Social Performance Fund for Networks

**WORKSHOP ON USSPM**

**AGENDA**

**Workshop Objectives:**

1. Launch Universal Standards Implementation Project
2. Share experience on managerial solutions we already have in place (which are in line with USSPM)
3. Identify key gaps
4. Discuss the project work plan and plan the next steps

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| **Time slot** | **Details** | **Activities** | **Slides/Materials** |
| 0900-945 | * **Session: Introduction**
* Welcome and introduction by facilitator (10 minutes)
* Self-introductions (15 minutes)
* Presentation of the agenda (5 minutes)
* Presentation of the project (15 minutes)
 | Activity: Self-introductions | Slide #1: Title SlideSlide #2: Agenda (also on flipchart)Slide #3-6: Information about the USSPM implementation projectHandout Workshop Agenda |
| 0945-1040 | **Session: USSPM**Session objectives (5 min)Puzzle exercise (15 min)Presentation of USSPM (35 min) | Activity: Puzzle Game – matching 21 standards to standards 6 sections | Slide #7: Session objectivesSlide #8: Puzzle exercise Slide #9 USSPM as common resourceSlide #10-16 USSPM and 6 standards sectionsSlide #17: Benefits for MFIsSlide #18: Benefits for IndustrySlide #19 Why use USSPMSlide #20 MFI work vs. USSPM implementation*(you may replace photos used by own with clients of your member MFIs)*Handout Standards Puzzle PiecesHandout: 2 pager on USSPM (please download from www.sptf.info)  |
| 1040-1100 | Break |
| 1100-1245 | **Session: Sharing Experience on Good Practices** 1. Session objectives (5 min)
2. Reviewing selected standards and identifying good practices -1st section (15 min)
3. Group work – 1st section (30 min)
4. Plenary discussion on key issues discussed -1st section (15 minutes)
5. Reviewing selected standards and identifying good practices – 2nd section (10 min)
6. Group work – 2nd section (30 minutes)
 | Activity 1: Reviewing essential practices and identifying existing solutions in place (1st section)Activity 2: Presentation and discussion of the best solution in groups by each MFI (1st section)Activity 3: Reviewing essential practices and identifying existing solutions in place (2nd section)Activity 4: Presentation and discussion of the best solution in groups by each MFI (2nd section) | Slide #21: Session objectivesSlide # 22-23: Intro to essential practices (1st section of choice)Slide #24-25 – group exerciseSlide #26 Intro to essential practices (2nd section of choice)Slide #27 exerciseUse the puzzle put on the Wall in session on USSPM to post cards with solutions in line with essential practices; sticky cardsHandout: USSPM (*please adapt the handout and print the list of standards and essential/additional practices in two selected standard areas)*Handout: questions for peer interview (optional – print slide 27 if you envision the groups working in separate rooms away from the data projector) |
| 1245-13:45 | Lunch break |
| 13:45-14:15 | **Session: Sharing Experience on Good Practices (continued)**1. Group presentations and discussion on key issues discussed -1st section (30 minutes)
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| 1415-1505 | **Session: Increasing Compliance**1. Session objectives (5 min)
2. Exercise: review handout and identify areas for improvement (20 min)
3. Discussion in plenary (25 min)
 | Activity: Identifying areas for change/improvement; prioritize them, post to the wall selected areas | Slide #28: ObjectivesSlide #29:ExerciseUse the puzzle put on the Wall prepared in session on USSPM to post gaps; sticky cardsHandout: Increasing Compliance |
| 1505-1630 | **Session: Planning** Intro and objectives (5 min)Winning strategies (15 min)Planning Exercise (30 min)Cofee break (15 min)-optionalDiscussing plans in plenary (20 min) | Activity: Discussion on winning strategies (flipcharting of ideas)Activity: Each MFI will work on its own plan. Presentations to the plenary and discussionActivity: Review of plans and key areas of focus, including challenges, and future plans and targets | Slide #30: Session objectivesSlide #31: Winning strategiesSlide #32: Available external resourcesSlide #33: Project timelineSlide #34: Planning exerciseSlide #35: Next StepsHandout: Planning |
| 1630-1700 | **Closing Session** | Activity: Reflecting on the workshop objectives – to which extent they have been met/not metActivity: Filling evaluation form | Slide#36: Evaluation exerciseSlide#37: contact informationHandout: Workshop Evaluation |