

## **Attachment**

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## Participatory Development Capacity Building Programme (1/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>	
<b>Sub-Programme</b>	<b>1-1 Preparation of Training Materials</b>	
<b>Target Group</b>	District Officers and Extension Officers	
<b>Objectives:</b>		
<p>This sub-programme aims at preparation of training materials, which will be used throughout the Participatory Development Capacity Building Programme. The texts and materials to be prepared include;</p>		
<ol style="list-style-type: none"> <li>① Booklets on the national policies for agricultural and rural development and poverty</li> <li>② Booklets on current agricultural positions in Coast Region, which were clarified through the JICA master plan study on Small Scale Horticultural Development for Poverty Alleviation to Farmers in Coast Region</li> <li>③ List of projects and programs in Coast Region promoted by international agencies, donor countries and NGOs</li> <li>④ Guideline prepared through the JICA master plan study on Small Scale Horticultural Development for Poverty Alleviation to Farmers in Coast Region</li> <li>⑤ Videos on PCM and PRA (operation manuals)</li> <li>⑥ Posters and leaflets for promotion of participatory rural development</li> <li>⑦ Video episode and booklets on successful group activities in poverty alleviation in Tanzania</li> <li>⑧ Farm management handbook on environment-friendly horticultural production</li> <li>⑨ Explanation note on gender issues</li> </ol>		
<b>Activities:</b>		
<p>The above-mentioned texts and training materials will be prepared around the following concepts. Some 500 copies will be produced for each material.</p>		
<ol style="list-style-type: none"> <li>① The Regional Commissioner's Office will take responsibilities for preparation of texts and training materials in association with donors, Ministry of Regional Administration and Local Government (MRALG) and Ministry of Agriculture and Food (MAF).</li> <li>② Information accumulated through the JICA study will be fully incorporated into the materials.</li> <li>③ Past training materials prepared by donors and NGOs in the past will fully be utilized in the training programme. However, the training materials to be prepared under this sub-programme will be more pragmatic and provide more information to clarify tasks and duties of district officers and extension officers.</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Institutional Expert (Team Leader)	6 M/M	<ol style="list-style-type: none"> <li>① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.</li> <li>② Translator English-Kiswahili</li> </ol>
② Participatory Development Specialist	3 M/M	
③ Horticulture Expert	1 M/M	
④ Computer and printer	2 sets	
⑤ Photo-copy machines	2 units	
⑥ Video camera, video players and TV sets	2 units	
<b>Time Schedule:</b> 1 <sup>st</sup> to 6 <sup>th</sup> month (6 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Training materials of a wide range of aspects concerning participatory horticultural development</li> <li>② Capacity building for district officers and extension officers</li> </ol>		

## Participatory Development Capacity Building Programme (2/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>									
<b>Sub-Programme</b>	<b>1-2 Seminars and Workshops</b>									
<b>Target Group</b>	District Officers and Extension Officers (group leaders of communities)									
<b>Objectives:</b>										
<p>Seminars and workshops will be held for the following subjects.</p> <ol style="list-style-type: none"> <li>① National policies on agricultural and rural development and poverty eradication and their actual progress as well as development constraints against horticulture in Coast Region</li> <li>② Participatory development approach and its concept, methodology &amp; procedures</li> <li>③ Current positions and future prospects of horticultural development in Tanzania as well as Coast Region</li> </ol> <p>Training materials to be prepared in Sub-programme 1-1 will fully be applied in this sub-programme.</p>										
<b>Activities:</b>										
<p>It is proposed that the existing 137 district officers and 157 extension officers will participate in the seminars and the workshops, at least one of three subjects mentioned above.</p> <ol style="list-style-type: none"> <li>① Lecturers will be selected among the existing superintendent staff in regional and district levels as follows <table style="width: 100%; margin-left: 40px;"> <tr> <td style="width: 50%;">Regional Agricultural Adviser (RAA)</td> <td style="width: 50%;">: Horticulture and future prospect</td> </tr> <tr> <td>Regional Planning Officer (RPO)</td> <td>: Rural development and poverty alleviation</td> </tr> <tr> <td>Regional Cooperative Officer (RCO)</td> <td>: Cooperative activities</td> </tr> <tr> <td>District Extension Officers (DEOs)</td> <td>: PRA</td> </tr> </table> </li> <li>② Seminars will be held at district level.</li> <li>③ Lectures will be assigned mainly by Tanzanian side with necessary supports by donors</li> <li>④ Seminars will provide not only lectures but also free-discussion by all attendants</li> </ol>			Regional Agricultural Adviser (RAA)	: Horticulture and future prospect	Regional Planning Officer (RPO)	: Rural development and poverty alleviation	Regional Cooperative Officer (RCO)	: Cooperative activities	District Extension Officers (DEOs)	: PRA
Regional Agricultural Adviser (RAA)	: Horticulture and future prospect									
Regional Planning Officer (RPO)	: Rural development and poverty alleviation									
Regional Cooperative Officer (RCO)	: Cooperative activities									
District Extension Officers (DEOs)	: PRA									
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>								
① Institutional Expert (Team Leader)	12 M/M	<ol style="list-style-type: none"> <li>① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.</li> <li>② Translator English-Kiswahili</li> </ol>								
② Participatory Development Specialist	12 M/M									
③ Horticulture Expert	12 M/M									
④ 4WD Vehicles	2 units									
⑤ Video players and TV sets (including one mobile unit)	6 units									
<b>Time Schedule:</b> 2 <sup>nd</sup> to 21 <sup>st</sup> month (20 months)										
<b>Expected Outputs:</b>										
<ol style="list-style-type: none"> <li>① Capacity building in wide range of aspects concerning participatory horticultural development</li> <li>② Technical and administrative knowledge around the Project will be accumulated among district officers and extension officers</li> </ol>										

### Participatory Development Capacity Building Programme (3/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>	
<b>Sub-Programme</b>	<b>1-3 Training Courses for PCM Moderators and PRA Facilitators</b>	
<b>Target Group</b>	District Officers, e.g. DALDO, DEO, Subject Matter Specialists	
<p><b>Objectives:</b></p> <p>It is expected that local farmers will be empowered under the Small Scale Horticultural Development Project in Coast Region (the Project). Encouraged with substantial achievement of increased horticultural production, farmers will make more self-efforts to solve other problems and improve their living standard through the bottom-up development approach. It is proposed to continue the participatory community planning for poverty alleviation and the project monitoring in line with the PCM workshop and PRA conducted within the framework of the JICA study. In order to meet this requirement, some 20 officers will be trained up for PCM moderators and PRA facilitators.</p>		
<p><b>Activities:</b></p> <p>Within the first year after commencement of Action Plan, five (5) officers of Coast Region and 15 district officers (three officers for each of five districts) will be trained up.</p> <p>① Lectures will be assigned by either donors or NGOs. Such NGOs as Swissaid Tanzania and Plan International have accumulated long experiences in grass-root activities with local initiatives in Coast Region. These NGOs will be important resources of ZOPP/PRA specialists for relevant training courses.</p> <p>② The training courses consist of indoor lectures in the Regional Commissioner's Office in Kibaha and On-the-Job Training (OJT) at district level.</p> <p>Some of senior staffs of the Region and Kibaha District were trained with ZOPP and a basic knowledge of PCM/PRA. This sub-programme will also request these staffs to participate in the training courses.</p>		
<p><b>Inputs: Donor side</b></p> <p>① Participatory Development Specialist      10 M/M</p> <p>② 4WD Vehicles                                      2 units</p> <p>③ PCM/PRA specialists from NGOs and local consultants                              6 M/M</p>		<p><b>Inputs: Tanzanian side</b></p> <p>① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.</p> <p>② Translator English-Kiswahili</p>
<p><b>Time Schedule:</b> 3<sup>rd</sup> to 10<sup>th</sup> month (8 months)</p>		
<p><b>Expected Outputs:</b></p> <p>① 20 PCM/PRA specialists are trained up and available at regional and district levels.</p> <p>② Promotion of agricultural and rural development through the bottom-up approaches.</p>		

## Participatory Development Capacity Building Programme (4/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>	
<b>Sub-Programme</b>	<b>1-4 Skill Training of Horticultural Farming Techniques</b>	
<b>Target Group</b>	Extension Officers and Group Leaders (Key Farmers)	
<b>Objectives:</b>		
<p>Training of extension officers are conducted under National Agricultural Extension Programme II (NAEP II 1996-2001) assisted by IDA. Since horticulture is not the main subject of NAEP II, horticultural specialists are not trained among extension officers compared with specialists both for food crops and traditional crops. In addition, due mainly to lack of local government budget, no research activities for horticultural crops are executed in Coast Region. Under such conditions, the farming technology of horticultural crops is not standardized yet in the Region.</p> <p>This sub-programme aims at selection of standard farming techniques for horticultural crops and intensive training of essential horticultural farming technology to extension officers, i.e. Ward Agricultural Extension Officer (WAEO) and Village Agricultural Extension Officer (VAEO), as well as key farmers (group leaders).</p>		
<b>Activities:</b>		
<p>The sub-programme will be organized mainly at the District Seedling Farms (DSF), which are proposed under the Project. The DSF will be established to raise and distribute young seedling of fruits trees of qualified varieties and to carry out trial planting with horticultural crops in order to confirm crop (variety) suitability and to select farming techniques suited to local conditions. It is also proposed to keep a close coordination with Sokoine University of Agriculture (SUA, Department of Crop Science &amp; Production) to obtain new varieties of horticultural crops and rationalise the research activities. Trial planting at the DSF is supplemented by simple cropping tests at selected villages. On the basis of the research results, a standard farming practices for each vegetable will be set up and transferred to local farmers through the existing extension channels.</p> <p>Apart from farming techniques, a know-how of financial management will also be transferred to farmers by extension officers and key farmers (group leaders). Main activities proposed under this sub-programme include:</p> <ol style="list-style-type: none"> <li>① Technical training through demonstration farming at the DSF</li> <li>② Seminars on environmental conservation practices, e.g. appropriate usage of pesticides and chemical fertilizers, soil and moisture conservation, etc.</li> <li>③ Educational tours to Sokoine University of Agriculture, leading horticultural regions, e.g. Tanga, Iringa, Moshi, etc. and public markets in Dar es Salaam</li> <li>④ Educational tours to small agro-processing plants, cooperatives' vegetable sorting facilities and cold storages in Dar es Salaam for export-oriented crops</li> <li>⑤ Lectures on farm management planning including preparation of cropping schedule, break even analysis on the basis of crop budget, price mechanism of horticultural crops, etc.</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Horticulture Expert	12 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.
② 4WD Vehicles	2 units	② Translator English-Kiswahili
③ Crop research equipment, water quality analysis kit, soil survey equipment, etc.	1 unit for each	
<b>Time Schedule:</b> 3 <sup>rd</sup> to 14 <sup>th</sup> month (12 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Improvement of farming techniques among extension officers and key farmers (group leaders)</li> <li>② Close relationship between extension officers and key farmers (group leaders) for improvement of communication channels within the rural societies</li> </ol>		

## Participatory Development Capacity Building Programme (5/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>	
<b>Sub-Programme</b>	<b>1-5 Training for Management Techniques of Community-Based Horticultural Development Programme</b>	
<b>Target Group</b>	District Officers with selected Regional Officers	
<b>Objectives:</b>		
<p>The sub-programme aims at capacity building for reliable and smooth project management of Community-Based Horticultural Development Programme. The main aspects to be dealt with under the sub-programme include:</p> <ol style="list-style-type: none"> <li>① Community Action Planning by PRA</li> <li>② Operation plan and budgetary arrangement for the proposed Input Credit scheme</li> <li>③ Operation and maintenance (O&amp;M) plan and budgetary arrangement for the proposed District Seedling Farms</li> <li>④ Operation and maintenance (O&amp;M) plan and budgetary arrangement for the other project components</li> <li>⑤ Job descriptions for the project staff and transfer of knowledge to them</li> </ol>		
<b>Activities:</b>		
<p>Through this sub-programme, District Officers (partly Regional Officers) will make every effort to review and elaborate Action Plan, which is prepared by the JICA study, on the basis of the actual experiences obtained through the initial operation phase.</p> <p>The candidates of trainees will be mainly counter-part personals assigned to the JICA study. The main concept of the training programme is On-the-Job training and Learn-by-Doing.</p> <ol style="list-style-type: none"> <li>① Annual plan of operation of the Project</li> <li>② Verification of farmers' needs and participatory community planning by PRA</li> <li>③ Coordination with the government agencies concerned</li> <li>④ Cost estimate and budgetary arrangement</li> <li>⑤ Coordination with international agencies, donors and NGOs</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Institutional Expert (Team Leader)	16 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② Participatory Development Specialist	16 M/M	
③ Horticulture Expert	16 M/M	
④ 4WD Vehicles	2 units	
⑤ Computer facilities and other office equipment		
<b>Time Schedule:</b> 7 <sup>th</sup> to 22 <sup>nd</sup> month (16 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Smooth operation of the Community-Based Horticultural Development Programme</li> <li>② Capacity building for Regional and District Officers for the participatory community development</li> <li>③ Favourable interrelation and coordination between local governments and other agencies concerned</li> </ol>		

## Participatory Development Capacity Building Programme (6/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>	
<b>Sub-Programme</b>	<b>1-6 Training for Management of Participatory Rural Development Projects for Poverty Alleviation</b>	
<b>Target Group</b>	District Officers with selected Regional Officers	
<b>Objectives:</b>		
<p>Development needs are rapidly growing not only for income generation but also for development of rural infrastructure including drinking water supply, rural and farm roads, schools, dispensary, telecommunication facilities, rural electrification, etc. District Offices are in a position to take responsibilities for plan formulation and implementation for development of those components. Employing the work experiences obtained through the Small Scale Horticultural Development Project, the participatory development approaches will be continued by District Offices. The project ideas arising from the communities will be incorporated and integrated into a rationalized rural development plan such as District Rural Development Plan (DRDP). Then, District Office will promote the DRDP. This sub-programme aims at training of District Officers for overall project management at every stage of the project cycle from plan formulation to project monitoring of DRDP.</p> <p>Some NGOs such as Swissaid, Plan International and CBI are independently deploying their activities in the Region. Unfortunately, District Offices are not well informed about these activities and future plans of those activities. Under current financial constraints at the district level, the supports from NGOs will be essential inputs to meet urgent needs of rural communities for years to come. It is important for District Office to grasp all the information about NGOs' activities in the Region and to facilitate the communities to access NGOs' services when required. This sub-programme aims at capacity building of District Officers to conduct systematic project management by effective use of external resources, i.e. donors and NGOs.</p>		
<b>Activities:</b>		
<p>District officers and communities through the bottom-up approach will prepare the action plan for rural development. The workflow of plan formulation is proposed below.</p> <ol style="list-style-type: none"> <li>① Participatory community planning will be undertaken at village level by means of PCM and PRA.</li> <li>② Preparation of Action Plan for District Rural Development Plan with priority ranking among development needs in communities and preliminary cost estimate</li> <li>③ Technical and administrative advise for implementation of priority projects</li> <li>④ Coordination between government agencies and communities</li> <li>⑤ Preparation of draft applications for technical and financial assistance to international agencies, donors and NGOs</li> <li>⑥ Preparation of NGOs' activities lists and provision of necessary advises to both NGOs and villages for effective project promotion</li> <li>⑦ Execution of Project Benefit Monitoring and Evaluation (PBME) and preparation of PBME reports</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Institutional Expert (Team Leader)	16 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② Participatory Development Specialist	16 M/M	
③ 4WD Vehicles	2 units	
④ Computer facilities and other office equipment		
<b>Time Schedule:</b> 9 <sup>th</sup> to 24 <sup>th</sup> month (16 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Capacity building for Regional and District Officers for the participatory community development</li> <li>② Favourable interrelation and coordination between local governments and other agencies concerned</li> </ol>		

## Participatory Development Capacity Building Programme (7/16)

<b>Programme</b>	<b>1. Training for District and Extension Officers</b>	
<b>Sub-Programme</b>	<b>1-7 Training for Project Benefit Monitoring and Evaluation (PBME) Techniques</b>	
<b>Target Group</b>	District Officers with selected Regional Officers	
<b>Objectives :</b>		
<p>A diversity of agriculture and rural development projects including poverty alleviation projects have been formulated and implemented in Coast Region. However, the project benefits were not monitored and quantified due to lack of post-appraisals manners. In addition, valuable experiences supposed to be accumulated during the project implementation are not utilized to similar projects because few records during the project implementation are kept in District Offices.</p> <p>This sub-programme aims at establishment of the system for Project Benefit Monitoring and Evaluation (PBME) according to the concept of PCM. It is also expected to prove the necessity of PBME to the central government in order to facilitate necessary budgetary arrangement for PBME.</p>		
<b>Activities:</b>		
<p>District Officers with selected Regional Officers will learn the systematic procedure of PBME through the following activities.</p> <ol style="list-style-type: none"> <li>① Preparation of VILLAGE PROFILES by full inputs of Extension Officers <ul style="list-style-type: none"> <li>– Population, households, occupation, land tenure and holding size, village organization, cooperatives and farmers groups, group activities, etc.</li> <li>– Physiography, soils, natural vegetation and land use, natural disasters including floods and drought</li> <li>– Drinking water supply facilities, roads, schools, dispensary and other infrastructure</li> <li>– Agriculture and rural development projects and poverty alleviation projects by fund source</li> </ul> </li> <li>② Preparation of Annual Agricultural Census by full inputs of Extension Officers <ul style="list-style-type: none"> <li>– Change in land use in village</li> <li>– Crop season, crops, varieties, planting areas, unit yield, production, crop failures by natural disasters</li> <li>– farming practices, farm inputs, agricultural implements</li> <li>– Animal raising and poultry farming</li> <li>– Marketing channels of products, price mechanism, price fluctuation, etc.</li> </ul> </li> <li>③ PBME for On-going Projects <ul style="list-style-type: none"> <li>– PBME on the basis of Agricultural Census</li> <li>– Scheduled interview to benchmark farmers</li> <li>– Problem and needs analysis through PRA</li> <li>– PCM workshop for government staff, extension officers and village leaders</li> </ul> </li> <li>④ Preparation and forwarding of PBME reports <ul style="list-style-type: none"> <li>– Preparation of PBME reports</li> <li>– Distribution of PBME reports to donors and government agencies concerned</li> </ul> </li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Institutional Expert (Team Leader)	22 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.
② Horticulture Expert	22 M/M	② Translator English-Kiswahili
③ Participatory Development Specialist	12 M/M	
④ 4WD Vehicles	2 units	
④ Computer facilities and other office equipment		
<b>Time Schedule:</b> 3 <sup>rd</sup> to 24 <sup>th</sup> month (22 months)		
<b>Expected Outputs:</b>		
① Capacity building for Regional and District Officers for PBME		
② Systematic and effective project promotion		



## Participatory Development Capacity Building Programme (8/16)

<b>Programme</b>	<b>2. Training for Group Leaders</b>											
<b>Sub-Programme</b>	<b>2-1 Preparation of Training Materials</b>											
<b>Target Group</b>	Group Leaders											
<p><b>Objectives:</b></p> <p>The following training materials will be produced under this sub-programme for group leaders.</p> <ol style="list-style-type: none"> <li>① Guideline prepared though the JICA study for the Small Scale Horticultural Development Project</li> <li>② List of projects and programs in Coast Region promoted by international agencies, donor countries and NGOs</li> <li>③ Posters and leaflets for promotion of group formation and training of trainers (TOT)</li> <li>④ Manuals for group activities daily record keeping and accounting procedures</li> </ol>												
<p><b>Activities:</b></p> <p>The above-mentioned training materials will be prepared around the following concepts. Some 1,000 copies will be produced for each training material.</p> <ol style="list-style-type: none"> <li>① The Regional Commissioner's Office will take responsibilities for preparation of training materials in association with donors, Ministry of Regional Administration and Local Government (MRALG) and Ministry of Agriculture and Food (MAF).</li> <li>② Information accumulated through the JICA study will fully be incorporated into the training materials.</li> <li>③ Existing training materials prepared by donors and NGOs in the past will fully be utilized in the training programme. The training materials to be prepared under this sub-programme will be more pragmatic and provide more information to direct their tasks and duties of group leaders in community development.</li> </ol>												
<p><b>Inputs: Donor side</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">① Participatory Development Specialist</td> <td style="text-align: right;">3 M/M</td> </tr> <tr> <td>② Horticulture Expert</td> <td style="text-align: right;">22 M/M</td> </tr> <tr> <td>③ Computers and printers</td> <td style="text-align: right;">2 sets</td> </tr> <tr> <td>④ Photo-copy machines</td> <td style="text-align: right;">2 units</td> </tr> <tr> <td>⑤ Video camera, video player and TV set</td> <td style="text-align: right;">2 units</td> </tr> </table>		① Participatory Development Specialist	3 M/M	② Horticulture Expert	22 M/M	③ Computers and printers	2 sets	④ Photo-copy machines	2 units	⑤ Video camera, video player and TV set	2 units	<p><b>Inputs: Tanzanian side</b></p> <ol style="list-style-type: none"> <li>① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.</li> <li>② Translator English-Kiswahili</li> </ol>
① Participatory Development Specialist	3 M/M											
② Horticulture Expert	22 M/M											
③ Computers and printers	2 sets											
④ Photo-copy machines	2 units											
⑤ Video camera, video player and TV set	2 units											
<p><b>Time Schedule:</b> 1st to 4th month (4 months)</p>												
<p><b>Expected Outputs:</b></p> <ol style="list-style-type: none"> <li>① Training materials of a wide range of aspects concerning participatory horticultural development</li> <li>② Capacity building for regional and district officers through preparation of training material</li> </ol>												

## Participatory Development Capacity Building Programme (9/16)

<b>Programme</b>	<b>2. Training for Group Leaders</b>							
<b>Sub-Programme</b>	<b>2-2 Seminars and Workshops</b>							
<b>Target Group</b>	Group Leaders							
<b>Objectives:</b>								
<p>Seminars and workshops will be held for the following subjects.</p> <ol style="list-style-type: none"> <li>① Participatory development approach (PCM and PRA) and its concept, methodology &amp; procedure</li> <li>② Know-how of appropriate group management</li> <li>③ Access and application to NGO's assistance</li> </ol> <p>Training materials to be prepared in Sub-programme 1-1 will fully be applied.</p>								
<b>Activities:</b>								
<p>It is proposed that some 100 group leaders will participate in the seminars and the workshops within two (2) years.</p> <ol style="list-style-type: none"> <li>① Lecturers will be selected among the existing superintendent staff in regional and district levels as follows <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">Regional Agricultural Adviser (RAA)</td> <td>: Horticulture and future prospect</td> </tr> <tr> <td>Regional Cooperative Officer (RCP)</td> <td>: Cooperative activities</td> </tr> <tr> <td>District Extension Officers (DEOs)</td> <td>: PRA</td> </tr> </table> </li> <li>② Seminars will be held at ward level</li> <li>③ Lectures will be assigned mainly by Tanzanian side with necessary supports by donors and NGOs</li> <li>④ Seminars will provide not only lectures but also free-discussion by all attendants</li> </ol>			Regional Agricultural Adviser (RAA)	: Horticulture and future prospect	Regional Cooperative Officer (RCP)	: Cooperative activities	District Extension Officers (DEOs)	: PRA
Regional Agricultural Adviser (RAA)	: Horticulture and future prospect							
Regional Cooperative Officer (RCP)	: Cooperative activities							
District Extension Officers (DEOs)	: PRA							
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>						
① Participatory Development Specialist	3 M/M	<ol style="list-style-type: none"> <li>① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.</li> <li>② Translator English-Kiswahili</li> </ol>						
② Horticulture Expert	3 M/M							
③ Computer and printer	2 units							
④ 4WD Vehicles	2 units							
⑤ Video players and TV sets (including one mobile unit)	6 units							
<b>Time Schedule:</b> 5 <sup>th</sup> to 7 <sup>th</sup> month (3 months)								
<b>Expected Outputs:</b>								
<ol style="list-style-type: none"> <li>① Capacity building in wide range of aspects concerning participatory development</li> <li>② Capacity building for group leaders and their candidates</li> <li>③ Capacity building for regional and district officers</li> </ol>								

## Participatory Development Capacity Building Programme (10/16)

<b>Programme</b>	<b>2. Training for Group Leaders</b>	
<b>Sub-Programme</b>	<b>2-3 Skill Training of Horticultural Farming Techniques</b>	
<b>Target Group</b>	Group Leaders	
<b>Objectives:</b>		
<p>As aforementioned at Sub-programme 1-4, this sub-programme aims at selection of standard farming techniques for horticultural crops and intensive training of essential horticultural farming technology to extension officers, i.e. Ward Agricultural Extension Officer (WAEO) and Village Agricultural Extension Officer (VAEO). Around the concept of Training of Trainers (TOT), groups leaders will be trained up under this sub-programme together with WAEO and VAEO in order to supplement their on-going extension programme.</p>		
<b>Activities:</b>		
<p>The sub-programme will be organized mainly at the District Seedling Farms (DSF), which are proposed under the Project. The DSF will be established to raise and distribute young seedling of fruits trees of qualified varieties and to carry out trial planting with horticultural crops in order to confirm crop (variety) suitability and to select suitable farming techniques. It is also proposed to keep a close coordination with Sokoine University of Agriculture (SUA, Department of Crop Science &amp; Production) to obtain new varieties of horticultural crops and rationalize the research activities. Trial planting at the DSF is supplemented by simple cropping tests at village level. On the basis of the research results to be thus obtained, a standard farming practice for each vegetable will be set up and transferred to local farmers through the existing extension channel.</p> <p>Apart from farming techniques, know-how of financial management will also be transferred to farmers by extension officers and key farmers (group leaders). Main activities proposed under this sub-programme include:</p> <ol style="list-style-type: none"> <li>① Technical training through actual farming at the DSF</li> <li>② Seminars on environmental conservation practices, e.g. appropriate usage of pesticides and chemical fertilizers, soil and moisture conservation</li> <li>③ Educational tours to Sokoine University of Agriculture, leading horticultural regions, e.g. Tanga, Iringa, Moshi, etc. and public markets in Dar es Salaam, and so on</li> <li>④ Educational tours to agro-processing plants, vegetable sorting facilities and cold storage in Dar es Salaam for export-oriented crops</li> <li>⑤ Lectures on farm management for cropping schedule, farm budget analysis, etc.</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Horticulture Expert	12 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② 4WD Vehicles	2 units	
③ Crop research equipment, water quality analysis kit, soil survey equipment, etc.	1 unit for each	
<b>Time Schedule:</b> 6 <sup>th</sup> to 14 <sup>th</sup> month (9 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Improvement of farming techniques among key farmers (group leaders)</li> <li>② Close relationship between extension officers and key farmers (group leaders)</li> <li>③ Cost saving in the on-going extension activities by actual involvement of group leaders to supplement WAEO and VAEO</li> </ol>		

## Participatory Development Capacity Building Programme (11/16)

<b>Programme</b>	<b>2. Training for Group Leaders</b>	
<b>Sub-Programme</b>	<b>2-4 Leadership Training in Group Leaders' Committee</b>	
<b>Target Group</b>	Group Leaders	
<b>Objectives:</b>		
<p>The group leaders are expected to participate in the joint meeting at village level, which will be developed to Group Leaders' Committee. It is expected that the Committee will be a trustee of any micro-credits in future. They will be provided the overall and systematic training through the activities in the Committee placing more emphases on On-the-Job Training (OJT).</p>		
<b>Activities:</b>		
<p>The group leaders will exchange their opinions about constraints encountered and their own experiences how to solve the problems each other in the Committee. Through these practices, each leader will enhance their knowledge on appropriate group management. District Officers and Extension Workers will occasionally attend the meeting and provide advises when required. The main aspects concerned are;</p> <ol style="list-style-type: none"> <li>① Establishment of Group Leaders' Committee and registration to District Offices</li> <li>② Concepts and procedures of participatory community development</li> <li>③ Exchange of opinions on problems and needs in group activities</li> <li>④ Gender imbalance encountered</li> <li>⑤ Group operation with democracy and high transparency</li> <li>⑥ Coordination of the Input Credit scheme</li> <li>⑦ Price information of agricultural products and marketing channels</li> <li>⑧ Operation and maintenance (O&amp;M) of community's assets, e.g. multi-purpose sheds, sprayers, etc.</li> <li>⑨ Group farm operation and marketing especially for fruit farmers</li> <li>⑩ Daily record keeping and accounting reports</li> <li>⑪ Presentation of group activities in the Committee</li> <li>⑫ Village functions such as agricultural show, movie show, football games, etc.</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Participatory Development Specialist	22 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② Horticulture Expert	22 M/M	
③ 4WD Vehicles	2 units	
④ Video players and TV sets (including one mobile unit)	6 units	
<b>Time Schedule:</b> 3 <sup>rd</sup> to 24 <sup>th</sup> month (22 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Skills in horticultural farming among group leaders</li> <li>② Democratic group management</li> <li>③ Promotion of participatory community development</li> </ol>		

## Participatory Development Capacity Building Programme (12/16)

<b>Programme</b>	<b>2. Training for Group Leaders</b>	
<b>Sub-Programme</b>	<b>2-5 Training for Group Operation through Actual Activities with Members</b>	
<b>Target Group</b>	Group Leaders	
<p><b>Objectives:</b></p> <p>The sustainability of groups is dependent highly upon necessity of group formation. For instance, water users associations are essential for proper operation and maintenance (O&amp;M) of water supply facilities, which are the lifelines of all the members of a association. Disorder to water supply facilities is crucial. Therefore, all the group members organize a group to operate and maintain their facilities. On the other hand, the groups organized for credit procurement and group marketing are less sustainable due to their lower necessity. They are more susceptible to minor troubles among members. However, the successful group activities for credit operation can be seen in the NGOs activities, e.g. Umbrella groups of Swissaid. With such a reference, all the members through day-to-day activities will reinforce the group operation.</p> <p>In Coast Region, the conditions of successful groups are generally ①groups organized for single objective or target, ②family members are excluded from same group, ③strong leadership, ④ democratic and transparent management and so on. This sub-programme will focus on strengthening group operation through actual activities.</p>		
<p><b>Activities:</b></p> <p>At the initial stages of group activities, it may not be appropriate for leaders to take a wide range of tasks and responsibilities due to their limited capacity. Leaders will concentrate on minimum duties for group operation necessary for the project participation. They include;</p> <ul style="list-style-type: none"> <li>① Discussion and agreement of group operation rules among members</li> <li>② Coordination of the Input Credit, i.e. application and repayment</li> <li>③ Setting up and collection of membership fee</li> </ul>		
<p><b>Inputs: Donor side</b></p> <ul style="list-style-type: none"> <li>① Participatory Development Specialist 22 M/M</li> <li>② Horticulture Expert 22 M/M</li> <li>③ 4WD Vehicles 2 units</li> <li>④ Video players and TV sets 6 units (including one mobile unit)</li> </ul>		<p><b>Inputs: Tanzanian side</b></p> <ul style="list-style-type: none"> <li>① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc.</li> <li>② Translator English-Kiswahili</li> </ul>
<p><b>Time Schedule:</b> 3rd to 24th month (22 months)</p>		
<p><b>Expected Outputs:</b></p> <ul style="list-style-type: none"> <li>① Democratic group management</li> <li>② Promotion of participatory community development</li> </ul>		

### Participatory Development Capacity Building Programme (13/16)

<b>Programme</b>	<b>3. Community Awareness Creation</b>	
<b>Sub-Programme</b>	<b>3-1 Empowerment of Poverty Group including Women and Youth</b>	
<b>Target Group</b>	Poverty group including women and youth	
<b>Objectives:</b>		
<p>In the rural societies of Coast Region, problems and needs are discussed at the Village Assembly held every third month. The Village Assembly is the highest body for decision making of village. According to the decisions thus made, if required, official requests for government assistance are forwarded to District Office. This procedure is well known among the rural societies according to the information obtained through the farm interview survey and PRA by the JICA study. However, in most cases, the Village Assembly is not regularly held and attendants at the Assembly are limited. This implies that opinions of poverty groups including women and youth are hardly reflected to the Village Assembly resulting in low accessibility to the public services for them.</p> <p>Community-Based Horticultural Development Programme aims firstly at poverty alleviation and focuses on more participation of women and youth to economic activities by means of horticulture farming and marketing. In order to empower this group of rural society, Community Awareness Creation will be promoted under this sub-programme. The community awareness creation aims at advocacy for quality of life among community.</p>		
<b>Activities:</b>		
<p>District Office will promote the following activities by obtaining the supports by donors and NGOs.</p> <ol style="list-style-type: none"> <li>① Preparation of posters and leaflets for promotion of group formation and participation in group activities</li> <li>② Empowerment of poverty groups through PRA</li> <li>③ Education focusing on concepts and administrative procedures of participatory development to transfer the knowledge how to solve problems</li> <li>④ Promotion of WID</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Participatory Development Specialist	22 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② PCM/PRA specialists from NGOs and local consultants	12 M/M	
③ 4WD Vehicles	2 units	
④ Video players and TV sets (including one mobile unit)	6 units	
<b>Time Schedule:</b> 3 <sup>rd</sup> to 24 <sup>th</sup> month (22 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① More participation of poverty groups</li> <li>② Democratic group operation</li> <li>③ Promotion of participatory community development</li> </ol>		

### Participatory Development Capacity Building Programme (14/16)

<b>Programme</b>	<b>3. Community Awareness Creation</b>	
<b>Sub-Programme</b>	<b>3-2 Group Formation and Establishment of Group Operation Rules</b>	
<b>Target Group</b>	Farmers	
<b>Objectives:</b>		
<p>Group formation will be promoted for Community-Based Horticulture Development. Recreation and other functions inviting more women will be combined in this sub-programme for conservative societies.</p> <p>Group operation rules, which are agreed by all the members, are fundamental for successful and sustainable group activities. Under the chairmanship of a group leader, members will discuss and agree with their own rules. District Officers and Extension Officers will occasionally participate in the meeting to provide necessary advises by referring to case study of successful groups. In the meeting, individual members will recognize a right and a responsibility to a group under the group operation rules. It is important to keep records in the meetings.</p>		
<b>Activities:</b>		
<p>PRA will be fully applied for promotion of group formation. Women and youth, which are not aware of advantages of group activities, will be accessed by all possible measures and opportunities. For instance, several functions such as video show for introduction of successful women groups, distribution of free vegetable seeds, health education at the occasion of periodical medical check, cooking demonstration, etc. will be organized under this sub-programme.</p> <p>After groups are formed, the following procedures will be introduced.</p> <ol style="list-style-type: none"> <li>① Selection of a group leader</li> <li>② Establishment of group operation rules</li> <li>③ Joint meeting with advanced groups to know the Project</li> <li>④ Application to participation in the Project</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Participatory Development Specialist	22 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② PCM/PRA specialists from NGOs and local consultants	12 M/M	
③ 4WD Vehicles	2 units	
④ Video players and TV sets (including one mobile unit)	6 units	
<b>Time Schedule:</b> 3 <sup>rd</sup> to 24 <sup>th</sup> month (22 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① More participation of poverty groups</li> <li>② Democratic group operation</li> <li>③ Promotion of participatory community development</li> </ol>		

## Participatory Development Capacity Building Programme (15/16)

<b>Programme</b>	<b>3. Community Awareness Creation</b>	
<b>Sub-Programme</b>	<b>3-3 Participation in Small Scale Horticultural Development Project</b>	
<b>Target Group</b>	Group members	
<b>Objectives:</b>		
<p>In Coast Region, peasant farmers produce mainly food crops such as maize and paddy for their home consumption supplemented by cassava both for home consumption and income sources at subsistence level. Apart from these staple crops, horticultural crops are planted as cash crops to the limited extent. Currently, local production nearly meets demand in local market except at peak demand periods during the rainy seasons. Therefore, it is recommended to expand the horticultural production in the Region carefully taking into account the market and price conditions of local market. Otherwise, farmers will be miss-led to less sustainable crop production taking a high risk.</p> <p>In terms of horticultural production, farmers in Coast Region are categorized into three (3) cropping zones, namely High-input vegetable zone, Low-input vegetable zone and Fruit crop zone. The Project is formulated to support three cropping zones. Under Community Based Horticultural Development Programme, Input Credit is the main component to support vegetable production by the farmers. Under District Seedling Farm Project, fruit tree seedling will be produced and distributed to the farmers.</p> <p>This sub-programme aims at promotion of the participation of farmers mentioned above.</p>		
<b>Activities:</b>		
<p>District Office will conduct PRA. Extension Officers and Group Leaders will provide the information to direct the farmers to the Project.</p> <ol style="list-style-type: none"> <li>① Guidance to the farmers according to the guidelines prepared under the JICA study</li> <li>② Appropriate farming techniques and Input Credit</li> <li>③ District Seedling Farms and seedling distribution system at village level</li> <li>④ Operation and maintenance of community facilities and equipment such as multi-purpose shed, sprayers and so on.</li> </ol> <p>At same time, it is expected that farmers will mutually recognise necessity for the following activities.</p> <ol style="list-style-type: none"> <li>① Participation in the regular meeting for discussing problems and needs among the group</li> <li>② Share of responsibilities and mutual aid</li> <li>③ Group marketing</li> <li>④ Membership fee and loan repayment</li> </ol>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
① Participatory Development Specialist	22 M/M	① Superintendent staff of both regional and district levels, e.g. RAA, RPO, RCO, DALDO, DEO, etc. ② Translator English-Kiswahili
② Horticulture Expert	22 M/M	
③ 4WD Vehicles	2 units	
④ Video players and TV sets (including one mobile unit)	6 units	
<b>Time Schedule:</b> 3 <sup>rd</sup> to 24 <sup>th</sup> month (22 months)		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>① Promotion of Small Scale Horticultural Development Project</li> <li>② Promotion of participatory community development</li> </ol>		



### Participatory Development Capacity Building Programme (16/16)

<b>Programme</b>	<b>3. Community Awareness Creation</b>	
<b>Sub-Programme</b>	<b>3-4 Promotion of Group Activities by means of Community Facilities</b>	
<b>Target Group</b>	Villagers	
<b>Objectives:</b>		
<p>For all agricultural activities in a village from production to marketing, grouping benefits villagers in some way by holding stronger bargaining power. Almost all village farmers understand how effective grouping is, and it seems that necessary groups have been already formed. However, it is also true that unless there is no more incentive, to promote further grouping is difficult.</p> <p>This sub-programme investigates effect of further grouping by providing facilities such as multipurpose shed and milling machine that are concrete examples among community facilities.</p> <p>A meeting place is the most important facility for facilitating capacity building in a village. Most of the villages studied substitute a school and an office of CCM, the biggest political party in the county for it. If neither of them, the place under a tree becomes a kind of assembly. Therefore, this shed shall be used for a meeting place at first instance. Moreover, it should become a useful facility for both conducting the capacity building programme and managing accounting works of input-credit.</p> <p>Milling machine is also of great interest to community as whole, since the machine mitigates village women's hardship and saves time for them to go far for milling.</p>		
<b>Activities:</b>		
<p>Multipurpose shed: This study sees whether the shed should be used only for a meeting place and simultaneously examines whether the shed is functioned for other purposes such as a collecting place of produce, a regularly scheduled market, and so forth. Besides that, the study tries to show other ways of shed use with reference to the characteristics of each village.</p> <p>Milling machine: Grouping is promoted for operating a milling machine. Then its operation is studied. It is also an important component to examine how much women's working time is lessened by the facilities.</p>		
<b>Inputs: Donor side</b>		<b>Inputs: Tanzanian side</b>
Rural sociologist Civil engineer      1 M/M Construction of multipurpose shed Installation of milling machine		DALDO Extension officers
<b>Time Schedule:</b>		
The construction starts one month after the verification study begins. Monitoring is continued through the programme period.		
<b>Expected Outputs:</b>		
<ol style="list-style-type: none"> <li>1. Promotion of grouping</li> <li>2. Reduction of women's working time</li> <li>3. Encouragement of lively communication in a village</li> </ol>		

## Project Design Matrix (PDME) - 1 (Input Credit)

Project Name : Input Credit

Period : July 2001 ~ March 2004

Project Area : Tanzania Coast Region

Target Group : District Officers and CPMU

Date : October 2003

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><u>Overall Goal</u> Other 4 districts in Coast Region starts to support smooth management of Input Credit by CPMUs.</p>	More than 2 districts start Input Credit by 2006.	Study by Coast Region	
<p><u>Project Purpose</u> Kibaha District is able to support smooth management of Input Credit by CPMUs.</p>	More than 4 CPMUs start Input Credit with the collaboration of DACOF (DAOF) by 2004.	M/M of DPMC	- Budget allocation is made for implementation of Master Programme.
<p><u>Output</u></p> <p>1 Staff members of Kibaha DACOF (DAOF) and CPMUs acquire ability to carry out Input Credit.</p> <p>2 Input Credit gets a proper start.</p> <p>3 Kibaha DACOF (DAOF) starts to set up Input Credit Management Foundation.</p>	<p>1 More than 40 farmers starts cultivation with the Input Credit carried out by CPMUs by the end of 2003.</p> <p>2 More than 80% of repayment rate is achieved by the end of 2003.</p> <p>3 More than TShs4,000,000.- are secured by the end of 2003.</p>	<p>1 M/M of DPMC</p> <p>2 DACOF (DAOF) bookkeeping documents</p> <p>3 DACOF (DAOF) bank account</p>	- Staff members of DACOF who acquire know-how of Input Credit through training continue working in DACOF.
<p><u>Activities</u></p> <p>1-1 Kibaha District establishes DACOF (DAOF) that is an execution organisation of Input Credit.</p> <p>1-2 Staff members of DACOF (DAOF) receive training concerning management of Input Credit.</p> <p>1-3 DACOF (DAOF) draws up details of implementation of Input Credit.</p> <p>1-4 DACOF (DAOF) explains about Input Credit to CPMU members.</p> <p>1-5 DACOF (DAOF) gives guidance on how to form groups to CPMU members.</p> <p>2-1 Extension Officers receive training for Input Credit assistance.</p> <p>2-2 Group leaders receive training concerning Input Credit.</p> <p>2-3 CPMU members receive basic training concerning Input Credit.</p> <p>2-4 Extension Officers give assistance to CPMU members concerning contents of Input Credit.</p> <p>2-5 CPMU members apply Input Credit.</p> <p>2-6 DACOF (DAOF) examines their applications.</p> <p>2-7 DACOF (DAOF) purchases and delivers farm input.</p> <p>2-8 Extension Officers give CPMU members proper guidance concerning full use of input.</p> <p>2-9 DACOF (DAOF) assists the loanees in proper repayment.</p> <p>3-1 DACOF (DAOF) maintains repayment properly for future revolving fund.</p> <p>3-2 DACOF (DAOF) draws up plan of setting up Input Credit Management Foundation.</p>	<p><u>Input</u></p> <p>«JICA» Personnel 1) Leader (1) 2) Expert: Credit (1) 3) Expert: Agronomist (1)</p> <p>Equipment 1) Computer (1) 2) Motor Cycle (3) 3) Balance (4)</p> <p>Farm Input 1) Seed, Fertiliser, Chemicals 2) Chemicals for emergency</p> <p>Running Cost 1) Fuel 2) Office Equipment 3) Training</p>	<p>«Tanzania» Personnel 1) DACO (1) 2) ADACO (1) 3) DACT (1) 4) Messenger (1) 5) Extension Officers</p> <p>Facilities 1) Office Room 2) Electricity 3) Truck 4) Storage</p>	<p>- Drastic price increase of farm input does not occur.</p> <p>- Market where produce is sold exists.</p> <p>- The farmers do not use other credit scheme with lower interest.</p>
			<p><u>Pre-conditions</u></p> <p>- Administrative function of District does not change drastically.</p> <p>- Informal moneylenders do not obstruct Input Credit.</p>

## Project Design Matrix (PDME) - 2 (Improvement of Watering)

Project Name : Improvement of Watering

Period : July 2001~March 2004

Project Area : Tanzania Coast Region

Target Group : Small-scale Farmers

Date : October 2003

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><u>Overall Goal</u></p> <p>1 Improvement of Watering drawn up in the Master Programme is carried out in proper places.</p>	<p>1 Improvement of Watering is carried out in more than 10 villages by 2006.</p>	<p>1 Survey by Coast Region</p>	
<p><u>Project Purpose</u></p> <p>Farmers are able to carry out improved watering method adequately and continuously.</p>	<p>More than 80% of the farmers concerned are able to carry out improved watering method adequately and continuously by 2003.</p>	<p>Interview survey to the farmers</p>	<p>- Budget allocation is made for implementation of Master Programme.</p>
<p><u>Output</u></p> <p>1 Farmers have a proper understanding of improvement of watering method in collaboration with DSMS.</p> <p>2 Farmers become able to operate and maintain watering facilities adequately.</p>	<p>1 More than 80% of the farmers concerned show their will to continue improved watering by 2003.</p> <p>2 More than 80% of introduced facilities are running in 2003.</p>	<p>1 Interview survey to the farmers</p> <p>2 Observing actual conditions</p>	<p>- Market conditions of the crops grown deteriorate drastically.</p>
<p><u>Activities</u></p> <p>1-1 Farmers form groups who cope with improvement of watering method.</p> <p>1-2 Farmers' group owns a portable pump jointly.</p> <p>1-3 Farmers dig down Kisima with sheeting.</p> <p>1-4 Farmers' group draws up watering plan in collaboration with DSMS.</p> <p>1-5 Farmers' group draws up operation and maintenance plans of facilities and equipment in collaboration with DSMS.</p> <p>2-1 Farmers carry out watering using pump in collaboration with DSMS.</p> <p>2-2 Farmers' group maintains portable pump properly.</p> <p>2-3 Farmers' group maintains appurtenant facilities properly.</p>	<p><u>Input</u></p> <p>«JICA» Personnel Leader (1) Expert-Irrigation (1) Expert- Agronomist (1)</p> <p>Equipment Portable Pump Engine pump (10) Treadle Pump (5)</p> <p>Material Cement (Water tank) Timber (Kisima)</p>	<p>«Tanzania» Personnel DSMS (Irrigation) Extension Officers Farmers' Group</p> <p>Material Farming Material Sand Operation Costs Fuel, Lubricant</p>	<p>- Damages (drought and flood) incurred by abnormal weather do not occur.</p> <p><u>Pre-conditions</u></p> <p>- Administrative function of District does not change drastically.</p> <p>- Material cost do not increase drastically.</p>

**Project Design Matrix (PDME) – 3 (Capacity Building for Extension Officers)**

Project Name : Capacity Building for Extension Officers

Period : July 2001~March2004

Project Area : Coast Region , Tanzania

Target Groups : District Officers (Extension officers)

Date : October 2003

Narrative Summary	Objectively Verified Indicators	Means of Verification	Important Assumption
<p><u>Overall Goal</u> Extended community based development program in M/P shall be conducted.</p>	<p>Training system for community based development shall be performed at least in 3 Districts by 2006.</p>	<p>Study by the Region</p>	
<p><u>Project Purpose</u> Enable extension officers to train farmers better so as to increase the number of farmers who consult the extension officers.</p>	<p>- Farmers' consulting number with extension officers on horticulture increases 20 % after 2002.</p>	<p>- Record of extension activities</p>	<p>- Obtain the budget for the implementation of M/P.</p>
<p><u>Outputs</u> 1 Extension officers improve technological knowledge on horticulture. 2 Extension officers get advanced information on community based development and extension methodology.</p>	<p>1 More than 80% of trainees understand the training. 2 More than 80% of trainees understand the training.</p>	<p>1 Inquiry on training result 2 Inquiry on training</p>	<p>- Trained District officers continue their job.</p>
<p><u>Activities</u> 1-1 Extension officers are trained on horticultural technology. 1-2 District officers and extension officers make a manual of horticultural technology. 2-1 Extension officers have a training on people's participation method.</p>	<p><u>Inputs</u> «JICA» Personnel JICA Team Local horticulturist Local participatory expert Material Computer Materials to make curriculum Operation Cost Extension officers training On farm training</p>	<p>«Tanzania» Personnel Region and District officers Material Materials to make curriculum</p>	<p>- District continues to have the will to better extension works.</p> <p><u>Preconditions</u></p>

### Project Design Matrix (PDME) – 4 (Capacity Building for Community)

Project : Capacity Building for Community

Period : 2001.7~2004.3

Targeted area : Coast Region, Tanzania

Target group : farmers

Date : October 2003

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption
<u>Overall Goal</u> Participatory capacity building programme on M/P is conducted to other areas.	Training system with feedback from this study is conducted at least in three districts by 2006.	Survey by Region	
<u>Project Purpose</u> Farmers find group activities and training programme meaningful.	- After 2002, number of instruction given to farmers by extension workers increases by 50%.. - Facilities installed have been used continuously. - By the end of the project, new group activities, at least two, start under the KKM.	- Extension record - Minutes of DPMC - CPMU monthly report	- Budget for implementation of the M/P is raised.
<u>Output</u> 1 Community obtains know-how of group management. 2 Trained farmers become more conversant with horticultural production techniques. 3 Farmers promote group activities by using community facilities.	1 More than 80% of documents required to sustain each project are prepared by concerned person. 2 At the end of training, more than 80% of participants are satisfied with the session. 3 At the end of 2003, more than 80% of plan made at the beginning has worked.	1 CPMU monthly report 2 Questionnaire 3 CPMU monthly report	- District Agriculture division keeps its personnel as it does.
<u>Activities</u> <u>(Training for group leader)</u> 1-1 Leaders from each component form Community Project Management Unit (KKM). 1-2 Leaders of each group take a training course. 1-3 CPMU holds periodical meetings for information exchange at the district level. 1-4 CPMU makes necessary documents for group management. <u>(Farmers' training)</u> 2-1 Farmers visit advanced horticulture area. 2-2 Farmers report the visit of advanced area. <u>(Group formation)</u> 3a-1 Farmers organise shed management group. 3a-2 Shed management group plans construction of their shed. 3a-3 Shed management group draws up the rule of operation and maintenance. 3a-4 Villagers are involved in the construction. 3a-5 Shed management group provides examples of successful group activities so as to increase the number of users. 3b-1 Farmers organise mill management group. 3b-2 The mill group draws up a rule of operation and maintenance. 3b-3 The mill group proceeds to construction and manages its operation and maintenance. 3b-4 The group members practice their work according to the rule they set up. 3b-5 The group members advertise the service to increase their profit.	<u>Inputs</u> «JICA» Personnel Study team  Tools Materials and Tools for preparation of training curriculum  Materials and Tools for construction  Cost Transportation fee Allowance for trainees  Targeted area : Training— Verification Study area (8 villages) Shed— 3villages Viziwaziwa, Vigama, Ruvu Darajani Mill machine— 3 villages Viziwaziwa, Mwanabwito, Vigama	«Tanzania» Personnel DALDO DAEO WAEO VAEO Farmers' group  «Project site» Farmers' contribution Labour for construction of the sheds  Necessary fees and expenses  Farmers' participation in the training course	- GOT does not change the policy of extension. - Budget of district does not get worse suddenly.  - Trained district staff and extension officers continues to be at their position.  <u>Preconditions</u> - Administration of district does not change drastically.

## Project Design Matrix (PDME) - 5 (District Seedling Farm)

Project Name: District Seedling Farm

Duration: July 2001 to March 2004

Project Area: Coast Region, Tanzania

Target Group: District Officers

Date : October 2003

Narrative Summary	Objectively Verifiable Indicator	Means of Verification	Important Assumption
<b>Overall Goal</b> 1 District Seedling Farm Programme in the Master Programme is continuously implemented.	1 At least 2 districts start District Seedling Farm Programme by the end of 2006.	1 Survey record by Coast region	
<b>Project Purpose</b> District offices develop human resources for the sustainable implementation of District Seedling Farm Programme.	- Kibaha district prepare operation budget for Zegereni farm by the end of 2003. - Each district offices recognise usefulness of DSF Programme by the end of 2003.	- Farm financial record - Interview survey to district offices	- The government prepares the budget for the implementation of the Master Programme.
<b>Outputs</b> 1 System to produce and distribute improved seedlings of fruit trees is formed well in Kibaha district. 2 Systems to guide farmers' groups in seedlings production are formed well in Kisarawe and Mkuranga districts. 3 Extension systems in soil and water conservation techniques are formed in Kisarawe and Mkuranga district. 4 Implementation system for vegetable cultivation tests is formed in Kibaha district.	1 In 2003, 10,000 seedlings are distributed by Zegereni farm. 2 More than 50 % of village farmers use improved seedlings by the end of 2003. 3 More than 25 % of village farmers practice soil and water conservation techniques by the end of 2003. 4 Vegetable cultivation tests for more than 5 crops are conducted by Kibaha district in 2003.	1 Farm operation record 2 Operation record 3 Extension record 4 Farm operation record	- Human resources of district agriculture office are not reduced so much. - Trained district officers continue their duties. - Marketing condition of target crops is not aggravated.
<b>Activities</b> 1-1 Establish a seedling farm operation unit in Kibaha district. 1-2 Establish seedling farm in Zegereni. 1-3 Train staffs of the seedling farm on improved technique to make seedlings. 1-4 Produce improved seedlings with improved technique to make seedlings. 1-5 Distribute improved seedlings to farmers. 2-1 Establish group nurseries in Vigama, Mwanambaya and Mkuranga B. 2-2 Demonstrate improved techniques for seedling production. 2-3 Group nurseries produce improved seedlings with improved techniques. 3-1 Teach farmers about soil and water conservation techniques. 3-2 Farmers prepare water bunds to plant seedlings. 3-3 Farmers practice mulching for seedling planting. 4-1 Establish branch experimental plots in Viziwaziwa and Mwanabwito. 4-2 Conduct experiments on adaptability of new varieties/ types of vegetables. 4-3 Carry out fertilizer, insecticide and fungicide tests in the seedling farm and branch experimental plots. 4-4 Demonstrate new varieties/ types of vegetables and the improved technique of vegetable cultivation.	<b>Inputs</b> [JICA] Personnel Study team Facilities Office, Warehouse, Dormitory, Bush house Equipment Computer, Copy machine, Fax, Pick-up truck, Portable pump, Knapsack-type Sprayer, Camera, Weighing scale, Soil test kit, Refrigerator, Office equipment, farming tools, Protection gear Production Material Seedling for mother tree, Fertilizer, Agro-chemical, Seed, Scion, Seedling pot Operation Cost Salary for staffs, Wedge for casual labours, O&M cost of equipment, Fuel, Training cost	[Tanzania - District Office] Personnel Farm staff, Extension officer Facilities Farmland, Shallow well, pump Equipment First aid kit Production Material Rootstock, Fertilizer, Agro-chemical, Seed, Seedling pot, Scion Operation Cost Utilities [Tanzania - Farmers] Personnel Farmers' group Facilities Shade house, Water source Equipment Farming tools Production Material Fertilizer, Agro-chemical, Rootstock, Seedling pot, Scion Operation Cost Labour, Transportation cost	- Procurement channel of seedling production materials (scion, etc.) is not closed. - Customs clearance and transport procedures do not become greatly delayed. - Monetary resources of district agriculture office are not reduced so much.
			<b>Preconditions</b> - Administrative function of District is not revised drastically.

## Plan of Operation-1 (Input Credit)

Activities	Expected Results	Schedule												Remarks	
		01 II	01 III	01 IV	02 I	02 II	02 III	02 IV	03 I	03 II	03 III	03 IV	04 I		
1-1 Kibaha District establishes DACOF that is an execution organisation of Input Credit	Kibaha District Agricultural Credit Office established														Kibaha District established DACOF and registered it to Attorney General's Chambers as Board of Trustee. JICA allocated a set of computer and 3 motorcycles. The District provided DACOF with office room and renovated the room with the assistance of JICA.
1-2 Staff members of DACOF receive training concerning management of Input Credit	Staff members of DACOF trained														JICA provided DACOF staff with the training, with the assistance of Swissaid DACOF staff received the first step and the second step of the training. The second step of the training was finalised in October 2002.
1-3 DACOF draws up and reviews details of implementation of Input Credit	Details of Implementation of Input Credit														DACOF reviewed and revised the details of implementation drawn up in the Plan of Operation. DACOF put together the revised details in DACOF Policy. The details of implementation were revised again after the midterm evaluation.
1-4 DACOF explains about Input Credit to CPMU members	Farmers explained														DACOF explained the details of Input Credit to CPMU members for the first credit in August 2001, the second credit in February and the third credit in October 2002.
1-5 DACOF gives CPMU members guidance on how to form groups	Farmers' groups														DACOF gave the guidance on how to form groups to the farmers for the first credit in August 2001, the second credit in February and the third credit in October 2002. Farmers of Viziwaziwa registered a group (CPMU) to the Ministry of Home Affairs.
2-1 Extension Officers receive training for Input Credit assistance	Extension Officers trained														Extension Officers received the training with DACOF staff. JICA carried out training for extension officers. Extension Officers will receive the training continuously.
2-2 Group leaders receive training concerning Input Credit	Group leaders trained														Group leaders received the training from DACOF staff. JICA carried out training for group leaders. Group leaders for the new members will receive the training.
2-3 CPMU members receive basic training concerning Input Credit	Farmers received basic training														CPMU members received the training through the workshops for Input Credit conducted by DACOF. New members will receive the training when they join the credit.
2-4 Extension Officers give assistance to CPMU members concerning contents of Input Credit	Credit applications														Extension officers gave assistance to CPMU members to fill application forms. Extension officers will give assistance to new farmers to fill application forms when they join the credit.
2-5 CPMU members apply Input Credit	Applications accepted														CPMU members applied Input Credit for the first and second loans. New members will apply it when they join it.
2-6 DACOF examines their applications	Group qualified Agreement														DACOF examined the applications and made agreement with the loanees and will do them for new members.
2-7 DACOF purchases and delivers farm input	Farm input delivered														JICA provided DACOF with farm input. DACOF delivered farm input to the farmers. They will be carried out for new credits.
2-8 Extension Officers give CPMU members proper guidance concerning full use of input	Proper vegetable growing														Extension officers started to give CPMU members proper guidance concerning full use of input delivered. Extension officers will give it to new members when they join the credit.
2-9 DACOF assists the farmers in proper repayment	Repayment														DACOF started to assist the farmers in proper repayment. DACOF will assist new farmers in proper repayment when they join the credit.
3-1 DACOF maintains repayment properly for future revolving fund	Revolving Fund														DACOF started to maintain repayment on the 15 <sup>th</sup> of January and the repayment amount up to now is TShs6,263,960.-. Total amount of revolving fund up to now including other charges is TShs7,130,559.-. DACOF will maintain it continuously.
3-2 DACOF draws up plan of setting up Input Credit Management Foundation	Establishment of Input Credit Management Foundation														DACOF started to consider drawing up plan of setting up Input Credit Management Foundation taking into account the transference of Input Credit to the cooperative. It will be drawn up at the end of 2003.

## Plan of Operation-2 (Improvement of Watering)

Activities	Expected Results	Schedule												Remarks	
		01 II	01 III	01 IV	02 I	02 II	02 III	02 IV	03 I	03 II	03 III	03 IV	04 I		
1-1 The farmers form groups who cope with improvement of watering method	Farmers' Group formed Group Leader nominated	■	■												They were formed in Field Survey 1 originally. Some members are changed in Field Survey 2. Forming of group was finished.
1-2 Farmers' group obtain a portable pump jointly	Equipment properly selected and loaned to farmers	■	■												Some members withdraw from group. Therefore some group become less than 5 members per group in Viziwaziwa. Viziwaziwa's group selected treadle pump and Mwanabwito and Ruvu Darajani's group selected engine pump according to availability of water. Obtaining pumps are completed.
1-3 The farmers dig down Kisima with sheeting	Sheeting put in Kisima	■			■										The sheeting was set on the bottom of Kisima. One experiment was done. Its expansion to other villagers was hampered due to ownership of land.
1-4 Farmers' group draw up watering plan in collaboration with DSMS	Plan of Watering established	■	■												Plan was discussed with DSMS, and group members themselves conducted several meeting. Some of concrete plans have been made. Intermittent watering was tested at Viziwaziwa.
1-5 The farmers group draw up operation and maintenance plans of facilities and equipment in collaboration with DSMS	Plan of Operation and Maintenance	■	■												After noticing the necessity of daily maintenance and daily record keeping for operation, the group members have kept the records. The activity was completed, but still it need to be improved.
2-1 The farmers carry out watering using pump in collaboration with DSMS	Results of vegetable growing	■				■	■	■	■	■	■	■	■	■	They started to use the pumps according to the plans. In Ruvu Darajani, the farmers have been using it efficiently. In the other two villages, several reasons have hindered them to use the pumps.
2-2 The farmers' group maintains portable pump properly	Portable Pump	■	■	■	■	■	■	■	■	■	■	■	■	■	The daily record has been kept each day of pump use. The condition of pumps is good, because of their proper maintenance.
2-3 The farmers' group maintains appurtenant facilities properly	Appurtenant Facilities	■	■	■	■	■	■	■	■	■	■	■	■	■	Maintenance of those facilities has been done. Those facilities are in good condition.

■ : Plan      ■ : Carried out



### Plan of Operation-3 (Capacity Building for Extension Officers)

Activities	Expected Results	Schedule												Remarks
		01 II	01 III	01 IV	02 I	02 II	02 III	02 IV	03 I	03 II	03 III	03 IV	04 I	
1-1 Extension officers are trained on horticultural technology.	Trained extension officers													Conducted on 27 <sup>th</sup> – 31 <sup>st</sup> August 2001 and 2 <sup>nd</sup> – 5 <sup>th</sup> July, 2002 Every trainees passed the exam.
1-2 District officers and extension officers make a manual of horticultural technology.	Manual of horticultural technology													The draft material (Curriculum, manual and daily record) was completed, but will be modified or added time to time.
2-1 Extension officers have training on people's participation methods.	Trained extension officers													This year training was done on 27 <sup>th</sup> –28 <sup>th</sup> June and 1 <sup>st</sup> July 2002 85% of trainees passed the exam.

— : Plan      ■ : Carried out

## Plan of Operation-4 (Capacity Building for Community)

Activities	Expected Results	Schedule												Remarks		
		01 II	01 III	01 IV	02 I	02 II	02 III	02 IV	03 I	03 II	03 III	03 IV	04 I			
1-1 Leaders from each micro project form Community Project Management Unit.	-Umbrella group formed	■														CPMU was formed in the beginning of the project
1-2 Leader of each group takes a training course.	-Knowledge of accounting obtained		■			■										Training already took place, on December 2001 and July 2002.
1-3 Group Leaders of CPMU hold periodical meetings for information exchange at the district level.	-Periodical meetings done -Minutes of meeting prepared			■	■	■	■	■	■	■	■	■	■	■	■	This activity was three times, on February, June and November 2002.
1-4 CPMU prepares necessary document for group management.	-Constitution made -Group registration completed -Monthly report prepared			■	■	■	■	■	■	■	■	■	■	■	■	This activity has already been undertaken. Group registration in Viziwaziwa was completed Nov. 2001. Procedure of other villages is underway.
2-1 Farmers visit advanced horticultural area.	Visit to advanced area			■	■	■	■									2001: visits were executed 18-20 Nov. and 27-29 Dec. 2002: visit was executed 7-17 July.
2-2 Farmers report the visit of advanced horticultural area.	Report of the visit			■	■	■	■									Farmers filled out a questionnaire and wrote a group report after visits
3a-1 Farmers organise shed management group.	Management group formed	■	■													Done through workshops held during field work 1
3a-2 Shed management group plans construction of their shed.	Operation plan put in place	■	■													Farmers tried to follow a working schedule of construction set by themselves. Not sufficiently
3a-3 Shed management group draws up the rule of operation and maintenance.	Users rule Operation rule drawn up		■	■	■	■										Concrete plan was made on July 2002. It has realized in Ruva Darajani, but not in Viziwaziwa and Vigama.
3a-4 Villagers involve in the construction.	Construction done		■	■	■	■										Project members were mainly involved, but help from non-member were also observed.
3a-5 Shed management group provides examples of successful group activities so as to increase the number of users.	Advertising done			■	■	■	■	■	■	■	■	■	■	■	■	The members are trying to invite people of using shed, at the same time, they also use it as a market for grocery.
3b-1 Farmers organize milling machine management group.	Management group formed	■	■													This was completed though the workshops held during field work 1
3b-2 The mill group draws up a rule of operation and maintenance.	Operation plan put in place		■	■	■	■	■									Concrete idea was made on July 2002. But it is still changing as the members accept several measures proposed by DPMC.
3b-3 The mill group proceed to construction.	Construction done		■	■	■	■										Project members were mainly involved, and assistance from non-members was also observed. It was Completed
3b-4 The group members practices their work according to the rule they set up.	Operation rule Provision of service			■	■	■	■	■	■	■	■	■	■	■	■	They work according to shift they made, but with few customers, it is not always working.
3b-5 The group members advertise the service to increase their profit.	Advertising			■	■	■	■	■	■	■	■	■	■	■	■	Advertisement such as signboards and posters is being made.

■ : Plan      ■ : Carried out

## Plan of Operation-5 (District Seedling Farm)

Activity	Expected Result	Schedule												Remarks	
		01 II	01 III	01 IV	02 I	02 II	02 III	02 IV	03 I	03 II	03 III	03 IV	04 I		
1-1 Kibaha district establishes a seedling farm operation unit	Seedling farm operation unit, Operation plan			■											The operation unit has been established for the initial stage.
1-2 Kibaha district establishes seedling farm in Zegereni with help of JICA	Farm facilities		■	■											The construction of the farm was completed.
1-3 Kibaha Agriculture Office trains staffs of the seedling farm on improved technique to make seedlings	Trained staffs			■		■									The on-the-job training was provided to the workers by Horticulturist, and continues stage by stage.
1-4 Zegereni farm produces improved seedlings with improved technique to make seedlings	Improved seedlings				■	■	■	■	■	■	■	■	■	■	The seedling production of citrus, mango and coconut is going on.
1-5 Zegereni farm distribute improved seedlings to farmers	Improved seedlings							■	■	■	■	■	■	■	Zegereni farm has distributed certain amount of fruit seedlings.
2-1 Farmers establish group nurseries in Vigama, Mwanambaya and Mkuranga	Farmers' groups Group nurseries		■	■											Total nine groups were established.
2-2 District Agriculture Offices demonstrate improved techniques for seedling production	Extension materials, Trained farmers		■	■		■									Technical instruction meetings were carried out to the group members.
2-3 Group nurseries produce improved seedlings with improved techniques	Improved seedlings				■	■	■	■	■	■	■	■	■	■	The seedling production of mango and citrus is going on.
3-1 Farmers learn soil and water conservation techniques	Extension materials, Trained farmers			■	■	■									The technical document was distributed to the district officers. Training was given to 100 farmers of Kisarawe and Mkuranga at SUA-SCRDC in July 2002.
3-2 Farmers prepare water bunds to plant seedlings	Water bund				■				■				■		Demonstration farm is under preparation.
3-3 Farmers practice mulching for seedling planting	Mulching				■				■				■		Demonstration farm is under preparation.
4-1 Kibaha Agriculture Office establishes branch experimental plots in Viziwaziwa and Mwanabwito	Branch experimental plots		■	■		■		■							Twelve plots were established in the villages.
4-2 Zegereni farm and farmers of the plots conduct experiments on adaptability of new varieties/types of vegetables	Results of experiments				■	■	■	■	■	■	■	■	■	■	The crop adaptability tests are going on in Zegereni, Viziwaziwa and Mwanabwito.
4-3 Zegereni farm and farmers of the plots carry out fertiliser, insecticide and fungicide tests	Results of experiments				■	■	■	■	■	■	■	■	■	■	Response tests on fertiliser and insecticide are going in Zegereni, and partly in Viziwaziwa and Mwanabwito.
4-4 Zegereni farm demonstrates new varieties/types of vegetables and the improved technique of vegetable cultivation	Extension materials				■	■	■	■	■	■	■	■	■	■	Application of fertiliser and agro-chemical was demonstrated in Viziwaziwa and Mwanabwito.

■ : Plan      ■ : Carried out

## Evaluation Design and Result: Input Credit

### Efficiency, Effectiveness, Impact, Relevance and Sustainability

Evaluation Items	Results	(Information source)
<b>A. EFFICIENCY</b>		
A-1 Was the mobilisation of personnel, facilities and equipment for DACOF (DAOF) on schedule (timing and quantity)? “Input”	As planned. (Monitoring Report) DACOF office equipment has been used efficiently. (Monitoring Report)	
1) When, what kind and how many of them were allocated for DACOF (DAOF)?	Feb. 2001: Personnel of DACOF, Office space for DACOF Aug. 2001: Expenses of office renovation and furniture Aug. 2001 - Aug. 2003: Training Sep. 2001: Expenses for DACOF Registration Oct. 2001 - Dec. 2002: Agricultural input (seeds, manure, fertiliser, chemicals, etc.) Nov. 2001: Three motorcycles, one computer Nov. 2001 - Nov. 2003: Fuel	(Monitoring Report)
2) How many of them have been utilised for achieving the output?	All of them. (Monitoring Report)	
A-2 Did the agricultural materials for credit properly delivered? “Input”	5 out of 9 of the 1 <sup>st</sup> Credit loanees said it was properly delivered. 16 out of 22 of the 2 <sup>nd</sup> Credit loanees said it was properly delivered. (Interview to the loanees) For the 3 <sup>rd</sup> credit, delivery was done after short rainy season had finished.	
1) When, how much and in what way were they delivered to farmers?	1 <sup>st</sup> credit: Oct. 2001 and March 2002, Total Amount TShs3,078,000.- 2 <sup>nd</sup> credit: May 2002, Total Amount TShs9,558,000.- 3 <sup>rd</sup> credit: Dec. 2002 and Jan. 2003, Total Amount TShs739,000.- All of them were purchased in bulk and delivered by DACOF (DAOF)	(Monitoring Report)
A-3 Have staff members of Kibaha DACOF (DAOF) and CPMUs been acquiring ability to carry out Input Credit? “Output 1”	Staff members of DAOF acquired not sufficient but certain ability to carry out Input Credit through implementation of its practical works. It is enough to support CPMUs to manage Input Credit smoothly. CPMU at Ruvu Darajani has started to manage Input Credit with the collaboration of DAOF, and up to now it seems successful.	
1) To what extent, do DACOF (DAOF) staff members manage its office work properly?	They tried to manage properly, but it is difficult to say they perform properly and smoothly. However, their ability is day-by-day increasing. (Monitoring Report, Bookkeeping documents)	
2) How many farmers have started cultivation with the Input Credit carried out by CPMUs?	17 farmers of Ruvu Darajani are practicing. (Monitoring Report)	
3) How often do DACOF (DAOF) staffs update the documents?	DACOF staff has updated documents after every transaction, but not completely and accurately. (Bookkeeping documents)	
A-4 Has Input Credit got a proper start? “Output 2”	It is hardly said that Input Credit managed by DACOF (DAOF) has got a proper start. On the other hand, it shall be said that Input Credit by CPMU at Ruvu Darajani supported by DAOF gets a proper start.	
1) How many percent of loanees grew vegetables properly?	22% of the 1 <sup>st</sup> Credit loanees grew vegetables properly. 45% of the 2 <sup>nd</sup> Credit loanees grew vegetables properly. (Interview to the loanees) 59% of the Ruvu loanees grew vegetables properly, and this figure is increasing.	
2) How many loanees got earnings enough for repayment from the produce?	44% of the 1 <sup>st</sup> Credit loanees got enough earnings. 6% of the 2 <sup>nd</sup> Credit loanees got enough earnings. (Interview to the farmers) 3 groups (10 farmers) got enough earnings, and this figure is increasing.	
3) How many loanees have repaid on schedule?	3 out of 25 of the 1 <sup>st</sup> Credit loanees repaid on revised schedule. None of 86 of the 2 <sup>nd</sup> Credit loanees repaid on schedule. 3 out of 5 groups at Ruvu repaid on schedule, and this figure is increasing. (Bookkeeping documents)	
4) How many percent of repayment rate has been achieved?	87.5% at Ruvu Darajani (this figure is increasing) 52.0% Credit by DACOF (DAOF) (Bookkeeping documents)	
A-5 Did Kibaha DACOF (DAOF) starts to set up Input Credit Management Foundation? “Output 3”	DACOF (DAOF) is properly managing repayment including interest from the farmers, even though the repayment was insufficient.	
1) How much has the revolving fund properly maintained so far?	Total of fund amounted TShs7,192,000.- so far deposited in DACOF bank account. (Bookkeeping documents)	
A-6 Has the situation of vegetable market remained as usual? “Important Assumption”	There were some changes in the market.	

Evaluation Items	Results (Information source)
1) How has it changed, if any?	Prices of eggplant sharply fell in September and October 2002. (Newspapers) Prices of tomato sharply fell in September 2003. (CPMU record)
<b>B. EFFECTIVENESS</b>	
B-1 Has Kibaha District become able to support smooth management of Input Credit by CPMUs? "Project Purpose"	Since CPMU at Ruvu Darajani manage Input Credit properly supported by DAOF, it can be said that Kibaha District has become able to support smooth management of Input Credit implemented by CPMU. It does not cost a lot, only for supporting CPMUs, maybe transport is at least needed.
1) How many CPMUs have started Input Credit with the collaboration of DACOF (DAOF) staff members?	Only one CPMU at Ruvu Darajani. (Monitoring Report)
2) How much has the district secured or is likely to secure budget for Input Credit operation?	Not secured for year 2003. (Interview Survey to the officers)
B-2 Do DACOF (DAOF) staff members who acquired know-how of Input Credit through the training continue working in DACOF (DAOF)? "Important Assumption"	Yes.
1) How many of them have continued working in DACOF?	Three all. (Interview Survey to the officers)
<b>C. IMPACT</b>	
C-1 Is preparation of Input Credit transference to cooperative progressing?	Only for Ruvu Darajani it is progressing. (Monitoring Report)
C-2 Is Input Credit starting by DACOF (DAOF) in the other 4 districts?	No.
1) How many districts have started Input Credit?	Nil. (Interview Survey to the officers)
C-3 Has any improvement been made on farming balance of the loanees?	Yes.
1) What is the rate that farmers participating in Input Credit feel improvement of their financial situation?	67% of the loanees answered positively. (Interview to the loanees)
C-4 Are there any changes and new matters on the loanees' activities?	KKM chairperson started to conduct the cooperative farms in collaboration with the credit members for completing repayment of all members. (M/M of periodical weekly meeting)
<b>D. RELEVANCE</b>	
D-1 Does the project purpose coordinate with agricultural development policy of Tanzania?	Yes. (Interview to RAA)
D-2 Does the project purpose coordinating with District Agricultural Development Plan (DADP)?	Yes (Interview to DALDO)
D-3 Do district agricultural offices have intention to implement Input Credit?	Yes. All four districts will plan DADP including the project. (Interview to DALDO)
D-4 Do the loanees have intention to continue requiring Input Credit?	Yes.
1) What is the rate that farmers participating in Input Credit feel like continuing Input Credit?	96% of the loanees have intention to continue. (Interview to the loanees)
<b>E. SUSTAINABILITY</b>	
E-1 Will the management system of DACOF (DAOF) be maintained and extended?	Yes, as the supporting body for Input Credit managed by CPMU.
1) How many districts have intention to maintain and extend the management system?	3 out of 5 districts have intention to maintain and extend it. (Interview to DALDO)
E-2 Will the trained staff members of DACOF (DAOF) stay up?	Yes.

Evaluation Items	Results (Information source)
1) How many members have stayed up?	All of them. (Interview to DALDO)
E-3 Has the component continued by the farmers with/without continuous support from District?	Yes.
1) Are there any possibilities of the extension officers training to continue?	2 of 5 districts answered positively. (Interview to DALDO)
E-4 Has the budget for the component to be implemented again is secured?	It is rather difficult.
1) Are there any possibilities of raising the budget for the project continuation?	All the districts are requiring budget, but never disbursed. (Interview to DALDO)

**Evaluation Design and Result: Improvement of Watering  
Efficiency, Effectiveness, Impact, Relevance and Sustainability**

Evaluation Items	Facts and Results (Sources of data)
<b>A. EFFICIENCY</b>	
A-1 Was the mobilisation of personnel, facilities and equipment on schedule (timing and quantity)? "Input"	As planned except treadle pumps. (Monitoring Report)
1) When, what kind and how many of them were allocated for farmers?	Nov. 2001: Ten engine pumps (5 to Mwanabwito, 5 to Ruvu Darajani) Five Treadle pumps to Viziwaziwa Feb. 2002: Timbers for improvement of Kisima (Monitoring Report)
2) How many of them have been used for achieving the output?	All of them except treadle pumps. (Monitoring Report) One treadle pump has been starting to be used.
A-2 Was the performance of personnel, facilities and equipment suitable (quantity and quality)? "Output 1"	As for personnel, it was suitable at Ruvu Darajani but not suitable at Mwanabwito. As for pumps, engine pumps were suitable but treadle pumps were not.
1) When, how often and in what way did they perform for farmers?	As for personnel, that is, Extension officers and DSMS mechanic, enough supervision were delivered to the site in Ruvu Darajani; on the other hand, not enough in Mwanabwito and Viziwaziwa. (Monitoring reports) Farmers said that the treadle pump was inefficient. (Interview survey to farmers) Two groups of Mwanabwito do not manage well. (Interview survey to DALDO)
A-3 Do the farmers understand improved watering method sufficiently? "Output 1"	Groups of Ruvu Darajani have understood it sufficiently. Some members of Mwanabwito have understood it sufficiently.
1) How many farmers concerned show their will to continue improved watering?	21 out of 29 (72%) showed their will to continue it. (Interview survey to farmers)
2) How many farmers out of ones targeted in each village have used following the schedule?	27 out of 38 (71%) used them following the schedule except Viziwaziwa. 27 out of 63 (43%) used them following the schedule in total. (Monitoring Report)
A-4 Do the farmers carry out operation and maintenance of facilities properly? "Output 2"	Yes.
1) How many farmers out of targeted in each village have continuously attended activities?	50% of them do. (Monitoring Report)
A-5 Have the farmers had unusual weather such as flood and drought?	Yes.
1) What is the frequency of such weather occurring?	Every year during the Verification Study. (Monitoring Report)
2) How many farmers out of ones targeted have had the effect of such weather?	All of them. (Monitoring Report)
<b>B. EFFECTIVENESS</b>	
B-1 Has management of improved watering been carried out according to the initial plan? "Project Purpose"	In case of Ruvu Darajani it was sufficient, but Mwanabwito and Viziwaziwa insufficient.
1) What is the percentage that watering method introduced has been used continuously?	10 out of 15 (67%) pumps have been used continuously. (Monitoring Report)
2) How many farmers out of targeted has become confident of using the method?	27 out of 38 (71%) used them following the schedule except Viziwaziwa. (Monitoring Report)
3) What is the repayment rate of the pumps at this point?	26% at Ruvu Darajani 10% at Mwanabwito 0% at Viziwaziwa (Monitoring Report)
B-2 Has the situation of vegetable market remained as usual? "Important Assumption"	There were some changes in the market.
1) How has it changed, if any?	Prices of eggplant sharply fell in September and October 2002. (Newspapers) Prices of tomato sharply fell in September 2003. (CPMU record)

Evaluation Items	Facts and Results (Sources of data)
<b>C. IMPACT</b>	
C-1 How much improvement is made for farming balance of the farmers?	22 out of 30 (73%) farmers said, "improved somehow". (Interview survey to farmers)
C-2 How much improvement is made for working hours of the farmers?	After they started to use engine pumps, one can water 800 plants a day but it was 300 before the project at Ruvu Darajani. (Workshop)
C-3 What kind of affect is made by the decrease of working hours, in case that decrease occurs?	Using the pumps exempted the farmers from fetching water from the river.
C-4 Are there any improved watering facilities that newly start in other places?	Not yet
<b>D. RELEVANCE</b>	
D-1 Does the project purpose coordinate with agricultural development policy of Tanzania?	Yes. (Interview to RAA)
D-2 Does the project purpose coordinating with District Agricultural Development Plan (DADP)?	Yes (Interview to DALDO)
D-3 Do district agricultural offices have intention to implement Improvement of Watering Facilities?	Yes. All four districts will plan DADP including the project. (Interview to DALDO)
D-4 Do the farmers have intention to continue requiring Improvement of Watering Facilities?	Yes.
1) What is the rate that farmers joining in Improvement of Watering feel like continuing it?	72% of the farmers have intention to continue. (Interview to the farmers)
D-5 Does the technique of improved watering acceptable for the farmers concerned?	Yes for the engine pumps at Ruvu Darajani. No for the treadle pumps at Viziwaziwa.
1) Is the technique suitable for the conditions of the targeted area?	As of engine pumps, the technique is suitable for Ruvu Darajani, but not so for Mwanabwito, since the farms there are scattered. As of treadle pumps, the techniques if not suitable for Viziwaziwa.
<b>E. SUSTAINABILITY</b>	
E-1 Has the initial cost concerning equipment been collected?	Not yet.
1) How much has it been collected?	TShs734,890.- (17%) for engine pumps as of 30 Sep 2003 and 0 % for treadle pumps. (CPMU Report)
E-2 Will sum collected be used for purchasing new equipment?	Not yet
E-3 Will group activities for managing the facilities be maintained?	In case Ruvu pump group Yes, but Mwanabwito insufficient and Viziwaziwa not. (Interview survey to DALDO)
E-4 Has the budget for this component is secured.	Not yet.
1) Are there any possibilities of raising the budget for the project continuation in the other districts?	DALDO of Kibaha and Bagamoyo want to increase the budget for the project. (Interview survey to DALDO)



## Evaluation Design and Result: Capacity Building for District and Extension Officers

### Efficiency, Effectiveness, Impact, Relevance and Sustainability

Evaluation Items	Results (Sources of data)
<b>A. Efficiency</b>	
A1 Was the mobilisation of personnel, facilities and equipments on schedule (timing and quantity)? “Input”	Yes, it was on schedule.
1) <i>How many Extension officers attended the training?</i>	21 trainees consisting of VAEO, WAEO and District Staff attended the training in 2001, 2002 and 2003. (Monitoring report 2 , 3 and 4)
2) <i>How many Extension officers were satisfied with the handout, facilities and so on?</i>	All of them were satisfied with most that was offered, but they complaint mainly of the small amount of per diem which was said below the country norms (Questionnaires after training)
A2 Was the performance of personnel, facilities and equipments suitable (quantity and quality)? “Input”	Yes, it was suitable.
1) <i>When, how much and in what way were they delivered to Extension officers?</i>	In the training they got study materials like textbooks at real time. Extension materials (horticultural manual and daily record book) were delivered in the second training course (2002). All DALDO did not know of the delivery of the training curriculum. (Interview survey to DALDO)
A3 Did extension officers get the technical knowledge of horticulture sufficiently? “Output1”	In the extension officers training 100 % of the trainees understood what was taught in the course. All of them passed the written exams (Monitoring report 2 , 3, and 4 ) and gave a positive evaluation of their understand of the course in the final evaluation (Final Evaluation questionnaires)
1) <i>How many trainees understood the technical material after the training session?</i>	All of them, 100% , said to have understood the technical material after the training session and evaluated it positively.
2) <i>Could District officers and Extension officers complete a booklet of horticulture technology?</i>	The booklet was completed in the last session of manual making that occurred Oct. 2003 and included technical information on 19 horticultural crops mostly grown in Coast Region along with newly introduced ones with high productivity. It is to be distributed after binding later this month of Oct.
A4 Did extension officers get participatory development methodology sufficiently? “Output 2”	In the extension officers training 100 % gradually understood what was taught to them in the course. Many of them had difficulties in the initial stage of training as the course was very new to them but caught on later with the difficulties as over 85% passed the written exam in the second course (Monitoring report 2 , 3 and 4). All gave a positive evaluation of their understand of the course in the final evaluation (Final Evaluation questionnaire)
1) <i>How many trainees understood the participatory development material after the training session?</i>	All of them, 100% , said to have understood the participatory development material after the training session and evaluated it positively.
<b>B. Effectiveness</b>	
B1 Has any increase of farmers’ consultation been seen as a result of improvement of Extension Officers’ ability? “Project Purpose”	Most of the Extension officers recognised a much more closer relationship between them and farmers since the projects started, and most of the contacts are attributed to the rise in demand for technical information from farmers. Due to the projects, the frequency of training and visit to farmers have also increased (Interview survey to DSMS and Extension Officers).
1) <i>Do farmers consult with extension officers prior to conducting any cultural practise?</i>	Most Extension Officers recognised that the number of contacts with farmers has drastically increased from simple to more than double and that farmers come to seek technical advices such as spacing in planting, pest and disease control advices in vegetable production and various technical information in fruit tree production such as grafting, budding, etc. (Interview survey to DSMS and Extension Officers).
2) <i>Have extension officers been provided with ready-made tools such as a technical booklet to help them in their extension works on horticulture?</i>	An incomplete version of the technical booklet which only included four horticultural crops was distributed to the Extension officers at the term of their second training in 2002 (Monitoring report 2, 3 and 4). A final version has been completed in October 2003, which includes 19 horticultural crops mostly grown in Coast Region and newly introduced ones which are very productive. It will be distributed later this month after binding (Personal Communication of Team with RAA)
3) <i>How much does farmers’ consulting number to extension officers increase?</i>	It has increased over 100% over most cases (Interview survey to DSMS and Extension Officers)

<b>Evaluation Items</b>	<b>Results (Sources of data)</b>
B2 Are district agricultural extension system maintained?	The mandates of the Agricultural sector in the Government Policy is service delivery (extension), training and research. These are still maintained, and Districts are employing where staff is not enough. For the provision of more employment, a district makes a budget and request the government as a policy. Kisarawe District has recently employed a District Livestock Development Officer and several extension staff, almost all villages are covered (Personal Communication of the Team with RAA).
1) <i>Are there any recent changes in the policy of the Government that gave the Agricultural sector the mandate of service delivery (extension), training, and research</i>	Not yet. Districts continue to employ when staff is not enough (Personal Communication with the RAA)
<b>C. Impact</b>	
C1 Are the participatory development programmes in M/P prepared in other area?	Not yet. Currently there are no preparations but the Coast Region is considering implementing part of the M/P after developing a Horticultural Crops Production Project. If the project gets funds then the Action Plan will also be adopted. The Government can only give funds to a properly prepared project which is remuneratively profitable. Districts are basically aware of the M/P and A/P and some of them like Kibaha, Bagamoyo and Mkuranga have included the Horticultural Development Project in their DADP (Interview survey to RAA and DALDO)
1) <i>How many districts are to be conducting the training and other activities under this component?</i>	Possibly all, after a profitable project is written and gets funds (Interview survey to RAA and DALDO).
C2 Have farmers outside the project also come to consult Extension officers more often before it started?	Yes, they have. Farmers who have an interest in the project visited District office more, wishing to start a similar project. Some requested to extend the project to their villages as in Kibaha. Some have started activities of their own such as in Bagamoyo district. Some usually visited the areas of the project for the purpose of learning as recorded in Kisarawe. Some have tried to carry out grafting and budding of seedlings on their own as reported in Mkuranga. Farmers consulting number to extension officers increased more than double but mainly concentrated in the project sites (Interview survey to DALDO and Extension staff).
<b>D. Relevance</b>	
D1 Does the project purpose coordinate with agricultural development policy of Tanzania?	Yes, it does. Within the policy guideline, abject poverty eradication by 2010 (Interview survey to RAA) Both the Project and Agricultural Development policy point at Poverty alleviation. The projects are included in DADP. (Interview survey to DALDO)
D2 Do district agricultural offices have intention to implement extension officers' training continuously?	Yes, they do but they need a source of finance. (Interview survey to DALDO)
1) <i>How many districts have intention to implement the training?</i>	Training can be continued for short periods of time in all the districts. Funds for training can be obtained if budgeted (Interview survey to RAA)
<b>E. Sustainability</b>	
E1 Is the training curriculum prepared by the officer continuously used.	The curriculum shall be continuously used when District gets budget for extension officers training (Interview survey to DALDO). However, training had already started in some areas of the curriculum. There are intentions to continue with the remaining areas in 2004 and budget will be requested from the Central Government. This will include DADPs and Disaster Management after experiencing droughts and the floods when implementing the Verification Study (Interview survey to RAA).
E2 Has the budget for the component to be implemented again is secured?	Every district request budget for extension officers training. Normally amount of budget of District is very small, about 10 million Tsh. for total agriculture and livestock (Interview survey to DALDO)

**Evaluation Design and Result: Capacity Building for Community  
Efficiency, Effectiveness, Impact, Relevance and Sustainability**

Evaluation Items	Results (Sources of Data)
<b>A. Efficiency</b>	
A1 Was the mobilisation of personnel, facilities and equipments on schedule (timing and quantity)?	Yes, it was on schedule Planned numbers of machine and materials were installed and also labour at all villages (MR-2)
1) <i>How many farmers/leaders attended the training?</i>	42 leaders out of 44 for Leaders training (MR-2)
2) <i>How many farmers/leaders were satisfied with the handout, facilities and so on?</i>	All were satisfied with the inputs of the training. (Questionnaire) 90% of farmers concerned answered inputs for community facility came “On time”, and inputs for training were appropriate. (Questionnaire)
A2 Was the performance of personnel, facilities and equipments suitable (quantity and quality)?	The personnel, such as DSMS and Extension officers for training has been helping farmers’ trainees and DSMS for machine repairs. Materials for construction were used fully. The machines have shown a lot of problems. (MR-1, 2, 3 and 4)
1) <i>When, how much and in what way were they delivered to farmers/leaders?</i>	After groups were formed and established CPMU in July 2001, inputs were delivered to groups according to the plans agreed upon with the Team during the workshops.
A3 Have the targeted communities obtain know-how of group management? “Output 1”	Treasurers of each project group have been keeping their accounting book. (MR-2, 3 and 4), though reporting of daily transactions have delayed for groups with small earning that were experiencing machines or customers problems, namely the milling machine at Viziwaziwa (Observation). The contents of minutes of meeting have been improved gradually. (Observation) Some groups have had their meetings regularly, when they could get the right number of attendances, and discussed how to tackle their problems. Some countermeasures have been taken. (MR-3 and 4) Farmers have continued working for the machines despite bad results in terms of income generation due to scarcity of customers and machine problems, showing good examples of cooperation of the community. (MR-3 and 4)
1) <i>What percentage of documents required sustaining each project are prepared by people concerned?</i>	Most data necessary for project operation are recorded and filed in notebooks and separate pieces of paper by people concerned. Kwa Mfipa, Mwanabaya, Mkuranga and Ruvu Darajani showed 100% of their records. Viziwaziwa and Mwanabwito produced 90% and 80%, respectively. Mwendapole KKM secretary failed to produce any data, but the treasurer showed necessary records of the input credit situation.
A4 Have the trained farmers become more conversant with horticulture production techniques? “Output 2”	Almost all the participants among the 200 said that they were satisfied with their training , except shortness of its time. (Questionnaires)
1) <i>What is the percentage of who are satisfied with the training contents among the participants attending it?</i>	100% of the trainees have declared being satisfied with the training contents and requested more training to be organised more often. (Questionnaires)
2) <i>How many farmers out of the targeted have felt that they have understood the technique through the training?</i>	In areas where farmers outside the project areas were taken to the training, such as Bagamoyo, Kisarawe and Mkuranga, all declared to have understood the techniques. It is reported in the said areas that groups have formed on their own to start operation (Interview survey to DALDO, DSMS and Extension Officers)
3) <i>How did the farmers make use of the knowledge gained from the training?</i>	They set up meetings to disseminate knowledge to other members who did not attend the training (MR-2, 3 and 4)
A5 Has the targeted farmers and their community promote group activities by using the facilities? “Output 3”	78% of 55 farmers including leaders interviewed replied the shed has been operated following the plan. (Questionnaire). There were many ideas of shed use before construction, but not all have been actually realised, namely the market place, except for Ruvu Darajani (MR-3 and 4). However, even for Ruvu, use of shed as market place has been recently compromised by lack of electricity and water and far distance from road side. Groups are still negotiating with Village council and District to solve the matters. The milling machines have been fully utilised at Mwanabwito until July 2003, when operation drastically reduced due to the lack of customers blamed on the observed drought, which affected even more Viziwaziwa and Vigama operations.

Evaluation Items	Results (Sources of Data)
1) <i>What is the percentage of the plans made at the beginning has worked so far?</i>	100% of farmers interviewed in the workshops felt that they have used the facilities as planned, but the use of the shed as a market place did not fully realise in namely Viziwaziwa and Vigama. Such a use was recently compromised in Ruvu, but groups members come to the shed to sell their products. All milling machines are used for milling, but the recent droughts and faulty machines have affected machine operation in nearly all sites.
2) <i>How many new ideas for the facility use have been presented and actually implemented by community?</i>	Regarding the multipurpose shed, remunerated hiring is proposed for anyone willing to organise official and socio-cultural events (Viziwaziwa, Vigama). Some group members in Vigama become members of NGO (COCOBA) to get loan and start business to utilise the shed effectively as market place. For the milling machines, groups want to get loans from KKM (Mwanabwito) or from their own earnings, if machine is repaired (Viziwaziwa), or from COCOBA(Vigama) to buy maize and mill it for selling. (Questionnaires)
3) <i>What is the frequency of use of the facility?</i>	44% of 55 farmers interviewed said they use the machine as customers often, while 20% use it sometimes and 16% very often. 9% only never use it.
<b>B. Effectiveness</b>	
B1 Have the targeted farmers found the group activities and training programme meaningful? “Project Purpose”	Notes and other necessary documents have been continuously prepared somehow due to continuous trainings at the sites. (MR-3 and 4) CPMU has spontaneously held regular meetings and discussed what to do and how to improve the project. New activities have been proposed from each CPMU. Any activities have not been implemented without discussions among the groups. This is partly because they have started thinking this project is their own. (MR-3 and 4) Some farmers have already tried new varieties and seeds obtained at training. (MR-3 and 4)
1) <i>How more often do the targeted farmers feel they have seen and got instruction from extension officers due to their group activities? (Also number of visit, time of staying, quality of instruction etc)</i>	Through the extension officers reporting (Interview survey), instructions given to farmers have increased more than 100%; however, the number of visits to farmers could not be checked through the project since the daily record book developed has not yet been used.
2) <i>How many facilities have been continuously used?</i>	100% of project members replied that the facilities are continuously used. (Questionnaire and Workshops); however, the lack of customers recorded lately due to observed drought and reported mechanical problems has hindered full use of milling machines in most areas; namely Viziwaziwa, Vigama and most recently in Mwanabwito. Farmers expressed the wish to continue operation trying other means.
3) <i>How many new groups have been started their activities?</i>	A total of 23 new groups activities have been reported through the workshops though 61% of 79 farmers interviewed individually declared not having seen new activities started against 39% who said saw these activities started.
B2 Are district agricultural extension system maintained?	The mandates of the Agricultural sector in the Government Policy are service delivery (extension), training and research. These are still maintained, and Districts are employing where staff is not enough. For the provision of more employment, a district makes a budget and request the government as a policy. Kisarawe District has recently employed a District Livestock Development Officer and several extension staff, almost all villages are covered (Personal Communication of the Team with RAA).
1) <i>Are there any recent changes in the policy of the Government that gave the Agricultural sector the mandate of service delivery (extension), training, and research</i>	Not yet. Districts continue to employ when staff is not enough (Personal Communication with RAA)

Evaluation Items	Results (Sources of Data)
<b>C. Impact</b>	
C1 Does community obtains know-how of group management?	Record writing and financial management have continuously been done so far although there were something not enough. Execution of discipline has not actually been observed. (Observation)
1) <i>How many of project operations are recorded and filed on a monthly basis in the year 2003 to be presented at DPMC meetings by CPMU (KKM)?</i>	Farmers did not record project operation data according to the format requested by the Team in June 2002, but most data are recorded and filed in their own notebooks or in separate pieces of paper. Kwa Mfipa showed 100% of all records along with Mwanabaya , Mkuranga, Ruvu Darajani and Vigama. Almost all documents for KKM have been submitted for Viziwaziwa, 90%, and 80 % for Mwanabwito. Mwendapole failed to produce any data due to the secretary negligence.
C2 Does capability of community side in implementing participatory development improve?	Several memos have been prepared and constantly kept. Number of requests from villagers to outside organisation has increased. (Observation)
1) <i>Is there something they spontaneously started or are going to start by themselves or together with Village and District?</i>	Most new groups started agricultural activities, horticultural production in particular. They have started such activities on their own initiatives. (Questionnaires). Some old groups plan to expend plots in Mwanabwito or start mixed farming including poultry raising in Kwa Mfipa or open input credit shop by KKM at Ruvu or start mushroom production at Mkuranga
C3 Are the participatory development programmes in M/P to be prepared in other area?	Not yet. Currently there are no preparations but the Coast Region is considering implementing part of the M/P after developing a Horticultural Crops Production Project. If the project gets funds then the Action Plan will also be adopted. The Government can only give funds to a properly prepared project which is remuneratively profitable. Districts are basically aware of the M/P and A/P and some of them like Kibaha, Bagamoyo and Mkuranga have included the Horticultural Development Project in their DADP (Interview survey to RAA and DALDO)
1) <i>How many districts are to be conducting the training and other activities under this component?</i>	Possibly all, after a profitable project is written and gets funds (Interview survey to RAA and DALDO).
C4 Has any action or change been seen on non-project/and or project farmers in the project area?	Milling machine has contributed to help farmers around, especially women. (MR-3, and 4, Questionnaire ) Some villagers has moved their house to near shed. (Interview to KKM Viziwaziwa) New group was formed soon after the horticultural training. (MR-3 and 4, Questionnaires)
1) <i>How do women spend the saved time from their past milling hardships due to the introduction of the machine and how much is that time?</i>	55% of 77 farmers interviewed including mostly women said have saved over 2 hours, 20% have said 1 and 1/2 hour, and 9% less than 30min. The time saved was reinvested in domestic activities or in farming.
<b>D. Relevance</b>	
D1 Does the project purpose coordinate with agricultural development policy of Tanzania?	The components are in line with the policy.
D2 Do district agricultural offices have intention to implement farmers/leaders' training continuously?	Yes, they do but they need a source of finance. (Interview survey to DALDO)
D3 Has farmers' incentive to participate in any group activity been promoted?	Yes, it has been mainly at the beginning of the projects. Today , in spite of the difficulties, all members for the community facilities have an intention to continue these activities. (Questionnaires )

Evaluation Items	Results (Sources of Data)
<b>E. Sustainability</b>	
E1 Is the component to be continued by the farmers with / without continuous support from District?	All the DALDOs have an intention to start after the study (Interview to RAA, DALDO) For the shed, possibility is high, for it works as centre of community and also office for other components. Milling machine benefit to villagers is recognised by every one. Possibilities still exist at Mwanabwito if there is a good production. Vigama and Viziwaziwa are trying other means to succeed. (Questionnaire)
1) <i>Is there any possibility for the group leader's training to continue?</i>	Training can be continued for short periods of time in all the districts. Funds for training can be obtained if budgeted (Interview survey to RAA). Among leaders interviewed in the last group leader meeting, 10 out of 19 said that they are ready to pay of their own pocket fare and accommodation to attend training, 8 agreed to use KKM money to pay for the expenses, and one said half KKM money and half his.
2) <i>Is there any possibility for farmers' training concerning horticulture to continue?</i>	Yes. Training is continuing through the extension officers intervention (Questionnaire) and could be continued if budgeted (Interview to RAA)
3) <i>Is there any possibility for the group activity, milling machine and shed, to continue?</i>	For the shed, possibility is high, for it works as centre of community and also office for other components. Milling machine benefit to villagers is recognised by every one. Possibilities still exist at Mwanabwito if there is a good crop production. Vigama and Viziwaziwa are trying other means to succeed. (Questionnaire)
E2 Has the budget for the training course been secured.	Not yet.
1) <i>Is there the possibility of raising the budget for the project continuation in the other districts?</i>	DALDOs have an intention but the size of the component actually implemented should be smaller than what we see now, considering the last few years of their budgets. (Interview to RAA, DALDO)

## Evaluation Design and Result: District Seedling Farm

### Efficiency, Effectiveness, Impact, Relevance and Sustainability

Evaluation Item	Result (Information Source)																				
<b>A. Efficiency</b>																					
A1 Is the mobilisation of personnel, facilities and equipments on schedule (timing and quantity)? [Input]	Quality of all inputs was reasonable and almost all were mobilised on schedule. (Monitoring Reports)																				
1) When, what kind and how many of input were allotted for this programme?	Almost all necessary inputs were allotted in accordance with Plan of Operations. (Monitoring Reports)																				
2) How many of them has been utilised for achieving the output?	Almost all inputs used for the right purpose of the programme, as mentioned in Plan of Operations. (Monitoring Reports)																				
A2 Is the performance of personnel, facilities and equipment suitable? [Inputs]	Almost all inputs have been used efficiently. (Monitoring Reports)																				
1) When, how often, how many and in what way have they performed?	Almost all inputs have performed well in right time, except them for soil and water conservation and 4th experimental plots operation. (Monitoring Reports)																				
A3 System to produce and distribute improved seedlings of fruit trees is formed well in Kibaha district. [Output 1]	The capability of Farm Staffs is good enough for the planned operation. The irregular rainfall was a hindrance to distribution. The production of mango seedlings will be increased soon because the soil problem was solved recently. (Zegereni monthly report)																				
1) How many seedlings has Zegereni farm produced and distributed?	Zegereni farm have produced about 2,000 coconut, 300 mango and 170 citrus seedlings and distributed only 730 seedlings, as shown in the table below. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Crop</th> <th>Target</th> <th>Produced</th> <th>Distributed</th> </tr> </thead> <tbody> <tr> <td>Coconut</td> <td>5,000</td> <td>2,000</td> <td>554</td> </tr> <tr> <td>Mango</td> <td>2,500</td> <td>300</td> <td>6</td> </tr> <tr> <td>Citrus</td> <td>2,500</td> <td>170</td> <td>99</td> </tr> <tr> <td>Others</td> <td>-</td> <td></td> <td>71</td> </tr> </tbody> </table> (Zegereni monthly report)	Crop	Target	Produced	Distributed	Coconut	5,000	2,000	554	Mango	2,500	300	6	Citrus	2,500	170	99	Others	-		71
Crop	Target	Produced	Distributed																		
Coconut	5,000	2,000	554																		
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2) Has the farm established proper marketing channel of its products (seedlings & vegetables)?	The fruit seedlings have been distributed to farmers in Kibaha (and surrounding districts) mainly through WAEO and VAEO, as planned in M/P. (Zegereni monthly reports)																				
A4 Systems to guide farmers' groups in seedlings production are formed well in Kisarawe and Mkuranga districts. [Output 2]	The technical and management skill of the group nursery (especially Mwanambaya and Mkuranga) was very good level. They have started to procure grafting/budding materials by themselves, and cultivate vegetables, too. (Records of group nurseries)																				
1) How many seedlings the farmers' groups have produced and distributed to the villagers?	The group nurseries have produced improved mango and citrus seedlings. The following table gives approximate number of seedlings produced by JCIA support and also by their own efforts (as shown + $\alpha$ ). <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Site</th> <th>Mango</th> <th>Citrus</th> </tr> </thead> <tbody> <tr> <td>Vigama</td> <td>50</td> <td>50</td> </tr> <tr> <td>Mwanambaya</td> <td>700 (+<math>\alpha</math>)</td> <td>400 (+<math>\alpha</math>)</td> </tr> <tr> <td>Mkuranga</td> <td>900 (+<math>\alpha</math>)</td> <td>400 (+<math>\alpha</math>)</td> </tr> </tbody> </table> (M/M of DPMC, Interview)	Site	Mango	Citrus	Vigama	50	50	Mwanambaya	700 (+ $\alpha$ )	400 (+ $\alpha$ )	Mkuranga	900 (+ $\alpha$ )	400 (+ $\alpha$ )								
Site	Mango	Citrus																			
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Mwanambaya	700 (+ $\alpha$ )	400 (+ $\alpha$ )																			
Mkuranga	900 (+ $\alpha$ )	400 (+ $\alpha$ )																			
2) How many villagers have planted improved fruit seedlings in their farms?	Many fruit seedlings have been produced and distributed under technical assistance of district officers. The number of villagers who have used the seedlings is estimated as below. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Site</th> <th>Mango</th> <th>Citrus</th> </tr> </thead> <tbody> <tr> <td>Vigama (n=28)</td> <td>42%</td> <td>36%</td> </tr> <tr> <td>Mwanambaya (n=11)</td> <td>73%</td> <td>27%</td> </tr> <tr> <td>Mkuranga (n=17)</td> <td>88%</td> <td>76%</td> </tr> </tbody> </table> (Questionnaire to farmers)	Site	Mango	Citrus	Vigama (n=28)	42%	36%	Mwanambaya (n=11)	73%	27%	Mkuranga (n=17)	88%	76%								
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3) Has the district offices performed good extension services for group nursery operation?	Yes. The district agriculture offices of Kisarawe and Mkuranga hold technical instruction meetings on grafting and budding with group members at sites. The extension officers properly support groups in technical and operational aspects. (Monitoring Reports)																				
A5 Extension systems in soil and water conservation techniques are formed in Kisarawe and Mkuranga district. [Output 3]	The district and extension officers support members of group nurseries to make demonstration field of water harvesting. Some farmers have used some conservation methods in their own farmland. (Monitoring Reports)																				

Evaluation Item	Result (Information Source)															
1) How many farmers have practiced soil and water conservation techniques at the sites?	Demonstration farms on soil and water conservation were prepared in every sites. The most farmers applied (or will apply soon depending on rainfall) some kinds of soil and water conservation techniques. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Site</th> <th style="text-align: center;">Like to apply</th> <th style="text-align: center;">Already applied</th> </tr> </thead> <tbody> <tr> <td>Vigama (n=20)</td> <td style="text-align: center;">5 (25%)</td> <td style="text-align: center;">12 (60%)</td> </tr> <tr> <td>Mwanambaya (n=11)</td> <td style="text-align: center;">3 (27%)</td> <td style="text-align: center;">3 (27%)</td> </tr> <tr> <td>Mkuranga (n=17)</td> <td style="text-align: center;">11 (65%)</td> <td style="text-align: center;">3 (18%)</td> </tr> </tbody> </table> <p style="text-align: right;">(Questionnaire to farmers)</p>	Site	Like to apply	Already applied	Vigama (n=20)	5 (25%)	12 (60%)	Mwanambaya (n=11)	3 (27%)	3 (27%)	Mkuranga (n=17)	11 (65%)	3 (18%)			
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Mkuranga (n=17)	11 (65%)	3 (18%)														
2) Has the district offices performed good extension services for soil and water conservation?	Yes. The district agricultural offices of Kisarawe and Mkuranga motivated farmers to take action on conservation techniques and also prepare demonstration farms of water harvesting at sites. (Monitoring Reports)															
A6 Implementation system for vegetable cultivation tests is formed in Kibaha district. [Output 4]	The most operators performed well in crop husbandry and in recording under support of the district and extension officers. (Operators' record)															
1) Have the cropping tests of vegetables in Kibaha been implemented as the plan?	Yes. The tests including fertiliser tests and crop adaptability tests have been carried out four times with total number of plots were 49. The crops were tomato, okra, onion, carrot, garlic and watermelon so far. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Site</th> <th style="text-align: center;">1st (Nov. 01)</th> <th style="text-align: center;">2nd (June 02)</th> <th style="text-align: center;">3rd (Nov. 02)</th> <th style="text-align: center;">4th (July 03)</th> </tr> </thead> <tbody> <tr> <td>Viziwaziwa</td> <td style="text-align: center;">6</td> <td style="text-align: center;">7</td> <td style="text-align: center;">6</td> <td style="text-align: center;">6</td> </tr> <tr> <td>Mwanabwito</td> <td style="text-align: center;">6</td> <td style="text-align: center;">6</td> <td style="text-align: center;">6</td> <td style="text-align: center;">6</td> </tr> </tbody> </table> <p style="text-align: right;">(Monitoring Reports)</p>	Site	1st (Nov. 01)	2nd (June 02)	3rd (Nov. 02)	4th (July 03)	Viziwaziwa	6	7	6	6	Mwanabwito	6	6	6	6
Site	1st (Nov. 01)	2nd (June 02)	3rd (Nov. 02)	4th (July 03)												
Viziwaziwa	6	7	6	6												
Mwanabwito	6	6	6	6												
2) Has the district office performed good extension services for experimental plot operation?	Yes. The VAEOs of Viziwaziwa and Mwanabwito have supported the cropping tests periodically and carefully. (Monitoring reports, Working record)															
<b>B. Effectiveness</b>																
B1 Have district offices develop resources for the sustainable implementation of District Seedling Farm Programme? [Project Purpose]	The human resources are good enough, but financial resources are not good enough yet for Zegereni farm. The financial support is still necessary to the farm operation. (Zegereni monthly reports)															
1) How have the districts performed to improve the operation and managing system of district seedling farm (DSF)?	The districts continue to make effort to sustain or support this programme. (Interview to DALDO)															
2) Is the financial situation of Zegereni farm sound enough?	Not enough yet. Average monthly deficit is about TShs. 492,000 (Income = TShs. 113,000, Expenditure = TShs. 605,000). (Zegereni monthly reports)															
3) Have the group nurseries been managed toward their goals with assistance of district offices?	The groups in Mwanambaya and Mkuranga have performed very well. The groups in Vigama are developing under assistance of the extension officers. (Monitoring Reports)															
4) Have the vegetable cropping tests in Kibaha provided useful results?	Crop adaptability tests in 2002 cool season gave good results on onion and carrot. The tests in 2003 were affected by drought and high temperature seriously. The data of the fertiliser tests at the experimental plots were to be improved. (Zegereni monthly report, Monitoring Report)															
B2 Hasn't the marketing condition of target horticultural crops worsened significantly?	The prices of crops (vegetables) show relatively large seasonal fluctuation during the study. (Zegereni monthly reports)															
<b>C. Impact</b>																
C1 Do the districts take action to prepare the operation system of DSF? [Overall Goal]	The district provide necessary staffs and a part of budget. [Kibaha] Trained staffs are available. [Bagamoyo] (Interview to DALDO)															
C2 Is the use of improved fruit seedlings among farmers sufficient in comparison with the estimation?	In Mwanambaya and Mkuranga, most of the members of the group nurseries have used improved mango seedlings already, and about half of them used improved citrus seedlings. The numbers in Vigama are smaller. (Questionnaire to farmers)															



Evaluation Item	Result (Information Source)																																				
1) Have you used improved fruit seedlings in your farmland?	<p>Most of farmers are planted improved mango/citrus seedlings in their farmland, especially in Mwanambaya and Mkuranga. The number of farmers who planted mango/citrus is as follows.</p> <table border="1"> <thead> <tr> <th>Site</th> <th>Mango</th> <th>Citrus</th> </tr> </thead> <tbody> <tr> <td>Vigama (n=28)</td> <td>12</td> <td>10</td> </tr> <tr> <td>Mwanambaya (n=11)</td> <td>8</td> <td>3</td> </tr> <tr> <td>Mkuranga (n=17)</td> <td>15</td> <td>13</td> </tr> </tbody> </table> <p>Group members will attain scions/buds from the mother trees later. (Questionnaire to farmers)</p>	Site	Mango	Citrus	Vigama (n=28)	12	10	Mwanambaya (n=11)	8	3	Mkuranga (n=17)	15	13																								
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C3 How are the conditions of farmers' introduction of new kinds/varieties of vegetables?	<p>The farmers in the sites grow more various vegetables after the project implementation. Many farmers (90% in Viziwaziwa, 94% in Mwanabwito) understood importance and profitability of crop diversification. (Questionnaire to farmers)</p>																																				
1) What vegetables do you cultivate in your farmland?	<p>The kinds of vegetables increased in Viziwaziwa and Mwanabwito as follows.</p> <table border="1"> <thead> <tr> <th>Site</th> <th>Year 2000</th> <th>Year 2002</th> </tr> </thead> <tbody> <tr> <td>Viziwaziwa (n=20)</td> <td>3.7</td> <td>5.1</td> </tr> <tr> <td>Mwanabwito (n=19)</td> <td>2.5</td> <td>3.4</td> </tr> </tbody> </table> <p>The data of 2003 were not taken because of severe drought. (Mid-term evaluation, Questionnaire to farmers)</p>	Site	Year 2000	Year 2002	Viziwaziwa (n=20)	3.7	5.1	Mwanabwito (n=19)	2.5	3.4																											
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C4 Have farmers improved the use of fertiliser and agro-chemical?	<p>The key farmers (experimental plots, input credit, etc.) in Viziwaziwa and Mwanabwito have improved the use of fertiliser and agro-chemical on vegetable cultivation and will improve more.</p> <table border="1"> <thead> <tr> <th>Site</th> <th>Fertiliser Use</th> <th>Chemical Use</th> </tr> </thead> <tbody> <tr> <td colspan="3"><u>Improved already?</u></td> </tr> <tr> <td>Viziwaziwa (n=16)</td> <td>94%</td> <td>69%</td> </tr> <tr> <td>Mwanabwito (n=28)</td> <td>75%</td> <td>82%</td> </tr> <tr> <td colspan="3"><u>To improve more?</u></td> </tr> <tr> <td>Viziwaziwa (n=21)</td> <td>81%</td> <td>81%</td> </tr> <tr> <td>Mwanabwito (n=34)</td> <td>79%</td> <td>79%</td> </tr> </tbody> </table> <p>(Questionnaire to farmers)</p>	Site	Fertiliser Use	Chemical Use	<u>Improved already?</u>			Viziwaziwa (n=16)	94%	69%	Mwanabwito (n=28)	75%	82%	<u>To improve more?</u>			Viziwaziwa (n=21)	81%	81%	Mwanabwito (n=34)	79%	79%															
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C5 Does the programme have enough impact on the farmers' financial condition?	<p>Yes. The members of group nurseries got some income from sales of grafted mango and budded citrus seedlings. In vegetable zone, the income is not very high in this year due to severe drought. However, the experimental plots could show possibility of new vegetables last year, such as onion and carrot, which are at high and stable prices. Also, farmers got idea to produce off-season vegetables aiming at higher prices. (Workshops)</p>																																				
1) How much farmer's income from horticultural crop production have increased?	<p>Income of the key farmers (experimental plots, input credit, group nursery, etc.) in the following 5 sites has increased after the commencement of the Project (in last year). Due to serious drought in 2003, the farmers especially vegetable growers are strongly suffered low production. Members of group nurseries got some income from sales of grafted/budded seedlings. Farmers shown the change of income as shown below ([+] increase, [-] decrease).</p> <table border="1"> <thead> <tr> <th>Site</th> <th>++</th> <th>+</th> <th>+-</th> <th>-</th> <th>--</th> </tr> </thead> <tbody> <tr> <td>Viziwaziwa (n=21)</td> <td>5%</td> <td>67%</td> <td>24%</td> <td>5%</td> <td>0%</td> </tr> <tr> <td>Mwanabwito (n=35)</td> <td>9%</td> <td>51%</td> <td>23%</td> <td>9%</td> <td>9%</td> </tr> <tr> <td>Vigama (n=19)</td> <td>5%</td> <td>53%</td> <td>21%</td> <td>11%</td> <td>11%</td> </tr> <tr> <td>Mwanambaya (n=10)</td> <td>0%</td> <td>90%</td> <td>0%</td> <td>10%</td> <td>0%</td> </tr> <tr> <td>Mkuranga (n=17)</td> <td>0%</td> <td>88%</td> <td>12%</td> <td>0%</td> <td>0%</td> </tr> </tbody> </table> <p>(Questionnaire to farmers)</p>	Site	++	+	+-	-	--	Viziwaziwa (n=21)	5%	67%	24%	5%	0%	Mwanabwito (n=35)	9%	51%	23%	9%	9%	Vigama (n=19)	5%	53%	21%	11%	11%	Mwanambaya (n=10)	0%	90%	0%	10%	0%	Mkuranga (n=17)	0%	88%	12%	0%	0%
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<b>D. Relevance</b>																																					
D1 Does the project purpose co-ordinate with agricultural development policy of Coast region? [Project Purpose]	<p>The project purpose co-ordinate with policy guidance. (Interview to RAA)</p>																																				
D2 Does the project purpose coordinate with District Agricultural Development Plan (DADP)?	<p>Yes. It was involved in DADP. [Kibaha] Yes. Recognised the importance of DSF programme. [Kisarawe] Yes. Trained staffs are available. It will be involved in DADP. [Bagamoyo] (Interview to DALDO)</p>																																				

Evaluation Item	Result (Information Source)												
D3 Do district agricultural offices have intention to implement DSF programme?	Yes. It was involved in DADP. District has carried out original crop adaptability tests in Zegereni farm. [Kibaha] Yes. Recognised the importance of DSF programme. [Kisarawe] (Interview to DALDO)												
D4 Do farmers intent to use improved fruit seedlings?	Almost all members of the group nurseries said they want to plant new kinds or varieties of fruits, to improve fruit seedling production techniques. (Questionnaire to farmers)												
D5 Do farmers prefer to improve vegetable cultivation?	Almost all farmers interviewed said to improve horticultural techniques, which include new vegetable cultivation, fertiliser application, chemical use, watering, cropping schedule, and marketing. (Questionnaire to farmers)												
D6 Are farmers aware of the necessity of soil and water conservation?	Yes. All participants of the evaluation workshops in Vigama, Mwanambaya and Mkuranga express the necessity of soil and water conservation. (Workshops)												
<b>E. Sustainability</b>													
E1 Will the operation system of DSF in Kibaha district be kept on? [Assumption]	Kibaha district intends to sustain the operation system of Zegereni farm. (Interview to DALDO)												
1) Does Kibaha district prepare future implementation plan on Zegereni farm?	Yes. The district will sustain the farm as seedling production centre and also training/demonstration centre of horticulture. [Kibaha] (Interview to DALDO)												
2) Will Kibaha district keep staffs of Zegereni farm?	Yes. The district is set for provision of human resources. [Kibaha] (Interview to DALDO)												
3) Will Kibaha district prepare necessary operation cost on Zegereni farm?	Yes. The funds for the DSF will continue to be included in the annual budget and DADP. [Kibaha] (Interview to DALDO)												
E2 Will the trained farm staffs and extension officers continue their duties? [Assumption]	The staffs of Zegereni farm and the extension officers concerned to the Project will continue their duties in general. (Interview to DALDO)												
E3 Is the budget for DSF operation prepared properly by Kibaha district?	DALDO of Kibaha tried to get operation cost from annual budget and DADP. (Interview to DALDO, Zegereni monthly report)												
1) Has the income of the farm been kept properly in bank account?	Yes. All income has been kept in DACOF sub-account. (Zegereni monthly report)												
2) Will the cash balance be good enough for future operation?	Hopefully yes, after high production of fruit seedlings and in normal weather condition. A partial farm budgeting should be developed for several years. (Zegereni monthly report)												
E4 Will their members keep on the activities of the group nurseries?	Almost all members of the group nurseries said they want to plant new kinds or varieties of fruits, to improve fruit seedling production techniques, and also to apply soil and water conservation techniques. In addition, many voluntary groups have been formulated around the JICA-targeted groups. (Workshops, Questionnaire to farmers)												
1) Do the group members want to produce more fruit seedlings?	Most of farmers are willing to produce more mango/citrus seedlings, as follows. <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="border-top: 1px solid black; border-bottom: 1px solid black;">Site</th> <th style="border-top: 1px solid black; border-bottom: 1px solid black;">Already produced</th> <th style="border-top: 1px solid black; border-bottom: 1px solid black;">To produce more</th> </tr> </thead> <tbody> <tr> <td>Vigama (n=22)</td> <td>0</td> <td>9</td> </tr> <tr> <td>Mwanambaya (n=11)</td> <td>3</td> <td>6</td> </tr> <tr> <td>Mkuranga (n=16)</td> <td>4</td> <td>12</td> </tr> </tbody> </table> (Questionnaire to farmers)	Site	Already produced	To produce more	Vigama (n=22)	0	9	Mwanambaya (n=11)	3	6	Mkuranga (n=16)	4	12
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2) Has the group members been able to get reasonable return from seedling making (cash, knowledge and mind)?	The groups successfully sold the surplus seedlings at a price of TShs. 1,500 to 2,500 for mangoes and TShs. 250 to 350 for citrus. (M/M of DPMC) All participants of the evaluation workshops expressed the technical knowledge and group working made them very positive. (Workshops)												
E5 Do the other districts prepare implementation plan of their DSF including staff assignment and budget allocation?	Yes. Involved in DADP. [Kibaha] Yes. To be involved in DADP. [Bagamoyo] Yes. [Kisarawe] (Interview to DALDO)												

SCOPE OF WORK  
FOR  
THE STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT  
PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
AS AGREED UPON  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY

KIBAHA, 15 April 1999

<p>_____</p> <p><i>E. P. Itanisa</i></p> <p>Mrs. E. P. ITANISA Acting Regional Administrative Secretary, Coast Regional Commissioner's Office, The United Republic of Tanzania</p>	<p>_____</p> <p><i>Y. Nishimura</i></p> <p>Dr. Yoshiniko NISHIMURA Leader, Preparatory Study Team, Japan International Cooperation Agency</p>
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Witnessed by

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Dr. J. N. MELEWAS  
For Permanent Secretary,  
Ministry of Agriculture and Cooperatives,  
The United Republic of Tanzania

I. INTRODUCTION

In response to the request of the Government of the United Republic of Tanzania (hereinafter referred to as "GOT"), the Government of Japan (hereinafter referred to as "GOJ") has decided to conduct the Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study"), in accordance with the relevant laws and regulations in force in Japan.

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation programs of the GOJ, will undertake the Study in close cooperation with the authorities concerned of the GOT.

The present document sets forth the Scope of Work with regard to the Study.

II. OBJECTIVES OF THE STUDY

The objectives of the Study are:

1. to formulate a master plan on small scale horticultural development for poverty alleviation to farmers, so as to contribute to income generation, especially groups of women and youth in the categorized horticultural potential area(s) based on natural and socio-economic environment,
2. to conduct feasibility study on the selected priority area(s), and
3. to carry out, in the course of the Study, technology transfer to counterpart personnel of Tanzania.

III. STUDY AREA

The Study area shall cover the whole area of Coast Region. (See location map attached as ANNEX I)

IV. SCOPE OF THE STUDY

In order to achieve the above objectives, the Study will consist of two (2) phases and will cover the following items:

1. Phase I

- 1-1. to collect and review:
  - the report on "HORTICULTURAL DEVELOPMENT IN KIBAHA DISTRICT, COAST REGION"
  - relevant data and information
  - relevant plan(s) and project(s)
- 1-2. to collect and analyze the following additional data and information through the field survey and interviews:
  - (1) natural condition including:
    - location, acreage and topography
    - meteorology and hydrology

4

*Y. N.*

- geology
- soils
- water quality
- vegetation
- others
- (2) socio-economic conditions including,
  - economic indices (population, birthrate, food situation, etc.)
  - educational system
  - social infrastructure
  - gender
  - others
- (3) agricultural and agro-economic conditions including,
  - present land use
  - land tenure
  - farming practices (cultivation technique, cropping pattern, yield, agricultural machinery, etc.)
  - research activities
  - agricultural economy
  - post-harvest and processing system
  - marketing system and analysis
  - others
- (4) water resources
  - existing water resources
  - ground water
  - hydrology of rivers
- (5) agricultural and rural infrastructure
  - existing dam
  - irrigation and drainage facilities
  - farm road networks
  - post-harvest and marketing system
  - rural water supply system
  - construction materials
  - others
- (6) agricultural supporting service
  - farmer's organizations
  - extension service (extension worker, farmers' level of understanding irrigation)
  - supply of seed, fertilizer and chemicals, agricultural machinery including spare parts
  - credit services
  - others
- (7) operation and maintenance, and
  - water management organizations
  - customs of water use, water right, water charge, etc.
  - others
- (8) environmental aspects
  - natural environmental aspects
  - social environmental aspects

1-3. to categorize the present horticulture situation in Coast Region, based on the followings;

*N.W.*



- (1) meteorology
- (2) soil
- (3) existing water resources
- (4) transport infrastructure
- (5) agricultural infrastructure
- (6) farmers' experience of horticulture, and
- (7) others

1-4. to conduct Initial Environment Examination (IEE)

1-5. to formulate a master plan on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in the Region including the following:

- (1) cultivation development plan for each categorized type
- (2) marketing and post-harvesting plan
- (3) farmers supporting service plan
- (4) farmer's organization plan
- (5) project implementation plan

1-6. to prepare the recommendations for project implementation according to the master plan on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers

1-7. to select the priority area(s) for a feasibility study

## 2. Phase II

2-1. to conduct the field survey in order to collect supplementary data and information on the priority area(s)

2-2. to formulate a plan of the optimum small scale horticultural development for the priority area(s), which includes the following:

- (1) land use plan
- (2) cultivation plan
- (3) irrigation and drainage plan
- (4) marketing and post-harvest plan
- (5) farmers support services plan
- (6) farmer's organization plan
- (7) project implementation plan

2-3. to estimate the priority project area(s) cost and benefit, and

2-4. to prepare the recommendations for the priority project(s)

2-5. to evaluate Small Scale Horticultural Development Plan in the Study area

## V. STUDY SCHEDULE

The Study will be carried out in accordance with the attached tentative schedule. (See ANNEX II)

## VI. REPORTS

JICA shall prepare and submit to the GOT the following reports in English

1. Inception Report

Twenty (20) copies in English at the commencement of the Phase I field work.

*N.W.*



*N.W.*

2. Progress Report I

Twenty (20) copies in English at the end of the Phase I field work.

3. Interim Report

Twenty (20) copies in English at the commencement of Phase II field work.

4. Progress Report II

Twenty (20) copies in English at the end of the first part of Phase II field work.

5. Draft Final Report

Thirty (30) copies in English after the home office work in Japan. The GOT will provide JICA with its comments on the Draft Final Report within one (1) month after receipt of the Draft Final Report.

6. Final Report

Fifty (50) copies in English within two (2) months after receipt of the GOT's comments on the Draft Final Report.

VII. UNDERTAKING OF THE GOVERNMENT OF TANZANIA

1. To facilitate smooth conduct of the Study, the GOT shall take necessary measures :

1-1. to secure the safety of the Japanese study team,

1-2. to permit the members of the Japanese study team to enter, leave and sojourn in Tanzania for the duration of their assignment therein, and exempt them from foreign registration requirements and consular fees,

1-3. to exempt the members of the Japanese study team from taxes, duties, fees and any other charges on equipment, machinery and other materials brought into Tanzania for the conduct of the Study,

1-4. to exempt the members of the Japanese study team from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to the members of the Japanese study team for their services in connection with the implementation of the Study,

1-5. to provide necessary facilities to the Japanese study team for the remittance as well as utilization of the funds introduced into Tanzania from Japan in connection with the implementation of the Study,

1-6. to secure permission for entry into private properties or restricted areas for the implementation of the Study,

1-7. to secure permission for the Japanese study team to take all data and documents (including photographs and maps) related to the Study out of Tanzania to Japan and

1-8. to provide medical services as needed. Its expense will be chargeable on the members of the Japanese study team.

2. The GOT shall bear claims, if any arises, against the members of the Japanese study team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the members of the Japanese study team.

3. Coast Regional Commissioner's Office (hereinafter referred as "CRCO") shall act as a coordinating body in relation with other governmental departments and non-governmental organizations concerned for smooth implementation of the Study. CRCO in collaboration with the Ministry of Agriculture and Cooperatives shall act as a counterpart agencies to the Japanese study team.

4. The GOT shall, at its own expenses, provide the Japanese study team with the following, in cooperation with other organizations concerned :

4-1. available data and information related to the Study,

4-2. counterpart personnel,

4-3. suitable office spaces with necessary equipment and furniture in the Study area, and

4-4. credentials or identification cards

VIII. UNDERTAKING OF JICA

For the implementation of the Study, JICA shall take the following measures ;

1. to dispatch, at its own expense, the Japanese study team to Tanzania, and
2. to pursue technology transfer to the Tanzanian counterpart personnel in the course of the Study.

IX. CONSULTATION

JICA and CRCO shall consult with each other in respect of any matter that may arise from or in connection with the Study.

RF



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RF



Y.N.

TENTATIVE SCHEDULE

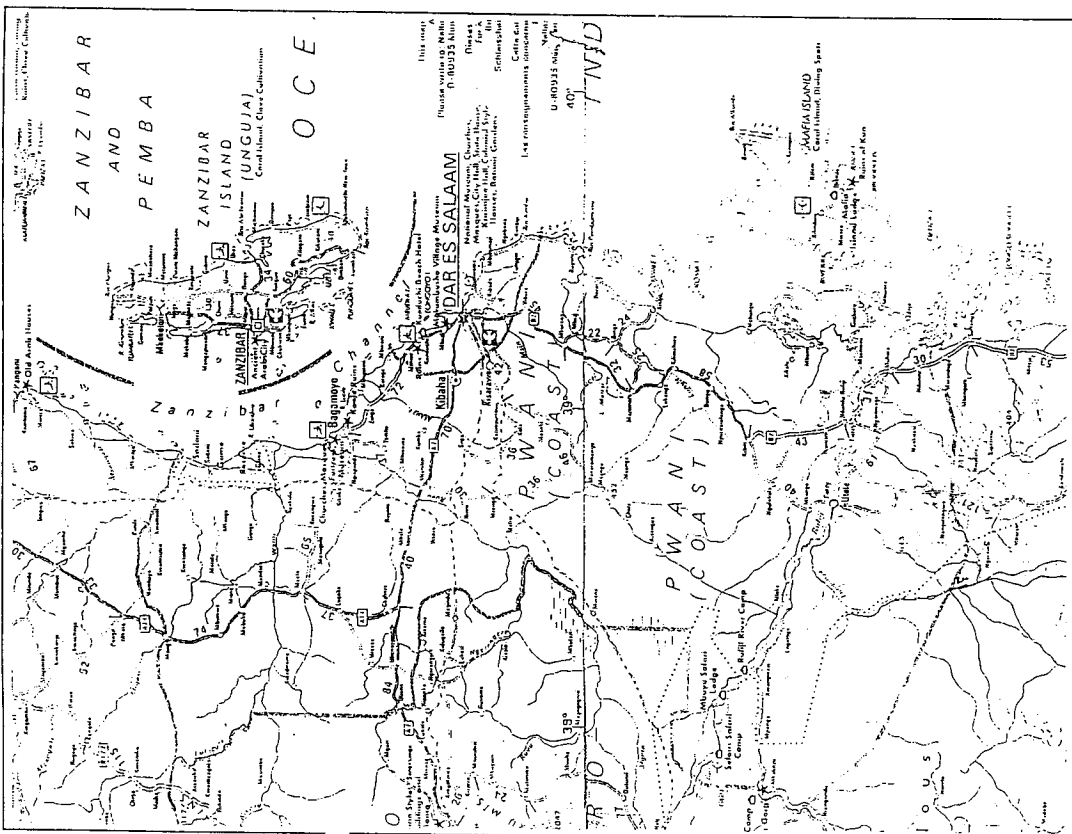
Item	Month	1	2	3	4	5	6	7	8	9	10	11	12	13
Works in Tanzania			■	■	■			■	■				■	
Works in Japan	■				■	■					■			
Phase		Phase 1					Phase 2							
Reports		▲ Ic/R			▲ P/R(1)			▲ It/R		▲ P/R(2)			▲ Df/R	◎ ▲ F/R

(Remarks)

- Ic/R : Inception Report
- P/R(1) : Progress Report(1)
- It/R : Interim Report
- P/R(2) : Progress Report(2)
- Df/R : Draft Final Report
- F/R : Final Report
- ◎ : Comments on Df/R by Tanzania side

ANNEX I


Location Map of Study Area




MINUTES OF MEETING  
ON  
SCOPE OF WORK  
FOR  
THE STUDY  
ON

THE SMALL SCALE HORTICULTURAL DEVELOPMENT  
PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
AS AGREED UPON  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY

KIBAHHA, 15 April 1999

  
Mrs. E. P. ITANISA  
Acting Regional Administrative Secretary,  
Coast Regional Commissioner's Office,  
The United Republic of Tanzania

  
Dr. Yoshihiko NISHIMURA  
Leader,  
Preparatory Study Team,  
Japan International Cooperation Agency

Witnessed by



Dr. J. N. MELEWAS  
For Permanent Secretary,  
Ministry of Agriculture and Cooperatives,  
The United Republic of Tanzania

The preparatory study team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA"), and headed by Dr. Yoshihiko NISHIMURA, visited the United Republic of Tanzania from 6 to 16 April, 1999 for the purpose of discussing and exchanging views in relation to the Scope of Work for the Study on Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region, the United Republic of Tanzania (hereinafter referred to as "the Study") with the officials concerned of the Government of the United Republic of Tanzania (hereinafter referred to as "GOT").

As a result of the discussions, the GOT and the Team mutually agreed to the Scope of Work for the Study.

The following Minutes have been prepared to confirm the main issues discussed and matters agreed upon by both sides. The list of participants in a series of meetings is attached as ANNEX.

1. Both sides confirmed that Coast Regional Commissioner's Office (hereinafter referred as "CRCO") would act as a coordinating body in relation with other governmental departments and non-governmental organizations concerned for smooth implementation of the Study, and that CRCO in collaboration with the Ministry of Agriculture and Cooperatives would act as a counterpart agencies to the Japanese team to be dispatched for the Study (hereinafter referred as "the Study Team").
2. Both sides confirmed that the Study would be carried out mainly aiming at small horticultural development for poverty alleviation to farmers, especially targeting the groups of women and youth.
3. Both sides confirmed that the Study area should cover the whole area of Coast Region. In Phase 1, a master plan study will include categorization of the present horticulture situation in Coast Region, based on national and socio-economic environment. In Phase 2, a feasibility study will be conducted in the selected priority area(s).
4. Both sides confirmed that Environment Impact Assessment (EIA) should be carried out in Phase 2, if needed according to the result of Initial Environment Examination (IEE). It was noted that it would be difficult for CRCO to carry out EIA because of budgetary constraints and therefore requested the Team to make the arrangement. The Team promised to convey the request to the Government of Japan.
5. For the smooth and effective implementation of the Study, both sides agreed upon the need for establishment of a Steering Committee consisting of representatives from relevant

EP





## LIST OF PARTICIPANTS

institutions before the commencement of the Study.

Basically, it is expected that this Committee will meet the Study Team when it comes to explain the reports. The Steering Committee will consist of members mainly from the following:

- Presidents Office(Planning Commission)
- The Ministry of Agriculture and Cooperatives (Department of Agriculture and Livestock Development)
- The Ministry of Finance (Department of External Finance)
- Ministry of Water (Department of Hydrology)
- Ministry of Regional Administration and Local Government (Coast Regional Commissioner's Office and District Council)

6. CRCO promised to assign the necessary number of counterpart personnel for each member of the Study Team from the governmental departments concerned.

7. CRCO expressed difficulties in providing necessary vehicle(s) with driver(s), photocopy machine, personal computer and facsimile to the Study Team and therefore requested JICA to make the arrangements. The Team promised to convey the request to the Government of Japan.

8. CRCO shall provide suitable office space(s) with necessary number of desks, chairs, electricity and telephone-line(s)spaces to the Study Team in the Study area.

9. CRCO requested the counterpart training in Japan related to the Study to promote an effective technology transfer. The Team promised to convey the request to the Government of Japan.

10. CRCO agreed that the Final Report would be made available to any interested party.

11. Both sides agreed that the Team would inform CRCO the number of members of the Study Team and their fields two months before they are dispatched to Tanzania.

[Coast Regional Commissioner's Office (CRCO)]

Mr. Nicodemus Banduka Regional Commissioner (RC)  
 Mr. Lt. Col. T. P. Magere Regional Administrative Secretary (RAS)  
 Mr. A. H. Mwenkalley Regional Agriculture & Livestock Development Officer (RALDO)

[The Ministry of Agriculture and Cooperatives (MAC)]

Dr. J. N. Melewas Acting Commissioner (Agriculture & Livestock Development); Ag. CALD  
 Mr. Sabuni. M. Mbaga Acting Assistant Commissioner (Crop Development)  
 Mr. A. H. Simba Acting Assistant Commissioner (Irrigation Development)  
 Mr. R. S. Ishengoma Zonal Irrigation Engineer

[Kibaha District Commissioner's Office]

Mr. J. A. Malyawatu Kibaha District Agriculture and Livestock Development Officer  
 Mrs. E. S. Mwasha Kibaha District Extension Officer  
 Mr. S. S. Kapalla Kibaha District Horticulturist

[Preparatory Study Team]


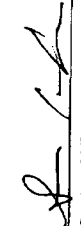
Dr. Yoshihiko NISHIMURA Leader  
 Dr. Yasuo AMDO Member (in charge of Marketing and )  
 Mr. Kenji INABA Member (in charge of Agricultural and Rural Infrastructure)  
 Dr. Koji YAMANAKA Member (in charge of Environment and Soil)  
 Mr. Yoshihisa MASANAGA Member



**AMENDMENT  
OF THE SCOPE OF WORK  
FOR  
THE STUDY ON THE SMALL SCALE HORTICULTUREAL DEVELOPMENT  
PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS IN COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA**

**AGREED UPON BETWEEN  
THE COAST REGIONAL COMMISSIONER'S OFFICE  
OF THE UNITED REPUBLIC OF TANZANIA  
AND  
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Dar es Salaam, November 14<sup>th</sup>, 2000

 <hr/> Mr. T. P. MAGERE Regional Administration Secretary Coast Regional Commissioner's Office The United Republic of Tanzania	 <hr/> Mr. Sumio AOKI Resident Representative for Tanzania Japan International Cooperation Agency
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**I. INTRODUCTION**

Both the Coast Regional Commissioner's Office of the United Republic of Tanzania and the Japan International Cooperation Agency (hereinafter referred to as "JICA") have agreed the scope of work (hereinafter referred to as "the S/W") for the Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study") on 15 April 1999 at Kibaha in the United Republic of Tanzania.

The study has been carried out in close collaboration between Japanese side and Tanzanian side in accordance with the S/W, thus the study has been completed.

During the course of the study, both parties have recognized the necessity of the verification study in order to prove the viability of programmes and reveal unforeseeable constraints, if any, for finalization of the M/P and the Action Plans. Furthermore, the effectiveness of the verification study has been mentioned as recommendation of the final report of the study.

As a result, JICA will undertake the verification study as a part of the Study, in response to the request of the Coast Regional Commissioner's Office of the United Republic of Tanzania dated September, 2000.

The present document amends the following items to the scope of work with regard to the verification study.

**II. SCOPE OF THE VERIFICATION STUDY**

The verification study will be carried out in accordance with the tentative schedule as shown in V (the schedule is tentative and subject to be modified if such necessity should arise during the course of the study and both parties agreed).

In order to achieve the objectives stated in the S/W, the verification study will mainly cover the following programmes:

1. Community based horticultural development,
2. Participatory Development Capacity Building, and,
3. District seedling farm.

It should be noted that the details of each item would be determined during the verification study based upon the latest natural, political, social and technical conditions of the study area.

**III. REPORTS**

JICA shall prepare and submit the following reports in English to the Coast Regional Commissioner's Office of the United Republic of Tanzania.

1. Inception Report of the verification study:  
Thirty (30) copies at the onset of the verification stage.
2. Monitoring Report(s): Thirty (30) copies each at the course of the verification stage.

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- \*The reports will be submitted periodically depend on the necessity.
- 3. Midterm Evaluation Report:
  - Thirty (30) copies after the midterm evaluation
- 4. Draft Final Report (Evaluation Report):
  - Thirty (30) copies after the final evaluation.
  - \*Tanzanian side shall submit written comments on the Draft Final Report to JICA in one month of time.
- 5. Final Report of the Verification Study:
  - Fifty (50) copies in two months after the receipt of comments on the Draft Final Report from Tanzanian side

IV. OTHERS

Other conditions shall be based upon the SW.

V. TENTATIVE SCHEDULE FOR THE VERIFICATION STUDY

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Working in Tanzania																												
Working in Japan																												
Reports																												

Note: I/R: Inception Report  
 P/O: Plan of Operation  
 M/R: Monitor Report  
 E/R: Evaluation Report  
 D/F/R: Draft Final Report  
 F/R: Final Report  
 ©: Comment on D/F/R by the Tanzanian Side

MINUTES OF MEETING  
 ON  
 THE INCEPTION REPORT  
 FOR  
 THE VERIFICATION STUDY  
 ON  
 THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
 FOR POVERTY ALLEVIATION TO FARMERS  
 IN  
 COAST REGION,  
 THE UNITED REPUBLIC OF TANZANIA  
 BETWEEN  
 COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
 AND  
 JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 13 February 2001

*[Signature]*  
 Lt. Colonel T. P. MAGERE  
 Regional Administrative Secretary,  
 Coast Regional Commissioner's Office,  
 The United Republic of Tanzania

*[Signature]*  
 Mr. Shiro HIRATA  
 Leader,  
 JICA Study Team

Witnessed by

*[Signature]*  
 Mr. Kenji HAYASHI  
 Leader  
 JICA Advisory Team

*[Handwritten marks]*

List of Participants on the Meeting  
(7 February 2001)

- I. Tanzanian side
1. Mr. A. H. Mwenkalley : Agricultural Office Regional Secretary  
: DSMS Irrigation, Kibaha
2. Mrs. Farida S. Saleh : DSMS Horticulture, Kibaha
3. Mr. A. Mohamed : DSMS Horticulture, Kibaha
4. Mr. A. S. Mkungu : DSMS Horticulture, Kibaha
- II. JICA Advisory Team
1. Mr. Kenji Hyashi : Leader
- III. JICA Study Team
1. Mr. Shiro Hirata : Leader  
: Sub-leader/Rural Society/Credit
2. Mr. Shigeru Nakada : Participatory Development/Training
3. Dr. Massamba Gueye : Farming & Cropping Systems
4. Mr. Mitsuo Nishiya : Group Organisation
5. Mr. Yusuke Haneishi : Design/Supervision
6. Mr. Fusashi Sato : Credit/Group Organisation
7. Mr. Shigeru Takagi : Coordinator
8. Ms. Noriko Iwasaki
- IV. JICA Tanzania Office
1. Mr. Shimichiro Futami : Assistant Resident Representative

In accordance with the Scope of Work for the Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Development Study") and its amendment that describes undertaking of a Verification Study (hereinafter referred to as "the Study") as a part of the Development Study, the Government of Japan dispatched through Japan International Cooperation Agency (JICA) the Study Team headed by Mr. Shiro Hirata for the implementation of the Study, to the United Republic of Tanzania. At the commencement of the Study, the Study Team submitted officially thirty (30) copies of the Inception Report and explained the basic concepts, methodology and schedule of the Study to the Coast Regional Commissioner's Office and concerned district officers on the 7<sup>th</sup> and 8<sup>th</sup> February 2001. In the discussions on the Inception Report, the importance of verifying the efficiency and relevance of the Development Project and provision of capacity building to the counterparts and inhabitants in the study areas was re-emphasized, and the Tanzanian and Japanese sides agreed on the following points:

1. The Tanzanian side confirmed that contents of the Inception Report were prepared in compliance with the conditions set forth in the Scope of Work with its amendment and agreed to proceed to the next stage of the Study in accordance with the methodology and schedule presented in the Inception Report after making the additions attached to this Minutes of Meeting.
2. The Tanzanian side raised the followings, and the Team promised to examine the matters based on the results of the Phase 1 Study.
  - 1) A multipurpose shed planned at Magomeni in Bagamoyo District shall be transferred to Ruvu Darajani in the same District, as Magomeni farmers are producing green vegetables on an individual basis and the vegetables have a good market within Bagamoyo town but Ruvu Darajani farmers are striving to produce and sell their horticultural produce in a grouping basis to Dar es Salaam.
  - 2) A rice polisher planned at Viziwaizwa in Kibaha District shall be replaced by a flour mill, as the villagers rather produce maize than rice.
3. The Tanzanian side observed that the naming schedule and the assigned periods for the experts of participatory development/training and group organisation in the third year were too short and should be prolonged more. The Team promised to convey the matter to JICA headquarters.
4. The Tanzanian side requested that a coordinating mechanism system among JICA, Coast Region, concerned districts and the project sites should be considered and proposed in the Preliminary Verification Study Implementation Plan.
5. The Tanzanian side agreed that the finalisation of the contents of the Preliminary Verification Study Implementation Plan that will be prepared during the Phase 1 Study is subject to the acknowledgement of JICA after works in Japan.

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List of Participants on the Meeting  
(8 February 2001)

- I. Tanzanian side
1. Mr. A. H. Mwenkailley : Agricultural Office Regional Secretary
  2. Mr. J. A. Mahiyawatu : DALDO, Kibaha
  3. Ms. M. J. Kitua : DALDO, Kisarawe
  4. Mr. R. A. Teggo : DEO, Bagamoyo
- II. JICA Advisory Team
1. Mr. Kenji Hyashi : Leader
- III. JICA Study Team
1. Mr. Shiro Hirata : Leader
  2. Mr. Shigeru Nakada : Sub-leader/Rural Society/Credit
  3. Dr. Massamba Gueye : Participatory Development/Training
  4. Mr. Mitsuo Nishiya : Farming & Cropping Systems
  5. Mr. Yusuke Haneishi : Group Organisation
  6. Mr. Fusahige Sato : Design/Supervision
  7. Mr. Shigeru Takagi : Credit/Group Organisation
  8. Ms. Noriko Iwasaki : Coordinator

Amendments and Corrections to the Inception Report

<p><b>Page 6</b></p> <p>In Chapter 2.2.3) the following sentence: Structural poverty is improved increasing the project implementing ability of executing bodies is corrected as follows: Structural poverty is reduced by means of increasing the project implementing ability of executing bodies</p>
<p><b>Page 8</b></p> <p>3) is corrected as followed: Structural poverty is reduced by means of increasing the project implementing ability of executing bodies</p>
<p><b>Page 9</b></p> <p>4) Situation of the weak (women and youths) is strengthened In the 1<sup>st</sup> paragraph, the sentence: .....to mitigate women and youths labour and increase their social position is amended as follows: .....to mitigate mainly women labour hardship and increase their social position and to consider how best youths can be included, who are major productive forces but migrate to cities to seek for job.</p>
<p><b>Page 10</b></p> <p>2) .....farmers' intention and farmers' autonomy is amended as follows: farmers' own willingness to participate and farmers' self reliance</p> <p>2) .....it is not appropriate to allot some obligation to the farmers. .....it is not appropriate to allot much obligation to the farmers.</p>
<p><b>Page 12</b></p> <p>The top paragraph has been deleted leaving only 25 farmers of one village.</p> <p>Chapter a.2, the sentence: ..... a management committee shall be set up to manage these facilities using the Input Credit. is amended as follows: ..... a facility management committee shall be set up to manage these facilities using the Input Credit.</p> <p>Chapter a.2, the sentence: The nature of the committee is described in e. Promotion of Group Activities by means of Community Facilities is corrected as follows: The nature of the committee is described in d. Promotion of Group Activities by means of Community Facilities</p>

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Amendments and Corrections to the Inception Report (continued)

<p>Page 14</p> <p>Chapter b.3</p> <p>Last paragraph, the sentence: For these three kinds of facilities, ..... is corrected as follows: For these facilities, .....</p>
<p>Page 15</p> <p>(Study method)</p> <p>The sentence: However, since there no village extension officers in Mwanabwito ..... is corrected as follows: However, since there no village extension officers in Mwanambaya .....</p>
<p>(Study method)</p> <p>The wording: village chiefs is corrected as follows: village chairmen</p>
<p>Page 16</p> <p>(Study method)</p> <p>The sentence: Multipurpose sheds are supposed to be built at Vizwaziwa, Magomoni and Vigama is corrected as follows: Multipurpose sheds are supposed to be built at Vizwaziwa, Ruvi Darajani and Vigama.</p>

Amendments and Corrections to the Inception Report (continued)

<p>Page 16</p> <p>(Study method)</p> <p>The sentence: .....rice polishers to be built at Vizwaziwa and Mwanabwito and a flour mill is to be built at Vigama. is corrected as follows: ..... a rice polisher to be built at Mwanabwito, and flour mills are to be built at Vizwaziwa and Vigama.....</p>
<p>(Study method)</p> <p>The sentence: Within the group, teach somebody, 1 per 25 people, how to do accounting, book keeping. The group auditor should come from the outside. is added at the end of the second paragraph.</p>
<p>Page 18</p> <p>Training for progressive farmers</p> <p>..... good grounding for agricultural extension. is corrected as follows: ..... good grounding for horticultural production</p>
<p>Before the paragraph: Training for progressive farmers, add the following paragraph: District/Village extension officers and trainers, which reads: Verification should also be done on the use of farmers' training methods through agricultural extension</p>
<p>Page 19</p> <p>E- Training for Group Leaders (Objectives) Village chief ..... is corrected as follows: Village chairman</p>
<p>Page 24</p> <p>Others</p> <p>- Dried vegetable processing is corrected as follows: - Vegetable processing</p>

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Amendments and Corrections to the Inception Report (continued)

<p>Page 27</p> <p>On the Table: Flowchart of the Study Fiscal Year 2001 to Fiscal Year 2004 is corrected as follows: Fiscal Year 2000 to Fiscal Year 2003</p>	<p>Page 41</p> <p>On the Table: Work Schedule Fiscal Year 2001 to Fiscal Year 2004 is corrected as follows: Fiscal Year 2000 to Fiscal Year 2003</p>	<p>Page 42</p> <p>Chapter 4.3 Reporting The number of report copies is to be corrected as per the Scope of Work</p>	<p>Interim Report is corrected as follows: Mid-Term Evaluation Report</p>
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MINUTES OF MEETING  
ON  
THE DRAFT PLAN OF OPERATION  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 20 March 2001

*Ms. Ndeshukurwa A. SUMARI*

Ms. Ndeshukurwa A. SUMARI  
Regional Administrative Secretary,  
Coast Regional Commissioner's Office,  
The United Republic of Tanzania

*Mr. Shiro HIRATA*

Mr. Shiro HIRATA  
Leader,  
JICA Study Team

*Dr. P. #.*

*P*

The JICA Study Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperative Agency (hereinafter referred to as "the JICA") and headed by Shiro Hirata carried out the Field Study 1 in Phase 1 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to "the Study").

In accordance with the Inception Report on the Study, the Team submitted officially thirty (30) copies of the Draft Plan of Operation and explained the progress of the Field Study 1 with basic concepts and methodology of the Study to the Coast Regional Commissioner's Office and Ministry of Agriculture and Food on the 20<sup>th</sup> March 2001.

The following points have been prepared to confirm the main issues discussed and matters agreed upon by both sides. The list of participants in the meeting is attached as ANNEX.

1. The Tanzanian side was satisfied with the quality and contents of the Draft Plan of Operation and agreed to proceed to the next stage of the Study in accordance with the methodology and schedule presented in the Draft Plan of Operation.
2. As regard to the repayment of the input credit, the following sentence should be added: " If natural calamity occurs, then the repayment will be differed".
3. Considering the potential benefit associated with the improvement of Kisima in mitigating water constraints, the Tanzania side insisted to reconsider that matter even though farmers did not show a big interest in it during the workshops. The Team promised to reconsider the matter if the Tanzania side sends a list of people willing to try such an improvement. The Tanzania side promised to do so by the 20<sup>th</sup> of April 2001.
4. The institutional training to be carried out in MATI Tengere and Sokoine University of Agriculture are of very short duration which cannot sufficiently equip the farmers with horticultural knowledge. Therefore, "On Farm Farmers' Training" which is the basic training method for farmers should be added. To concretise it, a curriculum, technical package and impact points for horticultural production should be developed.
5. Other pertinent issues raised during the discussion on the Draft Plan of Operation shall be taken into consideration in preparing the Plan of Operation.
6. Before the 20<sup>th</sup> of April 2001, the Tanzanian side shall send to the Team, if necessary, any additional comments, data and any useful information to add on the Draft Plan of Operation. The Team will consider the comments when formulating the Plan of Operation on the Study.
7. The Tanzanian side agreed that the finalisation of the contents of the Draft Plan of Operation is subject to the acknowledgement of JICA after works in Japan.

List of Participants on the Meeting  
(20 March 2001)

I. Tanzanian side

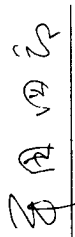
1. Mr. A. H. Mwenkalley : Regional Agricultural Adviser, Coast Region
2. Mr. J. A. Maliyawatu : DALDO, Kibaha
3. Mr. A. Mubamed : DSMS Horticulture, Kibaha
4. Mr. A. S. Mkungu : DSMS Horticulture, Kibaha
5. Mrs. E. S. Mwasha : DEO, Kibaha
6. Mr. D.P. Moshi : DALDO, Mkuranga
7. Mr. D.S. Ndesaiya : DSMS Crop, Mkuranga
8. Mr. Remmy Monyo : W.A.E.O., Mkuranga
9. Ms. Rither Valentine : DSMS Horticulture, Mkuranga
10. Mrs. J.Y. Kinua : DALDO, Kisarawe
11. Mr. J. M. B. Peter : DALDO, Rufiji
12. Mr. A. A. Kaisi : DEO, Rufiji
13. Mr. R. A. Teggo : DEO, Bagamoyo
14. Mr. Rogers Ishengoma : Irrigation Engineer, Ministry of Agriculture and Food

II. JICA Study Team

1. Mr. Shiro Hirata : Leader
2. Mr. Shigeru Nakada : Sub-leader/Rural Society/Credit
3. Dr. Massamba Gueye : Participatory Development/Training
4. Mr. Mitsuo Niishiya : Farming & Cropping Systems
5. Mr. Yusuke Haneishi : Group Organisation
6. Mr. Fusahige Sato : Design/Supervision
7. Mr. Shigeru Takagi : Credit/Group Organisation
8. Ms. Noriko Iwasaki : Coordinator

MINUTES OF MEETING  
ON  
THE PLAN OF OPERATION  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 28 August 2001



Mr. Shiro HIRATA  
Leader,  
JICA Study Team



Ndeshekurwa A. SUMARI  
Regional Administrative Secretary,  
Coast Regional Commissioner's Office,  
The United Republic of Tanzania

**REGIONAL ADMINISTRATIVE SECRETARY  
COAST REGION**

28/8/2001

In accordance with the Scope of Work for the Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Development Study") and its amendment that describes undertaking of a Verification Study (hereinafter referred to as "the Study") as a part of the Development Study, the Government of Japan dispatched through Japan International Cooperation Agency (JICA) the Study Team, headed by Mr. Shiro Hirata, for the implementation of the Study, to the United Republic of Tanzania. The team carried out the field study for Phase I, and prepared a Draft Plan of Operation which was discussed by the Technical Committee. Based on the results of this study, work was done in Japan for Phase II Study.

At the commencement of the field study for Phase II, the Study Team submitted thirty (30) copies of the Plan of Operation to JICA Tanzania Office which in turn distributed them to the Coast Regional Commissioner's Office and concerned district officers. On 28<sup>th</sup> August 2001, the Team Leader of the Study Team explained the basic concepts, methodology and schedule of the Study to the Project Steering Committee. In the discussions the importance of verifying the efficiency and relevance of the Development Project and provision of capacity building to the counterparts and farmers in the study areas was re-emphasized. The Tanzanian and Japanese sides agreed on the following:

- 1) The Tanzanian side confirmed that contents of the Plan of Operation were prepared in compliance with the conditions set forth in the Scope of Work with its amendment and agreed to proceed to the next stage of the Study in accordance with the methodology and schedule presented in the Plan of Operation, taking into consideration the following observations:
  - a) The flowchart on page 2-18 which shows the functional relationship between organisations involved in the project lacks the function of the Region. It was agreed that the Region should come at the top and would have the role of convening Joint Meetings for the four DPMC's of Kibaha, Bagamoyo, Kisarawe and Mkuranga and the Steering Committee.
  - b) Under Improvement of Water Facilities it was agreed that water from treadle pumps will be delivered to the plants through flexible hoses, but the methodology to availing water to plants by irrigation engine pumps was to be further developed.
  - c) In the PDM for Capacity Building for Extension Officers, it was agreed that the purpose should be changed to: "Enable extension officers to train farmers better so as to increase the number of farmers who consult the extension officers."
  - d) In the PDM for Capacity Building for Community, it was agreed that the output 2 should be changed to: "Trained farmers become more conversant with horticultural production techniques."
  - e) Under Evaluation Criteria, the impact is based on implementation of the project. It was agreed that this should be changed so that the impact can be evaluated on the implemented micro-project.



2) The Tanzanian side acknowledges that Coast Region shall be responsible for the equipment offered by the Team to be kept tidy and safe.

List of Participants on the Meeting  
(28 August 2001)

- I. Tanzanian side
  - 1. Mrs. E.P. Itanisa : Acting Regional Administrative Secretary
  - 2. Mr. A. H. Mwenkalley : Agricultural Office Regional Secretary
  - 3. Mr. J. A. Malyawatu : DALDO, Kibaha
  - 4. Mr. Augustine Nhumbo : DSMS, Irrigation and Land Use, Kisarawe
  - 5. Mr. Abdi M. Rashid : WEO/DIVEO, Kisarawe
  - 6. Mr. M. A. Mwenmunge : VEO, Kisarawe
  - 4. Mr. R. A. Teggo : DEO, Bagamoyo
  - 4. Mr. A. S. Mkungu : DSMS Horticulture, Kibaha
- II. JICA Study Team
  - 1. Mr. Shiro Hirata : Leader
  - 2. Mr. Shigeru Nakada : Sub-leader/Rural Society/Credit
  - 3. Dr. Massamba Gueye : Participatory Development/Training
  - 4. Mr. Yusuke Haneishi : Group Organisation
  - 5. Mr. Fushige Sato : Design/Supervision
  - 6. Mr. Shigeru Takagi : Credit/Group Organisation
  - 7. Ms. Noriko Iwasaki : Coordinator

The JICA Study Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperative Agency (hereinafter referred to as "the JICA") and headed by Shiro Hirata carried out the Field Study 2 in Phase 2 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to "the Study").

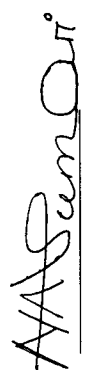
In accordance with the Inception Report on the Study, the Team submitted officially thirty (30) copies of the Monitoring Report (1) and explained the progress of the Field Study 2 with basic concepts and methodology of the Study to the Steering Committee on the 26<sup>th</sup> November 2001. The report was accepted and discussed. The Committee confirmed that the contents of the Monitoring Report (1) were prepared in compliance with the conditions set in the Plan of Operation for the Verification Study, and the following observations were made:

1. Input Credit
  - a) Under the Plan of Operation, the Expected Results under Activity 1.1 should read: Kibaha District Agricultural Credit Established.
  - b) The Expected Results under Activity 1.3 should read: Details of Implementation of Input Credit drawn up
  - c) The Expected Results under Activity 1.5 should read: Farmers Groups Formed.
  - d) From Activity 1.2 to 1.5, figures pertaining to the number of trained people, farmers who have been given guidance and assistance, farmers who applied for Input Credit, and those who received the inputs should be shown in their respective areas.
2. Improvement of Watering Facilities
  - a) Under the Plan of Operation, the Expected Results under Activity 1.1 should read: Farmers Group Formed.
  - b) The Expected Results under Activity 1.3 should read: Sheetings Placed in Wells
  - c) The Expected Results under Activity 1.4 should read: Plan of Watering in Place
  - d) The Expected Results under Activity 1.5 should read: Plan of Operation and Maintenance Developed
  - e) Figures for Activities 1.1 to 1.5 should be shown in their respective areas.
  - f) The problem of inadequate water in shallow wells during the dry season, which hinders farmers from producing horticultural crops that can get a premium price in the market, should be well articulated and ways and means of overcoming it developed.
3. District Seeding Farm
  - a) Under the organisation chart for the Kibaha Seeding Farm, the DEO WEO and VEO have been shown as part of the core management team. It was agreed that these should be removed under the core team and be shown as a support team for the Seeding Farm
  - b) The Baseline Survey should show facts, figures and information of actual status of the

MINUTES OF MEETING  
ON  
THE MONITORING REPORT (1)  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 27 November 2001

  
\_\_\_\_\_  
Mr. Shiro HIRATA  
Leader,  
JICA Study Team

  
\_\_\_\_\_  
Ndeshekurwa A. SUMARI  
Regional Administrative Secretary,  
Coast Regional Commissioner's Office,  
The United Republic of Tanzania

**REGIONAL ADMINISTRATIVE SECRETARY**  
**COAST REGION** 27/11/2001


project area before project implementation. The Baseline Survey should act as the basis for measuring improvement, stagnation or drawbacks when the project is being implemented. The Baseline Survey should not be combined with the evaluation methodology. These should be put separately.

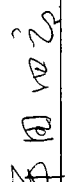
List of Participants on the Meeting  
(26 November 2001)

- |      |                       |   |  |
|------|-----------------------|---|--|
| I.   | Tanzanian Side        |   |  |
| 1.   | Mr. A.H. Mwenkalley   | :Regional Agricultural Advisor, Coast Region                    |  |
| 2.   | Mr. P. A. Minja       | :Planning Officer, Coast Region                                 |  |
| 3.   | Mr. J.A. Malyawatu    | :DALDO, DACO, Kibaha  |  |
| 4.   | Mrs. J. Y. Kitua      | :DALDO, Kisarawe  |  |
| 5.   | Mr. Hussein Hary      | :Ag. DALDO, Rufiji  |  |
| 6.   | Mr. R. A. Teggo       | :DABO, Bagamoyo   |  |
| 7.   | Mr. A. Mohamed        | :DSMS Horticulture, Kibaha                                      |  |
| 8.   | Mr. Moh'd Abdallah    | :CPMU (KKM) Chairman, Viziwaziwa                                |  |
| 9.   | Mr. Salum A Paz       | :CPMU (KKM) Chairman, Viggama                                   |  |
| 10.  | Mr. Rogers Ishengoma  | :Irrigation Engineer, Ministry of Agriculture and Food Security |  |
| II.  | JICA Study Team       |   |  |
| 1.   | Mr. Shiro Hirata      | :Leader   |  |
| 2.   | Dr. Massamba Gueye    | :Participatory Development/Training                             |  |
| 3.   | Mr. Mitsuo Nishiya    | :Farming & Cropping Systems                                     |  |
| 4.   | Mr. Fusashige Sato    | :Design/Supervision   |  |
| 5.   | Mr. Tsuneco Kuwahara  | :Supervision & Maintenance of Facilities                        |  |
| 6.   | Mr. S. Kapalla        | :Horticulture Expert  |  |
| III. | JICA Tanzanian Office |   |  |
| 1.   | Ms. Kaori Matsushita  | :Assistant Resident Representative                              |  |
| 2.   | Ms. Deborah Sungusia  | :Program Officer  |  |
| IV.  | JICA Expert           |   |  |
| 1.   | Dr. Jiro Nozaqki      | :Irrigation Advisor, Ministry of Agriculture and Food Security  |  |

MINUTES OF MEETING  
ON  
THE MONITORING REPORT 2  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 28 February 2002

  
A. H. Mwenkalley  
Regional Agricultural Adviser  
Coast Regional Commissioner's Office  
The United Republic of Tanzania

  
Shiro HIRATA  
Team Leader  
JICA Study Team

The JICA Study Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shiro Hirata carried out the Field Study 2 in Phase 2 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study").

In accordance with the Scope of Work and its amendment for the Study, the Team submitted officially thirty (30) copies of the Monitoring Report 2 and explained the progress of the Field Study 2 with basic concepts and methodology of the Study in DPMC Joint Meeting chaired by Mr. Ishengoma from the Ministry of Agriculture and Food on the 28<sup>th</sup> February 2002. The Tanzanian side confirmed that the contents of the Monitoring Report 2 were prepared in compliance with the plan of Operation for the Study and was satisfied with the quality and coverage of the Report in principle. The Tanzanian side recommended that the Study be continued as scheduled. The following observations were made during the meeting.

- 1) DPMC Joint Meeting should have the character of interchanging participants' opinions, problems and difficulties in the Study and everybody has to express them frankly.
- 2) Villages for the micro projects were selected in consideration of convenience to carry out projects and components of the Verification Study.
- 3) Members of DPMC Joint Meeting should visit the Zegereni Seedling Farm when they hold another meeting.

The list of participants in the meeting is attached hereinafter.

List of Participants on the Meeting

(28 February 2002)

I. Tanzanian side


1. Mr. R. L. Ishengoma : Irrigation Engineer, Ministry of Agriculture and Food
2. Mr. Daniel P. Moshy : DALDO, Mkuranga
3. Ms. J. Y. Kitua : DALDO, Kisarawe
4. Ms. M. J. Mandela : District Cooperative Officer
5. Mr. A. S. Mikungu : DSMS Horticulture, Kibaha
6. Mr. Donald. S. Ndesaiya : DSMS Crop, Mkuranga
7. Mr. M. A. Mwenununge : VAEQ, Kisarawe
8. Ms. Patrick Kagambi : VAEQ, Ruvu Darajani, Bagamoyo
9. Mr. Ansila Malamsha : VAEQ, Ruvu Darajani, Bagamoyo
10. Mr. M. Abdallah Mohammed : CPMU (KKM) Chairperson, Viziwaziwa, Kibaha
11. Ms. Anna Magazini : CPMU (KKM) Chairperson, Ruvu Darajani, Bagamoyo
12. Mr. Mohamed Haji : CPMU (KKM) Secretary, Ruvu Darajani, Bagamoyo
13. Mr. Hashimu M. Sagubi : CPMU (KKM) Treasurer, Ruvu Darajani, Bagamoyo
14. Ms. Asha Dicholile : CPMU (KKM) Secretary, Vigama, Kisarawe
15. Mr. Saidi A. Tindwa : CPMU (KKM) Chairperson, Mkuranga

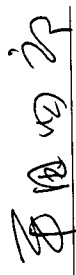
II. JICA Study Team

1. Mr. Shiro Hirata : Team Leader
2. Mr. Shigeru Nakada : Sub-leader/Rural Society/Credit
3. Mr. Yusuke Haneishi : Group Organisation
4. Mr. S. Kapalla : Horticultural Expert
5. Mr. Kingaja Chambi : Staff

MINUTES OF MEETING  
ON  
THE MONITORING REPORT 3  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 24 July 2002

  
A. Mwenkalley  
Regional Agricultural Adviser  
Coast Regional Commissioner's Office  
The United Republic of Tanzania

  
Shiro HIRATA  
Team Leader  
JICA Study Team

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7

The JICA Study Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shiro Hirata carried out the first half of the Field Study 3 in Phase 2 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study").

In accordance with the Scope of Work and its amendment for the Study, the Team submitted officially thirty (30) copies of the Monitoring Report 3 and explained the progress of the Field Study 2 with basic concepts and methodology of the Study in DPMC Joint Meeting chaired by Mr. Mwenkalley, RAA, Coast Region, on the 24<sup>th</sup> July 2002. The Tanzanian side confirmed that the contents of the Monitoring Report 3 were prepared in compliance with the Plan of Operation for the Study and was satisfied with the quality and coverage of the Report in principle. The Tanzanian side recommended that the Study be continued as scheduled. The following observations were made during the meeting.

- 1) VAEOs' duties in Input Credit should be specified and terms of reference drawn up for them.
- 2) There should be a meeting with bad debtors to discuss modalities of repayment of the Input Credit.
- 3) Reduction of use of water in farmers fields should include mulching and application of organic manure in the soil to change soil structure. It was agreed that the activities shall be carried out in Zegereni Farm.
- 4) There are some seedlings which have dried up in Zegereni Farm. The reasons for this anomaly should be investigated.
- 5) Zegereni Farm has started to produce vegetables which are sold to customers. Record on harvest and income should be kept by management and the proceed banked as soon as possible.
- 6) Seedlings produced by the nursery groups in Mkuranga were sold at Dar es Salaam instead of planting them in their own fields. It was agreed that the farmers should be properly guided in order to plant the seedlings in their own plots and sell only the excess.
- 7) The seeds of passion fruit provided to the farmers at Vigama did not germinate due to inferior quality. The Team was requested to provide other seeds.
- 8) Design of experiment should be simple in order to capture the most important parameters to be researched upon.
- 9) It was agreed that the word confirm in the paragraph 3.2 in page 3 – 1 should be changed to checked. Also, the word be grasped in the same paragraph in page 3 – 2 should be deleted.

The list of participants in the meeting is attached hereinafter.

#### List of Participants on the Meeting

(24 July 2002)

##### I. Tanzanian side

1. Mr. A. H. Mwenkalley : RAA, Coast Region
2. Mr. J. Maliyawatu : DALDO, Kibaha
3. Mr. Daniel P. Moshy : DALDO, Mkuranga
4. Ms. J. Y. Kitua : DALDO, Kisarawe
5. Mr. A. S. Mkungu : DSMS Horticulture, Kibaha
6. Mr. E. J. Magai : DSMS Irrigation Engineer, Kibaha
7. Mr. Donald. S. Ndesaiya : DSMS Crop, Mkuranga
8. Mr. Abdallah. I. Kassim : DSMS Crop, Kisarawe
9. Mr. L. R. Liboko : DSMS Crop, Bagamoyo
10. Mr. M. A. Mwenunge : VAEQ, Kisarawe
11. Mr. Patrick Kagambi : VAEQ, Ruvu Darajani, Bagamoyo
12. Mr. A. M. Rashidi : WAEQ, Vigama, Kisarawe
13. Mr. M. Abdallah Mohamed : CPMU (KKM) Chairperson, Viziwaziwa, Kibaha
14. Mr. Salum Pazi : CPMU (KKM) Chairperson, Vigama, Kisarawe
15. Ms. Anna Magazini : CPMU (KKM) Chairperson, Ruvu Darajani, Bagamoyo
16. Mr. Mohamed Hajji : CPMU (KKM) Secretary, Ruvu Darajani, Bagamoyo
17. Mr. Saidi A. Tindwa : CPMU (KKM) Chairperson, Mkuranga

##### II. JICA Study Team

1. Mr. Shiro Hirata : Team Leader
2. Mr. Shigeru Nakada : Sub-leader/Rural Society/Credit
3. Mr. Mitsuho Nishiya : Farming & Cropping Systems
4. Mr. Keiichi Kobayashi : Sub-Farming & Cropping Systems
5. Mr. Yusuke Haneishi : Group Organisation
6. Mr. Kazumitsu Furukawa : Coordinator
7. Mr. S. Kapalla : Horticultural Expert
8. Mr. Kingaja Chambi : Staff

MINUTES OF MEETING  
ON  
THE MIDTERM EVALUATION REPORT  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS

IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 4 December 2002

  
Mr. A.H. Mwenkalely  
Regional Agricultural Advisor  
Coast Regional Commissioner's Office  
The United Republic of Tanzania

  
Shiro HIRATA  
Team Leader  
JICA Study Team

The JICA Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shiro Hirata carried out the Field Study 3 in Phase 2 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study"). In accordance with the Scope of Work and its amendment for the Study, the Team prepared the Midterm Evaluation Draft Report and explained the progress and the achievement of the project so far in the Steering Committee chaired by Mr. F.B. Mashuda, Regional Planning Officer, Coast Region, on behalf of Regional Administrative Secretary, on the 4<sup>th</sup> December 2002. The Tanzanian side confirmed that the contents of the Midterm Evaluation Report were in compliance with the Plan of Operation for the Study and was satisfied with the quality and coverage of the Report in principle. The Tanzanian side raised the following observations:

- 1) The Agricultural Input Credit component of the Project has a number of problems which hinder smooth operation of its activities. It is therefore recommended that it should be revisited, overhauled and all eminent problems solved.
- 2) Data generated in the report was insufficient to measure the actual progress and intermediate impact of the project so far. It was suggested that the Agricultural Extension Officers in the project villages should be directed to collect the data and remit them to the Team of experts.
- 3) The CPMU is the umbrella organisation for the 5 member groups, but it has no grips on its members. It was recommended that the CPMUs should be registered as legal entities and should be the focal point for project implementation in the village.
- 4) The Pump sub-project members in Mwanabwito have of late shown a tendency of working individually. As a result, problems in loan repayment have surfaced. It is recommended that a thorough short term investigation should be carried out by a Probe Committee which has already been formed.
- 5) Low horticultural prices sometimes adversely affect the farmers to the extent of making them fail to fully meet their repayment obligations. It was suggested that the horticultural products should be advertised and new markets developed and searched. Off-season production should also be encouraged.
- 6) The current accounts for Zegereni Farm show that there is more expenditure than income. In order to make the farm run economically and sustainably, it is recommended that a Partial Farm Budgeting be developed to guide the



management of the farm.

- 7) The milling and husking machines have been noted to have frequent problems. The manufacturers should be visited in order to solve this problem once and for all.

The list of participants in the meeting is attached hereinafter.

List of the Participants  
(4th December 2002)

- I. Tanzania side
1. Mr. F.B. Mashuda : Regional Planning Officer
  2. Mr. A.H. Mwenkalley : Regional Agricultural Advisor
  3. Mr. R.L. Ishengoma : Irrigation Engineer, Ministry of Agriculture
  4. Ms. Tabu Likoko : Representative, Ministry of Agriculture
  5. Mr. Ezekiel L. Mpanda : Representative, Ministry of Finance
  6. Mrs. Alberta Kinabo : Representative, President's Office
  7. Mr. M.B. Twenye : Regional Co-operative Officer
  8. Mr. Prosper G. Msuya : Representative, DED's Office Mkuranga
  9. Mr. L.P. Liboko : Representative, DED's Office Bagamoyo
  10. Mr. D.S. Ndesaiya : Representative, DALDO's Office Mkuranga
  11. Ms. Mary J. Kitua : DALDO, Kisarawe
  12. Mr. Charles S. Kapama : DALDO's Office, Kibaha
  13. Mr. Peter J.M. : DALDO's & DED's Office, Rufiji
  14. Mr. Mkinga H. : DSMS Crops, Rufiji
  15. Mr. A.S. Mkungu : DSMS Horticulture, Kibaha
  16. Mr. M.A. Mwenunge : VAO, Kisarawe
  17. Mr. Amri S. Jaswa : CPMU (KKM) Chairman, Vigama, Kisarawe
  18. Ms. Asha Dichohle : CPMU (KKM) Secretary, Vigama, Kisarawe
  19. Mr. Mohamed Haji : CPMU (KKM) Secretary, Ruvu Darajani, Bagamoyo
  20. Mr. Abdallah M. Mpapa : Farmer, Rufiji
- II. JICA Study Team
1. Mr. Shiro Hirata : Team Leader
  2. Mr. Mitsuo Nishiya : Farming and Cropping Systems
  3. Mr. Yusuke Haneishi : Group Organisation
  4. Mr. Said Kapalla : Horticultural Expert
  5. Mr. Kingeja Chambi : Staff
- III. JICA Tanzania Office
1. Ms. Kaori Matsushita : Assistant Resident Representative
  2. Ms. Deborah G. Sungusia : Program Officer




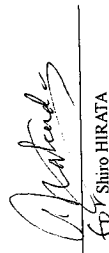
MINUTES OF MEETING  
ON  
THE MONITORING REPORT 4  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS

IN  
COAST REGION,  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN


COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 14 July 2003

  
A.H. Mwenkalley  
Regional Agricultural Adviser  
Coast Regional Commissioner's Office  
The United Republic of Tanzania

  
Shiro HIRATA  
Team Leader  
JICA Study Team

Witnessed by

  
Mr. Nobuyuki KOBAYAH  
Leader  
JICA Advisory Team

The JICA Study Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shiro Hirata carried out the first half of the Field Study 4 in Phase 2 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study").

In accordance with the Scope of Work and its amendment for the Study, the Team submitted officially thirty (30) copies of the Monitoring Report 4 and explained the progress of the Field Study 4 with basic concepts and methodology of the Study in DPMC Joint Meeting chaired by Mr. Mwenkalley, RAA, Coast Region, on the 10<sup>th</sup> July 2003. The Tanzanian side confirmed that the contents of the Monitoring Report 4 were prepared in compliance with the Plan of Operation for the Study and was satisfied with the quality and coverage of the Report in principle. The Tanzanian side recommended that the Study be continued as scheduled. The following observations were made during the meeting.

- 1) The defaulters shall be continuously urged to complete their debts, and the legal clause should be re-enforced.
- 2) The KKM expressed their intention to carry out and manage Input Credit by themselves and resolved to solve the problems that occurred previously.
- 3) The treadle pumps delivered to Viziwaziwa shall be sold to other villages that conduct the Verification Study where they are needed.
- 4) Concerning the milling machines, it is needed to make further investigation on their problems.
- 5) The result of mango grafting was less than 2% in Zegereni Farm, and is too poor. The causes of this inferior results shall be scientifically proved.
- 6) The farmers expressed their intention to continue the micro projects by themselves after the Study finishes.
- 7) The farmers expressed their intention of sharing costs in carrying out the micro projects as long as they are viable.

The list of participants in the meeting is attached hereinafter.

  
1-11

DPMMC – Joint Meeting

Date: 10<sup>th</sup> July 2003

Venue: Njuweni Hotel (Kibaha)

PARTICIPANTS:

Ministry Mr. R.L. Ishengoma.	Bagamoyo Dr. Materu J.S.A. (DALDO) Mr. R.A. Tego (DEO) Mr. L.P. Liboko (DSMS – Crops) Mr. P. Kagambi (VAEO) Ms. A. Malamsha (VAEO) Mr. M. Hajji (KKM-Ruvu)
Region Mr. A.H. Mwenkalley (RAA & Chairman)	Mkuranga Mr. C.P. Mboya (DAEO) Mr. J.M. Kweukia (VAEO) Mr. D.S. Ndesaiya (DSMS) Mr. S.M. Dako (KKM) Mr. S.A. Tindwa (KKM)
JICA Tanzania Office Mr. N. Kinomoto Ms. D. Sungusia.	Mwanambaya Mr. R. Mnyo (VAEO) Mr. S.M. Mahela (KKM) Mr. H. Rashid (KKM)
JICA Study Team Mr. S. Nakada (Assistant Team Leader) Mr. K. Kobayashi (Agronomist) Ms. N. Iwasaki (G/Organ) Mr. K. Chambi (Staff) Mr. J. Nkondo (Staff)	Kisarawe Mr. M.A. Mwenunge (VAEO) Mr. S.S. Kahanja (KKM) M.A. Rashid (VAEO)
Kibaha: Mr. J. Malyawatu (DALDO/DACO) Mrs. S.M. Chambi (DAEO) Mr. A.S. Mkuungu (DSMS Horti./ADACO) Mr. E. Magai (DSMS – Irrigation) Mr. S. Longida (VAEO – Ruvu) Ms. C. Limota (VAEO – Kibaha) Mr. A. Mohamed (Horti. Expert-Zigrenu) Mr. Mangowi F.F. (Farm Manager-Zigrenu) Mr. M.H. Barua (VAEO-Mwendapole) Ms. M. Kissimbo (VAEO-Kwa-Mfipa) Mr. C. Francis (VAEO-Viziwaziwa) Mr. F. Ngitu (VAEO-Mwanabwito) Mr. A. Mohamed (KKM-Viziwaziwa) Mr. F. Bwemelo (KKM-Mwendapole) Mr. K. Ally (KKM-Mwanabwito) Mr. J. Luputi (KKM-Kwa-Mfipa) Mr. J. Lukali (KKM – Mwanabwito)	Others: Mr. N. Kobayashi (JICA Head Office)

MINUTES OF MEETING  
ON  
THE STEERING COMMITTEE MEETING  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
COAST REGION  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 12 November 2003

A. H. Mwenkalley

for Regional Administrative Secretary  
Coast Regional Commissioner's Office  
The United Republic of Tanzania

Shigeru NAKADA  
for Team Leader  
JICA Study Team

### Use of Revolving Fund

I. Amount of Revolving Fund (as of October 2003)	TShs 7,192,000
Deposited in DACOF Bank Account	
II. Allocation of the Revolving Fund	
1. Input Credit	TShs 2,960,000
2. Zegereni Farm	TShs 2,000,000
3. Fuel and Spare Parts for Pickup and Bikes	TShs 1,000,000
4. Spare Pump for Zegereni Farm	TShs 500,000
5. Maintenance of Milling Machine	TShs 732,000
Total	TShs 7,192,000

### III. Conditions for Continuing Input Credit

1. **Loanees**
  - (1) Pump groups of CPMU Ruvu Darajani
  - (2) Previous loanees who repaid completely
  - (3) Previous loanees whose debts are less than TShs20,000,- (for them the loan shall be given after they complete repayment)
2. **Maximum Loan Amount**
  - (1) TShs100,000,- for Ruvu groups
  - (2) TShs60,000,- for each person who repaid completely
3. **Time of loan**
  - (1) Any time they want for Ruvu groups
  - (2) After rainy season, provided that ample water is confirmed
4. **Conditions**
  - (1) New groups with the previous loanees who repaid completely and whose debts are less than TShs20,000,- shall be formed.
  - (2) CPMU who has not registered shall be registered before loan.
  - (3) The seed money allocated to each CPMU shall be shifted to his bank account.
  - (4) If CPMU does not have bank account, the money shall be shifted to DACOF sub bank account. After he register and open his own bank account, the money shall be shifted to the bank account, and the loan can be started.

### IV. Details of Loan Amount

(1) CPMU Ruvu Darajani	TShs 500,000
5 Groups	TShs 500,000
Ruvu Darajani Total	
(2) CPMU Viziwaziwa	TShs 540,000
Repaid Completely	TShs 60,000
Small Debt	TShs 60,000
Viziwaziwa Total	TShs 600,000
(3) CPMU Mwendapole	TShs 660,000
Repaid Completely	TShs 60,000 x 11 =
Small Debt	TShs 360,000
Mwendapole Total	TShs 1,020,000
(4) CPMU Kwa Mfipa	TShs 480,000
Repaid Completely	TShs 360,000
Small Debt	TShs 840,000
Kwa Mfipa Total	TShs 2,960,000
Grand Total	

The JICA Study Team (hereinafter referred to as "the Team") dispatched by the Government of Japan through Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shiro Hirata carried out the Field Study 4 in Phase 2 of the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Study").

In accordance with the Plan of Operation, the Steering Committee Meeting was held on the 11<sup>th</sup> of November 2003 to discuss the result of the final evaluation workshop held on the 30<sup>th</sup> and 31<sup>st</sup> October 2003. In the meeting, summary of the last steering committee meeting held on the 4<sup>th</sup> of December 2002 was reviewed and matters arising were discussed. Subsequently, the project progress including lessons learned was presented and discussed.

The following observations were made as a resolution of the meeting. The list of participants in the meeting is attached as ANNEX.

1. In order to reduce the poverty, farmers should increase yield per unit area and quality of their produce. Strategies of expecting their horticultural produce should be developed so that the farmers can have an expanded outlet of their produce.
2. The aim of the Study is to alleviate poverty. Production figures should be generated to show the trend of farmers' income so that it can be established whether it is in line with the objective.
3. Mwanabwito's input and water pump groups have problems in executing the micro projects. The farmers should be advised to work collectively and plan for service and maintenances of water pump.
4. JICA is considering handing over the input credit fund to the Tanzania Government. When the funds are handed over the Tanzania Side should be very careful in handling the project account and take measures to properly implement the project components.
5. Money that will accrue from repayment of input credit after the 11<sup>th</sup> of November 2003 will be distributed to the focus areas detailed in the loan amount (i.e. CPMU Ruvu Darajani, CPMU Viziwaziwa, CPMU Mwendapole, CPMU Kwa Mfipa) on a percentage basis.
6. Mwanabwito CPMU will continue with the project but it will use its own resources. At the same, time the debtors are supposed to repay their input credit and be incorporated into the above mentioned focus areas.
7. Zegereni Farm has started operating at a loss. Partial budgeting should be done to insure that the farm runs economically and sustainably.
8. The Team shall reflect the lessons learned in preparing the Draft Final Report on the Study.
9. The use of the revolving fund attached herewith was agreed upon.


ANNEX

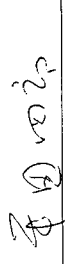
List of Participants on the Meeting  
(11 November 2003)

- I. Tanzanian side
1. Mr. F. B. Mashuda
  2. Mr. A. H. Mwenkalley
  3. Mr. R. L. Ishengoma
  4. Mr. Ezekiel L. Mpanda
  5. Mr. Marten M. N. Shrima
  6. Mr. J. A. Maliyawatu
  7. Ms. M. J. Kitua
  8. Ms. Mwijuma Amanzi
  9. Mr. D. S. Ndesaiya
  10. Mr. A. Mohamed
  11. Mr. L. P. Liboko
  12. Mr. A. S. Mkungu
  13. Ms. Rithier Valentine
  14. Mr. T. S. Mwiru
  15. Ms. A. C. Malamsha
  16. Mr. Patrick Kagambi
  17. Mr. Suliani M. Dako
  18. Mr. Mohamed Abdallah
  19. Mr. Salehe Saïdi Kahanja
  20. Mr. Mohamed Haji
- II. JICA Study Team
1. Mr. Shigeru Nakada
  2. Mr. Mitsuo Nishiya
  3. Mr. John Nkondo
- III. JICA Tanzania Office
1. Ms. Kaori Matushita
- RPLD, Coast Region  
: Regional Agricultural Officer, Coast Region  
: Irrigation Engineer, Zone Morogoro, MAF  
: Economist, Ministry of Finance  
: DED, Kibaha  
: DALDO, Kibaha  
: DALDO, Kisarawe  
: DAALDO Office, Bagamoyo  
: DED Office, Mkuranga  
: DSMS Horticulture, Kibaha  
: DSMS Crop, Bagamoyo  
: DSMS Horticulture, Kibaha  
: DSMS Horticulture, Mkuranga  
: DALDO Office, Kibaha  
: VAE0 Ruvu Darajani, Bagamoyo  
: VAE0 Ruvu Darajani, Bagamoyo  
: CPMU Chairperson, Mkuranga  
: CPMU Chairperson, Viziziwaziwa, Kibaha  
: CPMU Chairperson, Vigma, Kisarawe  
: CPMU Secretary, Ruvu Darajani, Bagamoyo
- : Sub-team Leader/Rural Society/Credit  
: Farming & Cropping Systems  
: Supporting Staff
- : Assistant Resident Representative

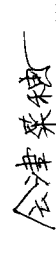
MINUTES OF MEETING  
ON  
THE DRAFT FINAL REPORT  
FOR  
THE VERIFICATION STUDY  
ON  
THE SMALL SCALE HORTICULTURAL DEVELOPMENT PROJECT  
FOR POVERTY ALLEVIATION TO FARMERS  
IN  
COAST REGION  
THE UNITED REPUBLIC OF TANZANIA  
BETWEEN  
COAST REGIONAL COMMISSIONER'S OFFICE (CRCO)  
AND  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Kibaha, 5<sup>th</sup> February 2004

  
A.H. Mwenkalley  
for Regional Administrative Secretary  
Coast Regional Commissioner's Office  
The United Republic of Tanzania

  
Shiro HIRATA  
Team Leader  
JICA Study Team

Witnessed by

  
Ms. Naho AIZU  
Leader  
JICA Monitoring Team

In accordance with the Scope of Work (hereinafter referred to as "S/W") for the Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region (hereinafter referred to as "the Development Study") signed on the 15<sup>th</sup> April 1999 and its amendment that describes undertaking of the Verification Study (hereinafter referred to as "the Study") on the Development Study signed on the 14<sup>th</sup> November 2000, the Government of Japan dispatched through Japan International Cooperation Agency (JICA) the Study Team (hereinafter referred to as "the Team") headed by Mr. Shiro Hirata for the implementation of the Study, to the United Republic of Tanzania. The team carried out the Study and prepared the Draft Final Report containing the results of the Study and the revised master programme based on the lessons learned from the Study, in accordance with the aforementioned S/W, its amendment and Minutes of Meetings.

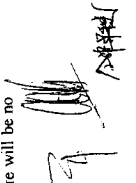
The Team submitted officially thirty (30) copies of the Draft Final Report and explained the basic concepts of the revised master programme to the Coast Regional Commissioner's Office (hereinafter referred as CRCO) and Ministry of Agriculture and Food Security on the 4<sup>th</sup> February 2004. In the discussion on the Draft Final Report, the Tanzanian and Japanese sides agreed upon the following points:

1. The Tanzanian side confirmed that the Draft Final Report was prepared in compliance with the conditions set forth in the Scope of Work and its amendment, and agreed the contents of the Report in principle.
  2. Pertinent issues raised during the discussion on the Draft Final Report shall be taken into consideration in preparing the Final Report. The main issues are as follows:
    - 1) The Overall Goal of PDM in page 4-5 shall be revised to make it consistent to the Project Purpose,
    - 2) Running statements shall be put in each to fully describe the lessons learned,
    - 3) Basic Concept and Principles in page 5-2 and 5-3 shall be combined, and
    - 4) The box "Decide project" of Procedure of Implementation in page 5-36 shall be shifted upwards of the box "Draw up a plan".
  3. The Tanzanian side agreed to be responsible and careful in handling the project equipment to be handed over from JICA, and take measures to properly use them for implementing the on going project components for the Verification Study on the Small Scale Horticultural Development Project for Poverty Alleviation to Farmers in Coast Region.
- Concerning the project revolving fund, the Tanzania side assured to properly manage it in accordance with the attached paper "Use of Revolving Fund".
- The Tanzania side assured to smoothly implement and properly monitor the project components in accordance with the method described in the Draft Final Report page 6-4 and the Organisation Plan in page 5-34. The Regional Agriculture Officer, Coast Region shall make a monthly monitoring report and submit it to RAS. The Joint DPMC will be the topmost decision making body. There will be no

#### Steering Committee.

The Farm Manager of Zegereni farm will be responsible for day to day activities of the farm and will report to the DPMC.

4. The additional comments on the Draft Final Report shall be made, if necessary, by the Tanzanian side and will be sent to JICA Tanzania Office by the 18<sup>th</sup> February 2004, and the Team will consider the comments when finalising the Final Report.



### Use of Revolving Fund

I. Amount of Revolving Fund (as of October 2003)  
Deposited in DACOF Bank Account

TShs 7,192,000

#### II. Allocation of the Revolving Fund

1. Input Credit	TShs 2,960,000
2. Zegereni Farm	TShs 2,000,000
3. Fuel and Spare Parts for Pickup and Bikes	TShs 1,000,000
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5. Maintenance of Milling Machine	TShs 732,000
<b>Total</b>	<b>TShs 7,192,000</b>

#### III. Conditions for Continuing Input Credit

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  - (1) Pump groups of CPMU Ruvu Darajani;
  - (2) Previous loanees who repaid completely
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Repaid Completely	TShs 360,000
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(4) CPMU Kwa Mfipa	TShs 480,000
Repaid Completely	TShs 360,000
Small Debt	TShs 60,000
Kwa Mfipa Total	TShs 840,000
<b>Grand Total</b>	<b>TShs 2,960,000</b>

ANNEX

### List of Participants of the Meeting (4<sup>th</sup> February 2004)

- |                              |   |
|------------------------------|---|
| I. Tanzanian side            |   |
| 1. Mr. A.H. Mwenkalley       | : Regional Agricultural Officer, Coast Region |
| 2. Mr. R.L. Ishengoma        | : Irrigation Engineer, Morogoro Zone, MAF     |
| 3. Mr. J.A. Mairiyawatu      | : DALDO, Kibaha                               |
| 4. Mr. Augustine Ntumbo      | : Acting DALDO, Kisarawe                      |
| 5. Ms. Mvayuma Amanzi        | : DAALDO's Office, Bagamoyo                   |
| 6. Mr. D.S. Ndesaiya         | : DALDO's Office, Mkuranga                    |
| 7. Mr. A.S. Mkungu           | : DSMS Horticulture, Kibaha                   |
| 8. Ms. Rither Valentine      | : DSMS Horticulture, Mkuranga                 |
| 9. Mr. Mohamed Abdallah      | : CPMU Chairperson, Vizwaziwa, Kibaha         |
| 10. Mr. Salehe Saidi Kahanja | : CPMU Chairperson, Vigama, Kisarawe          |
| 11. Mr. Mohamed Haji         | : CPMU Secretary, Ruvi Darajani, Bagamoyo     |
| 12. Mr. Ibrahim Kapama       | : CPMU Secretary, Vigama, Kisarawe            |
| 13. Mr. John Luputi          | : CPMU Chairperson Kwa Mfipa, Kibaha          |
| 14. Ms. Mary Kajjage         | : CPMU Secretary Kwa Mfipa, Kibaha            |
| 15. Ms. Ashura Kihawa        | : CPMU Secretary Vizwaziwa, Kibaha            |
| 16. Mr. W. A. Nguzo          | : SMS Crops, Kisarawe                         |
| 17. Mr. Rajabu Yusufu        | : CPMU Acting Chairperson Mwendapole, Kibaha  |
| II. JICA Monitoring Team     |   |
| 1. Ms. Naoh Aizu             | : Leader                                      |
| III. JICA Study Team         |   |
| 1. Mr. Shiro Hirata          | : Team Leader                                 |
| 2. Mr. Shigeru Nakada        | : Sub-team Leader/Rural Society/Credit        |
| IV. JICA Tanzania Office     |   |
| 1. Mr. Jackson Biswara       | : Chief Project Officer                       |