Trustees
ETCP	Egyptian Technical Colleges Project
EUN	Egyptian Universities Network
FfEE	Fund for Enhancing Education
FLDP	Faculty Leadership Development Project
FMR	Financial Monitoring Reports
FOE	Faculty of Education
FOEP	Faculty of Education Project
HE	Higher Education
HEEP	Higher Education Enhancement Project
HEEPF	Higher Education Enhancement Project Fund
HEIs	Higher Education Institutions
HMS	Hospitals Management System
IA	Impact Assessment
ICT	Information and Communication Technology
ICTP	Information and Communication Technology Project
IT	Information Technology
MIS	Management Information System
MOHE	Ministry of Higher Education
M&E	Monitoring and Evaluation
NQAAA	National Quality Assurance and Accreditation Agency
PMU	Project Management Unit
QAAP	Quality Assurance and Accreditation Project
RFP	Request For Proposals
SCTC	Supreme Council of Technical Colleges
SCU	Supreme Council of Universities
TC	Technical College
UPMU	University Project Management Unit



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1. 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 4658 EGT, dated April 2002, 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 12,000,000 USD that was increased to 13,000,000 USD. HEEP board decided in the 73rd meeting held on Feb.21, 07 to continue funding projects surpassing HEEPF budget limit without any unwarranted delay according to contractual obligations for projects in the universities.

2. HEEPF 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 HE 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.
- Cooperate with other HE enhancing projects through HEEP and other funded projects to implement the national strategic plan.

3. 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.



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- Implementation Phase of the Funded Projects
- HEEPF Management, Monitoring and Evaluation Reports.
- Quality Control & Monitoring of the funded Projects.
- Evaluation & Impact Assessments for the Funded Projects.
- Trends Assessments & Tracer Studies and HEEPF Conferences.

4. GENERAL PROGRESS ACCORDING TO HEEP OBJECTIVES

4.1 HEEP OBJECTIVE 1: IMPROVE EFFICIENCY THROUGH THE REFORM OF GOVERNANCE AND MANAGEMENT

Establishing a Higher Education Enhancement Project Fund (HEEPF)

HEEPF Objectives	Output/Outcome	Indicators	
Create a competitive environment to improve and enhance Higher Education Institutes	<ul style="list-style-type: none"> • 563 proposals have been submitted over 4 Cycles where 158 projects were selected for fund in Egyptian universities are funded. (41 in the 1st , 36 in the 2nd, 36 in the 3rd and 45 in the 4th cycle). • Contractual budget for the funded projects =13.884.096 US\$ • 83 projects have been successfully submitted. 	HE Institutions participated in the HEEPF projects	17 universities, 5 T/C & MOHE.
		Faculties participated in the HEEPF projects	90
		Direct beneficiaries	121722 undergraduate students and 100915 other categories
		Indirect beneficiaries	89899 undergraduate students and 209747 other categories
		Faculty members participated in the HEEPF Projects.	3540
		New under-graduate programs	5
		New postgraduate programs	35
		Upgraded under-graduate curricula	10
		Upgraded post-graduate curricula	44
		Upgraded and developed courses	509
		Laboratories upgrading	122
		Simulation/Virtual labs	155 Experiments.
		e-learning and on-line courses	453 electronic courses
Knowledge resources	7		



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		IT projects	16
		MIS, HMS & Database	9
		Quality assurance systems	15
		Management and reform of higher education institutes.	9
Increase collaboration with the community	Establishment of relations with the community	Specialized/interdisciplinary centers have been incorporated with HEEPF projects.	59
		Cooperation protocols with community organizations have been signed and activated.	39
		Specialized units for sustainability purposes	64



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4.2 HEEP OBJECTIVE 2: IMPROVE THE QUALITY AND RELEVANCE OF UNIVERSITY EDUCATION

Training for Faculty and Staff

HEEPF Objectives	Output/outcome	Indicators
Improve capabilities of academic communities	Trained staff members within the Higher Education Environment to prepare and submit project proposals.	<ul style="list-style-type: none"> • 563 proposals have been already submitted for evaluation.
	Trained teams to direct and manage the projects in the most efficient manner.	<ul style="list-style-type: none"> • Conducting 10 PM workshops. 789 Staff members trained on how to manage HEEP projects. • Conducting 6 Financial workshops. 260 Staff members and accountants trained on the preparation of HEEP financial report. • All projects have overcome their problems in implementation.
	Trained teams with good capacity in new learning and management methodologies.	<ul style="list-style-type: none"> • 2 Specialized & Online workshops. 64 attended 2 specialized & Online workshops. • 519 courses have been electronically prepared. • 71 virtual experiments have been constructed. • 2 MIS have been effectuated. • 2 HMS have been developed. • 3 digital libraries have been developed and automated. • 1 database for human recourses planning. • 2 database for educational resources.
	Highly professional HEEP Staff.	<ul style="list-style-type: none"> • Several M&E training meetings. • Training on Total Quality Management (TQM) among 25 staff members. • Training secretaries, administrative staff and accountants on ICDL modules.
	Improved skills of staff on writing proposals in universities which received few or no projects	<ul style="list-style-type: none"> • 11 workshops with 541 attendants through the period 19/4/07-26/6/07.

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5. IMPLEMENTATION PROCESS
5.1. MANAGEMENT OF HEEP FUND ACTIVITIES

Output/Outcome	Indicators
RFP and Evaluation	<ul style="list-style-type: none"> • 4 cycles have been considered. • 563 proposals were evaluated.
Contracting	<ul style="list-style-type: none"> • 158 contracts have been signed and started implementation. • HEEP Impact Assessment contract has been signed. • Extension of one distinguished project has been approved.
Establishing HEEP M&E System	<ul style="list-style-type: none"> • Revising M&E guidelines and issuing an updated manual (5th edition Aug. 2006). • 291 site visit to HEEP funded projects • 129 Meetings with project management teams. • 827 project progress reports have been revised. • 59 projects have been approved for extension (2-9 Ms) • 8 projects have changed management teams due to particular management threats. • 139 projects have successfully been terminated.
Establishing HEEP IT system	<ul style="list-style-type: none"> • HEEP Website (refer to Dissemination Section) • HEEP Accounting system • HEEP Database system • Managing electronic documentation system, Jupiter
HEEP National Committee meetings	<ul style="list-style-type: none"> • 17th meeting was held on 25/6/07.

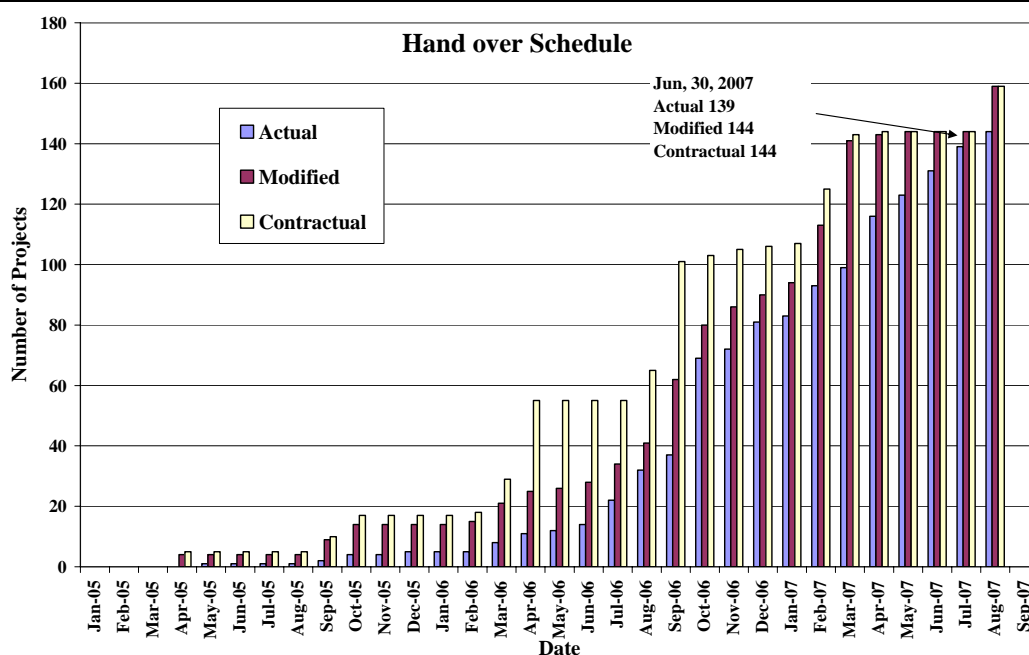


Fig. 1 Comparison of the number of projects: actual close-out versus the contractual and the modified due to extensions



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5.2. DISSEMINATION

Outputs/Outcomes	Indicators
Awareness	<ul style="list-style-type: none"> • Conducting Awareness Workshops in the Universities and Technical Colleges. • Brochure for HEEPF activities. • 117 handing-over conferences in universities.
HEEPF RFP documents	Four versions of: <ul style="list-style-type: none"> • Applicants' Guidelines. • Application forms (Arabic & English Versions). • Operation Manual (Arabic & English Versions).
HEEPF M&E system	<ul style="list-style-type: none"> • Four versions of: <ul style="list-style-type: none"> ○ M&E guidelines. ○ Periodical reporting forms. • Hand-over process. • Sustainability monitoring mechanism. • Procurement and accounting guidelines.
Funded projects data	<ul style="list-style-type: none"> • Preparing 4 booklets containing summaries of HEEPF funded projects of the 4 cycles. • Training of 1155 on Project management, financial issues and e-learning.
Website: www.heepf.org.eg . www.heepf.edu.eg	<ul style="list-style-type: none"> • Constructing and activating HEEPF Website and database for HEEPF projects. • 445 registered users on the website & updating is continuous. • Subscription on statistical analysis web service on site entries. • Arabic section has been constructed. • 132126 visitors to the site have been recorded by the end of March 2007.
Compact disks (guide for applicants).	Preparing CDs for: <ul style="list-style-type: none"> • Guide for applicants. • Summaries of HEEPF funded projects. • Workshops materials. • HEEPF projects achievements. • HEEPF events.
Participation in conferences	Keynote speaker in the Higher Education Enhancement Conference organized by HEEP, National Research Center and the Association of Egyptian American Scholars (AEAS) on Dec. 26, 2006
Conducting HEEPF Mid-term Conference*	HEEPF Mid term Conference has been held in Al Azhar Convention Ceter on March 20, 07.



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HEEPF Publications	<ul style="list-style-type: none">• Evaluation of HEEPF Phase I and Future Prospectives-Phase I Documentation (in Arabic)• HEEPF Performance Appraisal by Egyptian Universities -4 Parts (in Arabic)• HEEPF Specialized Booklet Series - 9 Parts (in Arabic)..• Summaries of the HEEPF Funded Projects (in English/Arabic).• HEEPF Brochures (1 in Arabic and 2 in English)
Press and media comments on HEEPF Mid-term conference which was held at Al-Azhar conference center on Tuesday Mar.20, 2007.	Selective items have been uploaded to HEEPF website.
Incorporation with industry and community	4 events have been arranged at Port-Said, Suez Canal University, Zagazig University, TC at Mataryia and TC at Mahalla during May 2007.



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5.3. QUALITY CONTROL AND PERFORMANCE APPRAISAL

Outputs/Outcomes	Indicators
Self Assessment using "Common Assessment Framework, CaF" according to Total quality management rules.	<ul style="list-style-type: none">• SWOT analysis is prepared.• Action plan is formulated
Evaluation by projects and stakeholders	All the projects and the stakeholders submitted questionnaire to HEEPF and the Statistical analysis is performed
Evaluation by Universities	The 17 Universities and the Technical Colleges and the MOHE submitted their evaluation on the HEEPF funded projects
Evaluation by Supreme Council of Universities	The HEEPF is evaluated by Prof. Galal M. Said, President of Fayoum University, on behalf of the Supreme Council of Universities
Third party evaluation	The Association of Egyptian American Scholars (AEAS) submitted evaluation report as an external evaluator of HEEPF performance and the associated funded projects.
World Bank supervision missions	9 World Bank supervision missions have been conducted and Aide memoirs have been submitted
External IT consultants	<ul style="list-style-type: none">• Evaluation of HEEPF website is carried out and updates are continuously made.• Refinement of HEEPF data base system is under execution.• HEEPF accounting system is updated to incorporate graphical presentation of the data.
Questionnaires and discussions through HEEPF Mid-term Conference	<ul style="list-style-type: none">• Questionnaires have been collected and analyzed through the HEEPF Mid-term Conference held on March 20, 07.

Continuous feed-back from various stakeholders is taken into consideration.



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5.4. INTEGRATION AND COORDINATION

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:

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

For this purpose, the following activities have been carried out:

- Holding 6 preparation meetings.
- Conducting 4 workshops divided into 14 Sub-groups workshops for 4 sectors (Science, Agriculture/ veterinary medicine, medical sciences, Engineering).

Follow-up action plans cited in Integration/coordination reports of each group.

Output/Outcome	Indicators
Integration and Coordination	<ul style="list-style-type: none">• 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.• Partial involvement of Educational Sector Committees in Evaluation and Sustainability of higher education enhancement projects through the 4 specialized workshops.• Holding "Infection Control" workshop at Tanta University in Nov. 2006.• Exhibitions of 17 Universities and Technical Colleges was organized in the HEEPF Mid-term Conference held on March 20, 07. Integration among HEEPF funded Projects within each university was an indicator of impact.• Coordination of HEEP projects and the PMU was witnessed through the fair that has been held besides HEEPF mid-term conference.



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5.5. 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).

Outputs/outcomes	Indicators
Contracting	TOR Completed
	Resources Allocation (Human & Material)
Holding 4 Monitoring and Evaluation Meetings	4 Monitoring and evaluation meetings are hold
Holding the 1 st Workshops.	1st Workshop was held in Nov., 27, 2006.
Holding the 2 nd Workshops.	2nd Workshop was held in Feb. 17 , 2007.
Reporting	3 progress reports along with the revised Conceptual Framework have been submitted.
Part I of the “Higher Education Enhancement Projects Impact Assessment Handbook”	The Study Booklet is prepared in 75 pages



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5.6. FINANCIAL MANAGEMENT

The Financial Management Report (FMR) for the period up to June 30, 2007 is tabulated below.

Previous Expenditure	Expenditure this Quarter	Total Expenditure
11,877,058	529,934	12,406,992.71

The overall HEEPF expenditure in hard currency since the beginning of the project till the end of June 2007 represents 95.44% of the allocated budget for HEEPF (13.0M USD).

The following S-Curve, Fig. 2, illustrates the cumulative expenditure (transfers and actual funded projects' expenditure) as compared to planned cumulative budget.

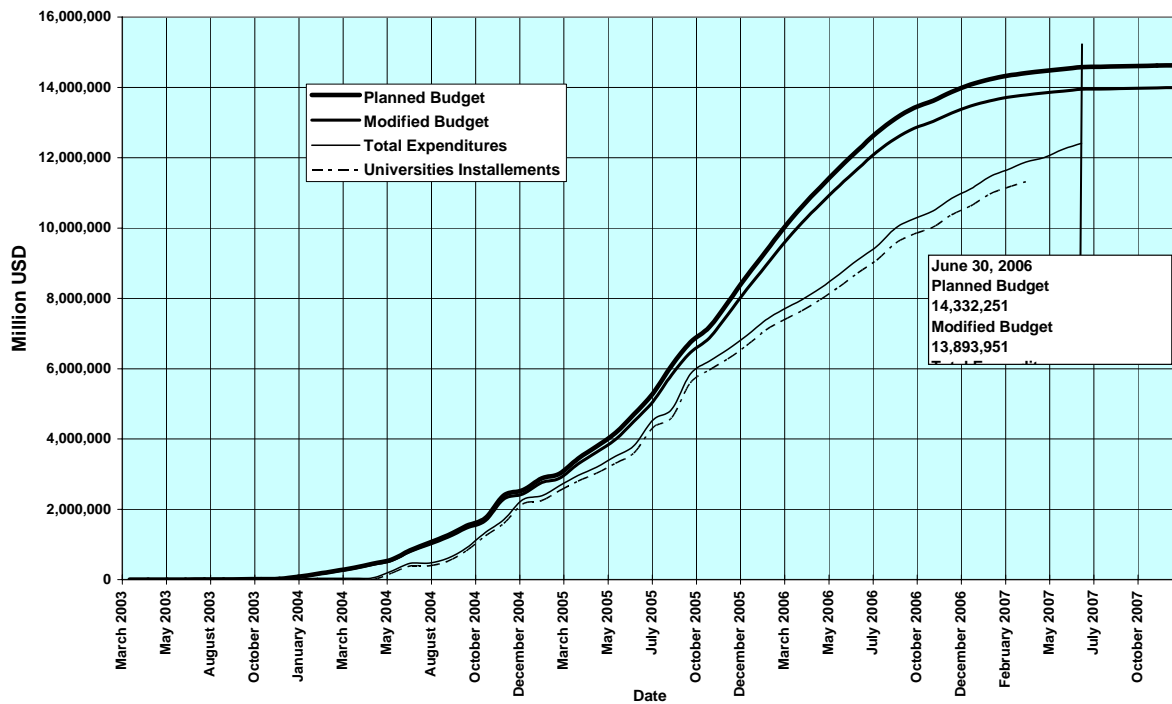


Fig. 2 Progress of HEEPF disbursement with time



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6. RESPONSE TO AIDE MEMOIR OF THE WORLD BANK MISSION, 15-24 MAY 2007

The status of the previously agreed critical actions from last mission aide memoir is as follows:

Action	Responsibility	Target Date	Status to-Date
Allocate Fund for HEEPF to fulfill contractual obligations	PMU	Jul7 2007	Study of the rate of expenditures of HEEP projects to transfer the remaining 0.9 M USD to HEEPF
Close out all projects	HEEPF	Dec. 31, 2007	The number of hand-over projects is currently 139. This number represents 88% of the overall number of projects. The progress of handing-over process is thus reasonable

7. ACTION PLAN FOR THE NEXT SIX MONTHS (JULY 1, 07 TO DECEMBER 31, 07)

- Close out the rest of the projects by the end of December 2007.
- Follow-up sustainability plans of completed projects.
- Monitor and evaluate all on-going HEEPF projects.
- Complete the HEEP impact assessment study.
- Prepare for a new cycle in terms of awareness, announcement, training and request for proposal (RFP 5) in case of endorsing the required fund to complete HEEPF 1st phase.
- Provision of HEEPF quarterly progress report (Oct. 07).

8. EXPECTED RISKS

The main problems that have been encountered through the pervious period include the following:

- HEEP board decided in the 73rd meeting held on Feb.21, 07 to continue funding projects surpassing HEEPF budget limit without any unwarranted delay according to contractual obligations for projects in the universities. However, approval of annotated parties for HEEPF fund re-allocation should be obtained.