

**Annex 1: Project Design Matrix (PDM)**

**Project Title: Intensified Social Forestry Project in Semi-arid Areas**

**Target Groups: FD extension staff, Farmers in Kitui, Mbeere and Tharaka Districts**

**Target Area: Kitui, Mbeere and Tharaka Districts as the intensive areas of field activities and the other semi-arid areas**

**Duration: 29 March 2004 - 28 March 2009**

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<b>Overall Goal</b>	<b>For 2005</b>		
Living standards of the people in semi-arid areas are improved while enhancing sustainable environmental conservation.	<p>1.1 By 2006, contribution of social forestry to household income in semi arid areas was not assessed because the relevant documents have not been revised. However, contribution of social forestry activities to household income in the 3 project districts had improved by (Kitui 2%, Mbeere 2%, Tharaka 0%) through the use and sale of social forestry products compared to year 2004 level.</p> <p>1.2 Indicator for accessible sustainable wood production related to farmlands was not assessed because the relevant documents have not been revised.</p>	Kenya Forestry Master Plan, District Development Plans or equivalent report The figures given for the OVI were obtained from field data for the 3 project districts as it was not possible to do so for all semi-arid areas	No drastic negative changes in Kenya's socio-economic condition occur
<b>Project Purpose</b>	<b>By June 2006</b>		
Individual farmers, farmer groups and other stakeholders intensify social forestry practices in semi-arid areas	<p>1. Data noted below shows the increase by 2006 compared to 2004 in Kitui, Mbeere and Tharaka Districts among target group.</p> <p>(i) Number of tree seedlings annually produced on farm.: (Kitui 245.0%, Mbeere 157.3%, Tharaka 186.5%)</p> <p>(ii) Number of trees annually planted on farm. : (Kitui 15,050%, Mbeere and Tharaka not possible to calculate because baseline number of trees before FFS (2003) was zero).</p> <p>(iii) All the groups facilitated (70 under extension officer run to date and 52 under farmer run) have introduced highly marketable tree species for seedling production or tree planting on farm (at least one species, mostly melia, eucalyptus and/ or neem). Individual target farmers are also replicating on their own farms.</p> <p>(iv) All the 122 groups participating in the project have newly implemented social forestry activities, as they previously had few or no such activities before the project. The same case applies to the individual target farmers.</p> <p>2(a) Data noted below shows the increase by 2006 compared to 2004 in Kitui, Mbeere and Tharaka District in area of target group.</p> <p>(i) Number of tree seedlings annually produced on farm (target farmers) : (Kitui 180.2%, Mbeere 366.4%, Tharaka 27.7%)</p> <p>(ii) Number of trees annually planted on farm (target farmers) : (Kitui 81.0%, Mbeere 9.5%, Tharaka 4.9%).</p> <p>(iii) Number of individual target farmers who introduced highly marketable tree species for tree planting on farm at least one species: Kitui: Eucalyptus (16.7%), Neem (33.3%), Mukau (44.4%), Grafted mangoes (44.4%); Mbeere: Eucalyptus (55.6%), Neem (33.3%), Mukau (22.2%), Grafted mangoes (55.6%); Tharaka: Eucalyptus (22.2%), Neem (44.4%), Mukau (66.7%), Grafted mangoes (44.4%).</p>	Project Monitoring and Evaluation Report	No drastic price reduction in social forestry products occur

	<p>(iv) Number of individual target farmers who newly implemented social forestry activities: Kitui: cropping with improved techniques (61.1%), intercropping (11.2%), woodlot for timber (22.2%), fruit orchard (38.9%) and tree nursery (55.5%). Vegetable growing was newly practiced after FFS (5.6%); Mbeere: Cropping with improved techniques (44.4%), tree fodder bank (22.2%), fruit orchard (33.3%), woodlot for pole and firewood (11.1%) and tree nursery (44.5%); Tharaka: intercropping (33.3%), tree nursery (22.2%), boundary planting (11.1%) and cropping with improved techniques (22.3%).</p> <p>(b) Data noted below shows the increase by 2006 compared to 2004 in Kitui, Mbeere and Tharaka District in surrounding area of target group.</p> <p>(i) Number of tree seedlings annually produced on farm (surrounding farmers): (Kitui 497.3%, Mbeere -43.5%, Tharaka -53.7%).</p> <p>(ii) Number of trees annually planted on farm (surrounding farmers): (Kitui -34.5%, Mbeere -71.7%, Tharaka -73.2%)</p> <p>(iii) Number of individual surrounding farmers who introduced highly marketable tree species for tree planting on farm at least one species: Kitui: Eucalyptus (2.8%), Neem (8.3%), Mukau (2.8%), Grafted mangoes (13.9%); Mbeere: Eucalyptus (-5.6%), Neem (-5.6%), Mukau (27.8%), Grafted mangoes (5.6%); Tharaka: Eucalyptus (5.6%), Neem (16.7%), Mukau (-5.6%), Grafted mangoes (0%).</p> <p>(iv) Number of individual surrounding farmers who newly implemented social forestry activities: Kitui: cropping with improved techniques (27.7%), intercropping (8.3%), woodlot for timber (2.8%), fruit orchard (25%) and tree nursery (33.4%). Boundary planting was newly practiced after FFS (5.6%); Mbeere: intercropping (5.5%) and fruit orchard (5.6%); Tharaka: intercropping (11.2%), and tree nursery (11.1%).</p> <p>3. Planning on social forestry extension is being promoted in several semi-arid districts outside the project area, and selected FD staff from Kwale, Malindi, Kilifi, Laikipia, Rachuonyo, West Pokot, and Meru South Districts have been trained in ISFP FFS extension system.</p>		
<b>Outputs</b>			
<b>At the headquarters level</b>	<b>At the headquarters level</b>		
1. Institutional and technical capacities for social forestry extension in Forest Department are strengthened	<p>1.1 By June 2006, Policy and planning for forestry development is elaborated. The Forest Act has already been enacted, and the Draft Forest Policy is waiting to be republished. ISFP assisted to formulate the Strategic Plan for the envisaged Kenya Forest Service (KFS) and prepare the 1<sup>st</sup> Draft of the strategic plan</p> <p>1.2 By June 2006, implementation plan on social forestry extension is in the preparation process, and drafts are ready for Kitui and Mbeere. Piloting of outputs for ISFP have been initiated and selected foresters and DFOs from Malindi, Kilifi, Laikipia, West Pokot, Meru South, Rachuonyo and Kwale districts have been trained in ISFP FFS extension system.</p>	Project Monitoring and Evaluation Report	<p>No catastrophic climatic condition occur</p> <p>Kenyan governmental forestry development policy and plans remain consistently positive</p>

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

### Implementation Process Grid

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Verification of Performance	Degree of achievement of the Project Purpose	1	* Degree of achievement of the Project Purpose at mid-term of the Project and possibility of the achievement at this point	A total of 70 groups are already participating in FFS. Each of the groups has at least 2 farmer facilitators, who are currently involved in establishment of newly established FFS schools and also networking with other groups. All the target farmers have applied farm forestry activities taught in the groups to their own farms, but to varying degrees.	A
	Degree of achievement of the Outputs	2	* Have the Outputs been generated as had been planned?	For most part, the actual activities have been carried out as planned for all outputs both at FD HQs and in the field. This is shown in the progress of activities reports for each output. In some cases, however, there have been some delays, but this is not common.	A
	Actual inputs	3	Inputs from Japanese side * Long and short term experts, their terms and specialized field * Counterparts' training in Japan or other countries, their numbers and periods * Name of provided equipment, quantities and cost of each * Rehabilitation/ construction of infrastructures and their cost * Other cost spent	(1) Long term experts: Total is 4 (76 Man-month). Chief Advisor/ Forest Policy (1), Social Forestry Extension (1), and Coordinator/ Monitoring & Evaluation (Extension management) (2). (2) Short term experts: Total is 2 (1.5 MM). Management of Ecological Resources in Farm Forest (1) and Tree Improvement (1). (3) Counterparts' training: Forest Policy (1), Forest Management (1), Forestry Extension Method (5) and Extension Policy/ Extension Method (1) (4) Provided equipment, quantities and cost: The total cost for equipment, facilities and modification of infrastructures was 41,226,278.00 Ksh (disclosed in the documents of the 3rd JCC). As for equipment and facilities, they are such as totally 9 units of station wagons, pick-ups and mini buses, 17 units of motor bikes, 30 units of bicycles, personal computers, photocopy machines, digital cameras, wireless radio equipment and so forth. Expansion and renovation of relevant offices for Forestry Department and fields offices in Kitui, Mbeere and Tharaka districts were also cared. (5) Equipment provided: Computer equipment, telephone and radio equipment, motor vehicles, motor cycles, office furniture, generators, video cameras and GPS. (6) Office renovation was also done at HQs and the districts. (7) Total cost of equipment alone is Kshs 32,671,431 for the period 2003 – 2006 (part). (8) Office renovation at Karura was done at a cost of Kshs 144,470 while office construction in Mbeere and Tharaka cost Kshs 1,593,918 and Kshs 1,658,890 respectively. (9) Office extension in Kitui cost Kshs 576, 473.  (10) Total GoJ allocation by the end of June, 2006 is Kshs 48,707,629 (approximately equivalent to USD687,378 with the rate of USD1=JPY70.86	-
		4	Inputs from Kenyan Side * Detailed project management cost, except labour cost * Number of the counterparts * Building and equipment * Any other cost incurred by Kenyan side for the Project and their detail	1) Number of C/Ps is 70 including supporting staff from both FD and KEFRI. Main CPs are 4 from FD and 1 from KEFRI. 2) Total GoK counterpart budget by the end of June, 2006 was Kshs 4.9 million. Crucial expenditure items for ISFP include Daily Subsistence Allowance (DSA) for the staff and fuel for the vehicles.	-

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Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Verification of Implementation Process	Progress of the Activities (Has the Project been implemented as had been planned?)	5	<ul style="list-style-type: none"> <li>* Has the Project been implemented as had been planned?</li> <li>* Are there any gap between actual implementation and plan. If any, what? And why?</li> <li>* What countermeasures were taken to compensate delays? What were results?</li> </ul>	Although there were some delays in extension due to budget reduction, implementation of the Project has mostly been carried out as planned especially examination of extension method of FFS and its trial. This is because the activities were implemented from the beginning of the project. Some other activities were performed based on outputs of initial stages' achievements. The few cases where gaps between planned and actual activities were occasioned by delay in the release and expenditure of the counterpart budget (achievement of outputs Oct. 2005 - Mar. 2006).	A
	Appropriateness of management of the Project	6	<ul style="list-style-type: none"> <li>* Who, how, how often has monitoring of the Project been conducted?</li> <li>* How is it utilized to improve the Project's implementation? (Mechanism of Project management)</li> </ul>	<p>(1) JCC (Joint Coordination Committee) and Project Semiannual Meeting are to be held annually and biannually respectively for project monitoring among experts, CPs, JICA office and FD's staff members.</p> <p>(2) DFEOs visit the FFS groups once a week, while the DFO visit once monthly.</p> <p>(3) Reports for monitoring are based on farmers' weekly reports.</p> <p>(4) A Monthly meeting is held at the forest management office in 3 districts.</p> <p>(5) The monitoring reports are useful for project management to share information among CPs and experts and skill up for extension officers; however, submission of the reports is sometimes delayed and collating and analysis are not practiced. Therefore, substantial benefits from the monitoring reports are not tangible.</p> <p>(6) Some of reasons for the above are, 1) existence of many farmers' groups 2) many types of monitoring sheets, 3) no information on indicators of PDM in the sheets and 4) no time to analyze them.</p> <p>(7) Direct interview and observation are made as supplemental tools for written information.</p> <p>(8) The monitoring process is used to improve project implementation by identifying the strengths and weaknesses, and incorporating lessons learnt.</p>	B
		7	* Are there any problematic issues on communication in the Project?	<p>(1) Although 3 Japanese experts and CPs hold regular meetings (e.g. every 2 weeks with CPs and every week among Japanese experts), arrangement to meet each other sometimes faces difficulties due to official trips, other official duties and physical distances among FD HQs, KEFRI and District Forest Management Offices.</p> <p>(2) As for communication among the Japanese experts, official trip reports and activities' reports submitted by an expert help other Japanese experts understand progress of activities of forestry extension.</p>	B/C
		8	* How and how often has communication and exchange between Japanese experts and the Counterparts been taken placed?	Same as the above	B
		9	* How were countermeasures to solve problems implemented with counterparts?	In case of any problems between Japanese experts and counterparts, the project management team is supposed to create a forum for discussing the issue(s) that may arise during the course of the project implementation. However, such a scenario has not yet been experienced.	A/B

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### Implementation Process Grid

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Verification of Implementation Process	Involvement of beneficiaries (target groups) in the project	10	* Do target groups such as individual farmers and farmers groups properly participate in the Project?	<p>(1) Farmers and farmers' groups were selected with the criteria of properly participating in extension activities of the Project.</p> <p>(2) The target groups have been actively participating in FFS weekly because the FFS content inspire their self-discipline activities.</p> <p>(3) Change of farmers' consciousness and improvement of their ability were observed.</p> <p>(4) Moreover, some groups voluntarily implemented FFS for other farmers groups. This is an impact of the FFS.</p> <p>(5) Individual farmers are already implementing the techniques learnt in the FFS groups on their own farms, and in some cases they have shared information with surrounding farmers, family members and other groups.</p>	A
	Ownership of the Project by the executing institution of Kenya	11	* Are proper counterparts allocated for the Project?	<p>(1) A total of 4 main counterparts at FD is allocated. KEFRI also provides 1 CP to support the Project.</p> <p>(2) CPs for "Extension Management" should be considered to be allocated from the view that managerial and technical activities of the first term of the Project have to be gradually transferred to the FD during the rest of the Project's period.</p> <p>(3) Allocation of ADFO in each district helps in smooth implementation of the extension in the absence of the DFEO.</p> <p>(4) Moreover, even when there were vacant posts of DFOs, contingency measures were taken to facilitate continuation of project activities using the available staff; therefore, consciousness of Kenyan side to the Project is high.</p>	A
		12	* Is degree of counterparts' consciousness of participation in the Project high?	<p>(1) Abilities of CPs have been improving because of comparative advantages of FFS and concrete implementation of activities supported by JICA.</p> <p>(2) Other donors utilize monetary method to maintain incentives of CPs such as top-up but JICA does not; meanwhile, the extension method and careful support through official trip, fuel, per diem and making report increase consciousness of CPs on the Project.</p> <p>(3) As for DFOs, their responsibilities and duties should be increased to develop a higher sense of ownership.</p>	A
		13	* Is budget allocation for extension of social-forestry activities enough or appropriate?	<p>(1) Most of the activities budget for FFS was provided by JICA. Although counterpart budget is allocated during the Project, it cannot cover current level of the extension in the 3 project districts.</p> <p>(2) Moreover, dissemination of social forestry through FFS in other semi-arid lands is implemented by FD; however, the expenditure from FD is insufficient even during the Project period.</p> <p>(3) Prospect of recurrent budget on social forestry of Kenya is low and should be increased.</p>	C

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Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Relevance	Does the Overall Goal match Kenya's development policy?	14	* Are the Overall Goal and the Project purpose consistent with the development policy of Kenya? (Priority)	The overall goal is consistent with the Poverty reduction Strategy, current National Development Plan and specific District Development Plans, and the Economic Recovery Strategy for Wealth and Employment Creation document which address issues of improved living standards for the rural communities. The project purpose is also in line with the development policy, in particular the new forest policy and the Forest Act 2005.	A
		15	* Is the Project meeting the Aid Policy of Ministry of Foreign Affairs of the Japanese Government to Kenya and the JICA Country Assistance Implementation Plan.	(1) The Aid Guidelines for Priority Areas and Challenges of the Country Assistance Programme compiled by the Ministry of Foreign Affairs of the Government of Japan in 2000 emphasizes importance of intervention in the field of environment among other sectors. It also recognizes forest protection, afforestation and agricultural land protection in order to prevent further expansion of arid and semi-arid regions due to population growth and urbanization. (2) The Project is accepted in the programme of Forest Protection and Development as one of the Development Issues raised in JICA's Country Assistance Implementation Plan compiled in April 2006. (3) Therefore, the project meets the aid policy of the Government of Japan.	A
	Does the Project Purpose meet the Kenya's needs?	16	* Are Individual farmers and farmers groups in Kitui, Mbeere and Tharaka districts needed to be supported in the field of social-forestry?	(1) Supporting of the target groups is indispensable. Target groups are among the rural poor in semi-arid areas; therefore, their standard of living should be increased together with preservation of environment. (2) Climatic condition makes agricultural production unstable in semi-arid areas; therefore, forestry industry which is not likely to be affected by such erratic climate should be combined with farmers' agricultural production to secure their income and natural environment. Farmers lack knowledge and experience of forestation and nursery raising of trees, so it is important for the target groups to learn about social forestry.  (3) So far, the farmers and farmer groups participating in the project activities greatly appreciate the support they are getting from the project. They feel they should be supported further to realize the full benefits of the project impacts, such as harvesting of timber, fruits, etc, and also to be enabled to practice other income generating activities relevant to social forestry as a way of improving their income and knowledge levels.	A
		17	* Are staff of FD, Forestry Officers of 3 districts and Field Extension Officers needed to develop their ability on social-forestry development?	Forest Department (FD) is the Kenyan authority in charge of social forestry dissemination. It is therefore needed for FD to improve ability of its staff through the Project. There are very few staff trained in social forestry dissemination methods by other donors.	A

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Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Relevance	Appropriateness of strategy/ approach	18	* Have target groups been received benefit from the Project since it had started?	Target groups are practicing nursery raising and planting technologies as a result of FFS and are already realizing monetary benefits from these activities. Most importantly, they have acquired knowledge and skills, and have become empowered to carry out FFS activities and to share the knowledge gained with other farmers.	A
		19	* Has ability of staff of FD, Forestry Officers of 3 districts and Field Extension Officers been developed during the Project implementation?	(1) Ability of the CPs has been improved through FFS, training and interaction with experts. (2) Ability of the extension officers greatly improved through training in forestry in semi-arid areas and basic agronomy. (3) Moreover, their knowledge and experiences were widened by interaction with other ministries' staff so the extensionist can now respond to farmers' needs.	A
		20	* Has capacity of individual farmers and farmers groups in Kitui, Mbeere and Tharaka districts been empowered?	A lot of empowerment has been realized among individual farmers and farmer groups in the 3 districts particularly in the areas of time management, level of confidence, communication skills, sharing knowledge with others, accountability and transparency, initiative to start new ideas, etc.	A
		21	* Is the FFS appropriate method for dissemination of social-forestry extension activities?	(1) All levels of respondents interviewed generally agreed that FFS is an appropriate method of social forestry extension, and it has been widely accepted even by neighbouring groups and farmers in the districts. (2) Some advantages of FFS made it easy to be accepted among stakeholders as a method of social forestry dissemination. These are: i) FFS was introduced in Kenya in 1990s and it is still sustained in other African countries, ii) other donors such as UNDP, DFID, DANIDA introduced it as well, iii) same method is shared by different donors making farmers to accept it easily, iv) target is farmers' groups so that high impact is expected from low inputs (numbers of experts, period, etc) compared to the Social Forestry Extension Model Development Project (SOFEM), v) the method is appropriate to monitor forestry activities in the long term, vi) it is a learning process so that it can be easily understood and adopted by stakeholders.	A
		22	* Does Japan have comparative advantage in the field of social-forestry and are there any examples of relevant projects in the past implemented by JICA in Africa?	The involvement of the Government of Japan in the forestry sector in Kenya dates back to the middle 1980's. The GoJ had been supporting forestation in semi-arid lands where the poor people reside for the past about 20 years through grant aid to Kenya Forestry Research Institute (KEFRI), the Social Forestry Training Project (SFTP) and SOFEM. The ISFP Project was requested to GoJ based on these well experienced interventions of the past.	A
	Others	23	* After Ex-ante Evaluation Study, are there any change of policy, socio-economic situation and so forth, influencing over the Project?	There has not been any drastic change in the socio-economic situation, but policy is undergoing a transformation with the enactment of the forest bill and assent of Forest Act 2005. However, this is not expected to change the project direction and purpose since the Project itself is well harmonized with the framework of the new Forest Act.	-

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Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Effectiveness	Possibility of realization of the Project Purpose	24	* Can individual farmers and farmers group and other stakeholders intensify social-forestry practices in semi-arid areas?	Individual farmers and farmer groups in the three project districts are already intensifying social forestry activities on their group and individual farms, and the FFS experience should be replicated in other semi-arid districts in order to achieve similar results.	A
		25	Are there any changes in two important assumptions , “No catastrophic climatic condition occur” and “Kenyan government forestry development policy and plans remain consistently positive”	(1) There is no change so far. (2) Drought should be taken into account for cooperation especially in Africa. (3) There was persistent drought in 2005 and this had an effect on the project purpose.	-
		26	* Are there any constraints for achieving the Project Purpose?	(1) The major constraint cited for realization of the project purpose is counterpart budget allocation, but adjustments are being made to cover this. (2) It is not certain whether establishment of Kenya Forest Service (KFS) from FD through the forestry sector reforms would become a constraint for the achievement of the Project purpose; therefore, the sector reforms should be carefully monitored during the rest of the Project period.	B
		27	Are the 4 outputs closely coordinated to realize the project purpose?	(1) Some feedback mechanism for piloting of outputs for ISFP have been initiated and selected foresters and DFOs from Malindi, Kilifi, Laikipia, West Pokot, Meru South, Rachuonyo and Kwale districts have been trained in ISFP FFS extension system and are in the process of making action plans for FFS. (2) Linkage between activities of technology development, survey and study, manual making and field extension activities is weak. For example, market survey is not utilized in FFS.	B/C
	Are the Output proper enough to realize the Project Purpose?	28	* Is strengthening of institution and technical capacities for social forestry extension in Forest Department progressing? (Output 1)	(1) Although there was no clear function in “social forestry extension planning and M&E at FD level” at the initial stages of the Project, there are now positive signs about indicators of output 1 as follows: 1) FFS is introduced in other areas through FD ’ s budget, 2) Clear direction of a functional unit at HQs is now visible through establishment of new forest law, problem analysis of policy and examination of road map, extension planning at districts level and FFS trials. 3) Officers of Drylands and Farm Forestry Branch fully understand functioning of ISFP extension system, have been trained in FFS methodology and jointly undertake planning for FFS activities together with ISFP.  4) In other districts, TOT through FFS will be conducted so that it is envisaged that know-how of extension planning and implementation can be formulated. Moreover, HQs should support TOT in the other districts as part of its functions.	B



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Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Effectiveness	Are the Output proper enough to realize the Project Purpose?	29	* Are social-forestry extension activities among individual farmers and farmers groups in 3 districts are progressing? (Output 2)	Enterprises already being practiced by the farmers and farmer groups are progressing relatively well. However, they mentioned a number of constraints, including problem of termites, water, tools and nursery equipment.	B
		30	* Are farmers and other stakeholders obtaining enough practical knowledge and technique? (Output 3)	The farmers and farmer groups indicated that they are getting enough practical knowledge and techniques, but would like more support in some of the techniques such as Melia propagation, grafting and some IGAs e.g. livestock rearing, beekeeping.	B
		31	* Is information on social forestry extension and related issues being shared among stakeholders? (Output 4)	(1) All the farmer groups as well as majority of the group members share information on social forestry through field days, tours and visits, graduation events, community barazas and on individual farms. (2) Other means of information sharing among stakeholders include the internet, workshops, meetings, seminars and the media.	A
Efficiency	Degree of achievement of the Outputs	32	* Is degree of achievement of the Outputs appropriate?	(1) Output 1 Capacity building at FD H/Qs level has been carried out through training, workshop, seminar and surveys. As a result, the institutional and technical capacities for social forestry extension were efficiently and remarkably improved over the past 2 years. (2) Output 2 Some achievements of the output were cited in 4.4 and they showed substantial success of the FFS method in 3 districts of intensive areas for such a short period. (3) Output 3 Majority of the target farmers acquired knowledge and applied it to practice since the FFS method has been introduced efficiently. The number of techniques that were employed by the farmers is about 40 since FFS method was introduced. (4) Output 4 According to the total number of survey respondents of 200 in 3 districts of intensive areas, awareness of social forestry was remarkably increased since the Project started. Number of stakeholders who are aware of information on social forestry extension was also increased by 7% in Kitui, 14% in Mbeere and 32% in Tharaka respectively. Moreover, number of visitors to the website of 2,161 by 2006 showed efficient recognition of social forestry.	B
		33	* Are there any constraints for achieving the Outputs?	(1) It is not clear yet at this moment, but there might be some influence by establishment of KFS. (2) Delay of budget disbursement from both JICA and FD will affect extension activities.	B
	Are the Activities and Inputs enough to realize the Outputs?	34	* Are there any excess and deficiency of the Activities to generate the Outputs?	Current level of activities and inputs to realize the outputs is appropriate, however, for better efficiency, it will be necessary to harmonize the number of activities with commensurate timing and scheduling.	B

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Efficiency	Are the Activities and Inputs enough to realize the Outputs?	35	* Are number of Japanese experts, their fields, timing of placement and terms appropriate?	(1) Number of Japanese experts and their specialized fields are appropriate. (2) Reduction of Japanese experts is consultative, but feasible in consideration of the degree of realization of the outputs. (3) Extension aspects are very important and all efforts should be made to enhance support.	A
		36	* Are kinds of equipment, their quantities and timing of their supply appropriate? Are rehabilitation/ improvement of project offices in FD and other districts appropriate?	Kinds of equipment, quantities and timing of their supply were appropriate; however, procurement of some items was delayed.	A/B
		37	* Is counterpart training provided by JICA proper in terms of contents, period and numbers of participants?	(1) Counterpart trainings conducted in Japan were relevant to the Project in terms of content, period and numbers of the participants. (2) Counterparts who participated in the course of “Forest Management Administration” introduced PRA, which was acquired in the training to DFEOs.	A
		38	* Is budget from both Japanese and Kenyan sides for the Project appropriate for Activities?	(1) Budget from Kenyan side is not sufficient to sustain current levels of FFS. (2) Japanese side disbursed as had been planned.	C
		39	* Are there any effect of the Important Assumptions after activities on realizing the Outputs?	There was a shortage of rains in 2005, which affected the survival rates of both the seedlings and the planted trees in all 3 districts. In some cases, it was not possible to sell the seedlings as the planting season was not favourable.	-
Impact	Possibility to achieve the Overall Goal	40	* Can the Overall Goal be realized 3 to 5 years after termination of the Project, considering current situation of the Activities and the Outputs?	According to data and information obtained through the project, the indicators for the Project Purpose can be realized. Therefore, theoretically the Overall Goal will also be achieved if this current progress of the project continues.	A/B
		41	* Are there any constraints for achieving the Overall Goal?	(1) Some cases which negatively affect the realization of the Overall Goal should be considered as constraints as follows: i) FFS groups do not receive support after they graduate. However, ISFP has only graduated 1st generation groups and is preparing FFS network activity.	B

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Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Impact	Proper logical casual relationship between the Project Purpose and the Overall Goal	42	* Are there big gap between the Overall Goal as ultimate direction of the Project and the Project Purpose?	<p>(1) Theoretically, the Overall Goal will be also achieved if the current progress of the project continues.</p> <p>(2) By achieving the Project Purpose and sustaining it, food self sufficiency and living standards will be improved in the short term. Then, farmers can afford to carry out enterprises in the long term, leading to improved land utilization for environmental conservation.</p> <p>(3) Networking among farmers after FFS will ensure promotion of Income Generation Activities (IGAs) by themselves, leading to realization of the Overall Goal. To do so, extra inputs are required.</p>	A/B
	Ripple effect	43	* Are there any change of consciousness and activities of target groups in 3 districts?	<p>(1) Attitudes and consciousness of the target groups were changed as follows: Participation in group activity improved, confidence in presentation, not being shy in front of others, being more social to others, being better in self-explanation, tried new ideas on fields, teaching what he/she learnt to others, realizing own hidden talent, being respected by others, being disciplined, attending to other functions, started to go to schools and study, being employed, more income, more time to try other new things, and more diversified farm/IGA activities.</p> <p>(2) Moreover, changes were also observed in groups as follows: New bylaw/reinforced existing bylaw, time management improved, more cohesive, full participation by all members, more participation in decision making, less dominance of group officials, improved leadership skill, started new group activities/IGAs, increase of group fund, applied and acquired fund/assistance, more transparent in fund management, group fund accounting improved, less disparity among the members, participated in community events, being popular with the neighbors, increase of members, and related to the formation of new groups.</p> <p>(3) However, these changes were supported by inputs from the project; therefore, careful and continuous evaluation of the farmers who graduated from FFS is necessary.</p>	A
		44	* Are there any impact be expected other than the Overall Goal?	<p>Positive impacts are as explained above.</p> <p>(1) Ability improvement of implementing agency (the Ministry and FD)</p> <p>(2) Farmers' confidence</p> <p>(3) People's interest in social forestry</p> <p>(4) Reduced dependence on state forests for tree products such as timber, poles and firewood</p> <p>(5) Access to other benefits/projects using the existing groups as an entry point.</p>	A

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Sustainability	Policy and Institution	45	* Can policy of social forestry be continued after the Project?	The Government of Kenya has been maintaining social forestry policy for a long time with consistency.	A
		46	* Is institutional support established to continuously practice FFS method at this moment? Or, will it be established from now on?	(1) Institution to support FFS method has been structured in the 3 project districts and this is attributed to JICA's budget. (2) Dissemination of FFS in other semi-arid areas largely depends on FD's budget capacity, which is insufficient at the moment. (3) Moreover, if Output 1 was realized, institutional support for the other areas would be realized. (4) Already, piloting of the Outputs from ISFP have been initiated. Selected foresters and DFOs from Malindi, Kilifi, Laikipia, West Pokot, Meru South, Rachuonyo and Kwale districts have been trained in ISFP FFS extension system. (5) In addition, it is expected that establishment of KFS will have an institutional framework to support social forestry as provided for in the Forest Act.	B/C
	Organization and Finance	47	* Does FD have capacity to maintain activities of the Project as an organization as such considering staff allocation and decision making process for further dissemination for other semi-arid areas? Or, will it have from now on?	(1) Dissemination of social forestry would be technically possible if prototype of FFS was established in the 3 project districts and infrastructure and budget were provided in other semi-arid areas. (2) On top of that, high level decision making is also necessary regarding recognition of FFS extension method as a viable approach for social forestry extension by KFS.	B
		48	* Is budget allocation enough to maintain activities for social forestry? Or, is there possibility to increase such budget in the future?	(1) At the moment, ISFP activities are supported through GoJ budget, GoK counterpart budget and the normal GoK budget to FD. (2) At the same time, there are occasional delays in the disbursement of counterpart budget. (3) Once the project is ended, it will be difficult to maintain the same level of activities in the absence of the GoJ and counterpart budgets. (4) How JICA withdraws from allocating its budget for FFS and hands over the management to FD are main issues during the rest of the Project period. (5) It is noteworthy that for the current financial year, the normal GoK budget allocation to FD has been increased.	C
		49	* What actions should be taken to sustain the farmers extension system after the Project terminates?	(1) Consensus making to increase social forestry extension through the sector reform. (2) Reducing FFS cost which should be balanced with FD's budget. Some countermeasures to cut its cost should also be considered at the same time. (3) Extension planning of other semi-arid areas (Output 1) includes extension and logistics cost analysis and their trial and adjustment after the trial. (4) FD (soon to be KFS) should create a budgetary provision to cater for the farmer run FFS especially under the current system of Department/Ministry specific performance contracts. Resources which target "casual labour" engagement should be directed to support farmer run groups.	-

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Sustainability	Technology	50	* Is extension method, FFS, being accepted by target groups?	<p>(1) FFS has been well accepted by the target groups. However, cases of some members dropping out due to “intensity and tight programming” of the schedules sometimes occur.</p> <p>(2) Farmer run groups would be continued if external inputs including FD’s budget were available.</p> <p>(3) Networking among farmer groups would take part of the inputs; meanwhile FD should coordinate FFS activities in collaboration with Ministry of Agriculture which also uses FFS. Possibility of benefit principle is very low to sustain farmer runs.</p>	B
		51	* Do Forest Extension Officers have ability to implement FFS method? Or, will they have it in the future?	<p>(1) From only technical view points, extension officers’ ability have been greatly improved through TOT and backstopping as a series of capacity building so that they can implement the extension system.</p> <p>(2) However, some officers are quite qualified while others need further training if anticipated results are to be achieved.</p> <p>(3) Therefore, capacity building carried out in the Project can also be utilized for other extension officers in semi-arid areas, as is already being done for selected districts.</p>	A
	Others	52	* As planned during the Ex-ante evaluation study in 2004, have any necessary measures already taken to hand over the Project activities to Kenyan side during the next 2 years? Or, will they effectively work?	<p>(1) As envisaged for the handing over process, the GoJ allocation is decreasing as the GoK counterpart allocation is increasing. At the same time, a mechanism is in place to reduce the extension officer run FFS activities and increase the farmer run FFS, to release time and funds for the extension officers to offer backstopping support to the farmer run FFS.</p> <p>(2) The most critical issue is allocation of counterpart funds.</p> <p>(3) Both Japanese and Kenyan side recognize budget constraints to sustain current levels of social forestry dissemination and the Japanese side has been stressing necessity to allocate more counterpart funds from time to time.</p> <p>(4) However, actual disbursement of budget does not coincide with the plan.</p> <p>(5) Possibility to access other donors’ funding may support FFS. For example, a loan project of AfDB will involve FFS method in 2006.</p> <p>(6) FAO and the Project can have close linkages to share information and human resources as backstopping and TOT’s lecturers. Moreover, both sides have the same needs for master trainers’ training and planning and implementation; therefore, these can be conducted together to minimize their cost.</p> <p>(7) The Coast Development Authority has potential to provide human resources for training of FFS and it can also release funds for forestry FFS in 4 districts.</p>	B
		53	* Are there any other constraints for sustainability, other than the above mentioned?	No other serious constraints.	-

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Any necessity corrections	Any recommendations for correction of the Project, based on the above evaluation results.	54	* Can the Project Purpose be realized considering current situation of the Activities and the Outputs?	(1) Already the farmers and farmer groups participating in the project activities in the 3 project districts have intensified social forestry activities. It is just a question of replicating the activities in other semi-arid areas.	B
		55	* Is it needed to correct any Inputs, Activities, Outputs?	(1) Activities and outputs are adequate. (2) Budgetary allocation for social forestry activities should be increased. (3) Technical ability of FD staff in the other semi-arid districts should also be improved.	B
		56	* Are there any new Important Assumptions to effect on the Project?	None.	-
		57	* How have the problems and issues that were raised during the Ex-Ante Evaluation Study in 2004 been changed during the implementation of the Project? (Especially, issue of handing over the Project activities to Kenyan side)	(1) Apart from the financial arrangements for handing over, officers of Drylands and Farm Forestry Branch have been trained in FFS methodology and fully understood the functioning of ISFP extension system. This is a first step towards a functional social forestry extension planning, monitoring and evaluation unit within FD. (2) They are expected to jointly undertake planning for FFS activities together with ISFP. (3) In other districts, TOT in FFS will be conducted and FD HQs will provide backstopping support.	B
		58	* Are there any items that the Project has to pay attention to?	KFS is envisaged to have a better focus on extension activities than the current FD and it is very likely that KFS will have better budget support for extension activities. However, attention should be paid to the following: (1) The sector reform is going on. It is not certain if there will be either positive or negative impacts on the Project and social forestry extension. Some negative impacts would be considered as follows: i) Reduction of extension related budget. ii) Reduction of number of staff for extension, hindering extension activities. iii) Any change of extension characteristics and process of implementation.  (2) A positive impact is that budget system would be simplified if KFS received the budget directly.	-

	1.3 By June 2006, Heads of Drylands and Farm Forestry Branch have been trained in FFS methodology and fully understand functioning of ISFP extension system. They are expected to jointly undertake planning for FFS activities together with ISFP. Moreover, it is expected that establishment KFS will have an institutional framework to support social forestry activities. (Also, 17 DFEOs, 1 TA, 3 DFOs and 3 ADFOs have been trained locally as ToTs in FFS methodology, basic agronomy and IGAs. Some DFOs and senior FD staff have also been trained in Japan in Forestry Management and Forestry Extension Methods of Japan). 3 ADFOs have been deployed to the three project districts. ISFP has assisted to formulate the strategic plan for the envisaged Kenya Forest Service (KFS) and prepared the 1 <sup>st</sup> Draft of the strategic plan, also prepared Extension Operational Guidelines for ISFP.		
<b>In Kitui, Mbeere and Tharaka Districts</b>	<b>In Kitui, Mbeere and Tharaka Districts</b>		
2. Social forestry extension activities among individual farmers and farmer groups are promoted.	2.1. By June 2006, 100 % of individual farmers who participated in the project apply (some) social forestry activities practiced by groups to their own farms. 2.2. By June 2006, 0 farmer groups are involved in social forestry related group network. 2.3. By June 2006, 52 farmer groups are facilitated by farmers in the area. 2.4. By June 2006, 175 field days have been conducted by farmer groups who participated in the project, with an average attendance of 90 farmers per field day (approximately 15,750 participants) 2.5. By June 2006, 100 % of farmers who participated in the project appreciate the project extension model. 2.6. By June 2006, 100 % of FD extension staff involved in the project implementation are recognized as qualified farm forestry FFS facilitators. 2.7 By June 2006, 70 farmers groups are facilitated by FD extension staff in the 3 project districts.	Project Monitoring and Evaluation Report	
3. Farmers and other stakeholders obtain enough practical knowledge and techniques.	3.1. By June 2006, 100% of farmers who participated in the project implemented new techniques learned through the project in their own farms. 3.2. By March 2006, 100% of farmers who participated in the project appreciate knowledge and techniques provided by the project.		
<b>In semi-arid areas</b>	<b>In semi-arid areas</b>		
4. Information on social forestry extension and related issues is shared among the stakeholders.	4.1. By June 2006, number of stakeholders, who are aware of information on social forestry extension, is increased by (Nairobi 11%, Kitui 7%, Mbeere 14%, Tharaka 32%) compared to 2004 level. 4.2. By June 2006, 2161 people had visited the ISFP website.	Project Monitoring and Evaluation Report	
<b>Activities</b>	<b>Inputs</b>		
	<Kenya Side>	<Japanese Side>	
0.1 Hold joint steering committee meetings. 0.2 Carry out baseline survey for project purpose. 0.3 Monitor project purpose.	1. Counterpart/Administrative personnel 1.1. Project Director: Chief Conservator of Forests, FD 1.2. Project Co-Director: Director, KEFRI 1.3. Project Manager: Project Coordinator, FD	1. Personnel 1.1. Long-term experts 1.1.1. Chief Advisor/Forest Policy 1.1.2. Coordinator/Monitoring & Evaluation	- Road condition in Kitui, Mbeere and Tharaka districts remains motorable.  - Trained staff remain available.

			- No catastrophic climatic condition occur.
<b>At the headquarters level</b>			
<p>1.1. Assist institutional strengthening in FD</p> <p>1.2. Carry out baseline survey for situation analysis.</p> <p>1.3. Prepare practical guidelines for planning, implementation, monitoring and evaluation.</p> <p>1.4. Conduct training for FD staff</p> <p>1.5. Monitor extent of institutional and technical strengthening.</p>	<p>1.4. Project Co-Manager: Kitui Centre Director, KEFRI</p> <p>1.5. FD headquarters</p> <p>1.5.1. Assistant Project Manager-Extension: an official, FD</p> <p>1.6. Kitui District</p> <p>1.6.1. Field Manager: District Forest Officer (DFO), FD</p> <p>1.6.2. Field Extension Officers: District Forest Extension Officers (DFEOs), FD</p> <p>1.6.3. Field/Nursery Assistants, FD</p> <p>1.6.4. Project Research Assistant: Research officer, Kitui Centre, KEFRI</p> <p>1.7. Mbeere District</p> <p>1.7.1. Field Manager: DFO, FD</p>	<p>1.1.3. Social Forestry Extension</p> <p>* Number and fields of the long-term experts may be revised after the Mid-term Review.</p> <p>1.2. Short-term Experts</p> <p>* Short-term experts will be dispatched upon the necessity.</p> <p>2. Counterpart Training</p> <p>* Training opportunities in Japan and/or the third countries for 1 to 2 counterpart(s) will be provided every year.</p>	
<b>In Kitui, Mbeere and Tharaka districts</b>			
<p>2.1. Carry out baseline survey for situation analysis.</p> <p>2.2. Improve extension staff's activities.</p> <p>2.3. Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups initiatives.</p> <p>2.4. Facilitate farmer to farmer extension.</p> <p>2.5. Facilitate network among farmer groups.</p> <p>2.6. Monitor extent of the promotion of social forestry extension activities.</p>	<p>1.7.2. Field Extension Officers: DFEOs, FD</p> <p>1.7.3. Field/Nursery Assistants, FD</p> <p>1.8. Tharaka District</p> <p>1.8.1. Field Manager: DFO, FD</p> <p>1.8.2. Field Extension Officers: DFEOs, FD</p> <p>1.8.3. Field/Nursery Assistants, FD</p> <p>1.9. Supporting Staff:</p> <p>1.9.1. Administrative Staff</p> <p>1.9.2. Secretaries</p>	<p>3. Machinery, Equipment and Materials</p> <p>3.1. Equipment for social forestry extension</p> <p>3.2. Equipment for social forestry training</p> <p>3.3. Equipment for social forestry research</p>	
<p>3.1. Carry out baseline survey for situation analysis.</p> <p>3.2. Identify useful local forestry related knowledge and develop farmers friendly techniques.</p> <p>3.3. Develop the technical manuals.</p>	<p>1.9.3. Drivers</p> <p>2. Land and Facilities</p>	<p>4. Infrastructures</p> <p>4.1. Renovation of project head office space in FD headquarters</p> <p>4.2. Expansion of project field office in Kitui</p>	<p>Pre-Condition</p> <p>- Farmers in Kitui, Mbeere and Tharaka districts are willing to participate in social forestry activities.</p>



<p>3.4. Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.</p> <p>3.5. Maintain and improve Tiva demonstration plot.</p> <p>3.6. Identify and assess usefull social forestry related techniques and establish/identify field demonstration site.</p> <p>3.7. Undertake cross visits among individual farmers and farmer groups.</p> <p>3.8. Monitor the extent of adoption of practical knowledge and techniques.</p>	<p>2.1. Land and office facilities for project head office in FD headquarters</p> <p>2.2. Land and office facilities for project field office in Kitui</p> <p>2.3. Land and office facilities for project field office in Mbeere</p> <p>2.4. Land and office facilities for project field office in Tharaka</p> <p>2.5. Training facilities in KEFRI headquarters</p> <p>2.6. Training facilities in KEFRI Kitui Centre</p> <p>2.7. Land for demonstration plot in Tiva Pilot Forest, Kitui</p> <p>2.8. Nursery facilities in KEFRI Tiva Pilot Forest and Kitui Centre</p> <p>2.9. FD field nurseries in Kitui, Mbeere and Tharaka districts.</p> <p>3. Administrative and Operational Cost</p>	<p>4.3. Expansion of project field office in Mbeere</p> <p>4.4. Expansion of project field office in Tharaka</p> <p>4.5. Rehabilitation of field nurseries in Kitui, Mbeere, Tharaka districts</p>	
<b>In semi-arid areas</b>			
<p>4.1. Carry out baseline survey for situation analysis.</p> <p>4.2. Diversify methods for information sharing.</p> <p>4.3. Hold workshops and seminars.</p> <p>4.4. Identify potential marketing incentives for social forestry products and services.</p> <p>4.5. Monitor extent of information sharing.</p>			

**ANNEX 3: LIST OF GROUPS, TARGET AND SURROUNDING FARMERS  
INTERVIEWED DURING THE SURVEY FOR ISFP MID-TERM REVIEW**

**1. LIST OF GROUPS**

<b>District</b>	<b>Group Code</b>	<b>Group Name</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
Kitui	K-C-G1	Kyeni FFS	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-Ma-G1	Mutethya wa Kitumbi	Matinyani	Mutulu	Kitumbi	Kalawa
	K-M2-G1	Mwinzi FFS	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M3-G1	Kyeni kwa kunikila	Mutitu	Kaliku	Manyoeni	Syithani
	K-M1-G1	Ekuuwa FFS	Mutomo	Mutomo	Mwala	Mutini
	K-Mw-G1	Miti ni Thayu	Mwitika	Mwitika	Mwitika	Kilaa
Mbeere	M-E-G1	Karima Mbai	Evurore	Ndurumori	Iria Itune	Kwa andu a Karuri
	M-G-G1	Gacegethieru	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-S-G1	Mutethania	Siakago	Gitiburi	Thura	Mumburi
Tharaka	T-C-G1	Karangi FFS	Tharaka Central	Ntugi	Kanyuru	Karangi
	T-N-G1	Mukothima FFS	Tharaka North	Thiti	Kirundi	Kabutuko
	T-S-G1	Muongano FFS	Tharaka South	Ciakariga	Ciakariga	Ntugi

## 2. LIST OF FARMERS

### a) Kitui District

Group Name	Farmer Code	Fname	Division	Location	Sub-location	Village
Kyeni FFS	K-C-S1	Mueke Wambua	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S2	Daniel Kithia Nthenge	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S3	Syombua Muema	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S4	Patrick M Mutua	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S5	John Kaseve Nthenge	Kitui Central	Changwithya East	Kaveta	Katikoni/ Katyethoka
	K-C-S6	Paul Maluki	Kitui Central	Changwithya East	Kaveta	Katikoni/ Katyethoka
	K-C-HF	Joshua Mulatya Kembo	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-FF	Monica Mutisya	Kitui Central	Changwithya East	Kaveta	Katikoni/ Katyethoka
	K-C- OM	Maithya Nthenge	Kitui Central	Changwithya East	Kaveta	Katikoni
Mutethya wa Kitumbi	K-Ma-S1	Kivati Matiti	Matinyani	Mutulu	Kitumbi	Kalawa
	K-Ma-S2	David Kyule Kivula	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S3	Thomas Mulwa Mathenge	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S4	David Kalali	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S5	Kiseki Kavili	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S6	Agnes M Ngusu	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-HF	Jeremiah Nene	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-FF	Winfred Alice John	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-OM	Musali Muluki	Matinyani	Mutulu	Kitumbi	Kilawa
Mwinzi FFS	K-M2-S1	Kavinya Tito	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S2					

Jackson  
Musingi  
Komu

Mutha/Ikutha

Kanziku

Kivandeni

Group Name	Farmer Code	Fname	Division	Location	Sub-location	Village
	K-M2-S3	Beatrice Muema	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S4	Linah Kinanzi	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S5	Mutinda Kamata	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S6	Faridah M Mulandi	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-HF	Host farmer	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-FF	Tabitha Matuku	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-OM	Katuku Mbuli	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
Kyeni kwa Kunikila	K-M3-S1	Masila Mwanza	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S2	Mbete Nzamba	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S3	Mwiathi Mule	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S4	Agnes Nzenge	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S5	Kitheka Muasia	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S6	Kithe i Mwangangi	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-HF	Kavisi Syengo	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-FF	Stephen Katundu Mbuvi	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-OM	Ngina Musyoka	Mutitu	Kaliku	Manyoeni	Syithani
Ekuwa FFS	K-M1-S1	Mwende Titus	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S2	Ruth Philip	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S3	Kivite Ngio	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S4	Joseph Musyula	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S5	Kanzi Kasengu	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S6	Rose Kingondu	Mutomo	Mutomo	Mwala	Mutini
	K-M1-HF	Elizabeth Munyithia	Mutomo	Mutomo	Mwala	Mutini
	K-M1-FF	Christine Nzuki	Mutomo	Mutomo	Mwala	Mutini
	K-M1-OM	Veronica	Mutomo	Mutomo	Mwala	Mutini

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
		Musingila				
Miti ni Thayu	K-Mw-S1	Elizabeth Kisomo	Mwitika	Mwitika	Mwitika	Kilaa
	K-Mw-S2	Virginia Kavisa Mwaniki	Mwitika	Mwitika	Katikoni	Malatani
	K-Mw-S3	Mbithuka Maluki	Mwitika	Mwitika	Katikoni	Ivovwe
	K-Mw-S4	Lydia Kitheka	Mwitika	Mwitika	Katikoni	Ivovwe
	K-Mw-S5	Patricia Mali Mwema	Mwitika	Mwitika	Katikoni	Malatani
	K-Mw-S6	Jacob Kiema Mutungi	Mwitika	Mwitika	Katikoni	Malatani
	K-Mw-FF	Esther Musyimi	Mwitika	Mwitika	Katikoni	Katikoni
	K-Mw-OM	Anna Mutwa	Mwitika	Mwitika	Katikoni	Ivovwe
	K-Mw-HF	Nicholas Ndunda	Mwitika	Mwitika	Katikoni	Ivovwe

**b) Mbeere District**

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
Karima Mbai	M-E-S1	Mary Ngithi Henry	Evurore	Ndurumori	Iria Itune	Kwa andu a Karuri
	M-E-S2	Regina Wanjue Njiru	Evurore	Ndurumori	Iria Itune	Kwa andu a Karuri
	M-E-S3	Fredrick Mate Ireri	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-S4	Gladys Goki	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-S5	Gaudensia Ngithi	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-S6	Juliata Ngungi	Evurore	Ndurumori	Iria Itune	Kamwaa
	M-E- HF	Margaret Githaka	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-FF	Venanzia Karithi	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-OM	Nancy Igoki	Evurore	Ndurumori	Iria Itune	Kamigwa
Gacegethieru	M-G-S1	Anisia Nyaga	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S2	Tirus Mugo	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S3	Naathan Mate	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S4	Hellen Kithaka	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S5	Nancy Kinyua	Gachoka	Kithunthiri	Gachegethiuri	Tanga
	M-G-S6	Ephraim Thiga	Gachoka	Kithunthiri	Gachegethiuri	Tanga
	M-G-HF	Prisca M Njue	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-FF	Judith Karimi	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-OM		Gachoka	Kithunthiri	Gachegethiuri	Tanga
Mutethania	M-S-S1	Catherine Muthoni	Siakago	Gitiburi	Thura	Mumburi
	M-S-S2	Josphine Mbaka	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S3	Eunice	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S4	Mzee Njagi Njeru	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S5	Benjamin Njue	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S6	Thomas Ngari	Siakago	Gitiburi	Thura	Gikuyari
	M-S-HF	Nancy Kaumbuthu	Siakago	Gitiburi	Thura	Gikuyari
	M-S-FF	Monica	Siakago	Gitiburi	Thura	Gikuyari
	M-S-OM	Gaudensia Mati	Siakago	Gitiburi	Thura	Gikuyari

c) **Tharaka District**

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
Karangi FFS	T-C-S1	Priscilla Mwaya	Tharaka Central	Ntugi	Kanyuru	Karangi
	T-C-S2	Foustino Ntiiri	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-S3	Jerika Karimi David	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-S4	Silveria Karithi	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-S5	Julias Mutiria	Tharaka Central	Ntugi	Kanyuru	Kanyuru
	T-C-S6	Ayub Makembo Muguika	Tharaka Central	Ntugi	Kanyuru	Njunguni
	T-C-HF	Munyambu Kirebu	Tharaka Central	Ntugi	Kanyuru	Karangi
	T-C-FF	Zipporah Karimi	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-OM	Eunice Kariamburi J	Tharaka Central	Ntugi	Kanyuru	Kanyuru
Mukothima FFS	T-N-S1	Dickson Gitikiri	Tharaka North	Thiti	Kirundi	Kabutuko
	T-N-S2	George Mutegi	Tharaka North	Thiti	Thiti	Kirigicha
	T-N-S3	Josephat Merika	Tharaka North	Thiti	Thiti	Marende
	T-N-S4	Joyce Mukira	Tharaka North	Thiti	Thiti	Kavutuko
	T-N-S5	Elizabeth Maitha	Tharaka North	Thiti	Thiti	Karunduni
	T-N-S6	Beatrice Kayugu	Tharaka North	Thiti	Thiti	Kavutuko
	T-N- HF	Meshack Nthiga	Tharaka North	Thiti	Kirundi	Kabutuko
	T-N-FF	John King'ang'i	Tharaka North	Thiti	Thiti	Kirigicha
	T-N-OM	Flora Gachungu	Tharaka North	Thiti	Thiti	Kavutuko
Muungano FFS	T-S-S1	Elijah Njagi	Tharaka South	Ciakariga	Ciakariga	Ntugi
	T-S-S2	Mrs David M Rinchiu	Tharaka South	Ciakariga	Ciakariga	Ntugi
	T-S-S3	Daniel Wanyigo	Tharaka South	Ciakariga	Ciakariga	Nchakwa
	T-S-S4	Gerald Mburi	Tharaka South	Ciakariga	Ciakariga	Nchakwa
	T-S-S5	Kambura Musee	Tharaka South	Ciakariga	Mutaranga	Mutaranga
	T-S-S6	Nyamu Kiambati	Tharaka South	Ciakariga	Mutaranga	Mutaranga

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
	T-S-HF	George Mbogo	Tharaka South	Ciakariga	Ciakariga	Ntugi
	T-S-FF	Penina Muthoni	Tharaka South	Ciakariga	Ciakariga	Ntora
	T-S-OM	Zipporah Karugo	Tharaka South	Ciakariga	Ciakariga	Ciakariga



## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

### Implementation Process Grid

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Verification of Performance	Degree of achievement of the Project Purpose	1	* Degree of achievement of the Project Purpose at mid-term of the Project and possibility of the achievement at this point	A total of 70 groups are already participating in FFS. Each of the groups has at least 2 farmer facilitators, who are currently involved in establishment of newly established FFS schools and also networking with other groups. All the target farmers have applied farm forestry activities taught in the groups to their own farms, but to varying degrees.	A
	Degree of achievement of the Outputs	2	* Have the Outputs been generated as had been planned?	For most part, the actual activities have been carried out as planned for all outputs both at FD HQs and in the field. This is shown in the progress of activities reports for each output. In some cases, however, there have been some delays, but this is not common.	A
	Actual inputs	3	Inputs from Japanese side * Long and short term experts, their terms and specialized field * Counterparts' training in Japan or other countries, their numbers and periods * Name of provided equipment, quantities and cost of each * Rehabilitation/ construction of infrastructures and their cost * Other cost spent	(1) Long term experts: Total is 4 (76 Man-month). Chief Advisor/ Forest Policy (1), Social Forestry Extension (1), and Coordinator/ Monitoring & Evaluation (Extension management) (2). (2) Short term experts: Total is 2 (1.5 MM). Management of Ecological Resources in Farm Forest (1) and Tree Improvement (1). (3) Counterparts' training: Forest Policy (1), Forest Management (1), Forestry Extension Method (5) and Extension Policy/ Extension Method (1) (4) Provided equipment, quantities and cost: The total cost for equipment, facilities and modification of infrastructures was 41,226,278.00 Ksh (disclosed in the documents of the 3rd JCC). As for equipment and facilities, they are such as totally 9 units of station wagons, pick-ups and mini buses, 17 units of motor bikes, 30 units of bicycles, personal computers, photocopy machines, digital cameras, wireless radio equipment and so forth. Expansion and renovation of relevant offices for Forestry Department and fields offices in Kitui, Mbeere and Tharaka districts were also cared. (5) Equipment provided: Computer equipment, telephone and radio equipment, motor vehicles, motor cycles, office furniture, generators, video cameras and GPS. (6) Office renovation was also done at HQs and the districts. (7) Total cost of equipment alone is Kshs 32,671,431 for the period 2003 – 2006 (part). (8) Office renovation at Karura was done at a cost of Kshs 144,470 while office construction in Mbeere and Tharaka cost Kshs 1,593,918 and Kshs 1,658,890 respectively. (9) Office extension in Kitui cost Kshs 576, 473.  (10) Total GoJ allocation by the end of June, 2006 is Kshs 48,707,629 (approximately equivalent to USD687,378 with the rate of USD1=JPY70.86	-
		4	Inputs from Kenyan Side * Detailed project management cost, except labour cost * Number of the counterparts * Building and equipment * Any other cost incurred by Kenyan side for the Project and their detail	1) Number of C/Ps is 70 including supporting staff from both FD and KEFRI. Main CPs are 4 from FD and 1 from KEFRI. 2) Total GoK counterpart budget by the end of June, 2006 was Kshs 4.9 million. Crucial expenditure items for ISFP include Daily Subsistence Allowance (DSA) for the staff and fuel for the vehicles.	-

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

### Implementation Process Grid

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Verification of Implementation Process	Progress of the Activities (Has the Project been implemented as had been planned?)	5	<ul style="list-style-type: none"> <li>* Has the Project been implemented as had been planned?</li> <li>* Are there any gap between actual implementation and plan. If any, what? And why?</li> <li>* What countermeasures were taken to compensate delays? What were results?</li> </ul>	Although there were some delays in extension due to budget reduction, implementation of the Project has mostly been carried out as planned especially examination of extension method of FFS and its trial. This is because the activities were implemented from the beginning of the project. Some other activities were performed based on outputs of initial stages' achievements. The few cases where gaps between planned and actual activities were occasioned by delay in the release and expenditure of the counterpart budget (achievement of outputs Oct. 2005 - Mar. 2006).	A
	Appropriateness of management of the Project	6	<ul style="list-style-type: none"> <li>* Who, how, how often has monitoring of the Project been conducted?</li> <li>* How is it utilized to improve the Project's implementation? (Mechanism of Project management)</li> </ul>	<p>(1) JCC (Joint Coordination Committee) and Project Semiannual Meeting are to be held annually and biannually respectively for project monitoring among experts, CPs, JICA office and FD's staff members.</p> <p>(2) DFEOs visit the FFS groups once a week, while the DFO visit once monthly.</p> <p>(3) Reports for monitoring are based on farmers' weekly reports.</p> <p>(4) A Monthly meeting is held at the forest management office in 3 districts.</p> <p>(5) The monitoring reports are useful for project management to share information among CPs and experts and skill up for extension officers; however, submission of the reports is sometimes delayed and collating and analysis are not practiced. Therefore, substantial benefits from the monitoring reports are not tangible.</p> <p>(6) Some of reasons for the above are, 1) existence of many farmers' groups 2) many types of monitoring sheets, 3) no information on indicators of PDM in the sheets and 4) no time to analyze them.</p> <p>(7) Direct interview and observation are made as supplemental tools for written information.</p> <p>(8) The monitoring process is used to improve project implementation by identifying the strengths and weaknesses, and incorporating lessons learnt.</p>	B
		7	* Are there any problematic issues on communication in the Project?	<p>(1) Although 3 Japanese experts and CPs hold regular meetings (e.g. every 2 weeks with CPs and every week among Japanese experts), arrangement to meet each other sometimes faces difficulties due to official trips, other official duties and physical distances among FD HQs, KEFRI and District Forest Management Offices.</p> <p>(2) As for communication among the Japanese experts, official trip reports and activities' reports submitted by an expert help other Japanese experts understand progress of activities of forestry extension.</p>	B/C
		8	* How and how often has communication and exchange between Japanese experts and the Counterparts been taken placed?	Same as the above	B
		9	* How were countermeasures to solve problems implemented with counterparts?	In case of any problems between Japanese experts and counterparts, the project management team is supposed to create a forum for discussing the issue(s) that may arise during the course of the project implementation. However, such a scenario has not yet been experienced.	A/B

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

### Implementation Process Grid

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Verification of Implementation Process	Involvement of beneficiaries (target groups) in the project	10	* Do target groups such as individual farmers and farmers groups properly participate in the Project?	<p>(1) Farmers and farmers' groups were selected with the criteria of properly participating in extension activities of the Project.</p> <p>(2) The target groups have been actively participating in FFS weekly because the FFS content inspire their self-discipline activities.</p> <p>(3) Change of farmers' consciousness and improvement of their ability were observed.</p> <p>(4) Moreover, some groups voluntarily implemented FFS for other farmers groups. This is an impact of the FFS.</p> <p>(5) Individual farmers are already implementing the techniques learnt in the FFS groups on their own farms, and in some cases they have shared information with surrounding farmers, family members and other groups.</p>	A
	Ownership of the Project by the executing institution of Kenya	11	* Are proper counterparts allocated for the Project?	<p>(1) A total of 4 main counterparts at FD is allocated. KEFRI also provides 1 CP to support the Project.</p> <p>(2) CPs for "Extension Management" should be considered to be allocated from the view that managerial and technical activities of the first term of the Project have to be gradually transferred to the FD during the rest of the Project's period.</p> <p>(3) Allocation of ADFO in each district helps in smooth implementation of the extension in the absence of the DFEO.</p> <p>(4) Moreover, even when there were vacant posts of DFOs, contingency measures were taken to facilitate continuation of project activities using the available staff; therefore, consciousness of Kenyan side to the Project is high.</p>	A
		12	* Is degree of counterparts' consciousness of participation in the Project high?	<p>(1) Abilities of CPs have been improving because of comparative advantages of FFS and concrete implementation of activities supported by JICA.</p> <p>(2) Other donors utilize monetary method to maintain incentives of CPs such as top-up but JICA does not; meanwhile, the extension method and careful support through official trip, fuel, per diem and making report increase consciousness of CPs on the Project.</p> <p>(3) As for DFOs, their responsibilities and duties should be increased to develop a higher sense of ownership.</p>	A
		13	* Is budget allocation for extension of social-forestry activities enough or appropriate?	<p>(1) Most of the activities budget for FFS was provided by JICA. Although counterpart budget is allocated during the Project, it cannot cover current level of the extension in the 3 project districts.</p> <p>(2) Moreover, dissemination of social forestry through FFS in other semi-arid lands is implemented by FD; however, the expenditure from FD is insufficient even during the Project period.</p> <p>(3) Prospect of recurrent budget on social forestry of Kenya is low and should be increased.</p>	C

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Relevance	Does the Overall Goal match Kenya's development policy?	14	* Are the Overall Goal and the Project purpose consistent with the development policy of Kenya? (Priority)	The overall goal is consistent with the Poverty reduction Strategy, current National Development Plan and specific District Development Plans, and the Economic Recovery Strategy for Wealth and Employment Creation document which address issues of improved living standards for the rural communities. The project purpose is also in line with the development policy, in particular the new forest policy and the Forest Act 2005.	A
		15	* Is the Project meeting the Aid Policy of Ministry of Foreign Affairs of the Japanese Government to Kenya and the JICA Country Assistance Implementation Plan.	(1) The Aid Guidelines for Priority Areas and Challenges of the Country Assistance Programme compiled by the Ministry of Foreign Affairs of the Government of Japan in 2000 emphasizes importance of intervention in the field of environment among other sectors. It also recognizes forest protection, afforestation and agricultural land protection in order to prevent further expansion of arid and semi-arid regions due to population growth and urbanization. (2) The Project is accepted in the programme of Forest Protection and Development as one of the Development Issues raised in JICA's Country Assistance Implementation Plan compiled in April 2006. (3) Therefore, the project meets the aid policy of the Government of Japan.	A
	Does the Project Purpose meet the Kenya's needs?	16	* Are Individual farmers and farmers groups in Kitui, Mbeere and Tharaka districts needed to be supported in the field of social-forestry?	(1) Supporting of the target groups is indispensable. Target groups are among the rural poor in semi-arid areas; therefore, their standard of living should be increased together with preservation of environment. (2) Climatic condition makes agricultural production unstable in semi-arid areas; therefore, forestry industry which is not likely to be affected by such erratic climate should be combined with farmers' agricultural production to secure their income and natural environment. Farmers lack knowledge and experience of forestation and nursery raising of trees, so it is important for the target groups to learn about social forestry.  (3) So far, the farmers and farmer groups participating in the project activities greatly appreciate the support they are getting from the project. They feel they should be supported further to realize the full benefits of the project impacts, such as harvesting of timber, fruits, etc, and also to be enabled to practice other income generating activities relevant to social forestry as a way of improving their income and knowledge levels.	A
		17	* Are staff of FD, Forestry Officers of 3 districts and Field Extension Officers needed to develop their ability on social-forestry development?	Forest Department (FD) is the Kenyan authority in charge of social forestry dissemination. It is therefore needed for FD to improve ability of its staff through the Project. There are very few staff trained in social forestry dissemination methods by other donors.	A

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Relevance	Appropriateness of strategy/ approach	18	* Have target groups been received benefit from the Project since it had started?	Target groups are practicing nursery raising and planting technologies as a result of FFS and are already realizing monetary benefits from these activities. Most importantly, they have acquired knowledge and skills, and have become empowered to carry out FFS activities and to share the knowledge gained with other farmers.	A
		19	* Has ability of staff of FD, Forestry Officers of 3 districts and Field Extension Officers been developed during the Project implementation?	(1) Ability of the CPs has been improved through FFS, training and interaction with experts. (2) Ability of the extension officers greatly improved through training in forestry in semi-arid areas and basic agronomy. (3) Moreover, their knowledge and experiences were widened by interaction with other ministries' staff so the extensionist can now respond to farmers' needs.	A
		20	* Has capacity of individual farmers and farmers groups in Kitui, Mbeere and Tharaka districts been empowered?	A lot of empowerment has been realized among individual farmers and farmer groups in the 3 districts particularly in the areas of time management, level of confidence, communication skills, sharing knowledge with others, accountability and transparency, initiative to start new ideas, etc.	A
		21	* Is the FFS appropriate method for dissemination of social-forestry extension activities?	(1) All levels of respondents interviewed generally agreed that FFS is an appropriate method of social forestry extension, and it has been widely accepted even by neighbouring groups and farmers in the districts. (2) Some advantages of FFS made it easy to be accepted among stakeholders as a method of social forestry dissemination. These are: i) FFS was introduced in Kenya in 1990s and it is still sustained in other African countries, ii) other donors such as UNDP, DFID, DANIDA introduced it as well, iii) same method is shared by different donors making farmers to accept it easily, iv) target is farmers' groups so that high impact is expected from low inputs (numbers of experts, period, etc) compared to the Social Forestry Extension Model Development Project (SOFEM), v) the method is appropriate to monitor forestry activities in the long term, vi) it is a learning process so that it can be easily understood and adopted by stakeholders.	A
		22	* Does Japan have comparative advantage in the field of social-forestry and are there any examples of relevant projects in the past implemented by JICA in Africa?	The involvement of the Government of Japan in the forestry sector in Kenya dates back to the middle 1980's. The GoJ had been supporting forestation in semi-arid lands where the poor people reside for the past about 20 years through grant aid to Kenya Forestry Research Institute (KEFRI), the Social Forestry Training Project (SFTP) and SOFEM. The ISFP Project was requested to GoJ based on these well experienced interventions of the past.	A
	Others	23	* After Ex-ante Evaluation Study, are there any change of policy, socio-economic situation and so forth, influencing over the Project?	There has not been any drastic change in the socio-economic situation, but policy is undergoing a transformation with the enactment of the forest bill and assent of Forest Act 2005. However, this is not expected to change the project direction and purpose since the Project itself is well harmonized with the framework of the new Forest Act.	-

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Effectiveness	Possibility of realization of the Project Purpose	24	* Can individual farmers and farmers group and other stakeholders intensify social-forestry practices in semi-arid areas?	Individual farmers and farmer groups in the three project districts are already intensifying social forestry activities on their group and individual farms, and the FFS experience should be replicated in other semi-arid districts in order to achieve similar results.	A
		25	Are there any changes in two important assumptions , “No catastrophic climatic condition occur” and “Kenyan government forestry development policy and plans remain consistently positive”	(1) There is no change so far. (2) Drought should be taken into account for cooperation especially in Africa. (3) There was persistent drought in 2005 and this had an effect on the project purpose.	-
		26	* Are there any constraints for achieving the Project Purpose?	(1) The major constraint cited for realization of the project purpose is counterpart budget allocation, but adjustments are being made to cover this. (2) It is not certain whether establishment of Kenya Forest Service (KFS) from FD through the forestry sector reforms would become a constraint for the achievement of the Project purpose; therefore, the sector reforms should be carefully monitored during the rest of the Project period.	B
		27	Are the 4 outputs closely coordinated to realize the project purpose?	(1) Some feedback mechanism for piloting of outputs for ISFP have been initiated and selected foresters and DFOs from Malindi, Kilifi, Laikipia, West Pokot, Meru South, Rachuonyo and Kwale districts have been trained in ISFP FFS extension system and are in the process of making action plans for FFS. (2) Linkage between activities of technology development, survey and study, manual making and field extension activities is weak. For example, market survey is not utilized in FFS.	B/C
	Are the Output proper enough to realize the Project Purpose?	28	* Is strengthening of institution and technical capacities for social forestry extension in Forest Department progressing? (Output 1)	(1) Although there was no clear function in “social forestry extension planning and M&E at FD level” at the initial stages of the Project, there are now positive signs about indicators of output 1 as follows: 1) FFS is introduced in other areas through FD ’ s budget, 2) Clear direction of a functional unit at HQs is now visible through establishment of new forest law, problem analysis of policy and examination of road map, extension planning at districts level and FFS trials. 3) Officers of Drylands and Farm Forestry Branch fully understand functioning of ISFP extension system, have been trained in FFS methodology and jointly undertake planning for FFS activities together with ISFP.  4) In other districts, TOT through FFS will be conducted so that it is envisaged that know-how of extension planning and implementation can be formulated. Moreover, HQs should support TOT in the other districts as part of its functions.	B

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Effectiveness	Are the Output proper enough to realize the Project Purpose?	29	* Are social-forestry extension activities among individual farmers and farmers groups in 3 districts are progressing? (Output 2)	Enterprises already being practiced by the farmers and farmer groups are progressing relatively well. However, they mentioned a number of constraints, including problem of termites, water, tools and nursery equipment.	B
		30	* Are farmers and other stakeholders obtaining enough practical knowledge and technique? (Output 3)	The farmers and farmer groups indicated that they are getting enough practical knowledge and techniques, but would like more support in some of the techniques such as Melia propagation, grafting and some IGAs e.g. livestock rearing, beekeeping.	B
		31	* Is information on social forestry extension and related issues being shared among stakeholders? (Output 4)	(1) All the farmer groups as well as majority of the group members share information on social forestry through field days, tours and visits, graduation events, community barazas and on individual farms. (2) Other means of information sharing among stakeholders include the internet, workshops, meetings, seminars and the media.	A
Efficiency	Degree of achievement of the Outputs	32	* Is degree of achievement of the Outputs appropriate?	(1) Output 1 Capacity building at FD H/Qs level has been carried out through training, workshop, seminar and surveys. As a result, the institutional and technical capacities for social forestry extension were efficiently and remarkably improved over the past 2 years. (2) Output 2 Some achievements of the output were cited in 4.4 and they showed substantial success of the FFS method in 3 districts of intensive areas for such a short period. (3) Output 3 Majority of the target farmers acquired knowledge and applied it to practice since the FFS method has been introduced efficiently. The number of techniques that were employed by the farmers is about 40 since FFS method was introduced. (4) Output 4 According to the total number of survey respondents of 200 in 3 districts of intensive areas, awareness of social forestry was remarkably increased since the Project started. Number of stakeholders who are aware of information on social forestry extension was also increased by 7% in Kitui, 14% in Mbeere and 32% in Tharaka respectively. Moreover, number of visitors to the website of 2,161 by 2006 showed efficient recognition of social forestry.	B
		33	* Are there any constraints for achieving the Outputs?	(1) It is not clear yet at this moment, but there might be some influence by establishment of KFS. (2) Delay of budget disbursement from both JICA and FD will affect extension activities.	B
	Are the Activities and Inputs enough to realize the Outputs?	34	* Are there any excess and deficiency of the Activities to generate the Outputs?	Current level of activities and inputs to realize the outputs is appropriate, however, for better efficiency, it will be necessary to harmonize the number of activities with commensurate timing and scheduling.	B

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Efficiency	Are the Activities and Inputs enough to realize the Outputs?	35	* Are number of Japanese experts, their fields, timing of placement and terms appropriate?	(1) Number of Japanese experts and their specialized fields are appropriate. (2) Reduction of Japanese experts is consultative, but feasible in consideration of the degree of realization of the outputs. (3) Extension aspects are very important and all efforts should be made to enhance support.	A
		36	* Are kinds of equipment, their quantities and timing of their supply appropriate? Are rehabilitation/ improvement of project offices in FD and other districts appropriate?	Kinds of equipment, quantities and timing of their supply were appropriate; however, procurement of some items was delayed.	A/B
		37	* Is counterpart training provided by JICA proper in terms of contents, period and numbers of participants?	(1) Counterpart trainings conducted in Japan were relevant to the Project in terms of content, period and numbers of the participants. (2) Counterparts who participated in the course of “Forest Management Administration” introduced PRA, which was acquired in the training to DFEOs.	A
		38	* Is budget from both Japanese and Kenyan sides for the Project appropriate for Activities?	(1) Budget from Kenyan side is not sufficient to sustain current levels of FFS. (2) Japanese side disbursed as had been planned.	C
		39	* Are there any effect of the Important Assumptions after activities on realizing the Outputs?	There was a shortage of rains in 2005, which affected the survival rates of both the seedlings and the planted trees in all 3 districts. In some cases, it was not possible to sell the seedlings as the planting season was not favourable.	-
Impact	Possibility to achieve the Overall Goal	40	* Can the Overall Goal be realized 3 to 5 years after termination of the Project, considering current situation of the Activities and the Outputs?	According to data and information obtained through the project, the indicators for the Project Purpose can be realized. Therefore, theoretically the Overall Goal will also be achieved if this current progress of the project continues.	A/B
		41	* Are there any constraints for achieving the Overall Goal?	(1) Some cases which negatively affect the realization of the Overall Goal should be considered as constraints as follows: i) FFS groups do not receive support after they graduate. However, ISFP has only graduated 1st generation groups and is preparing FFS network activity.	B



## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Impact	Proper logical casual relationship between the Project Purpose and the Overall Goal	42	* Are there big gap between the Overall Goal as ultimate direction of the Project and the Project Purpose?	<p>(1) Theoretically, the Overall Goal will be also achieved if the current progress of the project continues.</p> <p>(2) By achieving the Project Purpose and sustaining it, food self sufficiency and living standards will be improved in the short term. Then, farmers can afford to carry out enterprises in the long term, leading to improved land utilization for environmental conservation.</p> <p>(3) Networking among farmers after FFS will ensure promotion of Income Generation Activities (IGAs) by themselves, leading to realization of the Overall Goal. To do so, extra inputs are required.</p>	A/B
	Ripple effect	43	* Are there any change of consciousness and activities of target groups in 3 districts?	<p>(1) Attitudes and consciousness of the target groups were changed as follows: Participation in group activity improved, confidence in presentation, not being shy in front of others, being more social to others, being better in self-explanation, tried new ideas on fields, teaching what he/she learnt to others, realizing own hidden talent, being respected by others, being disciplined, attending to other functions, started to go to schools and study, being employed, more income, more time to try other new things, and more diversified farm/IGA activities.</p> <p>(2) Moreover, changes were also observed in groups as follows: New bylaw/reinforced existing bylaw, time management improved, more cohesive, full participation by all members, more participation in decision making, less dominance of group officials, improved leadership skill, started new group activities/IGAs, increase of group fund, applied and acquired fund/assistance, more transparent in fund management, group fund accounting improved, less disparity among the members, participated in community events, being popular with the neighbors, increase of members, and related to the formation of new groups.</p> <p>(3) However, these changes were supported by inputs from the project; therefore, careful and continuous evaluation of the farmers who graduated from FFS is necessary.</p>	A
		44	* Are there any impact be expected other than the Overall Goal?	<p>Positive impacts are as explained above.</p> <p>(1) Ability improvement of implementing agency (the Ministry and FD)</p> <p>(2) Farmers' confidence</p> <p>(3) People's interest in social forestry</p> <p>(4) Reduced dependence on state forests for tree products such as timber, poles and firewood</p> <p>(5) Access to other benefits/projects using the existing groups as an entry point.</p>	A

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Sustainability	Policy and Institution	45	* Can policy of social forestry be continued after the Project?	The Government of Kenya has been maintaining social forestry policy for a long time with consistency.	A
		46	* Is institutional support established to continuously practice FFS method at this moment? Or, will it be established from now on?	(1) Institution to support FFS method has been structured in the 3 project districts and this is attributed to JICA's budget. (2) Dissemination of FFS in other semi-arid areas largely depends on FD's budget capacity, which is insufficient at the moment. (3) Moreover, if Output 1 was realized, institutional support for the other areas would be realized. (4) Already, piloting of the Outputs from ISFP have been initiated. Selected foresters and DFOs from Malindi, Kilifi, Laikipia, West Pokot, Meru South, Rachuonyo and Kwale districts have been trained in ISFP FFS extension system. (5) In addition, it is expected that establishment of KFS will have an institutional framework to support social forestry as provided for in the Forest Act.	B/C
	Organization and Finance	47	* Does FD have capacity to maintain activities of the Project as an organization as such considering staff allocation and decision making process for further dissemination for other semi-arid areas? Or, will it have from now on?	(1) Dissemination of social forestry would be technically possible if prototype of FFS was established in the 3 project districts and infrastructure and budget were provided in other semi-arid areas. (2) On top of that, high level decision making is also necessary regarding recognition of FFS extension method as a viable approach for social forestry extension by KFS.	B
		48	* Is budget allocation enough to maintain activities for social forestry? Or, is there possibility to increase such budget in the future?	(1) At the moment, ISFP activities are supported through GoJ budget, GoK counterpart budget and the normal GoK budget to FD. (2) At the same time, there are occasional delays in the disbursement of counterpart budget. (3) Once the project is ended, it will be difficult to maintain the same level of activities in the absence of the GoJ and counterpart budgets. (4) How JICA withdraws from allocating its budget for FFS and hands over the management to FD are main issues during the rest of the Project period. (5) It is noteworthy that for the current financial year, the normal GoK budget allocation to FD has been increased.	C
		49	* What actions should be taken to sustain the farmers extension system after the Project terminates?	(1) Consensus making to increase social forestry extension through the sector reform. (2) Reducing FFS cost which should be balanced with FD's budget. Some countermeasures to cut its cost should also be considered at the same time. (3) Extension planning of other semi-arid areas (Output 1) includes extension and logistics cost analysis and their trial and adjustment after the trial. (4) FD (soon to be KFS) should create a budgetary provision to cater for the farmer run FFS especially under the current system of Department/Ministry specific performance contracts. Resources which target "casual labour" engagement should be directed to support farmer run groups.	-

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Sustainability	Technology	50	* Is extension method, FFS, being accepted by target groups?	<p>(1) FFS has been well accepted by the target groups. However, cases of some members dropping out due to “intensity and tight programming” of the schedules sometimes occur.</p> <p>(2) Farmer run groups would be continued if external inputs including FD’s budget were available.</p> <p>(3) Networking among farmer groups would take part of the inputs; meanwhile FD should coordinate FFS activities in collaboration with Ministry of Agriculture which also uses FFS. Possibility of benefit principle is very low to sustain farmer runs.</p>	B
		51	* Do Forest Extension Officers have ability to implement FFS method? Or, will they have it in the future?	<p>(1) From only technical view points, extension officers’ ability have been greatly improved through TOT and backstopping as a series of capacity building so that they can implement the extension system.</p> <p>(2) However, some officers are quite qualified while others need further training if anticipated results are to be achieved.</p> <p>(3) Therefore, capacity building carried out in the Project can also be utilized for other extension officers in semi-arid areas, as is already being done for selected districts.</p>	A
	Others	52	* As planned during the Ex-ante evaluation study in 2004, have any necessary measures already taken to hand over the Project activities to Kenyan side during the next 2 years? Or, will they effectively work?	<p>(1) As envisaged for the handing over process, the GoJ allocation is decreasing as the GoK counterpart allocation is increasing. At the same time, a mechanism is in place to reduce the extension officer run FFS activities and increase the farmer run FFS, to release time and funds for the extension officers to offer backstopping support to the farmer run FFS.</p> <p>(2) The most critical issue is allocation of counterpart funds.</p> <p>(3) Both Japanese and Kenyan side recognize budget constraints to sustain current levels of social forestry dissemination and the Japanese side has been stressing necessity to allocate more counterpart funds from time to time.</p> <p>(4) However, actual disbursement of budget does not coincide with the plan.</p> <p>(5) Possibility to access other donors’ funding may support FFS. For example, a loan project of AfDB will involve FFS method in 2006.</p> <p>(6) FAO and the Project can have close linkages to share information and human resources as backstopping and TOT’s lecturers. Moreover, both sides have the same needs for master trainers’ training and planning and implementation; therefore, these can be conducted together to minimize their cost.</p> <p>(7) The Coast Development Authority has potential to provide human resources for training of FFS and it can also release funds for forestry FFS in 4 districts.</p>	B
		53	* Are there any other constraints for sustainability, other than the above mentioned?	No other serious constraints.	-

## Annex 2: Evaluation Grid with Study Results for Mid-term Evaluation on Intensified Social Forestry Project in Semi-arid Areas

Evaluation Criteria	Study Items	No.	Detailed Study Items	Study Result	Rating
Any necessity corrections	Any recommendations for correction of the Project, based on the above evaluation results.	54	* Can the Project Purpose be realized considering current situation of the Activities and the Outputs?	(1) Already the farmers and farmer groups participating in the project activities in the 3 project districts have intensified social forestry activities. It is just a question of replicating the activities in other semi-arid areas.	B
		55	* Is it needed to correct any Inputs, Activities, Outputs?	(1) Activities and outputs are adequate. (2) Budgetary allocation for social forestry activities should be increased. (3) Technical ability of FD staff in the other semi-arid districts should also be improved.	B
		56	* Are there any new Important Assumptions to effect on the Project?	None.	-
		57	* How have the problems and issues that were raised during the Ex-Ante Evaluation Study in 2004 been changed during the implementation of the Project? (Especially, issue of handing over the Project activities to Kenyan side)	(1) Apart from the financial arrangements for handing over, officers of Drylands and Farm Forestry Branch have been trained in FFS methodology and fully understood the functioning of ISFP extension system. This is a first step towards a functional social forestry extension planning, monitoring and evaluation unit within FD. (2) They are expected to jointly undertake planning for FFS activities together with ISFP. (3) In other districts, TOT in FFS will be conducted and FD HQs will provide backstopping support.	B
		58	* Are there any items that the Project has to pay attention to?	KFS is envisaged to have a better focus on extension activities than the current FD and it is very likely that KFS will have better budget support for extension activities. However, attention should be paid to the following: (1) The sector reform is going on. It is not certain if there will be either positive or negative impacts on the Project and social forestry extension. Some negative impacts would be considered as follows: i) Reduction of extension related budget. ii) Reduction of number of staff for extension, hindering extension activities. iii) Any change of extension characteristics and process of implementation.  (2) A positive impact is that budget system would be simplified if KFS received the budget directly.	-

**ANNEX 3: LIST OF GROUPS, TARGET AND SURROUNDING FARMERS  
INTERVIEWED DURING THE SURVEY FOR ISFP MID-TERM REVIEW**

**1. LIST OF GROUPS**

<b>District</b>	<b>Group Code</b>	<b>Group Name</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
Kitui	K-C-G1	Kyeni FFS	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-Ma-G1	Mutethya wa Kitumbi	Matinyani	Mutulu	Kitumbi	Kalawa
	K-M2-G1	Mwinzi FFS	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M3-G1	Kyeni kwa kunikila	Mutitu	Kaliku	Manyoeni	Syithani
	K-M1-G1	Ekuuwa FFS	Mutomo	Mutomo	Mwala	Mutini
	K-Mw-G1	Miti ni Thayu	Mwitika	Mwitika	Mwitika	Kilaa
Mbeere	M-E-G1	Karima Mbai	Evurore	Ndurumori	Iria Itune	Kwa andu a Karuri
	M-G-G1	Gacegethieru	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-S-G1	Mutethania	Siakago	Gitiburi	Thura	Mumburi
Tharaka	T-C-G1	Karangi FFS	Tharaka Central	Ntugi	Kanyuru	Karangi
	T-N-G1	Mukothima FFS	Tharaka North	Thiti	Kirundi	Kabutuko
	T-S-G1	Muongano FFS	Tharaka South	Ciakariga	Ciakariga	Ntugi

## 2. LIST OF FARMERS

### a) Kitui District

Group Name	Farmer Code	Fname	Division	Location	Sub-location	Village
Kyeni FFS	K-C-S1	Mueke Wambua	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S2	Daniel Kithia Nthenge	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S3	Syombua Muema	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S4	Patrick M Mutua	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-S5	John Kaseve Nthenge	Kitui Central	Changwithya East	Kaveta	Katikoni/ Katyethoka
	K-C-S6	Paul Maluki	Kitui Central	Changwithya East	Kaveta	Katikoni/ Katyethoka
	K-C-HF	Joshua Mulatya Kembo	Kitui Central	Changwithya East	Kaveta	Katikoni
	K-C-FF	Monica Mutisya	Kitui Central	Changwithya East	Kaveta	Katikoni/ Katyethoka
	K-C- OM	Maithya Nthenge	Kitui Central	Changwithya East	Kaveta	Katikoni
Mutethya wa Kitumbi	K-Ma-S1	Kivati Matiti	Matinyani	Mutulu	Kitumbi	Kalawa
	K-Ma-S2	David Kyule Kivula	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S3	Thomas Mulwa Mathenge	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S4	David Kalali	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S5	Kiseki Kavili	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-S6	Agnes M Ngusu	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-HF	Jeremiah Nene	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-FF	Winfred Alice John	Matinyani	Mutulu	Kitumbi	Kilawa
	K-Ma-OM	Musali Muluki	Matinyani	Mutulu	Kitumbi	Kilawa
Mwinzi FFS	K-M2-S1	Kavinya Tito	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S2					

Jackson  
Musingi  
Komu

Mutha/Ikutha

Kanziku

Kivandeni

Group Name	Farmer Code	Fname	Division	Location	Sub-location	Village
	K-M2-S3	Beatrice Muema	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S4	Linah Kinanzi	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S5	Mutinda Kamata	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-S6	Faridah M Mulandi	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-HF	Host farmer	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-FF	Tabitha Matuku	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
	K-M2-OM	Katuku Mbuli	Mutha/Ikutha	Kanziku	Kivandeni	Kyatulu
Kyeni kwa Kunikila	K-M3-S1	Masila Mwanza	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S2	Mbete Nzamba	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S3	Mwiathi Mule	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S4	Agnes Nzenge	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S5	Kitheka Muasia	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-S6	Kithe i Mwangangi	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-HF	Kavisi Syengo	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-FF	Stephen Katundu Mbuvi	Mutitu	Kaliku	Manyoeni	Syithani
	K-M3-OM	Ngina Musyoka	Mutitu	Kaliku	Manyoeni	Syithani
Ekuwa FFS	K-M1-S1	Mwende Titus	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S2	Ruth Philip	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S3	Kivite Ngio	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S4	Joseph Musyula	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S5	Kanzi Kasengu	Mutomo	Mutomo	Mwala	Mutini
	K-M1-S6	Rose Kingondu	Mutomo	Mutomo	Mwala	Mutini
	K-M1-HF	Elizabeth Munyithia	Mutomo	Mutomo	Mwala	Mutini
	K-M1-FF	Christine Nzuki	Mutomo	Mutomo	Mwala	Mutini
	K-M1-OM	Veronica	Mutomo	Mutomo	Mwala	Mutini

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
		Musingila				
Miti ni Thayu	K-Mw-S1	Elizabeth Kisomo	Mwitika	Mwitika	Mwitika	Kilaa
	K-Mw-S2	Virginia Kavisa Mwaniki	Mwitika	Mwitika	Katikoni	Malatani
	K-Mw-S3	Mbithuka Maluki	Mwitika	Mwitika	Katikoni	Ivovwe
	K-Mw-S4	Lydia Kitheka	Mwitika	Mwitika	Katikoni	Ivovwe
	K-Mw-S5	Patricia Mali Mwema	Mwitika	Mwitika	Katikoni	Malatani
	K-Mw-S6	Jacob Kiema Mutungi	Mwitika	Mwitika	Katikoni	Malatani
	K-Mw-FF	Esther Musyimi	Mwitika	Mwitika	Katikoni	Katikoni
	K-Mw-OM	Anna Mutwa	Mwitika	Mwitika	Katikoni	Ivovwe
	K-Mw-HF	Nicholas Ndunda	Mwitika	Mwitika	Katikoni	Ivovwe



**b) Mbeere District**

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
Karima Mbai	M-E-S1	Mary Ngithi Henry	Evurore	Ndurumori	Iria Itune	Kwa andu a Karuri
	M-E-S2	Regina Wanjue Njiru	Evurore	Ndurumori	Iria Itune	Kwa andu a Karuri
	M-E-S3	Fredrick Mate Ireri	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-S4	Gladys Goki	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-S5	Gaudensia Ngithi	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-S6	Juliata Ngungi	Evurore	Ndurumori	Iria Itune	Kamwaa
	M-E- HF	Margaret Githaka	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-FF	Venanzia Karithi	Evurore	Ndurumori	Iria Itune	Kamigwa
	M-E-OM	Nancy Igoki	Evurore	Ndurumori	Iria Itune	Kamigwa
Gacegethieru	M-G-S1	Anisia Nyaga	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S2	Tirus Mugo	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S3	Naathan Mate	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S4	Hellen Kithaka	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-S5	Nancy Kinyua	Gachoka	Kithunthiri	Gachegethiuri	Tanga
	M-G-S6	Ephraim Thiga	Gachoka	Kithunthiri	Gachegethiuri	Tanga
	M-G-HF	Prisca M Njue	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-FF	Judith Karimi	Gachoka	Kithunthiri	Gachegethiuri	Kerwa
	M-G-OM		Gachoka	Kithunthiri	Gachegethiuri	Tanga
Mutethania	M-S-S1	Catherine Muthoni	Siakago	Gitiburi	Thura	Mumburi
	M-S-S2	Josphine Mbaka	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S3	Eunice	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S4	Mzee Njagi Njeru	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S5	Benjamin Njue	Siakago	Gitiburi	Thura	Gikuyari
	M-S-S6	Thomas Ngari	Siakago	Gitiburi	Thura	Gikuyari
	M-S-HF	Nancy Kaumbuthu	Siakago	Gitiburi	Thura	Gikuyari
	M-S-FF	Monica	Siakago	Gitiburi	Thura	Gikuyari
	M-S-OM	Gaudensia Mati	Siakago	Gitiburi	Thura	Gikuyari

c) **Tharaka District**

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
Karangi FFS	T-C-S1	Priscilla Mwaya	Tharaka Central	Ntugi	Kanyuru	Karangi
	T-C-S2	Foustino Ntiiri	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-S3	Jerika Karimi David	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-S4	Silveria Karithi	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-S5	Julias Mutiria	Tharaka Central	Ntugi	Kanyuru	Kanyuru
	T-C-S6	Ayub Makembo Muguika	Tharaka Central	Ntugi	Kanyuru	Njunguni
	T-C-HF	Munyambu Kirebu	Tharaka Central	Ntugi	Kanyuru	Karangi
	T-C-FF	Zipporah Karimi	Tharaka Central	Ntugi	Kanyuru	Iruruma
	T-C-OM	Eunice Kariamburi J	Tharaka Central	Ntugi	Kanyuru	Kanyuru
Mukothima FFS	T-N-S1	Dickson Gitikiri	Tharaka North	Thiti	Kirundi	Kabutuko
	T-N-S2	George Mutegi	Tharaka North	Thiti	Thiti	Kirigicha
	T-N-S3	Josephat Merika	Tharaka North	Thiti	Thiti	Marende
	T-N-S4	Joyce Mukira	Tharaka North	Thiti	Thiti	Kavutuko
	T-N-S5	Elizabeth Maitha	Tharaka North	Thiti	Thiti	Karunduni
	T-N-S6	Beatrice Kayugu	Tharaka North	Thiti	Thiti	Kavutuko
	T-N- HF	Meshack Nthiga	Tharaka North	Thiti	Kirundi	Kabutuko
	T-N-FF	John King'ang'i	Tharaka North	Thiti	Thiti	Kirigicha
	T-N-OM	Flora Gachungu	Tharaka North	Thiti	Thiti	Kavutuko
Muungano FFS	T-S-S1	Elijah Njagi	Tharaka South	Ciakariga	Ciakariga	Ntugi
	T-S-S2	Mrs David M Rinchiu	Tharaka South	Ciakariga	Ciakariga	Ntugi
	T-S-S3	Daniel Wanyigo	Tharaka South	Ciakariga	Ciakariga	Nchakwa
	T-S-S4	Gerald Mburi	Tharaka South	Ciakariga	Ciakariga	Nchakwa
	T-S-S5	Kambura Musee	Tharaka South	Ciakariga	Mutaranga	Mutaranga
	T-S-S6	Nyamu Kiambati	Tharaka South	Ciakariga	Mutaranga	Mutaranga

<b>Group Name</b>	<b>Farmer Code</b>	<b>Fname</b>	<b>Division</b>	<b>Location</b>	<b>Sub-location</b>	<b>Village</b>
	T-S-HF	George Mbogo	Tharaka South	Ciakariga	Ciakariga	Ntugi
	T-S-FF	Penina Muthoni	Tharaka South	Ciakariga	Ciakariga	Ntora
	T-S-OM	Zipporah Karugo	Tharaka South	Ciakariga	Ciakariga	Ciakariga

# ISFP Mid- Term Evaluation Study

## Interview Guidelines for DFEOs

**Name of Officer** .....

**Designation** .....

**District** .....

**Division** .....

**Date of Interview** .....

**Dear Sir/Madam:**

For the purpose of the Mid-term evaluation study on ISFP, the consultant evaluation team from Development Impact Consulting is conducting a questionnaire/interview survey on behalf of the Joint Kenya-JICA Evaluation Team. We will very much appreciate your participation in this exercise by answering the questions set out in this questionnaire. The answers you provide will only be used to evaluate the progress of the ISFP project. Therefore, please feel free to give your opinions.

**Verification of Implementation of process**

Q1. What constraints do you encounter in implementing the project?

Q2. How does the project deal with these constraints?

**Relevance**

Q3. a) Have target groups been receiving benefit from the Project since it started?

1	2	3	4	5
Do not benefit		Moderately benefit		Greatly benefit

b) Please explain your answer.

Q4. a) Has capacity of individual farmers and farmer groups in your division been empowered?

1	2	3	4	5
Not empowered		Moderately empowered		Greatly empowered

b) Please explain your answer.

Q5. a) Is the FFS an appropriate method for dissemination of social forestry extension activities?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q6. What are the economic advantages of mukau/*melia volkensii*?

- i) \_\_\_\_\_
- ii) \_\_\_\_\_
- iii) \_\_\_\_\_

Q7 a) Do you think farmers and farmer groups will continue to plant mukau/*melia volkensii* after termination of the Project? Yes / No

b) Give reasons for your answer.

--

### Effectiveness

Q8 a) Can individual farmers and farmer groups and other stakeholders intensify social forestry practices in your division?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

--

Q9. a) Are there any constraints to achieving the Project Purpose? Yes / No

b) If yes, what are they?

--

c) How can they be addressed?

--

Q10. a) Are social forestry extension among individual farmers and farmer groups in your division progressing?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

--

Q11. a) Are farmers and farmer groups obtaining enough practical knowledge and techniques?

1	2	3	4	5
Not enough		Moderate		Enough

b) Please explain your answer.

--

### Efficiency

Q12. a) Are there any constraints to achieving the Project Outputs? Yes / No

b) If yes, what are they?

--

c) How can they be addressed?

--

Q13. Are the project activities sufficient to generate the expected outputs?

	Yes	No	Explain
Kinds of equipment			
Quantities			
Timing			

Q14. Are the kinds of equipments, their quantities and timing appropriate?

	Yes	No	Explain
Kinds of equipment			
Quantities			
Timing			

### Impact

Q15. a) Can the overall goal be realized 3-5 years after termination of the project, considering the current situation of the activities and outputs?

1	2	3	4	5
Disagree		Agree		Strongly agree

b) Please explain your answer.

--

Q15. a) Are there any constraints for achieving the overall goal? Yes / No

b) If yes, name them.

--

c) How can they be addressed?

--

Q16. What other impacts can be expected from the project other than the Overall Goal?

--

### Sustainability

Q17. a) Is extension method, FFS, being accepted by target groups? Yes / No

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q18. a) How do you rate implementation of FFS method of extension?

1	2	3	4	5
Easy		Fair		Difficult

b) Please explain your answer.

Q19. a) Are there any constraints to sustainability of the project? Yes / No

b) If yes, name them.

c) How can they be addressed?

### Recommendations

Q20. Can the Project Purpose be realized considering the current level of activities and outputs? Yes / No

1	2	3	4	5
Disagree		Agree		Strongly agree

b) Please explain your answer.

Q21. a) Is there need to make changes in inputs, activities or outputs?

	Yes	No	Explain
Inputs			
Activities			
Outputs			

b) If yes, what are your recommendations?



Q22. Any other comments/recommendations.

This is the end of the questionnaire. We greatly appreciate your participation and thank you for your cooperation.

Sincerely,

**Consultant Evaluation Team**

**ISFP Mid- Term Evaluation Study**

**Interview Guidelines for DFOs**

**Name of Officer** .....

**Designation** .....

**District** .....

**Date of Interview** .....

**Dear Sir/Madam:**

For the purpose of the Mid-term evaluation study on ISFP, the consultant evaluation team from Development Impact Consulting is conducting a questionnaire/interview survey on behalf of the Joint Kenya-JICA Evaluation Team. We will very much appreciate your participation in this exercise by answering the questions set out in this questionnaire. The answers you provide will only be used to evaluate the progress of the ISFP project. Therefore, please feel free to give your opinions.

**Verification of Implementation of process**

Q1. Are you involved in project monitoring? Yes / No

Q2. How often is the monitoring conducted?

Q3. What exactly does monitoring entail?

Q4. How is monitoring utilized to improve the project implementation?

Q5. What constraints do you encounter in implementing the project?

Q6. How does the project deal with these constraints

**Relevance**

Q7. a) Do you feel that you and your Field Extension Officers need to develop your ability on Social Forestry development? Yes / No

b) If yes, in which specific areas?

Q8. a) Have target groups been receiving benefit from the Project since it started?

1	2	3	4	5
---	---	---	---	---

Do not benefit

Moderately benefit

Greatly benefit

b) Please explain your answer.

Q9. a) Has your ability and the ability of your Field Extension Officers been developed during the Project implementation?

1	2	3	4	5
Not developed		Moderately developed		Greatly developed

b) Please explain your answer.

Q10. a) Has capacity of individual farmers and farmer groups in your district been empowered?

1	2	3	4	5
Not empowered		Moderately empowered		Greatly empowered

b) Please explain your answer.

Q11. a) Is the FFS an appropriate method for dissemination of social forestry extension activities?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q12. What are the economic advantages of mukau/*melia volkensii*?

- i) \_\_\_\_\_
- ii) \_\_\_\_\_
- iii) \_\_\_\_\_

Q13. a) Do you think farmers and farmer groups will continue to plant mukau/*melia volkensii* after termination of the Project? Yes / No

b) Give reasons for your answer.

### Effectiveness

Q14. a) Can individual farmers and farmer groups and other stakeholders intensify social forestry practices in your district?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q15. a) Are there any constraints to achieving the Project Purpose? Yes / No

b) If yes, what are they?

c) How can they be addressed?

Q16. a) Are social forestry extension activities among individual farmers and farmer groups in your district progressing?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q17. a) Are farmers and farmer groups obtaining enough practical knowledge and techniques?

1	2	3	4	5
Not enough		Moderate		Enough

b) Please explain your answer.

### Efficiency

Q18. a) Are there any constraints to achieving the Project Outputs? Yes / No

b) If yes, what are they?

c) How can they be addressed?

Q19. a) Are the project activities sufficient to generate the expected outputs? Yes / No

b) Please explain your answer.

Q20. Are the kinds of equipments, their quantities and timing appropriate?

	Yes	No	Explain
Kinds of equipment			
Quantities			
Timing			

### Impact

Q21. Can the overall goal be realized 3-5 years after termination of the project, considering the current situation of the activities and outputs?

1	2	3	4	5
Disagree		Agree		Strongly agree

b) Please explain your answer.

Q22. a) Are there any constraints for achieving the overall goal? Yes / No

b) If yes, name them.

c) How can they be addressed?

Q23. What other impacts can be expected from the project other than the Overall Goal?

### Sustainability

Q24. a) Is budget allocation enough to maintain FFS activities in your district?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q25. a) Is extension method, FFS, being accepted by target groups? Yes / No

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q25. a) How do you rate the ability of Forest Extension Officers to implement FFS method, currently?

1	2	3	4	5
Poor		Fair		Good

b) Please explain your answer.

Q26. a) Have any necessary measures been taken to hand over the Project activities to the Kenyan side during the next 2 years? Yes / No

b) If yes, which ones?

Q27. a) Are there any constraints to sustainability of the project? Yes / No

b) If yes, name them.

b) How can they be addressed?

### Recommendations

Q28. a) Can the Project Purpose be realized considering the current level of activities and outputs?

1	2	3	4	5
Disagree		Agree		Strongly agree

b) Please explain your answer.

Q30. a) Is there need to make changes in inputs, activities or outputs?

	Yes	No	Explain
Inputs			
Activities			
Outputs			

b) If yes, what are your recommendations?

Q31. Any other comments/recommendations.

This is the end of the questionnaire. We greatly appreciate your participation and thank you for your cooperation.

Sincerely,

**Consultant Evaluation Team**



**ISFP Mid- Term Evaluation Study**

**Interview Guidelines for KEFRI/FD staff at HQs**

**Name of Staff Member** .....

**Designation/Position in ISFP** .....

**Date of Interview** .....

**Dear Sir/Madam:**

For the purpose of the Mid-term evaluation study on ISFP, the consultant evaluation team from Development Impact Consulting is conducting a questionnaire/interview survey on behalf of the Joint Kenya-JICA Evaluation Team. We will very much appreciate your participation in this exercise by answering the questions set out in this questionnaire. The answers you provide will only be used to evaluate the progress of the ISFP project. Therefore, please feel free to give your opinions.

**Verification of Implementation of process**

Q1. Are you involved in project monitoring? Yes / No

Q2. How often do you participate in monitoring?

Q3. What exactly does monitoring entail for you?

Q4. How is monitoring utilized to improve the project implementation?

Q5. a) Are there any problematic issues of communication in the project?

b) If yes, what are the problems?

Q6. How has communication and exchange between Japanese experts and the counterparts been taking place?

Q7. How often does this communication and exchange take place?

Q8. What countermeasures are in place to solve any problems between Japanese experts and counterparts?

Q9. Is budget allocation for extension of social forestry activities adequate?

1	2	3	4	5
Not adequate		Moderate		Adequate

Q10. What constraints do you encounter in implementing the project?

Q11. How does the project deal with these constraints?

### Relevance

Q12. a) Has the technical ability of staff of FD, Forestry Officers of the 3 project districts and Field Extension Officers been developed during the Project implementation?

1	2	3	4	5
Not developed		Moderately developed		Greatly developed

b) Please explain your answer.

Q13. a) Do you feel that FD staff, Forestry Officers of the 3 project districts and Field Extension Officers need further development of their technical ability on Social - Forestry development? Yes / No

b) If yes, in which specific areas?

Q14. a) After Ex-ante Evaluation Study, have there been any changes of policy, socio-economic situation and so forth, that have been influencing the Project? Yes / No

b) If yes, what are the changes?

c) How have they influenced the project?

Q15. a) Have target groups been receiving benefit from the Project since it started?

1	2	3	4	5
Do not benefit		Moderately benefit		Greatly benefit

b) Please explain your answer.

Q16 What are the economic advantages of mukau/*melia volkensii*?

- i) \_\_\_\_\_
- ii) \_\_\_\_\_
- iii) \_\_\_\_\_

Q17 a) Will you continue supporting the farmers/farmer groups to plant mukau/*melia volkensii* after termination of the Project? Yes / No

b) Give reasons for your answer.

**Effectiveness**

Q18. a) Are there any constraints to achieving the Project Purpose? Yes / No

b) If yes, what are they?

c) How can they be addressed?

Q19. a) Is strengthening of institutional and technical capacities for social forestry extension in Forest Department progressing? (Output 1)

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q20. a) Is information on social forestry extension and related issues being shared effectively among stakeholders?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

## Efficiency

Q21. a) Are there any constraints to achieving the Project Outputs? Yes / No

b) If yes, what are they?

--

c) How can they be addressed?

--

Q22. a) Are the project activities sufficient to generate the expected outputs? Yes / No

b) Please explain your answer.

--

Q23. Are number of Japanese experts, their fields, timing of placement and terms appropriate?

	Yes	No	Explain
Number			
Fields of expertise			
Timing			
Terms			

Q24. Are the kinds of equipments, their quantities and timing appropriate?

	Yes	No	Explain
Kinds of equipment			
Quantities			
Timing			

Q25. a) Is the project budget from both Japanese and Kenyan side adequate for the activities?

1	2	3	4	5
Inadequate		Moderate		Adequate

b) Please explain your answer.

--

Q26. a) Are there any effects of the Important Assumptions on the project activities towards realization of the project Outputs? Yes / No

b) If yes, which ones?

--

## Impact

Q27. Can the overall goal be realized 3-5 years after termination of the project, considering the current situation of the activities and outputs?

1	2	3	4	5
Disagree		Agree		Strongly agree

b) Please explain your answer.

Q28. a) Are there any constraints for achieving the overall goal? Yes / No

b) If yes, name them.

c) How can they be addressed?

Q29. a) Are there big gaps between the Overall Goal as ultimate direction of the Project and the Project Purpose? Yes / No

b) Please explain your answer.

Q30. What other impacts can be expected from the project other than the Overall Goal?

## Sustainability

Q31. Does FD have capacity to maintain activities of the FFS extension method considering institutional support, staff allocation and decision-making process for further dissemination to other semi-arid areas?

	Yes	No	Explain
Institutional			
Staff allocation			
Budgetary			
Decision-making process			

Q32. a) Is extension method, FFS, being accepted by target groups?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

Q33. a) How do you rate the ability of Forest Extension Officers to implement FFS method, currently?

1	2	3	4	5
Poor	Fair		Good	

b) Please explain your answer.

Q34. a) Have any necessary measures been taken to hand over the Project activities to the Kenyan side during the next 2 years? Yes / No

b) If yes, which ones?

Q35. a) Are there any constraints to sustainability of the project? Yes / No

b) If yes, name them.

b) How can they be addressed?

## Recommendations

Q36. Can the Project Purpose be realized considering the current level of activities and outputs?

1	2	3	4	5
Disagree	Agree		Strongly agree	

b) Please explain your answer.

Q37. a) Is there need to make changes in inputs, activities or outputs?

	Yes	No	Explain
Inputs			
Activities			
Outputs			

b) If yes, what are your recommendations?

Q38. a) Are there any new Important Assumptions affecting the Project? Yes / No

b) If yes, name them.

Q39. Any other comments/recommendations.

This is the end of the questionnaire. We greatly appreciate your participation and thank you for your cooperation.

Sincerely,

**Consultant Evaluation Team**



# Survey for Mid-term evaluation of Intensified Social Forestry Project (ISFP)

## Questionnaire for Group

**District.....**

**Division.....**

**Location.....**

**Sub-Location.....**

**Village.....**

**Name of Group.....**

**No. of members.....**

**Date of Interview.....**

**Name of Interviewer.....**

## Project Purpose

### 1. Seedling Production

1-1 Does the group have a tree nursery?

Before FFS		After FFS	
Yes	No	Yes	No

1-2 Which species have been produced in the group nursery during and before FFS:

a) Tree Species	No. of Seedlings produced Year (2005) during FFS	No. of Seedlings produced Year (2004) before FFS
• Mukau	_____	_____
• Neem	_____	_____
• Eucalyptus	_____	_____
• Grevillea	_____	_____
• Senna Seamea	_____	_____
• Kayaba	_____	_____
• Thevetia	_____	_____
• Balanites	_____	_____
• Acacia melifera	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
<b>Total tree seedlings</b>	_____	_____

b) Fruit Tree Species	No. of Seedlings produced Year (2005) during FFS	No. of Seedlings produced Year (2004) before FFS
• Mango (Grafted)	_____	_____
• Mango (Non-Grafted)	_____	_____
• Orange/Lemon	_____	_____
• Avocado	_____	_____
• Guava	_____	_____
• Papaya	_____	_____
• Annona	_____	_____
• Other (specify) _____	_____	_____

- Other (specify) \_\_\_\_\_
- Other (specify) \_\_\_\_\_

**Total (fruit seedlings)** \_\_\_\_\_

**2 Tree Planting**

2-1 Do you plant trees as a group (Not individual)?

Before FFS		After FFS	
Yes	No	Yes	No

2-2 Which species have you planted as a group during and before FFS?

a) Tree Species	No. of tree Planted during FFS (2005)	No. of tree Planted beginning of FFS (2004)	No. of tree Planted before FFS (2003)
• Mukau	_____	_____	_____
• Neem	_____	_____	_____
• Eucalyptus	_____	_____	_____
• Grevillea	_____	_____	_____
• Senna Seamea	_____	_____	_____
• Kayaba	_____	_____	_____
• Thevetia	_____	_____	_____
• Balanites	_____	_____	_____
• Acacia melifera	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____

**Total (tree species)** \_\_\_\_\_

b) Fruit Species	No. of tree Planted Oct – Nov (2005) during FFS	No. of tree Planted Oct – Nov (2004) beginning of FFS	No. of tree Planted Oct – Nov (2003) before FFS
• Mango (Grafted)	_____	_____	_____
• Mango (Non-Grafted)	_____	_____	_____
• Orange/Lemon	_____	_____	_____
• Avocado	_____	_____	_____

- Guava \_\_\_\_\_
  - Papaya \_\_\_\_\_
  - Annona \_\_\_\_\_
  - Other (specify)\_\_\_\_\_
  - Other (specify)\_\_\_\_\_
  - Other (specify)\_\_\_\_\_
- Total (fruit species)** \_\_\_\_\_

**3 Enterprises practiced by the groups**

3-1 Which of the following enterprises do you practice as a group? (Refer to Group Activity Catalogue)

	Before FFS		After FFS	
	Yes	No	Yes	No
• Cropping with Improved techniques	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Woodlot for timber	Yes	No	Yes	No
• Woodlot for pole & firewood	Yes	No	Yes	No
• Tree Fodder Bank	Yes	No	Yes	No
• Fruit Orchard	Yes	No	Yes	No
• Tree Nursery	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

**4 Usefulness of techniques learnt through ISFP FFS**

- 4-1 Have you found any new techniques useful? Yes No
- 4-2 How many techniques learnt through ISFP FFS are useful? \_\_\_\_\_ Techniques
- 4-3 State the 5 most useful techniques:

Technique:	Why?
i) _____	_____
ii) _____	_____
iii) _____	_____
iv) _____	_____
v) _____	_____

4-4 State 3 disappointing techniques:

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

4-5 What does your group consider to be the economic advantage of mukau/*melia volkensii*?

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

4-6 a) Will your group continue to plant mukau/*melia volkensii* after termination of the Project?  
 Yes / No

b) Give reasons for your answer.

**Overall Goal**

**5 Cash income to Group Fund from FFS activities**

5-1 a) Has your group started getting cash income to your group fund from FFS activities?

Source of income (FFS activity):	Before FFS	After FFS
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____

b) Has your group fund increased as a result of FFS activities?

Total Group Fund	Before FFS	After FFS
	Ksh_____	Ksh_____

c) What was the main reason of increment?

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5-2 Which other farm forestry products have your members received from your group activities after FFS (not cash)?

- Specify \_\_\_\_\_
- Specify \_\_\_\_\_
- Specify \_\_\_\_\_
- Specify \_\_\_\_\_
- Specify \_\_\_\_\_

## 6 Extension of farmer's knowledge and technique

6-1 How often does your group receive visits from FD/ISFP extension staff for FFS activities? (Tick as appropriate)

- Once a week
- Twice a month
- Once a month
- Other (specify) \_\_\_\_\_

6-2 a) Has your group taught new knowledge and techniques learned through FFS to others?

Yes / No

b) If yes, to whom did you introduce the new knowledge and techniques?

- Surrounding farmers Yes / No
- Other groups (specify relationship)\_\_\_\_\_ Yes / No
- Other (specify) \_\_\_\_\_ Yes / No

c) If yes, which kind of new topics/techniques did you teach?

- Specify:\_\_\_\_\_
- Specify:\_\_\_\_\_
- Specify:\_\_\_\_\_
- Specify:\_\_\_\_\_
- Specify:\_\_\_\_\_
- Specify:\_\_\_\_\_
- Specify:\_\_\_\_\_

6-3 a) Does your group organize networks to share activities with other groups? Yes / No

b) If yes, which kind of activities do you network in?

- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_

## 7 Empowerment

7-1 Are there changes in your group before and after FFS?

a) Positive changes/Improvements	Before FFS	After FFS
• New bylaw/reinforced existing bylaw	Poor/Fair/Good	Poor/Fair/Good
• Time management improved	Poor/Fair/Good	Poor/Fair/Good
• More cohesive	Poor/Fair/Good	Poor/Fair/Good
• Full participation by all members	Poor/Fair/Good	Poor/Fair/Good
• More participation in decision making	Poor/Fair/Good	Poor/Fair/Good
• Less dominance of group officials	Poor/Fair/Good	Poor/Fair/Good
• Improved leadership skill: Listen other members	Poor/Fair/Good	Poor/Fair/Good
• Improved leadership skills	Poor/Fair/Good	Poor/Fair/Good
• Started new group activities/IGAs	Poor/Fair/Good	Poor/Fair/Good
• Increase of group fund	Poor/Fair/Good	Poor/Fair/Good
• Applied/Acquired fund/assistance	Poor/Fair/Good	Poor/Fair/Good
• More transparent in fund management	Poor/Fair/Good	Poor/Fair/Good
• Group fund accounting improved	Poor/Fair/Good	Poor/Fair/Good
• Less disparity among the members	Poor/Fair/Good	Poor/Fair/Good
• Participation in community events	Poor/Fair/Good	Poor/Fair/Good
• Became popular with the neighbors	Poor/Fair/Good	Poor/Fair/Good
• Increase of members	Poor/Fair/Good	Poor/Fair/Good
• Related to the formation of new group	Poor/Fair/Good	Poor/Fair/Good
• Other (specify) _____	Poor/Fair/Good	Poor/Fair/Good
• Other (specify) _____	Poor/Fair/Good	Poor/Fair/Good
• Other (specify) _____	Poor/Fair/Good	Poor/Fair/Good

b) Negative changes:

- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_

## Relevance

### 8 Support/Benefits to groups

8-1 a) Does your group need further support in the field of social forestry? Yes / No

b) If yes, in which specific areas?

8-2 What benefits has your group received from the project since it started?

- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_

8-3 a) Is the FFS an appropriate method for dissemination of social forestry extension activities?

1	2	3	4	5
---	---	---	---	---

Do not agree

Agree

Strongly agree

b) Please explain your answer.

## Effectiveness

### 9 Constraints

9-1 a) Do you encounter any problems during implementation of FFS activities? Yes / No

b) If yes, what are they?

c) How can they be addressed?



9-2 a) Are ISFP FFS activities in your group progressing?

1	2	3	4	5
---	---	---	---	---

Do not agree

Agree

Strongly agree

b) Please explain your answer.

9-3 a) Is your group obtaining enough practical knowledge and techniques from the project?

1	2	3	4	5
---	---	---	---	---

Not enough

Moderate

Enough

b) Please explain your answer.

9-4 Any other comments/suggestions \_\_\_\_\_

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**Survey for Mid-term evaluation of Intensified Social Forestry Project  
(ISFP)**

**Questionnaire for Surrounding Farmers**

**District.....**

**Division.....**

**Location.....**

**Sub-Location.....**

**Village.....**

**Date of Interview.....**

**Name of Interviewer.....**

**Project Purpose**

**1. Seedling Production**

1-1 Do you have your own nursery (not group)?

Before FFS		After FFS	
Yes	No	Yes	No

1-2 Which species have been produced in your nursery during and before FFS:

a) Tree Species	No. of Seedlings produced Year (2005) during FFS	No. of Seedlings produced Year (2004) before FFS
-----------------	---	---

- |                             |       |       |
|-----------------------------|-------|-------|
| • Mukau                     | _____ | _____ |
| • Neem                      | _____ | _____ |
| • Eucalyptus                | _____ | _____ |
| • Grevillea                 | _____ | _____ |
| • Senna Seamea              | _____ | _____ |
| • Kayaba                    | _____ | _____ |
| • Thevetia                  | _____ | _____ |
| • Balanites                 | _____ | _____ |
| • Acacia melifera           | _____ | _____ |
| • Other (specify) _____     | _____ | _____ |
| • Other (specify) _____     | _____ | _____ |
| • Other (specify) _____     | _____ | _____ |
| • Other (specify) _____     | _____ | _____ |
| • Other (specify) _____     | _____ | _____ |
| <b>Total tree seedlings</b> | _____ | _____ |

b) Fruit Tree Species	No. of Seedlings produced Year (2005) during FFS	No. of Seedlings produced Year (2004) before FFS
-----------------------	---	---

- |                                |       |       |
|--------------------------------|-------|-------|
| • Mango (Grafted)              | _____ | _____ |
| • Mango (Non-Grafted)          | _____ | _____ |
| • Orange/Lemon                 | _____ | _____ |
| • Avocado                      | _____ | _____ |
| • Guava                        | _____ | _____ |
| • Papaya                       | _____ | _____ |
| • Annona                       | _____ | _____ |
| • Other (specify) _____        | _____ | _____ |
| • Other (specify) _____        | _____ | _____ |
| • Other (specify) _____        | _____ | _____ |
| <b>Total (fruit seedlings)</b> | _____ | _____ |

**2 Tree Planting**

2-1 Do you plant trees on your farm or boma (not group)?

Before FFS                      After FFS  
Yes      No                      Yes      No

2-2 Which species have you planted as an individual during and before FFS?

a) Tree Species	No. of tree Planted during FFS (2005)	No. of tree Planted beginning of FFS (2004)	No. of tree Planted before FFS (2003)
• Mukau	_____	_____	_____
• Neem	_____	_____	_____
• Eucalyptus	_____	_____	_____
• Grevillea	_____	_____	_____
• Senna Seamea	_____	_____	_____
• Kayaba	_____	_____	_____
• Thevetia	_____	_____	_____
• Balanites	_____	_____	_____
• Acacia melifera	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____

**Total (tree species)**                      \_\_\_\_\_

b) Fruit Species	No. of tree Planted Oct – Nov (2005) during FFS	No. of tree Planted Oct – Nov (2004) beginning of FFS	No. of tree Planted Oct – Nov (2003) before FFS
• Mango (Grafted)	_____	_____	_____
• Mango (Non-Grafted)	_____	_____	_____
• Orange/Lemon	_____	_____	_____
• Avocado	_____	_____	_____
• Guava	_____	_____	_____
• Papaya	_____	_____	_____
• Annona	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____

**Total (fruit species)**                      \_\_\_\_\_



### 3 Enterprises practiced by the groups

3-1 Which of the following enterprises do you practice individually?

	Before FFS		After FFS	
	Yes	No	Yes	No
• Cropping with Improved techniques	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Woodlot for timber	Yes	No	Yes	No
• Woodlot for pole & firewood	Yes	No	Yes	No
• Tree Fodder Bank	Yes	No	Yes	No
• Fruit Orchard	Yes	No	Yes	No
• Tree Nursery	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

### 4 Evaluation of ISFP FFS extension model/package

a) How do you evaluate ISFP FFS extension model/package compared to former conventional farm visit extension method?

- Evaluate by word in 5 levels:

1	2	3	4	5
Very poor	Poor	Fair	Good	Excellent

- Evaluate by % (100% as full Figure)

\_\_\_\_\_ %

- State what was good:

Why?

i) \_\_\_\_\_

\_\_\_\_\_

ii) \_\_\_\_\_

\_\_\_\_\_

iii) \_\_\_\_\_

\_\_\_\_\_

iv) \_\_\_\_\_

\_\_\_\_\_

v) \_\_\_\_\_

\_\_\_\_\_

- State what was disappointing:

Why?

i) \_\_\_\_\_

\_\_\_\_\_

ii) \_\_\_\_\_

\_\_\_\_\_

iii) \_\_\_\_\_

\_\_\_\_\_

## 5 Application of FFS techniques on individual farms

5-1 Which of the following techniques did you apply individually on your farm (not Host Farm); (depending on the enterprises selected by themselves)

<i>a) Improved Cropping</i>	Before FFS		After FFS	
• Started crop planting in line	Yes	No	Yes	No
• Changed crop spacing (to 3'X1')	Yes	No	Yes	No
• Changed no. of seeds in a hole (3 to 1)	Yes	No	Yes	No
• Changed to new identified crop varieties	Yes	No	Yes	No
• Started manure application (Non to some)	Yes	No	Yes	No
• Changed method of manure application (broadcast to spot)	Yes	No	Yes	No
• Started fertilizer application	Yes	No	Yes	No
• Improved pest & disease control (Specify) _____	Yes	No	Yes	No
• Crop/Farm protection from livestock/animals	Yes	No	Yes	No
• Frequent monitoring on crop	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No
<i>b) Melia intercropping</i>	Before FFS		After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Hole size (Approx. 1.5' X 1.5' X 1.5')	Yes	No	Yes	No
• Proper Spacing (10m X 10m)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Mukau planting upper part of the pit (not at the bottom of pit)	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Mukau bud pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

<i>c) Wood Lot for timber</i>	Before FFS		After FFS	
	Yes	No	Yes	No
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Hole size (Approx. 1.5' X 1.5' X 1.5')	Yes	No	Yes	No
• Proper Spacing (4 m X 4m)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Mukau planting upper part of the pit (not at the bottom of pit)	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Mukau bud pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No
 <i>d) Wood Lot for pole &amp; firewood</i>	 Before FFS		 After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Hole size (Approx. 1.5' X 1.5' X 1.5')	Yes	No	Yes	No
• Proper Spacing (Depending on the species & site)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No



<b>e) Tree Fodder Bank</b>	Before FFS		After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Spacing (Depending on the species & site)	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify)_____	Yes	No	Yes	No
<b>f) Fruit Orchard</b>	Before FFS		After FFS	
• Changed to new fruit varieties	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Large Hole size (to 3' X 3' X 3')	Yes	No	Yes	No
• Proper Spacing (Approx. 7m X 7m)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Grafting applied	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify)_____	Yes	No	Yes	No
<b>g) Tree Nursery Techniques</b>	Before FFS		After FFS	
• Any criteria for mother tree selection on seed collection	Yes	No	Yes	No
• Seed pre-treatment (nipping, soaking, others)	Yes	No	Yes	No
• Seed-bed preparation	Yes	No	Yes	No
• Soil mixture in potting	Yes	No	Yes	No
• Pricking out	Yes	No	Yes	No
• Shade control	Yes	No	Yes	No
• Time for watering	Yes	No	Yes	No
• Root pruning	Yes	No	Yes	No
• Sorting	Yes	No	Yes	No

- |                          |     |    |     |    |
|--------------------------|-----|----|-----|----|
| • Nursery record keeping | Yes | No | Yes | N  |
| • Other (specify) _____  | Yes | No | Yes | No |

**6 Usefulness of techniques learnt through ISFP FFS**

6-1 Have you found any new techniques useful? Yes No

6-2 How many techniques learnt through ISFP FFS are useful? \_\_\_\_\_ Techniques

6-3 State the 5 most useful techniques:

Technique:	Why?
i) _____	_____
ii) _____	_____
iii) _____	_____
iv) _____	_____
v) _____	_____

6-4 State 3 disappointing techniques:

i) _____	_____
ii) _____	_____
iii) _____	_____

6-5 What do you consider is the economic advantage of mukau/*melia volkensii* in your area?

i) _____
ii) _____
iii) _____

6-6 a) Will you continue to plant mukau/*melia volkensii* after termination of the Project?

Yes / No

b) Give reasons for your answer.

**Overall Goal**

**7 Household Income/Expenditure**

7-1 a) What is your total household income per year?

<b>Income from sales</b>		<b>Before FFS (Kshs/Year)</b>	<b>After FFS (Kshs/Year)</b>
1. Seedlings			
2. Firewood			
3. Charcoal			
4. Timber			
5. Poles			
	- Mango		
	- Pawpaw		
	- Citrus		
	-		
	-		
	-		
7. Honey			
8. Tree seeds			
9. Fodder			
10. Crops			
	- Maize		
	- Beans		
	- Cowpeas		
	- Green gram		
	- Pigeon peas		
	- Millet		
	- Sorghum		
	- Others (specify)		
	- Cattle & cattle products		
	- Goats & goat products		
	- Sheep		
	- Poultry & poultry products		
	-		
	- Tomatoes		
	- Kale (sukuma wiki)		
	- Carrots		
	-		
13. Other (specify)			
<b>Other sources of income</b>		<b>Kshs/Year</b>	<b>Kshs/Year</b>
14. Employment			

15. Business		
16. Other (specify)		

7-1 b) Which other products do you receive from social forestry activities? (Not cash)

	Before FFS (2004)		After FFS (2005)	
	Yes	No	Yes	No
Seedlings	Yes	No	Yes	No
Fodder	Yes	No	Yes	No
Fruits	Yes	No	Yes	No
Seeds	Yes	No	Yes	No
Timber	Yes	No	Yes	No
Firewood	Yes	No	Yes	No
Poles	Yes	No	Yes	No
Honey	Yes	No	Yes	No
Other (specify) _____				

7-2 Change in Expenditure

i) Foodstuffs:

	Before FFS	After FFS
• Maize	Ksh_____	Ksh_____
• Beans	Ksh_____	Ksh_____
• Green gram	Ksh_____	Ksh_____
• Pigeon Pea	Ksh_____	Ksh_____
• Millet	Ksh_____	Ksh_____
• Sorghum	Ksh_____	Ksh_____
• Vegetables	Ksh_____	Ksh_____
• Other (specify) _____	Ksh_____	Ksh_____

ii) Other expenditure items (e.g. school fees, clothes, etc) Before FFS

	Before FFS	After FFS
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____
• Specify _____	Ksh_____	Ksh_____

## 8 Extension of farmer's knowledge and technique

8-1 a) Have you as an individual taught new knowledge and techniques learned through FFS to others?

Yes / No

b) If yes, to whom did you introduce the new knowledge and techniques?

- Families Yes / No
- Surrounding farmers Yes / No
- Other (specify) \_\_\_\_\_ Yes / No

c) If yes, which kind of new topics/techniques did you teach?

- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_
- Specify: \_\_\_\_\_

**Relevance**

**9 Support/Benefits to groups**

9-1 What benefits have you received from the project since it started?

- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_

9-2 a) Is the FFS an appropriate method for dissemination of social forestry extension activities?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

**Effectiveness**

**10 Constraints**

10-1 a) Do you encounter any problems during implementation of FFS activities on your farm?  
Yes / No

b) If yes, what are they?

c) How can they be addressed?

--

10-2 a) Are ISFP FFS activities on your farm progressing?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

--

10-3 a) Are you obtaining enough practical knowledge and techniques from the project?

1	2	3	4	5
Not enough		Moderate		Enough

b) Please explain your answer.

--

10-4 Any other comments/suggestions \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Survey for Mid-term evaluation of Intensified Social Forestry Project (ISFP)

## Questionnaire for Target Farmers

**District.....**

**Division.....**

**Location.....**

**Sub-Location.....**

**Village.....**

**Date of Interview.....**

**Name of Interviewer.....**



**1. Seedling Production**

1-1 Do you have your own nursery (not group)?

Before FFS		After FFS	
Yes	No	Yes	No

1-2 Which species have been produced in your nursery during and before FFS:

a) Tree Species	No. of Seedlings produced Year (2005) during FFS	No. of Seedlings produced Year (2004) before FFS
• Mukau	_____	_____
• Neem	_____	_____
• Eucalyptus	_____	_____
• Grevillea	_____	_____
• Senna Seamea	_____	_____
• Kayaba	_____	_____
• Thevetia	_____	_____
• Balanites	_____	_____
• Acacia melifera	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
<b>Total tree seedlings</b>	_____	_____

b) Fruit Tree Species	No. of Seedlings produced Year (2005) during FFS	No. of Seedlings produced Year (2004) before FFS
• Mango (Grafted)	_____	_____
• Mango (Non-Grafted)	_____	_____
• Orange/Lemon	_____	_____
• Avocado	_____	_____
• Guava	_____	_____
• Papaya	_____	_____
• Annona	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
• Other (specify) _____	_____	_____
<b>Total (fruit seedlings)</b>	_____	_____

**2 Tree Planting**

2-1 Do you plant trees on your farm or boma (not group)?

	Before FFS		After FFS	
	Yes	No	Yes	No

2-2 Which species have you planted as an individual during and before FFS?

a) Tree Species	No. of tree Planted during FFS (2005)	No. of tree Planted beginning of FFS (2004)	No. of tree Planted before FFS (2003)
• Mukau	_____	_____	_____
• Neem	_____	_____	_____
• Eucalyptus	_____	_____	_____
• Grevillea	_____	_____	_____
• Senna Seamea	_____	_____	_____
• Kayaba	_____	_____	_____
• Thevetia	_____	_____	_____
• Balanites	_____	_____	_____
• Acacia melifera	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____

**Total (tree species)** \_\_\_\_\_

b) Fruit Species	No. of tree Planted Oct – Nov (2005) during FFS	No. of tree Planted Oct – Nov (2004) beginning of FFS	No. of tree Planted Oct – Nov (2003) before FFS
• Mango (Grafted)	_____	_____	_____
• Mango (Non-Grafted)	_____	_____	_____
• Orange/Lemon	_____	_____	_____
• Avocado	_____	_____	_____
• Guava	_____	_____	_____
• Papaya	_____	_____	_____
• Annona	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____
• Other (specify)_____	_____	_____	_____

**Total (fruit species)** \_\_\_\_\_

**3 Enterprises practiced by the groups**

3-1 Which of the following enterprises do you practice individually?

	Before FFS		After FFS	
	Yes	No	Yes	No
• Cropping with Improved techniques	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Woodlot for timber	Yes	No	Yes	No
• Woodlot for pole & firewood	Yes	No	Yes	No
• Tree Fodder Bank	Yes	No	Yes	No
• Fruit Orchard	Yes	No	Yes	No
• Tree Nursery	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

**4 Evaluation of ISFP FFS extension model/package**

a) How do you evaluate ISFP FFS extension model/package compared to former FD conventional farm visit extension method?

- Evaluate by word in 5 levels:

1	2	3	4	5
Very poor	Poor	Fair	Good	Excellent

- Evaluate by % (100% as full Figure)

\_\_\_\_\_ %

- State what was good:

Why?

i) \_\_\_\_\_

\_\_\_\_\_

ii) \_\_\_\_\_

\_\_\_\_\_

iii) \_\_\_\_\_

\_\_\_\_\_

iv) \_\_\_\_\_

\_\_\_\_\_

v) \_\_\_\_\_

\_\_\_\_\_

- State what was disappointing:

Why?

i) \_\_\_\_\_

\_\_\_\_\_

ii) \_\_\_\_\_

\_\_\_\_\_

iii) \_\_\_\_\_

\_\_\_\_\_

## 5 Application of FFS techniques on individual farms

5-1 Which of the following techniques did you apply individually on your farm (not Host Farm); (depending on the enterprises selected by themselves)

<b>a) Improved Cropping</b>	Before FFS		After FFS	
• Started crop planting in line	Yes	No	Yes	No
• Changed crop spacing (to 3' X 1')	Yes	No	Yes	No
• Changed no. of seeds in a hole (3 to 1)	Yes	No	Yes	No
• Changed to new identified crop varieties	Yes	No	Yes	No
• Started manure application (Non to some)	Yes	No	Yes	No
• Changed method of manure application (broadcast to spot)	Yes	No	Yes	No
• Started fertilizer application	Yes	No	Yes	No
• Improved pest & disease control (Specify) _____	Yes	No	Yes	No
• Crop/Farm protection from livestock/animals	Yes	No	Yes	No
• Frequent monitoring on crop	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No
<b>b) Melia intercropping</b>	Before FFS		After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Hole size (Approx. 1.5' X 1.5' X 1.5')	Yes	No	Yes	No
• Proper Spacing (10m X 10m)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Mukau planting upper part of the pit (not at the bottom of pit)	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Mukau bud pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

<i>c) Wood Lot for timber</i>	Before FFS		After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Hole size (Approx. 1.5' X 1.5' X 1.5')	Yes	No	Yes	No
• Proper Spacing (4 m X 4m)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Mukau planting upper part of the pit (not at the bottom of pit)	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Mukau bud pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

<i>d) Wood Lot for pole &amp; firewood</i>	Before FFS		After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Hole size (Approx. 1.5' X 1.5' X 1.5')	Yes	No	Yes	No
• Proper Spacing (Depending on the species & site)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No

<i>e) Tree Fodder Bank</i>	Before FFS		After FFS	
• Identified better species or changed to new species	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Proper Spacing (Depending on the species & site)	Yes	No	Yes	No
• Branch Pruning	Yes	No	Yes	No
• Intercropping (Planting trees with Crops)	Yes	No	Yes	No
• Individual fencing/Tree protection from livestock	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No
<i>f) Fruit Orchard</i>	Before FFS		After FFS	
• Changed to new fruit varieties	Yes	No	Yes	No
• Complete weeding in land preparation	Yes	No	Yes	No
• Early pitting before onset of rain	Yes	No	Yes	No
• Large Hole size (to 3' X 3' X 3')	Yes	No	Yes	No
• Proper Spacing (Approx. 7m X 7m)	Yes	No	Yes	No
• Micro Catchment/Water harvesting applied	Yes	No	Yes	No
• Grafting applied	Yes	No	Yes	No
• Any termite control method applied (Specify) _____	Yes	No	Yes	No
• Any other Disease and pest control method applied (Specify) _____	Yes	No	Yes	No
• Frequent monitoring on trees	Yes	No	Yes	No
• Other (specify) _____	Yes	No	Yes	No
<i>g) Tree Nursery Techniques</i>	Before FFS		After FFS	
• Any criteria for mother tree selection on seed collection	Yes	No	Yes	No
• Seed pre-treatment (nipping, soaking, others)	Yes	No	Yes	No
• Seed-bed preparation	Yes	No	Yes	No
• Soil mixture in potting	Yes	No	Yes	No
• Pricking out	Yes	No	Yes	No
• Shade control	Yes	No	Yes	No
• Time for watering	Yes	No	Yes	No
• Root pruning	Yes	No	Yes	No
• Sorting	Yes	No	Yes	No
• Nursery record keeping	Yes	No	Yes	N
• Other (specify) _____	Yes	No	Yes	No

**6 Usefulness of techniques learnt through ISFP FFS**

6-1 Have you found any new techniques useful? Yes / No

6-2 How many techniques learnt through ISFP FFS are useful? \_\_\_\_\_ Techniques

6-3 State the 5 most useful techniques:

Technique:

Why?

i) \_\_\_\_\_

\_\_\_\_\_

ii) \_\_\_\_\_

\_\_\_\_\_

iii) \_\_\_\_\_

\_\_\_\_\_

iv) \_\_\_\_\_

\_\_\_\_\_

v) \_\_\_\_\_

\_\_\_\_\_

6-4 State 3 disappointing techniques:

i) \_\_\_\_\_

\_\_\_\_\_

ii) \_\_\_\_\_

\_\_\_\_\_

iii) \_\_\_\_\_

\_\_\_\_\_

6-5 What do you consider is the economic advantage of mukau/*melia volkensii* in your area?

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

6-6 a) Will you continue to plant mukau/*melia volkensii* after termination of the Project?

Yes / No

b) Give reasons for your answer.

--

**Overall Goal**
**7 Household Income/Expenditure**

7-1 a) What is your total household income per year?

<b>Income from sales</b>		<b>Before FFS (2004) (Kshs/Year)</b>	<b>After FFS (2005) (Kshs/Year)</b>
1. Seedlings			
2. Firewood			
3. Charcoal			
4. Timber			
5. Poles			
	- Mango		
	- Pawpaw		
	- Citrus		
	-		
	-		
	-		
7. Honey			
8. Tree seeds			
9. Fodder			
10. Crops			
	- Maize		
	- Beans		
	- Cowpeas		
	- Green gram		
	- Pigeon peas		
	- Millet		
	- Sorghum		
	- Others (specify)		
	- Cattle & cattle products		
	- Goats & goat products		
	- Sheep		
	- Poultry & poultry products		
	-		
	- Tomatoes		
	- Kale (sukuma wiki)		
	- Carrots		
	-		
13. Other (specify)			
<b>Other sources of income</b>		<b>Kshs/Year</b>	<b>Kshs/Year</b>
14. Employment			
15. Business			
16. Other (specify)			



7-1	b) Which other products do you receive from social forestry activities? (Not cash)				
		Before FFS (2004)		After FFS (2005)	
	Seedlings	Yes	No	Yes	No
	Fodder	Yes	No	Yes	No
	Fruits	Yes	No	Yes	No
	Seeds	Yes	No	Yes	No
	Timber	Yes	No	Yes	No
	Firewood	Yes	No	Yes	No
	Poles	Yes	No	Yes	No
	Honey	Yes	No	Yes	No
	Other (specify) _____				

7-2	Change in Expenditure	Before FFS (2004)	After FFS (2005)
	i) Foodstuffs:		
	• Maize	Ksh_____	Ksh_____
	• Beans	Ksh_____	Ksh_____
	• Green gram	Ksh_____	Ksh_____
	• Pigeon Pea	Ksh_____	Ksh_____
	• Millet	Ksh_____	Ksh_____
	• Sorghum	Ksh_____	Ksh_____
	• Vegetables	Ksh_____	Ksh_____
	• Other (specify) _____	Ksh_____	Ksh_____
	ii) Other expenditure items (e.g. school fees, clothes, etc)	Before FFS	After FFS
	• Specify _____	Ksh_____	Ksh_____
	• Specify _____	Ksh_____	Ksh_____
	• Specify _____	Ksh_____	Ksh_____
	• Specify _____	Ksh_____	Ksh_____
	• Specify _____	Ksh_____	Ksh_____

**8 Extension of farmer's knowledge and technique**

- 8-1 a) Have you as an individual taught new knowledge and techniques learned through FFS to others?  
Yes / No
- b) If yes, to whom did you introduce the new knowledge and techniques?
- |                         |     |   |    |
|-------------------------|-----|---|----|
| • Families              | Yes | / | No |
| • Surrounding farmers   | Yes | / | No |
| • Other (specify) _____ | Yes | / | No |
- c) If yes, which kind of new topics/techniques did you teach?
- Specify: \_\_\_\_\_
  - Specify: \_\_\_\_\_
  - Specify: \_\_\_\_\_
  - Specify: \_\_\_\_\_
  - Specify: \_\_\_\_\_
  - Specify: \_\_\_\_\_
  - Specify: \_\_\_\_\_

## 9 Empowerment

9-1	Are there changes in you (individual) before and after FFS?		
	a) Positive changes/Improvements	Before FFS	After FFS
	• Participation in group activity improved	Poor/Fair/Good	Poor/Fair/Good
	• Became confident in presentation	Poor/Fair/Good	Poor/Fair/Good
	• Became not shy in front of others	Poor/Fair/Good	Poor/Fair/Good
	• Became more social to others	Poor/Fair/Good	Poor/Fair/Good
	• Become better in self-explanation	Poor/Fair/Good	Poor/Fair/Good
	• Tried new ideas by him/herself	Poor/Fair/Good	Poor/Fair/Good
	• Taught what he/she learnt to others	Poor/Fair/Good	Poor/Fair/Good
	• Realized own hidden talent	Poor/Fair/Good	Poor/Fair/Good
	• Became respected by others	Poor/Fair/Good	Poor/Fair/Good
	• Became disciplined	Poor/Fair/Good	Poor/Fair/Good
	• Attend to other functions	Poor/Fair/Good	Poor/Fair/Good
	• Started to go to a school/studying	Poor/Fair/Good	Poor/Fair/Good
	• Got employment	Poor/Fair/Good	Poor/Fair/Good
	• Got more income	Poor/Fair/Good	Poor/Fair/Good
	• Got more time to try other new things	Poor/Fair/Good	Poor/Fair/Good
	• More diversified farm/IGA activities	Poor/Fair/Good	Poor/Fair/Good

### Relevance

## 10 Support/Benefits to individual

10-1 What benefits have you received from the project since it started?

- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_
- Specify) \_\_\_\_\_

10-2 a) Is the FFS an appropriate method for dissemination of social forestry extension activities?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

**11 Constraints**

11-1 a) Do you encounter any problems during implementation of FFS activities on your farm?  
Yes / No

b) If yes, what are they?

c) How can they be addressed?

11-2 a) Are ISFP FFS activities on your farm progressing?

1	2	3	4	5
Do not agree		Agree		Strongly agree

b) Please explain your answer.

11-3 a) Are you obtaining enough practical knowledge and techniques from the project?

1	2	3	4	5
Not enough		Moderate		Enough

b) Please explain your answer.

11-4 Any other comments/suggestions \_\_\_\_\_

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**Survey for Mid-Term Evaluation of Intensified Social Forestry Project  
(ISFP)**

**Public Survey Questionnaire**

**Town/Centre:** .....

**Sub-location:** .....

**Location:** .....

**Division:** .....

**District:** .....

**Date of Interview:** .....

**Name of Interviewer:** .....

**1 Personal Details**

1-1 Sex of respondent:  Male  Female

1-2 Age:

- <20  30 – 39  50 – 59
- 20 – 29  40 – 49  ≥60

1-3 Occupation (specify):

- Employed
- Businessman
- Farmer
- Other (specify) \_\_\_\_\_

**2 Knowledge of Social Forestry**

2-1 Have you heard of the term “Social Forestry” / “Farm Forestry”?  Yes  No

2-2 If “Yes” at 2-1, how did you hear about “Social Forestry” / “Farm Forestry”?

- Newspaper
- TV program
- Radio program
- Magazine/ brochure/pamphlet
- I attended a training course
- At a village baraza
- From neighbouring farmers/friends
- Other (specify) \_\_\_\_\_

2-3 If “Yes” at 2.1, what do you understand by the term “Social Forestry” / “Farm Forestry”?

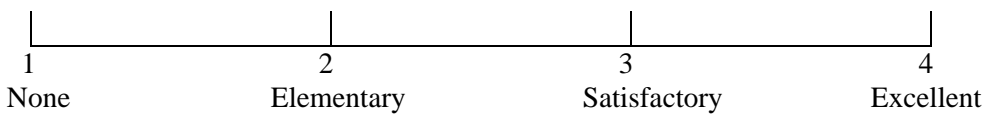
.....  
.....

2-4 Which techniques of “Social Forestry” / “Farm Forestry” do you know?

- Seed collection, treatment and storage
- Nursery establishment and management
- Tree planting and management
- Propagation of *Melia volkensii*

- Fruit orchard
- Grafting and budding
- Control of pests and diseases
- Composting
- Soil conservation
- Livestock management
- Enzaro jiko
- Charcoal filter
- Charcoal cooler
- Vegetable growing
- Other (specify) \_\_\_\_\_

2-5 Rate the respondent's knowledge of "Social Forestry"/ "Farm Forestry" as:



2-6 Have you heard about FFS (Farmer Field School)      Yes    /    No

2-7 If "Yes" at 2-6, how did you hear about FFS (Farmer Field School)?

- Extension officers
- From neighbouring farmers/friends
- Radio program
- TV program
- Newspapers
- Internet
- ASK shows
- Magazine/ brochure/pamphlet
- Other (specify) \_\_\_\_\_

**ANNEX 6: PHOTOGRAPHS**

G Code: K-C-G1  
G Name: Kyeni FFS  
District: Kitui  
Division: Kitui Central  
Location: Changwithya East  
No. of members: 39



G Code: K-Ma-G1  
G Name: Mutethya wa  
Kitumbi  
District: Kitui  
Division: Matinyani  
Location: Mutulu  
No. of members: 29



G Code: K-M2-G1  
G Name: Mwinzi FFS  
District: Kitui  
Division: Mutha/Ikutha  
Location: Kanziku  
No. of members: 19



G Code: K-M3-G1  
G Name: Kyeni kwa kunikila  
District: Kitui  
Division: Mutitu  
Location: Kaliku  
No. of members: 20



G Code: K-M1-G1  
G Name: Ekuuwa FFS  
District: Kitui  
Division: Mutomo  
Location: Mutomo  
No. of members: 42



G Code: K-Mw-G1  
G Name: Miti ni Thayu  
District: Kitui  
Division: Mwitika  
Location: Mwitika  
No. of members: 22





G Code: M-E-G1  
G Name: Karima Mbai  
District: Mbeere  
Division: Evurore  
Location: Ndurumori  
No. of members: 33



G Code: M-G-G1  
G Name: Gacegethieru  
District: Mbeere  
Division: Gachoka  
Location: Kithunthiri  
No. of members: 24



G Code: M-S-G1  
G Name: Mutethania  
District: Mbeere  
Division: Siakago  
Location: Gitiburi  
No. of members: 44



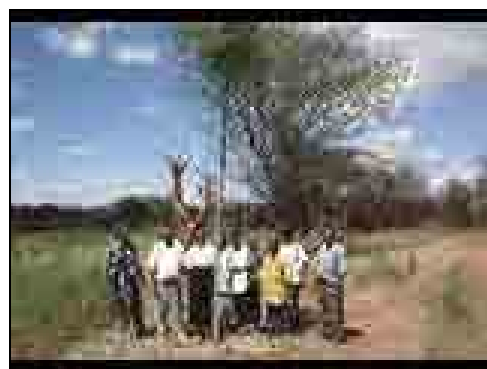
G Code: T-C-G1  
G Name: Karangi FFS  
District: Tharaka  
Division: Tharaka Central  
Location: Ntugi  
No. of members: 16



G Code: T-N-G1  
G Name: Mukothima FFS  
District: Tharaka  
Division: Tharaka North  
Location: Thiti  
No. of members: 25



G Code: T-S-G1  
G Name: Muungano FFS  
District: Tharaka  
Division: Tharaka South  
Location: Ciakariga  
No. of members: 15



**ANNEX 7: MINUTES OF MEETINGS HELD DURING THE SURVEY PERIOD****I****MINUTES OF 1<sup>ST</sup> MEETING HELD ON 5<sup>TH</sup> JUNE, 2006 AT JICA KENYA OFFICE****IN ATTENDANCE**

1. Mr. Furuichi Shingo - Project Formulation Advisor, RSOESA
2. Mr. John Ngugi - Senior Programme Officer, JICA
3. Ms. Nancy Ndirangu - Consultant, DIC
4. Ms. Gaudensia Aomo - Consultant, DIC
6. Mr. Anthony Kariuki - Study Assistant, DIC

**INTRODUCTION**

The meeting started at 2.00 p.m. and was chaired by Mr. John Ngugi, Senior Programme Officer (Environment and Water) JICA, Kenya. Members in attendance introduced themselves and embarked on the day's agenda. Several meetings were proposed before the actual evaluation field study to be carried out by Development Impact Consultant. This was the first in a series of such meetings planned with the co-ordination panel of FD/KEFRI/JICA and the Evaluation Team from Japan.

**MIN 1/05/06**

The main agenda was the Mid -Term Evaluation of the ISFP- JICA Project being carried out in three semi-arid districts of Kenya, namely Kitui, Mbeere and Tharaka. Development Impact Consulting is the local consultancy firm which is to carry out the Survey for the Mid -Term Evaluation.

Mr. Furuichi Shingo, Project Formulation Advisor (Agriculture and Rural Development) from Regional Support office for Eastern and Southern Africa re-emphasized the purpose of the Mid - Term Evaluation, which is to examine whether the project is producing the desirable effects at the mid term. He presented the revised version of the PDM and explained in details the kind of information to be gathered by the local Consultants during the survey. He further stressed the need to concentrate on the following key evaluation issues:

- Verification of performance
- Verification of implementation process
- Relevance
- Effectiveness
- Efficiency
- Sustainability
- Impacts

Lessons learned from this evaluation process will be utilized to make decisions regarding the way the project will proceed.

**MIN 2/05/06**

The questionnaires to be used during the field survey were discussed, and it was agreed that they would be revised and modified in collaboration with the Coordination Panel and discussed further. The follow-up meeting was scheduled for June 7, 2006 at FD HQs, Karura.

There being no other business, the meeting ended at 3.00 p.m.

Approved for Issue:

Date

Signed

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JICA Expert

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Team Leader

## II

### MINUTES OF 2<sup>ND</sup> MEETING ON 7<sup>TH</sup> JUNE, 2006 AT FD HQs (KARURA)

#### IN ATTENDANCE

1. Mr. Furuichi Shingo - Project Formulation Advisor, RSOESA
2. Mr. Shinji Abe - Project Coordinator, ISFP
3. Mr. Shinji Ogawa - Social Forestry Extension Expert, ISFP
4. Mr. Anthony Maina - Head Dry lands Programme, FD
5. Ms. Jane Ndeti - Asst. Project Manager, ISFP
6. Ms. Nancy Ndirangu - Consultant, DIC
7. Ms. Gaudensia Aomo - Consultant, DIC
8. Ms. Anthony Kariuki - Study Assistant, DIC
9. Mr. Patrick Kiraguri - Data Expert, DIC

#### INTRODUCTION

The meeting started at 9.00 a.m. Members present introduced themselves then embarked on the day's discussions. Mr. Anthony Maina, Head, Drylands Programme, chaired the meeting.

#### AGENDA

1. Review questionnaires to harmonize them with the requirements of the Mid-Term Evaluation
2. Discuss the main purpose of the Mid-Term Evaluation
3. Discuss the TOR with the local consultant
4. Clarify the PDM as required by the Mid-Term Evaluation

#### MIN 1/07/06

Mr. Shinji Abe, Project Coordinator, ISFP, started by sharing with the members modified questionnaires for the group survey and the farmer survey. The questionnaires were then discussed, and clarifications were made where necessary. The Consultant Team also made their contributions to the discussion. The Consultant was further instructed to prepare interview guidelines for FD/KEFRI staff, DFOs and DFEOs. Amendments to the questionnaires were to be incorporated by the Consultant.

Mr. Shinji Ogawa, Social Forestry Extension Expert, ISFP, clarified some key areas to be addressed during the Mid-Term Evaluation field survey. He further re-emphasized the need to use the PDM in order to achieve the purpose of this evaluation. The initial workplan of the Consultant was also to be reviewed following some changes arising thereof. Final discussions on the work plan and questionnaire were to be made in the next meeting. Mr. Ogawa re-visited the TOR and explained in detail what is expected (deliverables) from the local Consultant.

The following meeting was scheduled on June 9, 2006 at JICA Headquarters at 10.30 a.m.

#### ACTION POINTS

1. The Consultant to submit interview guidelines for FD, DFO/ DFEOs and JICA staff involved in the project.
2. The Consultant to review and finalize the workplan for the entire evaluation exercise.

There being no other business, the meeting ended at 10.00 a.m.

Approved for Issue:

Date

Signed

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JICA Expert

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Team Leader

**III****MINUTES OF 3<sup>RD</sup> MEETING HELD ON 9<sup>TH</sup> JUNE, 2006****IN ATTENDANCE**

- |     |                     |   |                                     |
|-----|---------------------|---|-------------------------------------|
| 1.  | Ms. Chie Ezaki      | - | Asst. Resident Representative, JICA |
| 2.  | Mr. Furuichi Shingo | - | Project Formulation Advisor, RSOESA |
| 3.  | Mr. Kano Yoshiaki   | - | Resident Representative, JICA       |
| 4.  | Mr. Elijah Kinyangi | - | Programme Officer, JICA             |
| 5.  | Mr. John Ngugi      | - | Senior Programme Officer, JICA      |
| 6.  | Mr. Shinji Abe      | - | Project Coordinator, ISFP           |
| 7.  | Mr. Patrick Kariuki | - | Project Manager, ISFP               |
| 8.  | Mr. Ephraim Muchiri | - | FD                                  |
| 9.  | Mr. Samwel Mureithi | - | Planning Officer, FD                |
| 10. | Mr. Raphael Kabando | - | Managing Consultant, DIC            |
| 11. | Ms. Nancy Ndirangu  | - | Consultant, DIC                     |
| 12. | Ms. Gaudensia Aomo  | - | Consultant, DIC                     |
| 13. | Mr. Anthony Kariuki | - | Study Consultant, DIC               |

**APOLOGIES**

- |    |                    |   |  |
|----|--------------------|---|--|
| 1. | Ms. Jennifer Ngige | - | Deputy Chief Conservator of Forests    |
| 2. | Shinji Ogawa       | - | Social Forestry Extension Expert, ISFP |

**INTRODUCTION**

The meeting started at 10.30 a.m. Ms. Ezaki, Assistant Resident Representative, JICA Kenya Office, chaired the meeting. The meeting started with introductions, then the discussions. Ms. Ezaki once again reiterated the purpose of the Mid-Term Evaluation of ISFP, which is to identify and examine the desirable results arising from the project. She informed the members that the mid-term evaluation was announced during the Joint Coordinating Committee (JCC) Meeting of 16<sup>th</sup> May, 2006. By having this meeting therefore, those present could share ideas on how the evaluation should be conducted. At the same time, the selected local consulting firm would present their work-plan regarding the collection and analysis of data based on the Project Design Matrix (PDM).

Ms. Ezaki then invited the Resident Representative of JICA who is also the Leader of the Evaluation Mission to make some remarks.

**REMARKS BY THE RESIDENT REPRESENTATIVE**

The Resident Representative observed that there was a long history of cooperation between JICA and the Forest Department, and that this is one of the projects that is expected to directly benefit Kenyans. He said that he was pleased with the collaboration between the two countries. He congratulated the consultants, Development Impact Consulting (DIC) for having been selected from among other consultants to carry out the Survey for Mid-Term Evaluation of ISFP and added that the analysis of the project would be an indicator of the progress.

**AGENDA**

1. Discussion and explanation of the purpose of the Mid-Term Evaluation by Mr. Furuichi Shingo.
2. Presentation of the work plan by the local consultant.
3. Discussion of the work plan.

**MIN 1/09/06 - EXPLANATION OF MID-TERM EVALUATION**

Mr. Furuichi, the Project Formulation Advisor, JICA Regional Support Office for Eastern and Southern Africa, explained the objectives of JICA's project evaluation. In this regard, he gave out a handout

detailing objectives and pointed out the four main areas for project evaluations i.e. Ex-ante, Mid-term, Terminal and Ex-post evaluations.

### **Objectives of JICA's Project Evaluation**

- a) To use evaluation feedback as a means of project operation and management.
- b) To enhance the "Learning Effects" of the personnel and organizations concerns for more effective project implementation.
- c) To disclose information widely to secure JICA's accountability
- d) The ultimate objective is therefore to ensure accountability to tax payers and implement project more effectively and efficiently.

He stressed that the purpose of this Mid-Term Evaluation is to ascertain its relevance, effectiveness, efficiency, impact and sustainability. Although the impact is long term, it is usually measured after terminal evaluation and is to assess the achievement of the overall goal. What is key to this Mid-Term Evaluation is relevance and efficiency, which are to be ascertained for the project. He said that the local consultant through the PDM guideline given, will summarize the achievement(s) of the project since its inception. Chapters 3, 4 and 5 of the contents of the Mid-Term Evaluation report are very crucial and the tasks involved here are to be accomplished by Development Impact Consulting (local consultant). The chapters are as follows:

- Chapter 1: Outline of Evaluation Study
- Chapter 2: Methodology of Evaluation Study
- Chapter 3: Achievements of the Project
- Chapter 4: Results of Evaluation and Conclusions
- Chapter 5: Recommendations and Lessons Learnt

Mr. Furuichi further emphasized the need to use the expanded PDM for the project which would also guide the Evaluation Team to make their own evaluation of the project.

### **MIN 2/09/06 - PRESENTATION OF THE WORK PLAN**

Ms. Ndirangu of DIC gave a detailed explanation of the methodology to be used during the evaluation. A combination of desk study (literature review of relevant documents, key informant interviews and field survey) is to be used to accomplish the task at hand. She presented four sets of questionnaires for field surveys, including:

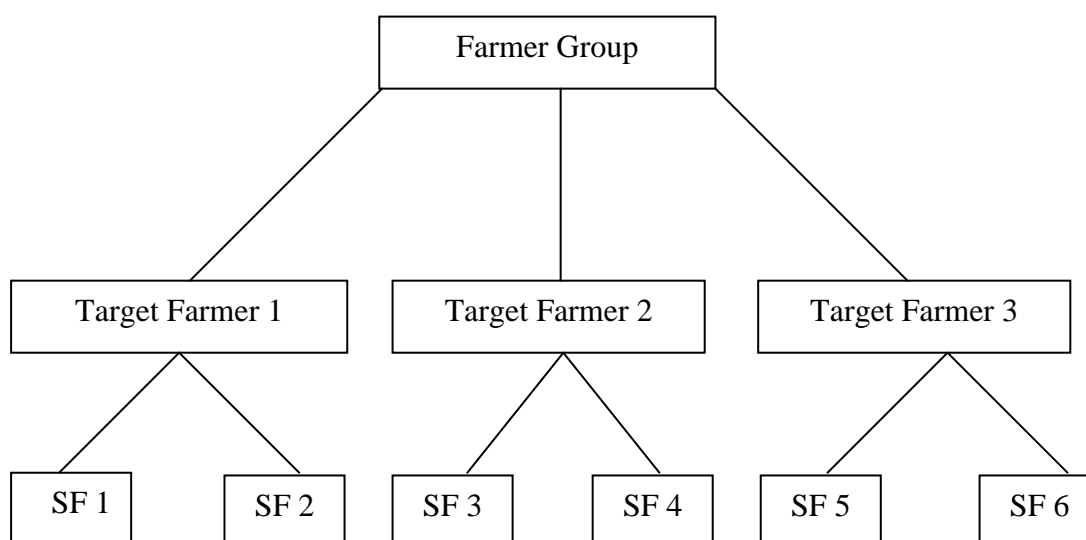
- (i) Group questionnaire
- (ii) Target farmer questionnaire
- (iii) Surrounding farmer questionnaire
- (iv) Public/ stakeholder questionnaire

She also presented another 2 sets of informant interview guidelines as follows:

- (i) FD/KEFRI
- (ii) DFO/ DFEOs



The total number of farmers was presented in a diagram as follows:



Total numbers amounted to:

a) Farmer Groups

Kitui	-	6 groups	} Total 12 groups
Mbeere	-	3 groups	
Tharaka	-	3 groups	

b) Target Farmers

Kitui	-	3 target farmers per group x 6 groups	=	18 TFs
Mbeere	-	3 target farmers per group x 3 groups	=	9 TFs
Tharaka	-	3 target farmers per group x 3 groups	=	9 TFs
<b>Total</b>			=	<b>36 TFs</b>

c) Surrounding Farmers

Kitui	-	6 surrounding farmers per group x 6 groups	=	36 SFs
Mbeere	-	6 surrounding farmers per group x 3 groups	=	18 SFs
Tharaka	-	6 surrounding farmers per group x 3 groups	=	18 SFs
<b>Total</b>				<b>72 SFs</b>

Finally stakeholder/public survey questionnaire was also explained and figures given as follows:

Nairobi	-	100
Kitui	-	90
Mbeere	-	40
Tharaka	-	30

### MIN 3/09/06 - DISCUSSION ON THE WORK PLAN

Several matters were raised on the work plan. One of them was whether to visit the groups initially surveyed during the Baseline Study of 2004. Members deliberated upon this and finally agreed that although the number of groups to be visited now (12) was small compared to those visited during the Baseline Survey (48), the survey should as much as possible visit same farmer groups as for the Baseline Survey. It is only then that a credible comparison can be achieved to identify the change(s) if any over a time during which the project has existed.

Another issue raised was on which divisions to survey for the public survey considering the fact that not all divisions in the districts, in particular Kitui, will be visited during the mid-term survey. It was decided that only those divisions where the group and farmer survey were to be conducted would be used for the stakeholder/public survey (3 in Tharaka, 3 in Mbeere and 6 in Kitui, giving a total of 220 respondents for the public survey). Minor alterations for the submission dates presented for the work plan were made and a consensus reached over this. Ms. Ezaki finally emphasized the need to work within the given schedule however crowded, moreover it was also indicated in the TOR and this was part of the considerations for qualification.

Members pointed out that any change in the results of the Public Survey in Nairobi may not necessarily be attributed to the project. Also, the groups in the baseline survey may not be necessarily be the same ones participating in the project. The respondents in the baseline survey were randomly selected so it may also be difficult to interview the same farmers.

The following suggestions and comments were also made:

- That project activities are publicized annually through the media and distribution of written material and other activities.
- The baseline survey should be used as a benchmark to this study.
- That the study be carried out in the same areas where the baseline survey was carried out otherwise there would be no criteria for comparison of the results.
- That monitoring reports be used.
- Sampling of farmers and groups should be done from the same areas where the baseline survey was done.
- That the group selection criteria of very active, moderately active, and less active be used.
- That if the farmers interviewed are not the same ones interviewed during the baseline survey, the accuracy of their answers will depend on their memory.
- If the same farmers are interviewed, a note should be made to that effect and this should be reflected in the data analysis.

#### **MIN 4/09/06 – REVISED WORKPLAN**

The consultants informed the meeting that the field visits will be as follows:

Mbeere	13 <sup>th</sup> ~ 16 <sup>th</sup> June
Tharaka	17 <sup>th</sup> ~ 20 <sup>th</sup> June
Kitui	27 <sup>th</sup> ~ 28 <sup>th</sup> June

It was agreed that the schedule is very tight and in view of that, the Project Coordinator, Mr. Abe would assist the consultants where possible by informing them which group could be visited when. Also, in order to save time, data would be sent from the field to the data analyst in Nairobi so that he could work on it while the field work was going on.

Revised submission dates of reports would be as follows:

4 <sup>th</sup> July, 2006	Submission of 1 <sup>st</sup> Draft (afternoon)
6 <sup>th</sup> July, 2006	Comments on 1 <sup>st</sup> Draft (10:00 a.m.)
11 <sup>th</sup> July, 2006	Submission of 2 <sup>nd</sup> Draft (morning)
21 <sup>st</sup> July, 2006	Submission of Final Report

#### **ACTION POINTS**

1. The consultant to make final submissions of the FD/KEFRI and DFO/ DFEOs interview guidelines on 12<sup>th</sup> June 2006.
2. The next meeting was set for Thursday 12<sup>th</sup> June, 2006.

There being no other business, the meeting ended at 1.00 p.m.

Approved for Issue:

Date

Signed

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JICA Expert

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Team Leader

**IV****MINUTES OF 4<sup>TH</sup> MEETING HELD ON 12<sup>TH</sup> JUNE, 2006****IN ATTENDANCE**

- |     |                     |   |  |
|-----|---------------------|---|--|
| 1.  | Mr. Furuichi Shingo | - | Project Formulation Advisor, RSOESA    |
| 2.  | Mr. John Ngugi      | - | Senior Programme Officer, JICA         |
| 3.  | Mr. Shinji Abe      | - | Project Coordinator, ISFP              |
| 4.  | Mr. Shinji Ogawa    | - | Social Forestry Extension Expert, ISFP |
| 5.  | Ms. Jane Ndeti      | - | Asst. Project Manager, ISFP            |
| 6.  | Mr. Patrick Kariuki | - | Project Manager ISFP                   |
| 7.  | Ms. Jennifer Ngige  | - | Deputy Chief Conservator of Forests    |
| 8.  | Mr. Samwel Mureithi | - | Planning Officer, FD                   |
| 9.  | Mr. Michael Mukolwe | - | Training Manager, KEFRI                |
| 10. | Mr. Joseph Njigoya  | - | DFO, Kitui                             |
| 11. | Mr. Paul Karanja    | - | DFO, Mbeere                            |
| 12. | Mr. George Nduati   | - | ADFO, Tharaka                          |
| 13. | Ms. Nancy Ndirangu  | - | Consultant, DIC                        |
| 14. | Ms. Gaudensia Aomo  | - | Consultant, DIC                        |
| 15. | Ms. Anthony Kariuki | - | Study Assistant, DIC                   |

**INTRODUCTION**

The meeting started at 10.00 am. Mr. Kariuki, Project Manager, ISFP, chaired the meeting. All members in attendance were given an opportunity to introduce themselves. The meeting was specifically convened to review the survey tools and finalize the survey logistics for the consultant.

**AGENDA**

1. Review of the survey tools.
2. Presentation of FD, DFO and DFEO informant interview schedules.
3. Final discussion on the work plan and the logistics of the field survey.
4. Incorporation of changes made in the questionnaires.

**MIN 1/12/06**

The days' discussions dwelt on the questionnaires and several changes were made which were to be incorporated by the consultant. Each set of questionnaires was discussed individually with each one having its own amendments. They included group questionnaire, target farmers' questionnaire, surrounding farmers' questionnaire and public survey questionnaire.

The choice of the groups to be surveyed was communicated to the consultant team.

**ACTION POINTS**

The consultant was to incorporate the changes made to the questionnaires and finalize them before going to the field.

There being no other business, the meeting ended at 4.00 p.m.

Approved for Issue: \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_

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JICA Expert

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Team Leader

## V

**MINUTES OF 5<sup>TH</sup> MEETING HELD ON 6<sup>TH</sup> JULY, 2006 AT JICA KENYA OFFICE****IN ATTENDANCE**

- |     |                        |   |   |
|-----|------------------------|---|---|
| 1.  | Ms. Chie Ezaki         | - | Asst. Resident Representative, JICA               |
| 2.  | Mr. Furuichi Shingo    | - | Project Formulation Advisor, RSOESA               |
| 3.  | Mr. John N. Ngugi      | - | Senior Programme Officer, JICA (Chair)            |
| 4.  | Mr. Shinji Abe         | - | Project Coordinator, ISFP                         |
| 5.  | Mr. Yuichi Sato        | - | Chief Advisor, ISFP                               |
| 6.  | Mr. Shinji Ogawa       | - | Extension Expert, ISFP                            |
| 7.  | Mr. Patrick M. Kariuki | - | Project Manager, ISFP                             |
| 8.  | Ms. Jane N. Ndeti      | - | Assistant Project Manager, ISFP/Forest Department |
| 9.  | Mr. Samuel K. Muriithi | - | Planning Officer, Forest Department               |
| 10. | Ms. Jennifer Ngige     | - | Deputy Chief Conservator of Forests, Forest Dept. |
| 11. | Ms. Nancy Ndirangu     | - | Consultant, DIC                                   |
| 12. | Ms. Gaudensia Aomo     | - | Consultant, DIC                                   |
| 13. | Ms. Caroline Wambugu   | - | JICA(Taking minutes)                              |

**ABSENT WITH APOLOGIES**

- |    |                   |                               |
|----|-------------------|-------------------------------|
| 1. | Mr. Yoshiaki Kano | Resident Representative, JICA |
|----|-------------------|-------------------------------|

**AGENDA**

1. Presentation of 1<sup>st</sup> Draft Report by the consultant
2. Discussions on the 1<sup>st</sup> Draft Report

**INTRODUCTIONS**

The Chair called the meeting to order at about 10:10 a.m. and explained the agenda. He asked members to introduce themselves.

**OPENING REMARKS BY THE CHAIR**

The Chair welcomed the members to the meeting. He explained the Agenda and stressed that speedy action was necessary because only 13 days were left, weekends included, before finalization of the report.

**MATTERS ARISING FROM THE PREVIOUS MINUTES**

There being no matters arising from the previous minutes, the consultant was invited to give a highlight on the 1<sup>st</sup> draft.

**MIN. 1/06/07 – Presentation on 1<sup>st</sup> draft**

The consultant took members through the first draft. She began by apologizing on the few delays experienced. She reported that they managed to cover the field work and public survey on time but experienced a few problems with the interviews.

She gave a run through the draft report as follows:

- a). They (the consultants) are supposed to fill in the evaluation grid and will finalise it later because analysis of field data from the farmer survey are still incomplete. (Chapter on farmer survey uncovered)
- b). They intend to annex list of target groups, farmers, questionnaires, photos, and minutes.
- c). SPSS and Excel were the programs used to analyze field data.

- d). Chapter 5 still has some parts missing.
- e). They will update the changes that have taken place in the legislation. Members were asked to give whatever information they had on the legislative changes that affect this project.
- f). Still to fill information on study items.
- g). They will make some additions on the impact.
- h). Sustainability was highlighted as a main concern. They observed that some groups had put mechanisms in place for continuity but a few groups were lapsing. What needed to be done to ensure sustainability was a matter in question.
- i). They will try to capture more information from the project office (social forestry extension) to complete the report.
- j). On page 35 she apologised and assured that they will fill a summary sheet for output 2 and 3 as they have done in output 4.

### **MIN. 2/06/07 – Comments on the 1<sup>st</sup> draft**

After the consultant's presentation on the draft report the chair invited members to give remarks. Following are the comments and recommendations made.

- a). A lot of inconsistency was observed in the report. The structure of analysis between the desk survey and field survey differed. Consultant was asked to follow a uniform format throughout the report. The indication of the overall goal was also unclear. It was suggested that output 4 be moved from field survey to desk survey. Report consistency was emphasized.
- b). The necessity of separating the desk survey from the field survey was questioned. It was agreed that it would be easier to use the same evaluation grid & PDM for both desk and field survey. *Consultants said they will put all indicators of PDM and evaluation grid in summary after Pg 39.*
- c). On page 28 it was suggested that the matter on PDM should not be on the analysis and that the analysis should come in chapter 7.
- d). The current level of indicators should come before verification of the implementation process
- e). A table of contents should be produced.
- f). The wording on Page 26 Paragraph 2 should be revised to give a true picture.
- g). Conclusion should be separated from lessons learnt to add value. Lessons learned should then lead to recommendations and these recommendations should be numbered for ease of reference, and should also be tied to the PDM.
- h). The term desk survey was inadequate. Consultant was asked to add to it review of relevant literature.
- i). Nowhere on the report was it noted whether ISFP had influenced learning processes outside the scope of the project. Consultant was asked to report on this.
- j). It was agreed that all comments from respondents be included in the report.
- k). The consultant was asked to put more information on income sources and especially what the project should do to increase this.

- l). For ease of comparison it was suggested that the tables be merged into bar charts. And the many pie charts on Pg 36 be converted into a bar chart. Tables to be properly named and numbered, and sample size to be included.
- m). Consultant was asked to harmonize Sessional Paper No. 9 and policy.
- n). Evidence should be included to convince 3<sup>rd</sup> parties that the statements on the report are credible. All claims must be supported as much as possible by quantitative information.
- o). Before the main report, the analytical result is needed in the evaluation grid. The PDM frame should include indicators.
- p). Maintain uniformity of numbering and inclusion of references that support statements as footnotes.
- q). Include location maps of target areas in Kenya as annexes.
- r). Tables and figures should be numbered, abbreviations explained, and names of the people who carried out the survey included.
- s). The calculation of indicators was noted to be incorrect. Consultant was asked to review and correct.
- t). An explanation on environmental conservation should be included otherwise the report would appear incomplete.
- u). Output 2 and 3 should also be included on page 12.
- v). Rather than recommending for the extension of the project, ideas on what should be done to sustain the project should be given.
- w). Budget and time should not appear as constraints because this is typical of all projects.
- x). Appropriateness of Strategy/Approach should be included.
- y). The feelings of farmers should be captured and spelt out clearly in the report, because this is what the project is all about.
- z). A paragraph should be introduced to clearly explain KEFRI's role vis a vis that of the Forest Department, and this should more likely be at the introduction part of the report.

The consultant emphasized that the report was still in very draft form and they still had a lot of work to do on it. She said that they intend to make the report more quantitative.

### **MIN. 3/06/07**

Members were asked to send their comments to the consultant through email by 12:00 noon on Monday 10<sup>th</sup> July and the second draft to be submitted by 11<sup>th</sup> July in the morning.

It was also agreed that the consultant would separately meet the project staff and Mr. Furuichi to get their inputs on the report.

### **AOB**

The Chair referred members to and took them through the schedule of the Mid-Term Evaluation exercise. He again pointed out that time was limited since the Minutes of Meeting would be signed on Tuesday 18<sup>th</sup> July, 2006. He reiterated the need for completion of the report on time since it is the document that would guide the Joint Mid-term Evaluation Team. He therefore urged the consultant to finalize the Evaluation Grid and PDM by 12:00 noon on Monday 10<sup>th</sup> July, 2006 as requested earlier, and forward the

2<sup>nd</sup> Draft Report by the morning of Tuesday, 11<sup>th</sup> July, 2006 as scheduled. The workshop will be held on 12<sup>th</sup> July, 2006 at FD as scheduled.

There being no other business, the meeting closed at about 12.30 p.m.

Approved for Issue:

Date

Signed

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JICA Expert

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Team Leader



## **ANNEX 8: KARURA FD WORKSHOP PROCEEDINGS**

### **PROCEEDINGS OF STAKEHOLDERS' WORKSHOP ON THE MID-TERM EVALUATION SURVEY OF ISFP HELD AT FD HQS ON 12<sup>TH</sup> JULY, 2006**

#### **PRESENT**

Dr. Paul Konuche	-	Director KEFRI
Mr. James Kimondo	-	Centre Director KEFRI, Kitui
Mr. Michael Mukolwe	-	Training Manager, KEFRI
Mr. David K. Mbugua	-	Ag Chief Conservator of Forests
Mr. Patrick Kariuki	-	Project Manager ISFP
Mr. Samuel Muriithi	-	Planning Officer, FD
Ms. Mary Mwai	-	Farm Forestry Branch, Forest Department
Ms. Jane Ndeti	-	Asst. Project Manager, ISFP
Mr. Anthony Maina	-	Head Dry lands Programme, FD
Dr. Ebby Chagala Odera	-	Asst. Director KEFRI
Mr. Paul Karanja	-	DFO Mbeere
Mr. James R. Chomba	-	DFO Tharaka
Mr. Kenneth M. Riungu	-	Asst. DFO Kitui
Mr. Shinji Ogawa	-	Social Forestry Extension Expert, ISFP
Mr. Kano Yoshiaki	-	Resident Representative, JICA
Ms. Chie Ezaki	-	Asst. Resident Representative, JICA
Mr. Furuichi Shingo	-	Project Formulation Advisor, RSOESA
Mr. John Ngugi	-	Senior Programme Officer, JICA
Mr. Hiro Miyazono	-	Forestry Agency, Japan
Mr. Yuichi Sato	-	Chief Advisor ISFP/FD
Mr. Shinji Abe	-	ISFP Project Coordinator
Ms. Nancy Ndirangu	-	Consultant, DIC
Ms. Gaudensia Aomo	-	Consultant, DIC
Ms. Anthony Kariuki	-	Study Assistant, DIC

#### **1 Introduction**

The workshop was organized by JICA-Kenya office in collaboration with the Forest Department to discuss the results of the mid-term evaluation for the ISFP. All members in attendance were seated by 11.00 a.m. when the meeting commenced. Ms. Chie Ezaki, asst. Resident Representative JICA moderated the morning session.

#### **2 Workshop objectives**

The major objective of the workshop was to bring together the major stakeholders in the ISFP to discuss the mid-term evaluation report together with the evaluation team from Japan.

### 3 Workshop Programme

The workshop programme was given as follows:

<b>Time</b>	<b>Activity</b>
11.00 a.m.	Opening remarks by Yoshiaki Kano
11.10 a.m.	Self introduction by members in attendance
11.10 a.m.	Presentation of the survey results by Development Impact Consulting; Questions and answers.
12.00 Noon	Lunch break
1.00 p.m.	Discussions of the issues raised from the survey results
3.00 p.m.	Tea break
3.20 p.m.	Summary of the discussion
3.55 p.m.	Closing remarks by Mr. D.K. Mbugua

#### 3.1 *Official opening*

Ms. Chie Ezaki moderated the morning session together with Mr. Muriithi of FD. Members were welcomed by Mr. D. K. Mbugua, Chief Conservator of Forests who also chaired the morning session. As the tradition, all members in attendance introduced themselves before indulging in the days deliberations. Mr. Mbugua gave a welcome note to the guests before proceeding to chair the morning session.

#### **Opening Remarks by Yoshiaki Kano (Resident representative, JICA)**

Mr. Yoshiaki Kano of JICA also gave a brief on the purpose of the mid-term evaluation of the ISFP. He also reiterated duty of the JICA mission already in the country to review the project. He said that he was pleased with the collaboration between the two countries (Kenya and Japan). In the meantime, members were registering themselves as presentation was going on.

#### 3.2 *Presentation by DIC*

Ms Nancy of DIC gave a presentation on the outcome of the mid-term survey. Two main areas were discussed at length; The Project Design Matrix (PDM) and the Evaluation Grid. Figures obtained from the survey had already been incorporated in the PDM and the constraints arising were also in the evaluation grid. These later became the major focus during the afternoon session. Print outs for the two sections were made and issued to the members for discussions.

After her presentation, several issues arose which were further deliberated upon for the rest of the morning session. The morning session discussed entirely the PDM.

#### **Issues raised (morning session)**

- The overall goal is meant to be given at the end of the project and not during this mid-term review. Even then, it is meant to be for all semi-arid regions of Kenya and not necessarily for the project districts only.
- The activities to achieve project purpose were noted to be well on course and the project is moving in the right direction.
- Mr. Hiro Yamazono reminded the evaluation team that they should focus on the lessons learnt from this mid-term review and make corresponding changes as necessary.
- The issue of discussing the constraints was deferred to the afternoon session for discussion by the two groups.

The CCF made a clarification on the following issues:

- That the project should be able to track down the activities and financing of these activities.
- To use the project system to all other districts outside the project region. Basically talking about replication of the project elsewhere.
- Monitoring the activities of the DFEOs has become very easy unlike before when it was not quite easy to track down their movements at a given time.
- What comes out of the paper work should be reviewed periodically to ascertain changes early enough.

Dr. Konuche was concerned about the use of household income which is a difficult parameter to measure. The consultant explained that the results shown on income on the PDM are those derived from social forestry activities only. But she further explained that other household income activities are shown in the main report.

Dr. Chagalla also sought an explanation on the negative figures on the PDM. It was confirmed that the negative figures shows the reduction in trees planted by the surrounding farmers before FFS and after FFS. It meant that there were more trees planted by surrounding farmers before FFS than after FFS due to drought. Moreover, as explained by the consultant, tree planting activity by surrounding farmers had no bearing on the project hence the project did not affect their tree planting activity.

Mr. Sato sought a clarification on the constraints listed by the Japanese evaluation team on what they meant by some statements appearing on the table of constraints in regards to the Japanese experts. An explanation was given by Mr. Furuichi who did the interview with the Japanese experts. He also promised to omit some of the constraints listed which were not clear to the experts.

### 3.3 *Discussion of the issues raised from the survey*

#### **Issues raised (afternoon session)**

The afternoon session was set aside to discuss constraints entirely. Members went straight to their respective groups. Mr. Mureithi of FD took us through the afternoon session. There were 3 major issues on this listed as follows:

- 1 How FD can mainstream the FFS method in social forestry extension.
  - Sector Reform
  - Cost Effectiveness within Kenyan budget
  - Efficiency of activities
- 2 Self Capacity assessment; what kind of ability is improved and what kind of ability should be improved.
- 3 How effective monitoring can be secured in order to improve or feed back in the current or future activities as well enhance the coordination among 4 components.

Members engaged in discussions of the three issues for the entire afternoon and the following major points emerged.

#### **Group 1 Discussions**

Group Members: Yuchi Sato, Shinji Abe, Mary Mwai, Ebby Chagala, James Chomba, Kenneth Riungu, James Kimondo, Patrick Kariuki, Nancy Ndirangu)

**Question 1:** Presentations for this group was done by Ms. Mary Mwangi and their deliberations yielded the following results.

## **Sector Reform**

- FD to recognize FFS as a viable extension system
- Mainstreaming FFS Sector Reforms: Institutionalize FFS as the extension method of FFS
- FD should establish functional division that is in charge of FFS
- Market Driven in terms of forest reform
- Allocate staff for the extension services in the districts
- Logistical support for the facilitators
- Backstopping support from HQs
- Make sure that all divisions have a forester

## **Cost Effectiveness**

- Budget for specific activities (FF Activity)
- Kenyan Budgets very low at divisional level for effective FFS
- Budget allocation for casuals to pay farmer facilitator
- Farmers should cater for part of the cost of extension ; token payment for extension services to supplement GoK budget
- No of field schools to be determined by allocated budget
- Use of district budget allocation to facilitate farmers
- Pursue cost effectiveness by combining FD-FFS to Agriculture FFS
- Incorporating both long and short term enterprises to realize early returns

## **Efficiency**

- Train all extension staff in FFS methodology
- Evaluate advantages of FFS comparing with conventional
- Make workload more practical
- FD has to prepare annual plan to conduct FFS (which district how many groups?)
- Ensure sustainability by motivating facilitators by farmers
- All DFEOs to undergo FFS training
- Train FD staff in FFS methodology in all districts

## **Question 3**

- IT Technology
- Computer, email, website
- Efficiency
- M& E to be part of extension
- Feedback
- To research on issues arising
- FFS must be beneficial to farmers
- Improve and develop feedback system between HQ, DFO and DFEO
- Reporting to be done at all levels
- Enjoin the farmers group (FFS) in participatory monitoring
- District level monitoring meetings between HQ, DFO and DFEO
- Provide Monitoring sheets at farmer level for record of activities
- Field visits by HQ staff
- Create for a for information sharing for stakeholders at all levels
- Promote ad-hoc bimonthly regular meetings ISFP, Dryland, Branch, Farm Forestry Branch and KEFRI
- Quarterly, FD up to DFO, JICA Experts, KEFRI
- 2 year semiannual meeting – Management issues
- 2 year experience sharing (4 times a year)
- Hold joint planning and implementation Information sharing for all 4 components with FD

- M&E to be done periodically
- Establish an M&E schedule both at Hqs and district level
- Scheduled monitoring missions
- Holding regular meetings
- Identify frequency for monitoring
- Identify key elements & procedure/mechanisms goal at all levels
- Achievement, Lessons learnt, where happens in remote areas
- Incorporate lessons learnt to improve implementation process
- Develop and test M&E tools for use in all districts
- We need functional monitoring sheet to confirm the achievement
- Secure submission of monitoring reports by developing more simple formats
- We frequently have to check achievement of project by DPM
- Allocate more time/staff for monitoring

## **Group 2 Discussions**

**(Shinji Ogawa, John Ngugi, Anthony Maina, Michael Mukolwe, Paul Karanja, Jane Ndeti, Furuichi Shingo, Chie Ezaki, Yoshiaki Kano, Gaudensia Aomo)**

Presentations of the first group was done by Mr. Michael Mukolwe

## **Question 2a: Improved**

- Improved Public Relations (DFEO, ADFO, FFS, Members)
- Self confidence to communicate with farmers (DFEO, DFO, Farmers)
- Self evaluation recognized (Farmers, DFEO)
- Willingness to participate (be involved)
- Farmer gained knowledge
- More information technical knowledge which farmer requests
- Motivation (though it is not ability)
- Appreciation of FFS extension techniques (Farmer, DFEO)
- DFEO extension skills
- DFEO Accountability
- More Group Activity (Marketing)
- Networking (interacting capacity)
- Farmers started IGAs (seedlings)
- Group organizational skills
- Group Dynamics (Farmer, DFEO)
- Farmers KS farming capacity
- Time management (DFO, Farmer, DFEO, ADFO)
- Farmer's presentation skills
- Communication skills (DFO, Farmer)
- Monitoring of activities
- Ability to plan and implement an activity (DFEO, DFO, Farmer)
- Planning of activities
- Appreciation and understanding of planning process
- Proper planning (DFO, ADFO, Farmer)
- Management
- HQ officer's management
- HQ officers reporting/presentation skills
- Use of existing knowledge (Farmer)
- Farmer's skill and knowledge on forestry
- Farmers improved cropping technique

- Nursery management (Farmer)
- Practical skills; e.g. mango grafting (Farmer, DFEO).
- Tree management e.g. watering pest control (Farmer)
- More knowledge on crop husbandry (ADFO, DFEO, Farmer)
- More knowledge on livestock keeping (ADFO, DFEO)
- Technical skills on non-forestry issues (DFEO)

**Question 2b: Needed to be improved**

- DFOs logistic capacity
- DFEOs reporting skills
- Timeliness in reporting
- DFOs monitoring skills
- Monitoring skills (all levels)
- Monitoring
- Record keeping (Farmer)
- Termite control
- Propagation of *melia volkensii* (Farmer)
- Value added production (Farmer)
- Marketing skills (Farmer)
- Farmer efficient use of resources (tree based)
- Enhance group activity (Farmer)
- Selection of profitable tree crop (Farmer)
- Self evaluation skills (Farmer)
- Linking outputs
- Public relations (DFO, DFEO)

**Question 1: Mainstreaming of FFS method in social forestry extension**

- National forest extension strategic plan
- Finalize forest strategic plan
- Prioritize SF in sector reform
- Institutional decision for FFS
- Support finalization of forest policy
- Support critical reform activities
- Increase budget
- Increase budget for social forestry
- Recognition of farmer facilitator for allowances
- Increase budget
- Motorcycle for all DFEOs
- Extension annual work plan
- Rationalize monitoring FFS
- IT training for DFEOs
- Form an FFS unit at FD HQs to backstop field officers
- Create FFS Advisory unit (Secretariat for backstopping)
- Authorization of FFS within forest service
- Linkages with forest industries
- Support pilot districts
- Training of farmer facilitator
- Balancing contents of FFS & current budget
- Cost down of current FFS method
- Reduce no of hours/visit

- Support case studies to generate micro enterprises
- Education & training curricula (KFS and short courses)
- Increase farmer run FFS
- Strengthen DFEO training
- Capacity building among DFEOs
- ToT for all DFEO
- Capacity building in FFS methodology

### **Question 3: Effective Monitoring**

- Re-examine who bears cost of monitoring
- Simplification of current monitoring format
- Improvement in record keeping & reporting
- Reduce and simplify monitoring sheets
- Only necessary information should be monitored
- Enhance participatory monitoring by the group
- Termly review of indicators
- Regular meeting of DFEO for preparation of monitoring report
- Review of monitoring tools (format)
- Create discussion forums for all stakeholders
- Re-examine current monitoring to find unnecessary parts in the flour
- Demarcation monitoring team among FD, DFO, DFEO
- Delay of report submission field lack the budget transfer
- Re-examine what to do for monitoring, when and by whom
- Timely reporting
- Simplifying the bureaucracy in accessing finances
- Develop a computer based programme using quantitative proxies
- Email sending from DFO to FD
- Staff motivations
- Incentives
- Educating person in charge of monitoring at FD
- Analysis of reports
- Addressing critical issues as they arise
- Effective follow up on reports
- What monitoring is for should be re-examined
- Analyze and discuss monitoring reports

### *3.4 Way forward*

All members in attendance agreed that all the issues raised during the workshop should be incorporated in the final report by the consultant.

### *3.5 Closing Remarks*

In his closing remarks, Mr. Maina, Head Dry lands Section of FD further explained the sector reform in the forestry department. He reiterated the critical actions in the activities supported by the donors e.g. the JICA who is also assisting in the formulation of the reforms. He noted that FFS is an important tool, it is a means to an end and already consideration for it to be incorporated in the FD extension methodology is underway. He noted the cordial relationship between the counterpart and the donor (JICA). He also talked about the difficulty in re-allocating resources to FFS activities only, but observed that it can be anchored within the new transformation system. He further told the gathering that the forestry college is going to be detached from Kenya Forestry Service. For sustainability of the project, FFS methodology is to be mainstreamed within the curriculum.

In his closing remarks, Mr. Kano, the Resident Representative, JICA Kenya Office, thanked all members who attended the workshop for their contributions which were very valuable for this mid-term review. He said that some of the issues raised would be incorporated in the final report and necessary changes made included in the final report by the consultant. Finally Mr. Muriithi, on behalf of the CCF, closed the workshop at about 5.00 p.m.



## Achievement of Outputs (from Mar. 2004 to Sep. 2004)

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
0. (General project implementation)	Household income in semi-arid areas are improved by xx % through the use and sale of social forestry products compared to year 2004 level.	0-1. Hold joint coordinating Committee meeting.	0-1. Held the 1 <sup>st</sup> Joint Coordinating Committee Meeting.	<b>Reasons if planned targets wouldn't been satisfied :</b>  1. As the result of literature study in this term, it was clarified that official statistics did not provide data/information to monitor and evaluate the objectively verifiable indicator of the project purpose on PDM.  2. Through the implementation of the initial activities in this term, it would seem that some planned sub activities of PO did not fit practical sub activities to achieve the project output.  3. Some sub activities of PO planed in this term did not be implemented.
		0-2. Carry out baseline survey for project purpose.	0-2. TOR for 2004 baseline survey was prepared. Literature survey was completed.	
1. Institutional and technical capacities for social forestry extension in Forest Department are strengthened.	1-a. xx % of individual farmers and farmer groups, who did not implement social forestry activities in 2004 in Kitui, Mbeere and Tharaka districts, newly implement them  1-b. Number of existing planted trees is increased by xx % in Kitui, Mbeere and Tharaka districts compared to 2004.  1-c. Types of planted tree species are increased by xx % in Kitui, Mbeere and Tharaka districts compared to 2004.  1-d. Number of seedlings produced is increased by xx % in Kitui, Mbeere and Tharaka districts compared to 2004.  1-e. Types of seedlings produced are increased by xx % in Kitui, Mbeere and Tharaka districts compared to 2004.	1-1. Prepare and revise a strategic plan on the institutional strengthening (include legislation and coordination among development partners).	Information of existing forest policy and legislations were collected for situation analysis and through GOK-Donor coordination meetings. Evaluation of 'KEFRI Regional Training on Promotion of Social Forestry' was initiated.	
		1-2. Carry out baseline survey for situation analysis.	Literature survey was completed. Implementation of field survey is complete in the three districts. Data analysis is going on and the report is yet to be out	
		1-3. Prepare practical guidelines for planning, implementation, monitoring and evaluation.	The draft extension guidelines for field operation has been compiled and field operation is going on among 48 groups in the 3 districts.	
		1-4. Conduct training for FD staff	Implemented technical workshop for project operation. Techniques seminar and facilitaton seminar of FFS(TOT) for DFOs and DFEOs in the three districts. *Link to the activity 2.2	
<b>OUTPUT</b>	<b>Indicators</b>	<b>Target in this term</b>	<b>Achievements in this term</b>	<b>Reasons of delay / Countermeasures / Impact</b>
2. Social forestry extension activities among individual farmers and farmer groups	2-a. By xx 200x, a strategy plan on social forestry extension in semi-arid area is elaborated.	2-1. Carry out baseline survey for situation analysis.	TOR for the survey was prepared. Field survey was commenced in August.	<b>Necessary countermeasures:</b>  1. To discuss and find solution on the

<p>are promoted.</p> <p>2-b. By xx 200x, xx times of networking activities per year are carried out by farmer groups on their initiative.</p> <p>2-c. By xx 200x, xx % of FD staff in charge of the extension, who received training course organized by the project, pass the understanding examination.</p> <p>2-d. By xx 200x, number of individual farmers and farmer groups, which disseminate social forestry to other farmers and farmers group, is increased by xx % compared to 2004 level.</p> <p>2-e. By xx 200x, xx % of farmers appreciate the social forestry extension model.</p> <p>2-f. By xx 200x, xx % of FD extension staff involved in the project implementation pass practical and written examination on the practice of social forestry.</p> <p>2-g. By xx 200x, xx numbers of work plans are elaborated and implemented by extension officers.</p>		<p>2-2. Improve extension staff's activities.</p>	<p>Refresher Workshop, Training of Trainers Course on Farmer Field School Methodology, Technical Workshop for Project Operation have been conducted for DFOs &amp; DFEOs.</p> <p><i>Melia volkensii</i> propagation technique seminar has been conducted for FD nursery headmen in Tharaka and Mbeere districts.</p>	<p>problem of the data/information collection regarding the objectively verifiable indicator of the project purpose on PDM, and, if necessary, to propose revision of the indicator.</p> <p>2. To discuss and identify the practical sub activities of PO, and, if necessary, to propose revision of the sub activities.</p> <p>3. To clarify and propose the revised term of the sub activities that did not be implemented.</p> <p>4. Based on the results of a baseline survey and initial activities of farmer group extension, to discuss and propose concrete figures to fill in the every blank space, i.e. 'XX', of the objectively verifiable indicators on PDM.</p> <p>To approve the revision and figures mentioned above at the 2nd Joint Coordinating Committee.</p>
<p><b>OUTPUT</b></p>	<p><b>Indicators</b></p>	<p><b>Target in this term</b></p>	<p><b>Achievements in this term</b></p>	<p><b>Reasons of delay / Countermeasures / Impact</b></p>
<p>3. Farmers and other stakeholders obtain enough practical knowledge and techniques.</p>	<p>3-a. By xx 200x, in average of xx numbers of new techniques are employed by farmers and other stakeholders trained and/or instructed.</p> <p>3-b. By xx 200x, xx% of farmers and other stakeholders appreciate knowledge</p>	<p>3-1. Carry out baseline survey for situation analysis.</p> <p>3-2. Develop farmers friendly techniques.</p>	<p>TOR for the survey was prepared. Field survey was commenced in August.</p> <p>Interview and Field visit were conducted for conservation tillage as useful techniques to promote to the farmers</p>	<p><b>Impact (expected/unexpected)</b></p> <p><b>1. Expected impacts</b></p> <p>Motivation of extension officer were improved through the project carried</p>

	<p>other stakeholders appreciate knowledge and techniques provided by the project.</p>	<p>3-3. Identify useful local forestry related knowledge.</p>	<p>For Melia establishment, interview survey has been carried out in Mwingi, Kitui, Makueni, Taita Taveta, Mbeere and Embu districts. Report not yet ready but expected by early December</p>	<p>out and getting advanced extension training.</p> <p><b>2. Unexpected impacts</b></p> <p>Impacts has not been appeared significantly.</p>
		<p>3-4. Develop the technical manuals.</p>	<p>Necessary fields of manuals have been identified.</p>	
		<p>3-5. Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.</p>	<p>Preliminary target techniques were identified during the Workshops in Extension Guidelines Formulation and Technical Workshop for Project Operation with DFOs and DFEOs. Result was compiled in "Group Activity Catalogue".</p>	
		<p>3-6. Maintain and improve Tiva demonstration plot.</p>	<p>To date questionnaires have been developed and given to consultant to finalize on them. The list of visitors is already developed for this purpose</p>	
		<p>3-7. Identify and assess practical field demonstration sites and the needs for promotion.</p>	<p>On-farm sites have been identified through participatory planning with the groups. For on-station, Mulberry has been bulked in FD nurseries in Mbeere, Tharaka Kitui and KEFRI tree nursery at the Centre.</p>	
OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
<p>4. Information on social forestry extension and related issues is shared among the stakeholders.</p>	<p>4. By xx 200x, number of stakeholders, who are aware of information on social forestry extension, is increased by xx % compared to 2004 level.</p>	<p>4-1. Carry out baseline survey for situation analysis.</p>	<p>TOR for the survey was prepared. Field survey was commenced in August. Literature survey was completed.</p>	
		<p>4-2. Diversify methods for information sharing.</p>	<p>Needs assessments for the first generation 48 farmer groups have been done. Project promotion and participatory planning have also been finalised. Provide Project articles for the national newspapers.</p>	

4-4. Identify potential marketing incentives for social forestry products and services.	The 1st marketing survey in Nairobi and the three districts of Tharaka, Mbeere and Kitui has been implemented
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**Achievement of Outputs (from Oct. 2004 to Mar. 2005)**

<b>OUTPUT</b>	<b>Indicators</b>	<b>Target in this term</b>	<b>Achievements in this term</b>	<b>Reasons of delay / Countermeasures / Impact</b>
0. (General project implementation)	0.1. By 2014, agricultural contribution to household income in semi-arid areas is improved by 1 % through the use and sale of social forestry products compared to year 2004 level. 0.2. By 2014, accessible sustainable wood production related to farmlands is predicted to increase by 3 % compared to year 2004 level.	0-2. Carry out baseline survey for project purpose.	Report was received and results were assessed.	<b>Reasons if planned targets wouldn't been satisfied :</b>  Strategic plan development in institutional strengthening requires more information and review of trial implementation of the extension guidelines.
1. Institutional and technical capacities for social forestry extension in Forest Department are strengthened.	1.1. By March 2009, Policy and planning for forestry development is elaborated. 1.2. By March 2009, 30 % of district prepare plan on social forestry extension based on the guideline developed. 1.3. By March 2009, 30 % of FD staff in charge of the extension receive training course organized by the project with good knowledge. 1.4. By March 2009, a functional social forestry planning, monitoring and evaluation unit is established at FD.	1-1. Prepare and revise a strategic plan on the institutional strengthening (include legislation and coordination among development partners). 1-2. Carry out baseline survey for situation analysis. 1-3. Prepare practical guidelines for planning, implementation, monitoring and evaluation. 1-4. Conduct training for FD staff	Report of the evaluation of Third Country Training was finalized. Dissemination seminar of the evaluation was conducted. Report was received and results were assessed. Field operation has been completed for first crop cycles and results were presented in field days. Activities are going on according to the guidelines and programme. Field survey and workshops in regional and HQs level have been conducted for the review and finalization of the Guidelines. Training needs was assessed from the viewpoint of the evaluation of Third Country Training. A training course for FD staff was implemented by KEFRI at KEFRI's initiative and own expense. "Farmers' Field School Induction workshop for senior FD officers" was successfully implemented with 13 attendants.	

OUTPUT	Indicators	Target in this term	Achievements in this term	Necessary countermeasures:
2. Social forestry extension activities among individual farmers and farmer groups are promoted.	2.1. By March 2009, 60 % of individual farmers who participated in the project applied farm forestry practiced by groups to their own farms.	2-1. Carry out baseline survey for situation analysis.	Report was received and results were assessed.	<p>Information collection and review of trial implementation of the extension guidelines for the development of strategic plan on institutional strengthening.</p> <p>Improvement of flow and resource allocation in processing of field extension monitoring results and reports.</p> <p>Instruct field officers to improve the quality of FFS sessions (farm observation, lectures, etc).</p>
	2.2. By March 2009, 150 farmer groups are involved in social forestry related group network.	2-2. Improve extension staff's activities.	DFEO workshop for progress and problems analysis in extension activities was conducted for the improvement of extension system and guidelines. Training needs assessment has been done through DFEO workshop. Back stopping visit/survey has been carried out by FFS coordinators/instructors and the HQs project management staff for all DFEO under the project operation. Preliminary database for group profile has been developed. Training on radio telephone equipment and communication protocols has been carried out for all project staff. HF radio network was been established and communication between HQs and District Forest Offices are available. VHF HF radio network was been established in some parts and communication between some extension staff and DFEOs are available. Questionnaires for the evaluation of extension staff by farmer groups have been elaborated and tested.	
	2.3. By March 2009, 150 farmers groups were facilitated by farmers in the area.	2-3. Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups,	The activities are on going through weekly FFS activities. Should be covered though weekly FFS activities and semester report. Participatly evaluation for first crop cycle has been carried out for 48 groups.	
	2.4. By March 2009, 7,500 farmers attended to field days conducted by farmer groups participated the project.	2-4. Facilitate farmer to farmer extension.	Host farmer selections in the first generation 48 groups have been done with group agreement. Farmer-Run facilitator selection criteria's have been clarified in the Guidelines.	
	2.5. By March 2009, 70 % of farmers who participated the project appreciate the project extension model.	2-5. Facilitate network among farmer groups.	Consultation to FFS coordinators in Eastern province has been done for further planning of field visit by the project officers.	
	2.6. By March 2009, 60 % of FD extension staff involved in the project implementation are recognized as qualified farm forestry FFS facilitators.			
	2.7. By March 2009, 8 groups per one extension officer are created and implemented their work plan though facilitation of extension officers.			

OUTPUT	Indicators	Target in this term	Achievements in this term	Impact (expected/unexpected)
3. Farmers and other stakeholders obtain enough practical knowledge and techniques.	3.1. By March 2009, 50% of farmers participated in the project implemented new techniques learned through the project in their own farms.  3.2. By March 2009, 70% of farmers participated the project appreciate knowledge and techniques provided by the project.	3-1. Carry out baseline survey for situation analysis.	Field survey was commenced in August, and ended in October. Report was received and results were assessed.	<b>Impact (expected/unexpected)</b>  <b>1. Expected impacts</b> Groups become more confident and empowered about their farm forestry activities through organizing and presenting in field day for the community. Capacity building on farm forestry experimentation through FFS brought very positive impact as some groups are able to set up experiment planning by themselves.  <b>2. Unexpected impacts</b> Field day by the groups was useful for local leaders to understand groups and project activities going on. DFEOs are getting more confident on their extension skills through conducting FFS sessions.
		3-2. Develop farmers friendly techniques.	Expertise consultations to MoA, NAL, FAO and KENDAT has been done frequently in land preparation, water retention weed control and conservation agriculture. Several field visit to conservation tillage has been carried out by Co-PM, Ass-PM and JICA Expert. Experiment plan for Melia Intercropping using Conservation Tillage techniques has been elaborated. Pre-experimental land preparation with cover crop has been completed.	
		3-3. Identify useful local forestry related knowledge.	Existing bibliographical information and knowledge in terms of marketing were collected through the Marketing Study of Ecological Resources Products. Proposal for on station verification experiment in traditional Melia propagation techniques has been presented. Documentation survey for Melia traditional propagation method has been completed. Documentation survey report "Traditional methods used by farmers to break seed dormancy in Melia volkensii in Eastern and Cost provinces of Kenya" has been presented.	
		3-4. Develop the technical manuals.		
		3-5. Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.	Needs will be collected through weekly FFS activities with target groups. The activities are on going. The activities are on going as special topics in weekly FFS Activities. Field days have been conducted by 34 groups. Report formats by groups, DFEOs and DFOs are elaborated. Monthly reporting is on going.	
		3-6. Maintain and improve Tiva demonstration plot.	Research report was completed. Revision and maintenances of Tiva Demo2 was completed.	
		3-7. Identify and assess practical field demonstration sites and the needs for promotion.	Visits to another FFS group are conducted by 13 groups, which did not implement field day.	

<b>OUTPUT</b>	<b>Indicators</b>	<b>Target in this term</b>	<b>Achievements in this term</b>	
4. Information on social forestry extension and related issues is shared among the stakeholders.	4.1. By March 2009, number of stakeholders, who are aware of information on social forestry extension, is increased by 5 % compared to 2004 level.  4.2. By March 2009, 4,000 people visit the project website.	4-1. Carry out baseline survey for situation analysis.	Report was received and results were assessed.	
		4-2. Diversify methods for information sharing.	Project homepage was prepared with the outcome gained in 1st project year and set up on website.	
		4-4. Identify potential marketing incentives for social forestry products and services.	1st Marketing Study of Ecological Resources Products had been implemented in Tharaka, Mbeere and Kitui districts with the study in West Kenya. Results of the study were analyzed and the report was compiled.	



### Achievement of Outputs (from Apr. 2005 to Sep. 2005)

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact	
0. (General project implementation)	0.1. By 2014, agricultural contribution to household income in semi-arid areas is improved by 1 % through the use and sale of social forestry products compared to year 2004 level.	Prepare joint coordinating committee meetings.	- Held the 2nd Joint Coordinating Committee and revised PDM and PO of the project.	<b>Reasons if planned targets wouldn't been satisfied :</b>  - none -  <b>Necessary countermeasures:</b>  - none -  <b>Impact:</b>  <b>1. Expected impacts</b> - Participation and contribution by FD officials, who are not directly mentioned on R/D, have been activated for the project activities. - Collaboration activities between FD and KEFRI has been effectively created.	
	0.2. By 2014, accessible sustainable wood production related to farmlands is predicted to increase by 3 % compared to year 2004 level.	Monitor project purpose.	- Assessed and revised the indicators of project purpose in PDM.		
1. Institutional and technical capacities for social forestry extension in Forest Department are strengthened.	1.1. By March 2009, Policy and planning for forestry development is elaborated.	Assist institutional strengthening in FD.	- Exchanged information through FD-donor coordination meetings. - Assisted the development of Road Map for forestry reform. (FD conducted a study in Uganda and developed the 1st Road Map for forestry reform after the approval of New Forest Bill in Parliament.) - Assisted working group activities in personnel capacity building, GIS and World Water Forum. - Prepared the 1st participatory extension training course to build institutional capacity outside the areas of project field activities.. - Conducted the series of planning workshops to develop capacity for planning and to create the detail of regional training courses. - Conducted an overseas study (Rwanda) to strengthen planning capacity for regional training courses. - Assisted the preparation of the draft of the agreement (R/D) for regional training courses	<b>Impact:</b>  <b>1. Expected impacts</b> - Participation and contribution by FD officials, who are not directly mentioned on R/D, have been activated for the project activities. - Collaboration activities between FD and KEFRI has been effectively created.	
	1.2. By March 2009, 30 % of district prepare plan on social forestry extension based on the guideline developed.		Prepare practical guidelines for planning, implementation, monitoring and evaluation.		- Several management formats in planning and reporting (Group Weekly Report, Monthly Implementation Plan & Report, Group Visiting Roaster, etc) for the field implementation were modified for improvement.
	1.3. By March 2009, 30 % of FD staff in charge of the extension receive training course organized by the project with good knowledge.		Conduct training for FD staff		- Conducted a working group to assess training needs with other stakeholders (FD, KEFRI, FAO, UNDP and ISFP). - Prepared the 1st participatory extension training course to build institutional capacity outside the areas of project field activities. - Prepared the methodology of the 1st participatory extension training course.
	1.4. By March 2009, a functional social forestry planning, monitoring and evaluation unit is established at FD.				

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
2. Social forestry extension activities among individual farmers and farmer groups are promoted.	2.1. By March 2009, 60 % of individual farmers who participated in the project applied farm forestry practiced by groups to their own farms.	Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.	<ul style="list-style-type: none"> <li>- Groundworking and promotion in 22 new locations has been completed by DFEO.</li> <li>- The second generation extension run 22 groups have been selected or formed through ground working and project promotion by DFO, DFEO and Field Assistant.</li> <li>- Has been completed for the second generation extension run 22 groups through participatory planning by DFEO.</li> <li>- Nursery enterprises and PTDs planned by the first generation 48 groups through participatory planning sessions.</li> <li>- The second generation extension run 22 groups have completed participatory planning of host farm establishment by facilitation of DFEOs.</li> <li>- The activities for nursery enterprise and PTD are on going for the first generation 48 groups through weekly FFS sessions.</li> <li>- The host farm preparation is on going for the first and second 70 groups.</li> <li>- The weekly FFS learning sessions are going on through the first generation 48 groups.</li> <li>- The weekly FFS learning sessions are going on through the second generation 22 groups.</li> <li>- Participatory evaluation for nursery enterprise and nursery field day assessment is on going by 48 groups.</li> <li>- Reflection session is going on as special topic for more detailed analysis to capture lessons.</li> <li>- Data collection and processing session is going on by KEFRI field officers as special topic.</li> <li>- Melia seedling production in FD and KEFRI nursery was reinforced by the project.</li> <li>- Seedling purchase promotion and requirement survey are on going to ease farm f</li> </ul>	(...continue.) - Efficiency of facilitation skill of extension staff has been improved. - Road map of FFS activities has been clarified and the level of understanding of extension staff and farmer groups has been improved. - Basis of networking activities of farmer groups has been prepared. - Capacity building in agronomy for extension officers has been undertaken with very good results.. - Production of the seedlings of Melia Volkensii has been increased to meet to the demand in project areas.
	2.2. By March 2009, 150 farmer groups are involved in social forestry related group network.			
	2.3. By March 2009, 150 farmers groups were facilitated by farmers in the area.			
	2.4. By March 2009, 7,500 farmers attended to field days conducted by farmer groups participated the project.			
2.5. By March 2009, 70 % of farmers who participated the project appreciate the project extension model.	Facilitate farmer to farmer extension.	<ul style="list-style-type: none"> <li>- 126 candidate for Farmer-Run facilitator was selected by the groups through facilitation of DFEO.</li> <li>- One week training of FFS methodology (TOT) for farmer facilitator has been conducted 4 times (Tharaka 1, Mbeere 1, Kitui 2) and 126 farmers participated.</li> </ul>		
2.6. By March 2009, 60 % of FD extension staff involved in the project implementation are recognized as qualified farm forestry FFS facilitators.	Facilitate network among farmer groups.	<ul style="list-style-type: none"> <li>- Short interview for the FFS network officials in Mwingi district has been carried out. More information through visits is necessary.</li> </ul>		
2.7. By March 2009, 8 groups per one extension officer are created and implemented their work plan through facilitation of extension officers.	Monitor extent of the promotion of social forestry extension activities.	<ul style="list-style-type: none"> <li>- Reviewed the methodology for the monitoring of field activities.</li> </ul>		

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
3. Farmers and other stakeholders obtain enough practical knowledge and techniques.	3.1. By March 2009, 50% of farmers participated in the project implemented new techniques learned through the project in their own farms.	Identify useful local forestry related knowledge and develop farmers friendly techniques.	<ul style="list-style-type: none"> <li>- Reports on Melia plus tree selection and related data was collected and analysed for planning of survey.</li> <li>- Consultation has been done through KENDAT in necessary equipment for conservation tillage.</li> <li>- Plan for Melia Intercropping using Conservation Tillage techniques has been elaborated.</li> <li>- Survey plan for reassessment of selected Melia plus trees are elaborated.</li> <li>- A farmer in Kitui (KEFRI staff) has visited on going conservation tillage site with Co-PM and received instruction.</li> <li>- Equipment are procured and adjusted for local conditions.</li> <li>- Land preparation for the experiment of Conservation Tillage techniques has been completed by a farmer in Kitui (KEFRI staff) under supervision with farmer instructor from Machakos.</li> <li>- Survey and reassessment of selected Melia plus trees are carried out with improved selection criteria.</li> <li>- Road map and genetic improvement strategy for Melia was elaborated by KEFRI in assistance with JICA short term expert.</li> <li>- Trial of Melia plus tree propagation through grafting has succeeded. Another method of propagation is under trial in Tiva.</li> </ul>	<b>2. Unexpected impacts</b> <ul style="list-style-type: none"> <li>- Increase of the participation and the strengthening of group activities has been observed in some groups, which were relatively not active.</li> <li>- Extension method of the project has positively been recognized by the other donor projects.</li> <li>- Reporting format of the extension management of the project has positively been recognized by the other FFS implementers in agricultural sector.</li> </ul>
	3.2. By March 2009, 70% of farmers participated the project appreciate knowledge and techniques provided by the project.	Develop the technical manuals.	<ul style="list-style-type: none"> <li>- Organized a working group to develop TIVA forest demonstration guide and social forestry marketing guide.</li> <li>- Collected information and designed and compiled the draft of TIVA forest demonstration guide.</li> <li>- Published the TIVA forest demonstration guide.</li> </ul>	
	Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.		<ul style="list-style-type: none"> <li>- Needs will be collected through weekly FFS activities with target groups. The activities are on going.</li> <li>- Reflection session is going on as special topic for more detailed analysis to capture learning requirements.</li> <li>- The activities are on going as special topic in weekly FFS Activities.</li> <li>- Activities have been covered through "Facilitator Seminar for FFS (TOT)" and "Project Operation Techniques Seminar"</li> <li>- Field days have been conducted by 48 groups.</li> <li>- Report form by groups, DFEOs and DFOs are elaborated. Monthly reporting are on going.</li> </ul>	
	Maintain and improve Tiva demonstration plot.		<ul style="list-style-type: none"> <li>- Published the TIVA forest demonstration guide.</li> </ul>	
	Undertake cross visits among individual farmers and farmer groups.		<ul style="list-style-type: none"> <li>- District level Exchange Visit Plan between the FFS groups has been prepared by DFO.</li> <li>- Exchange Visit were conducted between all first generation extension run 48 groups. The groups visited another group in same or neighbouring division.</li> <li>- Exchange Visit Reporting Format are prepared. Survey is on going.</li> </ul>	
	Monitor the extent of adoption of practical knowledge and techniques.			

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
4. Information on social forestry extension and related issues is shared among the stakeholders.	4.1. By March 2009, number of stakeholders, who are aware of information on social forestry extension, is increased by 5 % compared to 2004 level.	Diversify methods for information sharing.	<ul style="list-style-type: none"> <li>- Published the 1st ISFP newsletter for stakeholders.</li> <li>- Published TIVA forest demonstration guide.</li> <li>- Assisted project field visit by Japanese TV programme and Japanese local newspaper . (Programme and an article released in Japan in May - June 2005)</li> <li>- Improved ISFP homepage.</li> </ul>	
	4.2. By March 2009, 4,000 people visit the project website.	Identify potential marketing incentives for social forestry products and services.	<ul style="list-style-type: none"> <li>- Organized a working group for the 2nd round of marketing study..</li> <li>- Conducted a study on Tamarindus as the product with limited information.</li> </ul>	
Equipment, Infrastructure and Machinery			<ul style="list-style-type: none"> <li>- Office equipments (Copier, computer, Projector, Color printer) were delivered.</li> <li>- VHF/HF radio communication facility/equipment were improved.</li> <li>- Delivery of Motorbikes were delay.</li> <li>- Preparation of Building sketch/plan, Engineers estimates were done.</li> <li>- Doing review of Building plan and estimates.</li> </ul>	

**Achievement of Outputs (from Oct. 2005 to Mar. 2006)**

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
0. (General project implementation)	0.1. By 2014, agricultural contribution to household income in semi-arid areas is improved by 1 % through the use and sale of social forestry products compared to year 2004 level.	Prepare joint coordinating committee meetings.		<b>Reasons if planned targets wouldn't been satisfied :</b>  - Serious delay in the release and expenditure of counterpart budget for the project activities was experienced. - Information on the benefit, return and required investment for marketing incentives is not yet prepared due to the limitation of field information and the in-depth analysis.  <b>Necessary countermeasures:</b> - Steady release of the counterpart budget for the project activities is required. - More comprehensive data collection and the analysis are required for creating marketing incentives..
	0.2. By 2014, accessible sustainable wood production related to farmlands is predicted to increase by 3 % compared to year 2004 level.	Monitor project purpose.		
1. Institutional and technical capacities for social forestry extension in Forest Department are strengthened.	1.1. By March 2009, Policy and planning for forestry development is elaborated.	Assist institutional strengthening in FD.	_ Exchanged information through FD-donor coordination meetings. Forests Bill 2005 was passed by Parliament in July 2005 and was enacted in November as Forest Act 2005) _ Conducted a basic GIS training course for Forest Department planners to activate policy discussions in FD HQs.	
	1.2. By March 2009, 30 % of district prepare plan on social forestry extension based on the guideline developed.		_ Assisted to formulate the strategic plan for forthcoming Kenya Forest Service (KFS) through a workshop and prepared the first draft of the strategic plan. _ Prepared and published Planning Guide-problem analysis to implementation plan to activate policy discussions.	
	1.3. By March 2009, 30 % of FD staff in charge of the extension receive training course organized by the project with good knowledge.		_ Conducted a series of sessions for comprehensive policy analysis in FD HQs. _ Conducted a participatory extension training course to build institutional capacity outside the areas of project field activities.	
	1.4. By March 2009, a functional social forestry planning, monitoring and evaluation unit is established at FD.		_ Monitored the field activities planned during the course through field visits. _ Evaluated the challenges of the planned field activities through a workshop. _ Conducted the sessions of problem analysis for establishing new forestry extension service for KFS in FD HQs. _ Prepared the sessions managed by the project for the 1st regional training course for social forestry conducted by KEFRI. _ Conducted sessions of problem analysis and Farmers Field Schools (FFS) for the 1st regional training course. _ Conducted the joint project seminar (ISFP/TCTP Seminar) with the course participants.	
	Prepare practical guidelines for planning, implementation, monitoring and evaluation.	_ Conducted the sessions of problem analysis for establishing new forestry extension service delivery in FD HQs.		
	Conduct training for FD staff	_ Conducted a participatory extension training course to build institutional capacity outside the areas of project field activities. _ Conducted a basic GIS training course for policy planners to activate policy discussions in FD HQs.		
	Monitor extent of institutional and technical strengthening.	_ Monitored the field activities planned during the participatory extension training course for the FD staff outside project areas. _ Evaluated the challenges of the planned field activities through the workshop. (Monitored and assessed the achievement in the daily project activities throughout the year.)		

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
2. Social forestry extension activities among individual farmers and farmer groups are promoted.	2.1. By March 2009, 60 % of individual farmers who participated in the project applied farm forestry practiced by groups to their own farms.	Improve extension staff's activities.	- 1 week "Experience sharing workshop for DFEOs" has been organized and 17 DFEOs, 3 ADFOs and one KEFRI researcher attended. Common Questions, Problem & Solution Case Study sessions are conducted. - M & E sessions were conducted on Level of Empowerment, Technology Transfer, Farmer Facilitators and Administrative, Planning & Reporting Formats in "Experience sharing workshop for DFEOs" - Improvement and change in DFEOs' performance was assessed through self-evaluation sessions in "Experience sharing workshop for DFEOs"	<b>Impact:</b>  <b>1.Expected impacts</b> - Participation and contribution by FD officials, who are not directly mentioned on R/D, have been activated through the workshops on farm forestry, extension and general forest policy issues.. - Adoption of techniques and practices learnt through FFS host farm and PTD has become highly available in the group members' individual farm level.  <b>2. Unexpected impacts</b> N/A
	2.2. By March 2009,150 farmer groups are involved in social forestry related group network.			
	2.3. By March 2009, 150 farmers groups were facilitated by farmers in the area.	Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.	-Groundworking and promotion in 52 new surrounding groups has been completed by Farmer Facilitator. -The first farmer run 52 groups have been selected or formed through ground working and project promotion by farmer facilitator. Orientation seminar has been conducted for selected 52 group leaders. 104 group officials were trained for project schemes and methodologies" -Weekly FFS sessions for PTD and Farm Forestry enterprises are on going for first and second 70 groups. -The weekly FFS learning sessions are going on through the first generation 48 groups. -The weekly FFS learning sessions are going on through the second generation 22 groups. -Data collection and processing sessions have been conducted by KEFRI field officers and DFEO as special topic to improve field data collection techniques and long term data processing skills of FFS members. -5 final sessions (Ballot box exercise, Cost-benefit analysis, PTD analysis, Self-evaluation, Way forward) are conducted for the first 48 groups in preparation with graduation.	
	2.4. By March 2009, 7,500 farmers attended to field days conducted by farmer groups participated the project.			
	2.5. By March 2009, 70 % of farmers who participated the project appreciate the project extension model.			
	2.6. By March 2009, 60 % of FD extension staff involved in the project implementation are recognized as qualified farm forestry FFS facilitators.			
	2.7. By March 2009, 8 groups per one extension officer are created and implemented their work plan though facilitation of extension officers.			
		Facilitate farmer to farmer extension.	- Participatory evaluation of 126 farmer facilitator candidates has been completed and 96 were qualified. 10 farmer facilitator candidate for replacement were selected by the groups through facilitation of DFEO. - Additional one week training on FFS methodology (TOT) for farmer facilitators has been conducted (Tharaka 5, Mbeere 4, Kitui 1) and 10 farmers participated. - Orientation seminar for farmer facilitators has been conducted. Qualified 106 farmer facilitators trained on implementation system and M&E method under project. - 52 groups were selected/formed by 52 pairs of 104 farmer facilitators with the assistance of DFEOs. - 126 trained farmer facilitator candidates were made responsible for facilitating routine FFS activities in their own groups until graduation and their performance is going to be assessed by DFEO for qualification.	
		Facilitate network among farmer groups.	- Project area DFOs and APM visited and held interactive meetings with Kakamega FFS Network to visualize future activities and actions to be taken by the project.	
		Monitor extent of the promotion of social forestry extension activities.	- Distribute Tree planting and Seedling production monitoring questioners. - Collection of monitoring questioners were not completed.	
3. Farmers and other stakeholders obtain enough practical knowledge and techniques.	3.1. By March 2009, 50% of farmers participated in the project implemented new techniques learned through the project in their own farms.	Identify useful local forestry related knowledge and develop farmers friendly techniques.	- Experiment for conservation tillage techniques has been established in Melia intercropping plots in Tiva. A second generation group introduced conservation tillage in their host farm PTD - Result of conservation tillage experiment was not valid due to severe drought but preliminary result was assessed	
	3.2. By March 2009, 70% of farmers participated the project appreciate knowledge	Develop the technical		

OUTPUT	Indicators	Target in this term	Achievements in this term	Reasons of delay / Countermeasures / Impact
	and techniques provided by the project.	Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.	<ul style="list-style-type: none"> <li>- The identification of required techniques and coordination with other officers are on going through special topic planning for weekly FFS Activities.</li> <li>- Reflection sessions were conducted by first generation 48 groups for identification of learnt and required topics for FFS sessions.</li> <li>- The activities are on going as special topic in weekly FFS Activities.</li> <li>- Field days have been conducted by 49 Groups.</li> </ul>	
		Maintain and improve Tiva demonstration plot.		
		Undertake cross visits among individual farmers and farmer groups.	<ul style="list-style-type: none"> <li>- District level Exchange Visit Plan between the first and second generation FFS groups has been prepared by DFO.</li> <li>- Exchange Visits were conducted between all second generation extension run 22 groups. The groups visited old groups in same or neighbouring division.</li> <li>- First generation Exchange Visit Report has been presented by 20 groups.</li> <li>- Second generation Exchange Visit Report has been presented by 6 groups.</li> </ul>	
		Monitor the extent of adoption of practical knowledge and techniques.		
4. Information on social forestry extension and related issues is shared among the stakeholders.	4.1. By March 2009, number of stakeholders, who are aware of information on social forestry extension, is increased by 5 % compared to 2004 level.  4.2. By March 2009, 4,000 people visit the project website.	Diversify methods for information sharing.	<ul style="list-style-type: none"> <li>_ Published the 2nd ISFP newsletter for stakeholders.</li> <li>_ Improved ISFP homepage. Prepared the additional improvement.</li> <li>_ Drew up the plan of the 1st project seminar with the regional training course conducted by KEFRI.</li> <li>_ Prepared the materials and logistics for the project seminar.</li> </ul>	
		Identify potential marketing incentives for social forestry products and services.	<ul style="list-style-type: none"> <li>_ Conducted the field studies on marketing in Eastern and Northern provinces.</li> <li>_ Conducted the field studies on marketing in project areas.</li> <li>_ Analysed the results of field studies as the reports and the drafted Tamarindus marketing guide.</li> <li>_ Presented a part of information (Tamarindus) at project seminar.</li> </ul>	
		Monitor extent of information sharing.	(Monitored and assessed the achievements in the daily work throughout the year.)	
Equipment, Infrastructure and Machinery			<ul style="list-style-type: none"> <li>_ Delivered and properly installed all equipments planned in this term.</li> <li>_ Prepared and reviewed the building sketch, plan and engineering estimation of extension meeting room in FD Kitui office..</li> <li>_ Completed the construction of extension meeting room in FD Kitui office.</li> </ul>	

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
0 General project implementation									
0.1 Hold joint coordinating committee meetings.					5, 2004	Held the 1st Joint Coordinating Committee Meeting.		CCF	Di
0.2 Carry out baseline survey for project purpose.									
0.2.1 Prepare TOR for survey and contract a consultant.					5-6, 2004	TOR for 2004 baseline survey was prepared.		EMO HDL PM	NI
0.2.2 Supervise implementation of baseline survey.					7-8, 2004	Literature survey was completed. Draft report was prepared.	As the result of literature study in this term, it was clarified that official statistics did not provide data/information to monitor and evaluate the objectively verifiable indicator of the project purpose on PDM.	PM DFO EMO	NI
0.2.3 Receive and assess submitted baseline report.					9, 2004	Results were partly reviewed.		CCF PM EMO	NI
0.3 Monitor project purpose.									
0.3.1 Prepare TOR for survey and contract a consultant.								HDL PM EMO	NI
0.3.2 Supervise implementation of monitoring survey.								HDL PM EMO	NI
0.3.3 Receive and assess submitted monitoring reports.								CCF PM EMO	NI
1 Institutional and technical capacities for social forestry extension in Forest Department are strengthened.									
1.1 Assist institutional strengthening in FD.									
1.1.1 Prepare and revise a strategic plan on the institutional strengthening (include legislation and coordination among development partners).					3-8, 2004 7-9, 2004 8-9, 2004	Information of existing forest policy and legislations were collected for situation analysis. Information were also collected through GOK-Donor coordination meetings. Evaluation of 'KEFRI Regional Training on Promotion of Social Forestry' (2000-2004) was initiated. Evaluation and preparation of the report are going on.		CCF HFF HDL	
1.1.2 Assist the implementation of the strategic plan on the institutional strengthening.					8, 2004 7-9, 2004	Preparation of TOR for forthcoming regional training was supported. Discussed through GOK-Donor coordination meetings		HFF HDL PM	



Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
1.1.3 Develop a strategic plan on social forestry extension activities for semi-arid areas.								HFF HDL	
1.1.4 Assist the implementation of the strategic plan on social forestry extension activities for semi-arid areas.								CCF HFF HDL	
1.2 Carry out baseline survey for situation analysis.									
1.2.1 Prepare TOR for survey					5-6, 2004	TOR for 2004 baseline survey prepared		CCF PM HFF HDL	T†
1.2.2 Supervise implementation of baseline survey.					7-8, 2004	Literature survey was completed. Implementation of field survey is complete in the three districts. Data analysis is going on and the report is yet to be out		CCF PM HFF HDL	T†
1.2.3 Receive and assess submitted baseline report.					9, 2004	Results were partly reviewed.		CCF PM HFF HDL	T†
1.3 Prepare practical guidelines for planning, implementation, monitoring and evaluation.									
1.3.1 Scrutinize and review existing extension systems, guidelines and case studies					7-9, 2004	Existing extension guidelines, manuals and case studies for situation analysis have been scrutinized and reviewed		HFF HDL PM APM	
1.3.2 Review and analyze FD/SOFEM extension system to identify the problems for more involvement of farmers/farmer groups activities (Study & Workshop)					6-7, 2004	FD/SOFEM extension system and their problems have been analysed in the project formation workshop and the result was incorporated in the draft extension guidelines.		DFOs PM APM	
1.3.3 Prepare the draft guideline.					6-7, 2004	The draft farmer forestry extension guidelines for field operation based on Farmer Field School (FFS) extension method has been compiled with assistance of FAO consultant		DFOs PM APM	
1.3.4 Implement trials in accordance with the draft guideline.					8, 2004	Field operation is going on according to the guidelines and programme. Currently establishment of proposed group activities is going on. 48 groups (FFS) going on in the three districts	Evurore in Mbeere and Chuluni in Kitui had their trained DFEOs transferred but they have been replaced by others who need training	DFOs PM APM	
1.3.5 Finalize the guideline based on the results of trial.					Planned for Feb. 2005			DFOs PM APM	
1.4 Conduct training for FD staff									
1.4.1 Carryout a training needs assessment								HFF HDL PM APM	T†
1.4.2 Draw up training plans for FD staff.								HFF HDL	T†
1.4.3 Procure and prepare necessary materials for the implementation of the training (include textbook).					8, 2004	Has been implemented materials through the Technical Workshop for Project Operation and Training of Trainers Course on Farmer Field School Methodology. *Link to the activities 2.2		PM	T†

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
1.4.4 Implement training course (include evaluation of the training course and application of recommendations / lessons learned to next course).					8, 2004	Implemented Technical Workshop for Project Operation and Training of Trainers Course on Farmer Field School Methodology for DFOs and DFEOs in the three districts. *Link to the activity 2.2		PM HFF HDL	Tr
1.5 Monitor extent of institutional and technical strengthening.									
1.5.1 Prepare TOR for survey and contract a consultant.								CCF HFF HDL PM	Tr
1.5.2 Supervise implementation of monitoring survey.								EMO PM	Tr
1.5.3 Receive and assess submitted monitoring reports.								CCF PM EMO	Tr
2 Social forestry extension activities among individual farmers and farmer groups are promoted.									
2.1 Carry out baseline survey for situation analysis.									
2.1.1 Prepare TOR for survey and contract a consultant.					5-6,2004	TOR for 2004 baseline survey prepared		HFF HDL PM	Cc
2.1.2 Supervise implementation of baseline survey.						Field survey was commenced in August, and ended in October.	The schedule was delayed, because rearrangement of the survey method and sampling, and the need to harmonise the survey with routine extension activity. The survey was delayed in some divisions in Kitui due to vehicle breakdown	DFO PM APM	Cc
2.1.3 Receive and assess submitted baseline report.						60% of arrangement completed, report to be ready in early November.	Delay occassinoed by initial training for DFOs and DFEOs.	HDL HFF PM APM	Cc
2.2 Improve extension staff's activities.									
2.2.1 Conduct workshop with FD extension staff for problem analysis.					6-7, 2004	Field resources for extension and problems regarding extension staff have been analysed in the project formation workshop and the result was incorporated in the draft extension guidelines.		APM DFOs DFEOs Field Ass.	Cc Ri ch
2.2.2 Plan programmes for seminars and workshops for field level extension staff (DFEO, Field Assistants, etc.) and prepare the implementation.					6-8, 2004	Refresher Workshop, Technical Workshop for Project Operation, Training of Trainers Course on Farmer Field School Methodology and <i>Melia volkensii</i> Propagation Technique Seminar for Nursery Headmen have been programmed.		PM APM DFOs	Cc Ri ch
2.2.3 Conduct seminars and field workshops for extension staff in PRAs and extension method.					8, 2004	Facilitation Seminar for FFS (TOT) has been conducted 25 officers have been trained and graduated.		PM APM	Cc Ri ch

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
2.2.4 Conduct seminars and field visits for extension staff in various needs on social forestry techniques.					6, 2004 7, 2004 8,2004	Refresher workshop for Dryland Forestry Techniques was conducted in Kitui and Project officers attended. Workshop was combined with Field visit to FFS groups in Kilifi district conducted by CDA. Melia volkensii propagation technique seminar has been conducted for FD nursery headmen in Tharaka and Mbeere districts. Induction for dryland forestry techniques conducted for DFO's & DFEO's within Technical Workshop for Project Operation.	Very few Melia volkensii seedlings have been raised in Mbeere and Tharaka. There is need of more training in order to increase production.	APM DFOs Field Ass.	Ct Rt ch
2.2.5 Facilitate field extension staff to attend in house seminar and/or other organizations' training in necessary techniques.					Post poned to 1st Quarter		Specific DFEO needs will be captured though the development of special topic in weekly FFS activities.	PM APM DFOs	
2.2.6 Conduct seminar, workshop and OJT training for extension staff on activity planning, implementation and evaluation					8, 2004	Covered through group selection and ground working process.		PM APM	
2.2.7 Conduct surveys on farmers/farmer groups as for the improvement of field extension activity management.  Coordinate with baseline survey 2.1.					8, 2004			APM DFOs DFEOs	Ct
2.2.8 Compile database and analyze approach methods to farmers/farmer groups for further planning of field extension activities.					8, 2004	Group data collection is on going.	Preliminary group profile will be elaborated soon	APM DFOs DFEOs	
2.2.9 Train FD staff on practical management of tools and equipment to facilitate field activities.					not yet planned		Instruction and training in riding and maintenance of motorcycle is pending due to logistical problems. Systematic instruction on radio communication skill should be done upon introduction of the equipment.	PM APM	
2.2.10 Diversify method of communication for mutual exchange of information.					in plan	Use of VHF radio communication between extension staff and DFO. Use of HF radio communication between DFOs and HQs.	Should be discussed upon introduction of the equipment. Will be done as soon as the offices in Mbeere and Tharaka are constructed	PM APM	
2.2.11 Assess performance of extension staff (including comments by farmers)					8, 2004	Appropriate tools/formats already prepared and are part of the Farm Forestry Extension guidelines. Weekly reporti format by farmer groups were developed and applied.		HFF PM APM DFOs	
2.2.12 Initiate award system to motivate extension staff					not yet planned			PM APM DFOs	
2.3 Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.									
2.3.1 Popularise the criteria and guidelines for the project assistance to farmer groups.					8, 2004	DFO's have presented and discussed project at the various levels of district administration. Has been completed for the first generation 48 groups through ground working and project promotion by DFO and DFEO.		APM DFOs DFEOs	
2.3.2 Assess requests and determine target groups.					8, 2004	Has been completed for the first generation 48 groups through ground working and project promotion by DFO and DFEO.		APM DFOs DFEOs	

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
2.3.3 Assist group organizations, facilitate workshop (PRA, etc.) for problem analysis and determine the targets for the groups.					9, 2004	Has been completed for the first generation 48 groups through participatory planning by DFEO. More detailed analysis will be covered as special topic for weekly FFS activities.	Need future seminar plan for PRA tools.	APM DFOs DFEOs	
2.3.4 Facilitate workshop for action planning by the farmer groups.					9, 2004	Has been completed for the first generation 48 groups through participatory planning by DFEO.		APM DFOs DFEOs	
2.3.5 Assist farmer groups in implementing action plans.					10, 2004	The activities are on going through weekly FFS activities.		APM DFOs DFEOs	
2.3.6 Facilitate farmer groups in M & E of their activities.					10, 2004	Covered though weekly FFS activities.		APM DFOs DFEOs	
2.3.7 Follow-up group organization and facilitate workshop for problem analysis and determine the targets.								APM DFOs DFEOs	
2.4 Facilitate farmer to farmer extension.									
2.4.1 Organise meetings and facilitate groups to select representatives					8-9, 2004	Host farmer selections in the first generation 48 farmer groups have been done with group agreement.	This activity was covered in the project promotion.	APM DFOs DFEOs	
2.4.2 Facilitate group representatives to carryout needs assessment.					8, 2004	Needs assessments for the first generation 48 farmer groups have been done. Project promotion and participatory planning have also been finalised.	This activity was covered in the participatory planning.	APM DFOs DFEOs	
2.4.3 Conduct seminar to motivate representatives in farmer to farmer extensions and to equip them with demanded techniques.					Postpone d		Will be done as Farmer Run Facilitator TOT.	APM DFOs DFEOs	Ct Rt ch
2.4.4 Facilitate the representatives to carry out the farmer to farmer seminar/workshop and routine consultation.							Will be done upon the formation of Farmer Run FFS.	DFOs DFEOs	
2.4.5 Facilitate workshops and assess the performance of farmer to farmer seminar/workshop and routine consultation by representatives.							Will be done after implementation of Farmer Run FFS.	DFOs DFEOs	
2.4.6 Facilitate follow-up workshops and support representatives on farmer to farmer extension activities.					Postpone d		Will be done after implementation of Farmer Run FFS.	APM DFOs DFEOs	Ct Rt ch
2.5 Facilitate network among farmer groups.									
2.5.1 Review activities, conduct surveys and collect information for need analysis. Coordinate with Baseline 2.1.						Postponed to be implemented when farmers gain enough experience on extension facilitation.		PM APM DFOs	
2.5.2 Facilitate organization for Farmers Group Networks on social forestry.								APM DFOs DFEOs	
2.5.3 Facilitate workshop for problem analysis among the farmer groups and action planning.								APM DFOs DFEOs	

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
2.5.4 Assist field working groups under the Networks for information sharing and other social forestry related projects.								APM DFOs DFEOs	
2.5.5 Facilitate the field working groups in monitoring and evaluation of their activities.								APM DFOs DFEOs	
2.5.6 Follow-up the field working groups organization and facilitate workshop for problem analysis and determine the target projects.								APM DFOs DFEOs	
2.6 Monitor extent of the promotion of social forestry extension activities.									
2.6.1 Prepare TOR for survey and contract a consultant.								PM APM EMO	Ct
2.6.2 Supervise implementation of monitoring survey.								APM EMO	Ct
2.6.3 Receive and assess submitted monitoring reports.								PM EMO	Ct
3 Farmers and other stakeholders obtain enough practical knowledge and techniques.									
3.1 Carry out baseline survey for situation analysis.									
3.1.1 Prepare TOR for survey and contract a consultant.					5-6, 2004	TOR for 2004 baseline survey prepared		PM APM	Ct
3.1.2 Supervise implementation of baseline survey.					9-10, 2004	Field survey was commenced in August, and ended in October.	The schedule was delayed, because rearrangement of the survey method and sampling, and the need to harmonise the survey with routine extension activity.	APM	Ct
3.1.3 Receive and assess submitted baseline report.						60% of arrangement completed, report to be ready in early November.	Delay occassinoed by initial training for DFOs and DFEOs.	PM APM	Ct
3.2 Develop farmers friendly techniques.									
3.2.1 Organize working group for farmers friendly techniques.					7, 2004	Organized working group. All the 48 farmer groups involved in participatory technology development (PTDs) for farm forestry.		PM APM DFOs	Ct Rt ch
3.2.2 Assess existing social forestry techniques by the point of view of the farmers and identify the target techniques to be improved.					9, 2004	Interview and Field visit were conducted for conservation tillage as useful techniques to promote to the farmers		PM APM DFOs DFEOs	Cc Re h /
3.2.3 Elaborate plan for the technical improvement.								PM APM DFOs	Cc Re h /

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
3.2.4 Implement the plan.								APM DFOs DFEOs	Cc Re h /
3.2.5 Monitor and analyze results of development.								PM APM EMO	Cc Re h /
3.2.6 Assess submitted technical reports for manuals preparation.								HFF HDL PM APM	Ct Rt ch
3.3 Identify useful local forestry related knowledge.									
3.3.1 Organize working group for useful local forestry related knowledge to identify the target.					7, 2004	Organized working groups		PM APM DFOs	Ct Rt ch
3.3.2 Collect the existing bibliographical information and knowledge.						Yet to be done.	It will partly be done in December..	APM DFOs DFEOs	Cc Re h /
3.3.3 Elaborate the plan for filed survey.					8, 2004	For Melia establishment, visit plan and questionnaires have been elaborated		PM APM	Cc Re h /
3.3.4 Implement the survey.					9, 2004	For Melia establishment, interview survey has been carried out in Mwingi, Kitui, Makueni, Taita Taveta, Mbeere and Embu districts. Report not yet ready but expected by early December		APM DFOs DFEOs	Cc Re h /
3.3.5 Monitor and analyze results of development.					9, 2004	For Melia establishment, interim report has been presented. Final report expected early December		PM APM EMO	Cc Re h /
3.3.6 Assess submitted technical reports for manuals preparation.								HFF HDL PM APM	Ct Rt ch
3.4 Develop the technical manuals.									
3.4.1 Organize working group for publications.					7, 2004	Organized working group		HDL PM APM	Ct Rt ch
3.4.2 Identify necessary manuals to be developed.					7, 2004	Identification of necessary manuals such as extension guidelines, study guide for farm forestry and nursery establishment, group activity catalogue developed in the 1st year.		HFF HDL PM APM	Cc Re h /
3.4.3 Collect the related information for manuals preparation.								APM DFOs DFEOs	Cc Re h /
3.4.4 Compile and edit manuals through consultation to relevant institutions and specialists.								HFF HDL PM APM	Ct Rt ch
3.4.5 Publish and distribute manuals to relevant stakeholders.								PM APM	Cc Re h /

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
3.5 Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.									
3.5.1 Collect the needs of technical assistance for farmers/farmer group/other stakeholders through interviews and workshops.			□		10, 2004	Needs will be collected through weekly FFS activities with target groups. The activities are on going.		PM APM DFOs DFEOs	Ct Re ch
3.5.2 Identify target techniques to be promoted, analyze necessary resources and coordinate with other offices and organizations.			□		7-9, 2004	Preliminary target techniques were identified during the workshops in project formulation and project operation techniques seminar with DFO and DFEO. Result was compiled in "Group Activity Catalogue".		PM APM DFOs	Ct Re ch
3.5.3 Conduct technical assistances through daily visits.					10, 2004	The activities are on going as special topics in weekly FFS Activities.		DFOs DFEOs	
3.5.4 Facilitate extension staff to plan and prepare seminars and workshop for farmers/farmer groups/other stakeholders					7, 2004	Activities have been covered through "Facilitator Seminar for FFS (TOT)" and "Project Operation Techniques Seminar"		APM DFOs	
3.5.5 Implement seminars/workshops and field days for farmers/farmer group/other stakeholders.							This topic will be covered by FFS group field days upon graduations.	DFOs DFEOs	
3.5.6 Assess impact to the recipients. Coordinate with Monitoring 3.10.			■		10, 2004	Report formats by groups, DFEOs and DFOs are elaborated. Monthly reporting is on going.		APM DFOs DFEOs	
3.6 Maintain and improve Tiva demonstration plot.									
3.6.1 Collect the needs of farmers/farmer groups/other stakeholders through the interviews and workshops. Also utilize 3.1.			□			The interview is been implemented now.	Accelerate the interviews implementation and select the exhibit for reinforcement.		Ct Re ch
3.6.2 Identify needs and elaborate plan for revision and maintenances .			□			To date Questionnaires have been developed and given to consultant to finalize on them. The list of visitors is already developed for this purpose			Ct Re ch
3.6.3 Implement the plan.									Ct Re ch
3.6.4 Assess impact to the visitors. Coordinate with Monitoring 3.10.			■						Ct Re ch
3.7 Identify and assess practical field demonstration sites and the needs for promotion.									
3.7.1 Collect needs of demonstration from farmers/farmer group/other stakeholders through interviews and workshops. Also utilize 3.1.			■				Needs will be collected through weekly FFS activities with target groups. The activities are on going.	APM DFOs DFEOs	Ct
3.7.2 Identify existing farm lands for practical field demonstration and coordinate with land owners.			□		9, 2004 9, 2004	On farm sites have been identified through participatory planning with the groups. For on station, Mulberry has been bulked in FD nurseries in Mbeere, Tharaka Kitui and KEFRI tree nursery at the Centre.		APM DFOs DFEOs	Ct

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
3.7.3 Assess the needs and impact of demonstration to farmers in the surrounding area. Coordinate with Monitoring 3.10.							Not able to assess before the establishment	PM APM DFOs	Ct
3.8 Undertake cross visits among individual farmers and farmer groups.									
3.8.1 Survey leading fields of the farmers/farmer groups through field observation and interviews. Also utilize 3.1. 3.10.					Postpone d to next FY		Activities should be started after the target group acquire enough experience	PM APM DFOs DFEOs	
3.8.2 Identify target farmers/farmer groups, and plan cross visit programme based on their needs.					Postpone d to next FY		Activities should be started after the target group acquire enough experience	PM APM DFOs DFEOs	
3.8.3 Prepare cross visits among farmers/farmer groups					Postpone d to next FY		Activities should be started after the target group acquire enough experience	APM DFOs DFEOs	
3.8.4 Implement cross visit.					Postpone d to next FY		Activities should be started after the target group acquire enough experience	APM DFOs DFEOs	
3.8.5 Follow up the target farmers/farmer groups and assess the impact. Coordinate with Monitoring 3.10.								PM APM DFOs DFEOs	
3.9 Organize open days of project activities and demonstration plots for farmers and other stakeholders.									
3.9.1 Plan and prepare open day identifying target people and techniques to be shown.								APM DFOs DFEOs	Ct
3.9.2 Implement open day.								APM DFOs DFEOs	Ct
3.9.3 Assess impacts to attendances. Coordinate with Monitoring 3.10.								PM APM DFOs DFEOs	Ct
3.10 Monitor the extent of adoption of practical knowledge and techniques.									
3.10.1 Prepare TOR for survey and contract a consultant.								HFF HDL PM	Ct
3.10.2 Supervise implementation of monitoring survey.								APM DFOs	Ct
3.10.3 Receive and assess submitted monitoring reports.								HFF HDL PM APM	Ct
4 Information on social forestry extension and related issues is shared among the stakeholders.									



Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
4.1 Carry out baseline survey for situation analysis.									
4.1.1 Prepare TOR for survey and contract a consultant.					5-6, 2004	TOR for 2004 baseline survey prepared		HFF HDL PM	At
4.1.2 Supervise implementation of baseline survey.					7-9, 2004	Literature survey was completed. Implementation of field survey is completed		HDL PM	At
4.1.3 Receive and assess submitted baseline report.						60% of arrangement completed, report to be ready in early November.	Delay occassinoed by initial training for DFOs and DFEOs.	HFF HDL PM	At
4.2 Diversify methods for information sharing.									
4.2.1 Popularise project activities and guidelines for the assistance in DDC, Sub DDC, Public Barazas, etc.					6, 2004	Published project brochure. Briefing has been done at the District levels where the DCs, DOs and Chiefs have been briefed.	Briefing to continue at the District level in DDCs and other forums.	PM DFOs DFEOs	Ct
4.2.2 Popularise project activities through media programme.					4, 2004	Provide Project articles for the national newspapers.		HDL APM DFO	Pf Tt
4.2.3 Set up the homepage on website.								PM	Pf Tt
4.2.4 Maintain the homepage.								IT Expert	Pf Tt
4.3 Hold workshops and seminars.									
4.3.1 Draw up plans for the workshops and seminars.						Yet to be done.	Activities should be initiated after realization of output of other project activities. It will be given priority.	PM APM	Tt
4.3.2 Prepare the workshops and seminars.						Yet to be done.	Activities should be initiated after realization of output of other project activities. It will be given priority.	PM APM	Tt
4.3.3 Implement the workshops and seminars.								PM APM	Tt
4.4 Identify potential marketing incentives for social forestry products and services.									
4.4.1 Draw up plans for marketing study.					8, 2004	Questionnaire for the 1st marketing survey prepared. Team to include a short term expert already composed. To link with 3.3 and 3.4.		HDL PM	Ct Rt ch
4.4.2 Implement the study.					8, 2004	The 1st marketing survey in Nairobi and the three districts of Tharaka, Mbeere and Kitui has been implemented		HDL PM	Ct Rt ch

Activities	Planned year 1st (Mar.2004-Mar.05)				Implement ed month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	S	
	1qty.	2qty.	3qty.	4qty.				FD	K
4.4.3 Analyze the results of study.								HDL PM	Ct Rt ch
4.4.4 Provide farmers and other stakeholders with information collected.								PM APM DFOs DFEOs	Ct Rt ch
4.5 Monitor extent of information sharing.									
4.5.1 Prepare TOR for survey and contract a consultant.								PM APM	At
4.5.2 Supervise implementation of monitoring survey.								PM APM	At
4.5.3 Receive and assess submitted monitoring reports.								PM APM	At
Equipment and Machinery						Equipment requested F.Y.2003 was delivered. (vehicles, computers and others) Requested the equipment of F.Y.2004.	Accelerating procurement and delivery of F.Y.2004 equipment.	PM	
Infrastructure									
Prepare designs for infrastructures.						(Re. Construction of Mberre/Tharaka DFO building) Received the budget. Bill of the quantities were completed. Tendering was done and decided the constructor of Tharaka's building. BQs for Mbeere and Kitui ready but tendering yet to be done	Delays in construction occasioned by the delays in getting BQs and the long tendering process. The constructions will be started on October in Tharaka and November in Mberre and in Kitui it will be done next FY	PM DFOs	
Construct the infrastructures in accordance with the designs.						One power plant by generator (120KVA) installed in Karura FD HQ, Project office renovations done, and furnished. - Foundation and slub in place in Tharaka. Office construction expected to be complete by February, 2005 in Tharaka and March, 2005 in Mbeere.		PM DFOs	
Review								CCF HFF, HDL PM,	Di Ct

\* Activities that must take place at given time sporadic activities

\*Abreviation

FD

CCF: Chief Conservator of Forest

HFF: Head of Farm Forest & Extension Branch

HDL: Head of Dryland Forestry Branch

EMO: Extension Monitoring Officer

PM: Project Managere

APM: Assistant Project Manager

KEFRI

Co-PM: Center Director-Kitui

NPC: National Programme Coordinator-Dryland

AD/SP: Assistant Director of Service Programme-Muguga

TM: Training Manager-Muguga

PRO: Public Relation Officer-Muguga

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
<b>0 General project implementation</b>									
0.1 Hold joint coordinating committee meetings.		█			7, 2005	Held the 2nd Joint Coordinating Committee and revised PDM and PO of the project.		CCF	Dir
0.2 Carry out baseline survey for project purpose.									
0.2.1 Prepare TOR for survey and contract a consultant.								EMO HDL PM	NI
0.2.2 Supervise implementation of baseline survey.								PM DFO EMO	NI
0.2.3 Receive and assess submitted baseline report.								CCF PM EMO	NI
0.3 Monitor project purpose.									
0.3.1 Monitor and assess the achievement of project purpose.		█		█	4-5, 2005	Assessed and revised the indicators of project purpose in PDM.		HDL PM EMO	NI
<b>1 Institutional and technical capacities for social forestry extension in Forest Department are strengthened.</b>									
1.1 Assist institutional strengthening in FD.									
1.1.1 Assist to strengthen institutional capacity in policy and planning for forestry development.		█			4-9, 2005 8-9, 2005 9, 2005	Exchanged information through FD-donor coordination meetings. Assisted the development of Road Map for forestry reform. (FD conducted a study in Uganda and developed the 1st Road Map for forestry reform after the approval of New Forest Bill in Parliament.) Assisted working group activities in personnel capacity building, GIS and World Water Forum.		CCF HFF HDL	
1.1.2 Assist to strengthen institutional capacity in extension activities.			█		8-9, 2005	Prepared the 1st participatory extension training course to build institutional capacity outside the areas of project field activities.		HFF HDL PM	
1.1.3 Assist to strengthen institutional capacity in regional development of social forestry.		█			4-5, 2005 5, 2005 5, 2005	Conducted the series of planning workshops to develop capacity for planning and to create the detail of regional training courses. Conducted an overseas study (Rwanda) to strengthen planning capacity for regional training courses. Assisted the preparation of the draft of the agreement (R/D) for regional training courses.		HFF HDL	
1.2 Carry out baseline survey for situation analysis.									
1.2.1 Prepare TOR for survey								CCF PM HFF HDL	TD
1.2.2 Supervise implementation of baseline survey.								CCF PM HFF HDL	TD
1.2.3 Receive and assess submitted baseline report.								CCF PM HFF HDL	TD
1.3 Prepare practical guidelines for planning, implementation, monitoring and evaluation.									

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implemented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
1.3.1 Scrutinize and review existing extension systems, guidelines and case studies							HFF HDL PM APM		
1.3.2 Review and analyze FD/SOFEM extension system to identify the problems for more involvement of farmers/farmer groups activities (Study & Workshop)							DFOs PM APM		
1.3.3 Prepare the draft guideline.							DFOs PM APM		
1.3.4 Implement trials in accordance with the draft guideline.							DFOs PM APM		
1.3.5 Finalize the guideline based on the results of trial.							DFOs PM APM		
1.3.6 Review and improve the guideline through the feedback of project implementation					7-9, 2005	Several management formats in planning and reporting (Group Weekly Report, Monthly Implementation Plan & Report, Group Visiting Roaster, etc) for the field implementation were modified for improvement.	DFOs PM APM		
1.4 Conduct training for FD staff									
1.4.1 Carryout a training needs assessment					8, 2005	Conducted a working group to assess training needs with other stakeholders (FD, KEFRI, FAO, UNDP and ISFP).	HFF HDL PM APM		TD
1.4.2 Draw up training plans for FD staff.					8-9, 2005	Prepared the 1st participatory extension training course to build institutional capacity outside the areas of project field activities..	HFF HDL		TD
1.4.3 Procure and prepare necessary materials for the implementation of the training (include textbook).					9, 2005	Prepared the methodology of the 1st participatory extension training course.	PM		TD
1.4.4 Implement training course (include evaluation of the training course and application of recommendations / lessons learned to next course).							PM HFF HDL		TD
1.5 Monitor extent of institutional and technical strengthening.									
1.5.1 Monitor and assess the achievement of institutional and technical strengthening.							CCF HFF HDL PM		TD

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
<b>2 Social forestry extension activities among individual farmers and farmer groups are promoted.</b>									
2.1 Carry out baseline survey for situation analysis.									
2.1.1 Prepare TOR for survey and contract a consultant.								HFF HDL PM	Cc
2.1.2 Supervise implementation of baseline survey.								DFO PM APM	Cc
2.1.3 Receive and assess submitted baseline report.								HDL HFF PM APM	Cc
2.2 Improve extension staff's activities.									
2.2.1 Conduct workshop with FD extension staff for problem analysis.								APM DFOs DFEos Field Ass.	Cc Re: As:
2.2.2 Conduct seminar, workshop and OJT training for extension staff (DFEO, Field Assistants, etc.) on extension method, activity planning and implementation.					07, 2005	Facilitator Seminar for FFS (TOT2) has been conducted for the DFO, ADFO and DFEO from project areas and 4 neighbour district in semi-arid areas and 25 officers are graduated.		PM APM	Cc Re: As:
2.2.3 Conduct seminar and field visits for extension staff or facilitate to attend other organizations' training and in various needs on social forestry techniques.					04, 2005 05, 2005	1 week "Capacity Building Course in Dryland Farming Techniques" was organized with KARI, The National Dryland Farming Research Centre (NDFRC), Katumani, 19 field officers in the project areas completed the course. A week OJT for Melia seedling production was carried out in Nuu nurserv, Mwingi for 2 FD nurserv staff from Tharaka district.		APM DFOs Field Ass.	Cc Re: As:
2.2.4 Facilitate the extension staff to conduct M&E on farmers/farmer groups as for the improvement of field extension activity management.								APM DFOs DFEos	Cc
2.2.5 Compile database and analyze extension methods for further planning of field extension activities.					08, 2005 09,2005	Modification and improvement of preliminary group profile databases are on going. Interface and reporting format need more improvement for daily use. New & old group data collection is on going.		APM DFOs DFEos	
2.2.6 Train FD staff on practical management of tools and equipment to facilitate field activities.								PM APM	
2.2.7 Diversify method of communication for mutual exchange of information.								PM APM	
2.2.8 Assess performance of extension staff (including comments by farmers)								HFF PM APM DFEos	
2.2.9 Initiate award system to motivate extension staff								PM APM DFEos	
2.3 Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups,									
2.3.1 Popularise the criteria and methodology for the project assistance to farmer groups, district administrations and other local stakeholders.					8, 2005	Groundworking and promotion in 22 new locations has been completed by DFEO.		APM DFOs DFEos	

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
2.3.2 Select or form the target groups and assess the requests.		█			8, 2005	The second generation extension run 22 groups have been selected or formed through ground working and project promotion by DFO, DFEO and Field Assistant.		APM DFOs DFEOs	
2.3.3 Assist group organizations, facilitate sessions for problem analysis and determine the targets for the groups.			█		9, 2005	Has been completed for the second generation extension run 22 groups through participatory planning by DFEO.		APM DFOs DFEOs	
2.3.4 Facilitate sessions for action planning by the farmer groups.	█		█		2-5, 2005 9, 2005	Nursery enterprises and PTDs planned by the first generation 48 groups through participatory planning sessions. The second generation extension run 22 groups have completed participatory planning of host farm establishment by facilitation of DFEOs.		APM DFOs DFEOs	
2.3.5 Facilitate farmer groups in implementing enterprises and PTD.	█	█			4-9, 2005 9, 2005	The activities for nursery enterprise and PTD are on going for the first generation 48 groups through weekly FFS sessions. The host farm preparation is on going for the first and second 70 groups.		APM DFOs DFEOs	
2.3.6 Facilitate group members to carry out the learning sessions and routine consultation through Farmers' Field School (FFS) methodology.	█	█			4-9, 2005 8-9, 2005	The weekly FFS learning sessions are going on through the first generation 48 groups. The weekly FFS learning sessions are going on through the second generation 22 groups.		APM DFOs DFEOs	
2.3.7 Facilitate farmer groups in M & E of their activities.			█		9-11, 2005 9-10, 2005 9-10, 2005	Participatory evaluation for nursery enterprise and nursery field day assessment is on going by 48 groups. Reflection session is going on as special topic for more detailed analysis to capture learning requirements. Data collection and processing session is going on by KEFRI field officers as special topic to improve field data collection techniques and long term data processing skills of FFS members.		APM DFOs DFEOs	
2.3.8 Facilitate the group members to apply learned techniques on their own farm.			█		4-11, 2005 9-11, 2005	Melia seedling production in FD and KEFRI nursery was reinforced by the project to meet possible impact or demand created by FFS host farm and field day. Over 60,000 seedling were produced in 3 nurseries in Nuu, Mutitu and Tiva. Seedling purchase promotion and requirement survey are on going to ease farm forest establishment on the individual farm of the members and neighbours.		APM DFOs DFEOs	
2.4 Facilitate farmer to farmer extension.									
2.4.1 Facilitate farmer groups to select Farmer Facilitators	█				4-5, 2005	126 candidate for Farmer-Run facilitator was selected by the groups through facilitation of DFEO.		APM DFOs DFEOs	
2.4.2 Conduct seminar to motivate Farmer Facilitator in farmer to farmer extensions and to equip them with necessary techniques and skill.		█			6-7, 2005	One week training of FFS methodology (TOT) for farmer facilitator has been conducted 4 times (Tharaka 1, Mbeere 1, Kitui 2) and 126 farmers participated.		APM DFOs DFEOs	Cc Re As
2.4.3 Facilitate the farmer facilitators to select/form the target groups in neighbouring area, carryout problem and needs assessment for the activities.				█				APM DFOs DFEOs	Cc Re As
2.4.4 Facilitate Farmer Facilitator to carry out the learning sessions and routine consultation through FFS methodology for neighbouring groups.								DFOs DFEOs	
2.4.5 Asses the groups and farmer facilitators performances through routinely M&E activities by DEFO and DFO.								DFOs DFEOs	

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
2.5 Facilitate network among farmer groups.									
2.5.1 Conduct surveys, collect information and review existing activities.					7, 2005	Short interview for the FFS network officials in Mwingi district has been carried out. More information through visits is necessary.		PM APM DFOs	
2.5.2 Facilitate farmer groups to organize group networks on social forestry related activities.								APM DFOs DFEOs	
2.5.3 Facilitate the group network for problem analysis and activity planning.								APM DFOs DFEOs	
2.5.4 Assist the group networks to implement their activities related to social forestry.								APM DFOs DFEOs	
2.5.5 Facilitate the group network in monitoring and evaluation of their activities.								APM DFOs DFEOs	
2.5.6 Facilitate the group network for information sharing and other social forestry related projects.								APM DFOs DFEOs	
2.6 Monitor extent of the promotion of social forestry extension activities.									
2.6.1 Prepare TOR for survey and contract a consultant.					8, 2005	Reviewed the methodology for the monitoring of field activities.		PM APM EMO	Cc
2.6.2 Supervise implementation of monitoring survey.						Supervise implementation of monitoring by DFO and monitoring officer.		APM EMO	Cc
2.6.3 Receive and assess submitted monitoring reports.						Monitor and assessed the practical knowledge.		PM EMO	Cc

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
<b>3 Farmers and other stakeholders obtain enough practical knowledge and techniques.</b>									
3.1 Carry out baseline survey for situation analysis.									
3.1.1 Prepare TOR for survey and contract a consultant.								PM APM	Cc
3.1.2 Supervise implementation of baseline survey.								APM	Cc
3.1.3 Receive and assess submitted baseline report.								PM APM	Cc
3.2 Identify useful local forestry related knowledge and develop farmers friendly techniques.									
3.2.1 Organize working group for useful local forestry related knowledge and farmers friendly techniques to identify the target.								PM APM DFOs	Cc Re: As:
3.2.2 Collect the existing bibliographical information and assess existing social forestry techniques by the point of view of the farmers and identify the target techniques to be improved.					5, 2005 6-8, 2005	Reports on Melia plus tree selection and related data was collected and analysed for planning of survey. Consultation has been done through KENDAT in necessary equipment for conservation tillage.		PM APM DFOs DFEOs	Cc Re: As:
3.2.3 Elaborate plan for for filed survey and technical improvement.					3-4, 2005 5, 2005	Experiment plan for Melia Intercropping using Conservation Tillage techniques has been elaborated. Survey plan for reassessment of selected Melia plus trees are elaborated.		PM APM DFOs	Cc Re: As:
3.2.4 Implement the survey and experiment.					9, 2005 6-9, 2005 9-10, 2005 5-9, 2005 8, 2005 8-11, 2005	A farmer in Kitui (KEFRI staff) has visited on going conservation tillage site with Co-PM and received instruction. Equipment are procured and adjusted for local conditions. Land preparation for the experiment of Conservation Tillage techniques has been completed by a farmer in Kitui (KEFRI staff) under supervision with farmer instructor from Machakos. Survey and reassessment of selected Melia plus trees are carried out with improved selection criteria. Road map and genetic improvement strategy for Melia was elaborated by KEFRI in assistance with JICA short term expert. Trial of Melia plus tree propagation through grafting has succeeded. Another method of propagation is under trial in Tiva.		APM DFOs DFEOs	Cc Re: As:
3.2.5 Monitor and analyze results of development.								PM APM EMO	Cc Re: As:
3.2.6 Assess submitted technical reports for manuals preparation.								HFF HDL PM APM	Cc Re: As:
3.3 Develop the technical manuals.									
3.3.1 Organize working group for publications.					8, 2005	Organized a working group to develop TIVA forest demonstration guide and social forestry marketing guide.		HDL PM APM	Cc Re: As:
3.3.2 Identify necessary manuals to be developed.								HFF HDL PM APM	Cc Re: As:



Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
3.3.3 Collect the related information for manuals preparation.								APM DFOs DFEOs	Cc Re: As:
3.3.4 Compile and edit manuals through consultation to relevant institutions and specialists.					8-9, 2005	Collected information and designed and compiled the draft of TIVA forest demonstration guide.		HFF HDL PM APM	Cc Re: As:
3.3.5 Publish and distribute manuals to relevant stakeholders.					9, 2005	Published the TIVA forest demonstration guide.		PM APM	Cc Re: As:
3.4 Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.									
3.4.1 Collect the needs of technical assistance for farmers/farmer group/other stakeholders through weekly sessions and interviews.					4-9, 2005 9-, 2005	Needs will be collected through weekly FFS activities with target groups. The activities are on going. Reflection session is going on as special topic for more detailed analysis to capture learning requirements.		PM APM DFOs DFEOs	Cc Re: As:
3.4.2 Identify target techniques to be promoted, analyze necessary resources and coordinate with other offices and organizations.					7-9, 2004 10-, 2004			PM APM DFOs	Cc Re: As:
3.4.3 Conduct technical assistances through routinely visits.					4-9, 2005	The activities are on going as special topic in weekly FFS Activities.		DFOs DFEOs	
3.4.4 Facilitate extension staff to plan and prepare seminars/workshop for farmers/farmer groups/other stakeholders.					7, 2004	Activities have been covered through "Facilitator Seminar for FFS (TOT)" and "Project Operation Techniques Seminar"		APM DFOs	
3.4.5 Implement seminars/workshops and field days for farmers/farmer group/other stakeholders.					8-9, 2005	Field days have been conducted by 48 groups.		DFOs DFEOs	
3.4.6 Assess impact to the recipients. Coordinate with Monitoring 3.10.					10-, 2004	Report form by groups, DFEOs and DFOs are elaborated. Monthly reporting are on going.		APM DFOs DFEOs	
3.5 Maintain and improve Tiva demonstration plot.									
3.5.1 Collect the needs of farmers/farmer groups/other stakeholders through the interviews and workshops. Also utilize 3.1.									Cc Re: As:
3.5.2 Identify needs and elaborate plan for revision and maintenances .									Cc Re: As:
3.5.3 Implement the plan.									Cc Re: As:
3.5.4 Assess impact to the visitors. Coordinate with Monitoring 3.8.					9, 2005	Published the TIVA forest demonstration guide.			Cc Re: As:
3.6 Identify and assess usefull social forestry related techniques and establish/identify field demonstration site.									
3.6.1 Collect information and identify useful techniques for demonstration.								APM DFOs DFEOs	Cc
3.6.2 Identify existing farm lands or establish the site for practical field demonstration.								APM DFOs DFEOs	Cc
3.6.3 Assess the impact of demonstration to farmers in the surrounding area.								PM APM DFOs	Cc
3.7 Undertake cross visits among individual farmers and farmer groups.									

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implemented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
3.7.1 Survey leading fields of the farmers/farmer groups through field observation and interviews. Also utilize 3.1, 3.8.			█					PM APM DFOs DFEOs	
3.7.2 Identify target farmers/farmer groups, and plan cross visit programme based on their needs.		█			7, 2005	District level Exchange Visit Plan between the FFS groups has been prepared by DFO.		PM APM DFOs DFEOs	
3.7.3 Prepare and implement cross visits among farmers/farmer groups		█			8-9, 2005	Exchange Visit were conducted between all first generation extension run 48 groups. The groups visited another group in same or neighbouring division.		APM DFOs DFEOs	
3.7.4 Follow up the target farmers/farmer groups and assess the impact. Coordinate with Monitoring 3.8.		█			9, 2005	Exchange Visit Reporting Format are prepared. Survey is on going.		PM APM DFOs DFEOs	
3.8 Monitor the extent of adoption of practical knowledge and techniques.									
3.8.1 Prepare TOR for survey and contract a consultant.			█					HFF HDL PM	Cc
3.8.2 Supervise implementation of monitoring survey.		█				Supervise implementation of monitoring by DFO and monitoring officer.		APM DFOs	Cc
3.8.3 Receive and assess submitted monitoring reports.	█	█				Monitor and assessed the practical knowledge.		HFF HDL PM APM	Cc

Activities	Planned year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
<b>4 Information on social forestry extension and related issues is shared among the stakeholders.</b>									
4.1 Carry out baseline survey for situation analysis.									
4.1.1 Prepare TOR for survey and contract a consultant.								HFF HDL PM	AI
4.1.2 Supervise implementation of baseline survey.								HDL PM	AI
4.1.3 Receive and assess submitted baseline report.								HFF HDL PM	AI
4.2 Diversify methods for information sharing.									
4.2.1 Popularise project activities and guidelines for the assistance in DDC, Sub DDC, Public Barazas, etc.					6, 2005 9, 2005	Published the 1st ISFP newsletter for stakeholders. Published TIVA forest demonstration guide.		PM DFOs DFEOs	Cc
4.2.2 Popularise project activities through media programme.					5, 2005	Assisted project field visit by Japanese TV programme and Japanese local newspaper . (Programme and an article released in Japan in May - June 2005)		HDL APM DFO	PF TY
4.2.3 Set up the homepage on website.								PM	PF TY
4.2.4 Maintain the homepage.					7, 2005	Improved ISFP homepage.		IT Expert	PF TY
4.3 Hold workshops and seminars.									
4.3.1 Draw up plans for the workshops and seminars.							Project seminar will be prepared in January and conducted in February 2006.	PM APM	TY
4.3.2 Prepare the workshops and seminars.								PM APM	TY
4.3.3 Implement the workshops and seminars.								PM APM	TY
4.4 Identify potential marketing incentives for social forestry products and services.									
4.4.1 Draw up plans for marketing study.					8, 2005	Organized a working group for the 2nd round of marketing study..		HDL PM	Cc Re: As:
4.4.2 Implement the study.					9, 2005	Conducted a study on Thamarindus as the product with limited information.		HDL PM	Cc Re: As:
4.4.3 Analyze the results of study.								HDL PM	Cc Re: As:
4.4.4 Provide farmers and other stakeholders with information collected.								PM APM DFOs DFEOs	Cc Re: As:
4.5 Monitor extent of information sharing.									
4.5.1 Prepare TOR for survey and contract a consultant.								PM APM	AI

Activities	Planed year 2nd (Apr.2005-Mar.06)				Implem ented month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	St	
	1qty.	2qty.	3qty.	4qty.				FD	K
Equipment and Machinery						Office equipments (Copier, computer, Projector, Color printer) were delivered. VHF/HF radio communication facility/equipment were improved. Delivery of Motorbikes were delay.		PM	
<b>Infrastructure</b>									
Prepare designs for infrastructures.						Preparation of Building sketch/plan, Engineers estimates were done. Doing review of Building plan and estimates.		PM DFOs	
Construct the infrastructures in accordance with the designs.								PM DFOs	
Review								CCF HFF, HDL PM, APM	Dir CC

\* Activities that must take place at given time sporadic activities

\*Abreviation

FD

CCF: Chief Conservator of Forest

HFF: Head of Farm Forest & Extension Branch

HDL: Head of Dryland Forestry Branch

EMO: Extension Monitoring Officer

PM: Project Managere

APM: Assistant Project Manager

KEFRI

Co-PM: Center Director-Kitui

NPC: National Programme Coordinator-Dryland

AD/SP: Assistant Director of Service Programme-Muguga

TM: Training Manager-Muguga

PRO: Public Relation Officer-Muguga

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
<b>0 General project implementation</b>									
0.1 Hold joint coordinating committee meetings.		■						CCF	Director
0.2 Carry out baseline survey for project purpose.									
0.2.1 Prepare TOR for survey and contract a consultant.								EMO HDL PM	NPC
0.2.2 Supervise implementation of baseline survey.								PM DFO EMO	NPC
0.2.3 Receive and assess submitted baseline report.								CCF PM EMO	NPC
0.3 Monitor project purpose.									
0.3.1 Monitor and assess the achievement of project purpose.		■						HDL PM EMO	NPC
<b>1 Institutional and technical capacities for social forestry extension in Forest Department are strengthened.</b>									
1.1 Assist institutional strengthening in FD.									
1.1.1 Assist to strengthen institutional capacity in policy and planning for forestry development.		■	■		10-11, 2005 11, 2005 -1, 2006 1-3, 2006 2-3, 2006	Exchanged information through FD-donor coordination meetings. Forests Bill 2005 was passed by Parliament in July 2005 and was enacted in November as Forest Act 2005) Conducted a basic GIS training course for Forest Department planners to activate policy discussions in FD HQs. Assisted to formulate the strategic plan for forthcoming Kenya Forest Service (KFS) through a workshop and prepared the first draft of the strategic plan. Prepared and published Planning Guide-problem analysis to implementation plan to activate policy discussions. Conducted a series of sessions for comprehensive policy analysis in FD		CCF HFF HDL	
1.1.2 Assist to strengthen institutional capacity in extension activities.			■	■	10, 2005 11, 2005 2, 2006 2-3, 2006	Conducted a participatory extension training course to build institutional capacity outside the areas of project field activities. Monitored the field activities planned during the course through field visits. Evaluated the challenges of the planed field activities through a workshop. Conducted the sessions of problem analysis for establishing new forestry		HFF HDL PM	
1.1.3 Assist to strengthen institutional capacity in regional development of social forestry.		■		■	11, 2005 1, 2006 2, 2006	Prepared the sessions managed by the project for the 1st regional training course for social forestry conducted by KEFRI. Conducted sessions of problem analysis and Farmers Field Schools (FFS) for the 1st regional training course. Conducted the joint project seminar (ISFP/TCTP Seminar) with the course participants..		HFF HDL	
1.2 Carry out baseline survey for situation analysis.									
1.2.1 Prepare TOR for survey								CCF PM HFF HDL	TM

Monitoring Sheet

3rd-4th Quarters of 2nd Year (October 2005-March 2006)

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
1.2.2 Supervise implementation of baseline survey.							CCF PM HFF HDL	TM	
1.2.3 Receive and assess submitted baseline report.							CCF PM HFF HDL	TM	
1.3 Prepare practical guidelines for planning, implementation, monitoring and evaluation.									
1.3.1 Scrutinize and review existing extension systems, guidelines and case studies					2-3, 2006	Conducted the sessions of problem analysis for establishing new forestry extension service delivery in FD HQs.	HFF HDL PM APM		
1.3.2 Review and analyze FD/SOFEM extension system to identify the problems for more involvement of farmers/farmer groups activities (Study &							DFOs PM APM		
1.3.3 Prepare the draft guideline.							DFOs PM APM		
1.3.4 Implement trials in accordance with the draft guideline.							DFOs PM APM		
1.3.5 Finalize the guideline based on the results of trial.							DFOs PM APM		
1.3.6 Review and improve the guideline through the feedback of project implementation							DFOs PM APM		
1.4 Conduct training for FD staff									
1.4.1 Carryout a training needs assessment							HFF HDL PM APM	TM	
1.4.2 Draw up training plans for FD staff.							HFF HDL	TM	
1.4.3 Procure and prepare necessary materials for the implementation of the training (include textbook).							PM	TM	
1.4.4 Implement training course (include evaluation of the training course and application of recommendations / lessons learned to next course).					10, 2005 11, 2005	Conducted a participatory extension training course to build institutional capacity outside the areas of project field activities. Conducted a basic GIS training course for policy planners to activate policy discussions in FD HQs.	PM HFF HDL	TM	
1.5 Monitor extent of institutional and technical strengthening.									
1.5.1 Monitor and assess the achievement of institutional and technical strengthening.					11, 2005 2, 2006	Monitored the field activities planned during the participatory extension training course for the FD staff outside project areas. Evaluated the challenges of the planned field activities through the workshop. (Monitored and assessed the achievement in the daily project activities throughout the year.)	CCF HFF HDL PM	TM	
<b>2 Social forestry extension activities among individual farmers and farmer groups are promoted.</b>									

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
2.1 Carry out baseline survey for situation analysis.									
2.1.1 Prepare TOR for survey and contract a consultant.								HFF HDL PM	Co-PM
2.1.2 Supervise implementation of baseline survey.								DFO PM APM	Co-PM
2.1.3 Receive and assess submitted baseline report.								HDL HFF PM APM	Co-PM
2.2 Improve extension staff's activities.									
2.2.1 Conduct workshop with FD extension staff for problem analysis.			■		12, 2005	1 week "Experience sharing workshop for DFEOs" has been organized and 17 DFEOs, 3 ADFOs and one KEFRI researcher attended. Common Questions, Problem & Solution Case Study sessions was conducted.		APM DFOs DFEOs Field Ass.	Co-PM Research .
2.2.2 Conduct seminar, workshop and OJT training for extension staff (DFEO, Field Assistants, etc.) on extension method, activity planning and		■						PM APM	Co-PM Research .
2.2.3 Conduct seminar and field visits for extension staff or facilitate to attend other organizations' training and in various needs on social forestry techniques.	■							APM DFOs Field Ass.	Co-PM Research .
2.2.4 Facilitate the extension staff to conduct M&E on farmers/farmer groups as for the improvement of field extension activity management.			■		12, 2005	M & E sessions were conducted on Level of Empowerment, Technology Transfer, Farmer Facilitators and Administrative, Planning & Reporting Formats in "Experience sharing workshop for DFEOs"		APM DFOs DFEOs	Co-PM
2.2.5 Compile database and analyze extension methods for further planning of field extension activities.		■						APM DFOs DFEOs	
2.2.6 Train FD staff on practical management of tools and equipment to facilitate field activities.								PM APM	
2.2.7 Diversify method of communication for mutual exchange of information.								PM APM	
2.2.8 Assess performance of extension staff (including comments by farmers)			■		12, 2005 11-12, 2005	Improvement and change in DFEOs' performance was assessed through self-evaluation sessions in "Experience sharing workshop for DFEOs" Farmer assessed DFEOs performance during ex-change visits and gave their comments.		HFF PM APM DFOs	
2.2.9 Initiate award system to motivate extension staff								PM APM DFOs	
2.3 Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.									
2.3.1 Popularise the criteria and methodology for the project assistance to farmer groups, district administrations and other local stakeholders.		■		■	3, 2006	Groundworking and promotion in 52 new surrounding groups has been completed by Farmer Facilitator.		APM DFOs DFEOs	
2.3.2 Select or form the target groups and assess the requests.		■		■	3, 2006 3, 2006	The first farmer run 52 groups have been selected or formed through ground working and project promotion by farmer facilitator. Orientation seminar has been conducted for selected 52 group leaders. 104 group officials were trained for project schemes and methodologies		APM DFOs DFEOs	
2.3.3 Assist group organizations, facilitate sessions for problem analysis and determine the targets for the groups.		■						APM DFOs DFEOs	

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
2.3.4 Facilitate sessions for action planning by the farmer groups.	■	■						APM DFOs DFEOs	
2.3.5 Facilitate farmer groups in implementing enterprises and PTD.	■	■						APM DFOs DFEOs	
2.3.6 Facilitate group members to carry out the learning sessions and routine consultation through Farmers' Field School (FFS) methodology.					4, 2005-3, 2006 8-9, 2005-3, 2006	The weekly FFS learning sessions are going on through the first generation 48 groups. The weekly FFS learning sessions are going on through the second generation 22 groups.		APM DFOs DFEOs	
2.3.7 Facilitate farmer groups in M & E of their activities.			■		9-11, 2005 9-10, 2005 9-12, 2005 2-3, 2006	Participatory evaluation for nursery enterprise and nursery field day assessment is on going by 48 groups. Reflection session is going on as special topic for more detailed analysis to capture learning requirements. Data collection and processing sessions have been conducted by KEFRI field officers and DFEO as special topic to improve field data collection techniques and long term data processing skills of FFS members. 5 final sessions (Ballot box exercise, Cost-benefit analysis, PTD analysis, Self-evaluation, Way forward) are conducted for the first 48 groups in preparation for graduation.		APM DFOs DFEOs	
2.3.8 Facilitate the group members to apply learned techniques on their own farm.			■		4-11, 2005 9-11, 2005	Melia seedling production in FD and KEFRI nursery was reinforced by the project to meet possible impact or demand created by FFS host farm and field days. Over 60,000 seedling were produced in 3 nurseries in Nuu, Mutitu and Tiva. Seedling purchase promotion and requirement survey are on going to ease farm forest establishment on the individual farm of the members and neighbours		APM DFOs DFEOs	
2.4 Facilitate farmer to farmer extension.									
2.4.1 Facilitate farmer groups to select Farmer Facilitators	■		■		11-12,2005 1-2, 2006	Participatory evaluation of 128 farmer facilitator candidates has been completed and 96 were qualified. 10 farmer facilitator candidate for replacement were selected by the groups through facilitation of DFEO.		APM DFOs DFEOs	
2.4.2 Conduct seminar to motivate Farmer Facilitator in farmer to farmer extensions and to equip them with necessary techniques and skill.		■			3, 2006 3, 2006	Additional one week training on FFS methodology (TOT) for farmer facilitators has been conducted (Tharaka 5, Mbeere 4, Kitui 1) and 10 farmers participated. Orientation seminar for farmer facilitators has been conducted. Qualified 106 farmer facilitators trained on implementation system and M&E method under project.		APM DFOs DFEOs	Co-PM Research .
2.4.3 Facilitate the farmer facilitators to select/form the target groups in neighbouring area, carryout problem and needs assessment for the activities.					3, 2006	52 groups were selected/formed by 52 pairs of 104 farmer facilitators with the assistance of DFEOs.		APM DFOs DFEOs	Co-PM Research .
2.4.4 Facilitate Farmer Facilitator to carry out the learning sessions and routine consultation through FFS methodology for neighbouring groups.		■			9-2, 2006	128 trained farmer facilitator candidates were made responsible for facilitating routine FFS activities in their own groups until graduation and their performance was going to be assessed by DFEO for qualification.		DFOs DFEOs	
2.4.5 Asses the groups and farmer facilitators performances through routinely M&E activities by DEFO and DFO.								DFOs DFEOs	



Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
2.5 Facilitate network among farmer groups.									
2.5.1 Conduct surveys, collect information and review existing activities.					12, 2005	Project area DFOs and APM visited and held interactive meetings with Kakamega FFS Network to visualize future activities and actions to be taken by the project.		PM APM DFOs	
2.5.2 Facilitate farmer groups to organize group networks on social forestry related activities.								APM DFOs DFEOs	
2.5.3 Facilitate the group network for problem analysis and activity planning.								APM DFOs DFEOs	
2.5.4 Assist the group networks to implement their activities related to social forestry.								APM DFOs DFEOs	
2.5.5 Facilitate the group network in monitoring and evaluation of their activities.								APM DFOs DFEOs	
2.5.6 Facilitate the group network for information sharing and other social forestry related projects.								APM DFOs DFEOs	
2.6 Monitor extent of the promotion of social forestry extension activities.									
2.6.1 Prepare TOR for survey and contract a consultant.								PM APM EMO	Co-PM
2.6.2 Supervise implementation of monitoring survey.					9,2005	Distribute Tree planting and Seedling production monitoring questioners.		APM EMO	Co-PM
2.6.3 Receive and assess submitted monitoring reports.					102005	Collection of monitoring questioners were not completed. Especially, "Tree planting questioner of 2003-04" has not received enough number for statistical analysis.	Supervise implementation of monitoring by DFO and monitoring officer.	PM EMO	Co-PM
<b>3 Farmers and other stakeholders obtain enough practical knowledge and techniques.</b>									
3.1 Carry out baseline survey for situation analysis.									
3.1.1 Prepare TOR for survey and contract a consultant.								PM APM	Co-PM
3.1.2 Supervise implementation of baseline survey.								APM	Co-PM
3.1.3 Receive and assess submitted baseline report.								PM APM	Co-PM
3.2 Identify useful local forestry related knowledge and develop farmers friendly techniques.									
3.2.1 Organize working group for useful local forestry related knowledge and farmers friendly techniques to identify the target.								PM APM DFOs	Co-PM Research .
3.2.2 Collect the existing bibliographical information and assess existing social forestry techniques by the point of view of the farmers and identify the target techniques to be improved.								PM APM DFOs DFEOs	Co-PM Research .
3.2.3 Elaborate plan for for filed survey and technical improvement.								PM APM DFOs	Co-PM Research .

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
3.2.4 Implement the survey and experiment.					9-10, 2005 8-11, 2005 9-12, 2005	Land preparation for the experiment of Conservation Tillage techniques has been completed by a farmer in Kitui (KEFRI staff) under supervision with farmer instructor from Machakos. Trial of Melia plus tree propagation through grafting has succeeded. Another method of propagation is under trial in Tiva. Experiment for conservation tillage techniques has been established in Melia intercropping plots in Tiva. A second generation group introduced conservation tillage in their host farm PTD (Participatory Technology Development)	APM DFOs DFEOs	Co-PM Research .	
3.2.5 Monitor and analyze results of development.							PM APM EMO	Co-PM Research .	
3.2.6 Assess submitted technical reports for manuals preparation.					3, 2006	Result of conservation tillage experiment was not valid due to severe drought but preliminary result was assessed	HFF HDL PM APM	Co-PM Research .	
3.3 Develop the technical manuals.									
3.3.1 Organize working group for publications.							HDL PM APM	Co-PM Research .	
3.3.2 Identify necessary manuals to be developed.							HFF HDL PM APM	Co-PM Research .	
3.3.3 Collect the related information for manuals preparation.							APM DFOs DFEOs	Co-PM Research .	
3.3.4 Compile and edit manuals through consultation to relevant institutions and specialists.							HFF HDL PM APM	Co-PM Research .	
3.3.5 Publish and distribute manuals to relevant stakeholders.							PM APM	Co-PM Research .	
3.4 Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.									
3.4.1 Collect the needs of technical assistance for farmers/farmer group/other stakeholders through weekly sessions and interviews.							PM APM DFOs DFEOs	Co-PM Research .	
3.4.2 Identify target techniques to be promoted, analyze necessary resources and coordinate with other offices and organizations.					10, 2005- 3, 2006 9-10, 2005	The identification of required techniques and coordination with other officers are on going through "special topic" planning for weekly FFS Activities. Reflection sessions were conducted by first generation 48 groups for identification of learnt and required topics for FFS sessions.	PM APM DFOs	Co-PM Research .	
3.4.3 Conduct technical assistances through routinely visits.					10, 2005- 3, 2006	The activities are on going as special topic in weekly FFS Activities.	DFOs DFEOs		
3.4.4 Facilitate extension staff to plan and prepare seminars/workshop for farmers/farmer groups/other stakeholders.							APM DFOs		
3.4.5 Implement seminars/workshops and field days for farmers/farmer group/other stakeholders.					1-2, 2006	Field days have been conducted by 49 Groups.	DFOs DFEOs		
3.4.6 Assess impact to the recipients. Coordinate with Monitoring 3.10.					10-, 2005	Report form by groups, DFEOs and DFOs are elaborated. Monthly reporting are on going.	APM DFOs DFEOs		

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
3.5 Maintain and improve Tiva demonstration plot.									
3.5.1 Collect the needs of farmers/farmer groups/other stakeholders through the interviews and workshops.									Co-PM Research .
3.5.2 Identify needs and elaborate plan for revision and maintenances .									Co-PM Research .
3.5.3 Implement the plan.									Co-PM Research .
3.5.4 Assess impact to the visitors. Coordinate with Monitoring 3.8.									Co-PM Research .
3.6 Identify and assess usefull social forestry related techniques and establish/identify field demonstration site.									
3.6.1 Collect information and identify useful techniques for demonstration.								APM DFOs DFEOs	Co-PM
3.6.2 Identify existing farm lands or establish the site for practical field demonstration.								APM DFOs DFEOs	Co-PM
3.6.3 Assess the impact of demonstration to farmers in the surrounding area.								PM APM DFOs	Co-PM
3.7 Undertake cross visits among individual farmers and farmer groups.									
3.7.1 Survey leading fields of the farmers/farmer groups through field observation and interviews. Also utilize 3.1, 3.8.							No particular farmers or groups were identified since exchange visits were equally conducted between groups to exchange their experience regarding to FFS.	PM APM DFOs DFEOs	
3.7.2 Identify target farmers/farmer groups, and plan cross visit programme based on their needs.					10, 2005	District level Exchange Visit Plan between the first and second generation FFS groups has been prepared by DFO.		PM APM DFOs DFEOs	
3.7.3 Prepare and implement cross visits among farmers/farmer groups					11, 2005	Exchange Visits were conducted between all second generation extension run 22 groups. The groups visited old groups in same or neighbouring division.		APM DFOs DFEOs	
3.7.4 Follow up the target farmers/farmer groups and assess the impact. Coordinate with Monitoring 3.8.					12, 2005 3, 2006	First generation Exchange Visit Report has been presented by 20 groups. Scnd generation Exchange Visit Report has been presented by 6		PM APM DFOs DFEOs	
3.8 Monitor the extent of adoption of practical knowledge and techniques.									
3.8.1 Prepare TOR for survey and contract a consultant.							Monitoring was carried out by the project	HFF HDL PM	Co-PM
3.8.2 Supervise implementation of monitoring survey.								APM DFOs	Co-PM
3.8.3 Receive and assess submitted monitoring reports.								HFF HDL PM	Co-PM

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
<b>4 Information on social forestry extension and related issues is shared among the stakeholders.</b>									
4.1 Carry out baseline survey for situation analysis.									
4.1.1 Prepare TOR for survey and contract a consultant.								HFF HDL PM	AD/SP
4.1.2 Supervise implementation of baseline survey.								HDL PM	AD/SP
4.1.3 Receive and assess submitted baseline report.								HFF HDL PM	AD/SP
4.2 Diversify methods for information sharing.									
4.2.1 Popularise project activities and guidelines for the assistance in DDC, Sub DDC, Public Barazas, etc.					10, 2005	Published the 2nd ISFP newsletter for stakeholders.		PM DFOs DFEOs	Co-PM
4.2.2 Popularise project activities through media programme.								HDL APM DFO	PRO TM
4.2.3 Set up the homepage on website.								PM	PRO TM
4.2.4 Maintain the homepage.					11, 2005 3, 2006	Improved ISFP homepage. Prepared the additional improvement.		IT Expert	PRO TM
4.3 Hold workshops and seminars.									
4.3.1 Draw up plans for the workshops and seminars.					11, 2005	Drew up the plan of the 1st project seminar with the regional training course conducted by KEFRI.		PM APM	TM
4.3.2 Prepare the workshops and seminars.					1, 2006	Prepared the materials and logistics for the project seminar.		PM APM	TM
4.3.3 Implement the workshops and seminars.					2, 2006 2-3, 2006	Implemented the 1st project seminar (ISFP/TCTP Seminar). Prepared and published the proceedings of the seminar.		PM APM	TM
4.4 Identify potential marketing incentives for social forestry products and services.									
4.4.1 Draw up plans for marketing study.								HDL PM	Co-PM Research .
4.4.2 Implement the study.					10,12, 2005 3, 2006	Conducted the field studies on marketing in Eastern and Northern provinces.		HDL PM	Co-PM Research .
4.4.3 Analyze the results of study.					3, 2006	Analysed the results of field studies as the reports and the drafted Tamarindus marketing guide.		HDL PM	Co-PM Research .
4.4.4 Provide farmers and other stakeholders with information collected.					2, 2006	Presented a part of information (Tamarindus) at project seminar.	Information on the benefit, return and required investment for marketing incentives is not yet prepared due to the limitation of field information and the in-depth analysis. More comprehensive data collection and the analysis are required for creating marketing incentives..	PM APM DFOs DFEOs	Co-PM Research .

# Monitoring Sheet

3rd-4th Quarters of 2nd Year (October 2005-March 2006)

Activities	Planned year 2nd (Apr.2005-Mar.06)				Impleme nted month	Achievements in this term	Reasons if planned targets wouldn't been satisfied / Necessary countermeasures /Impact (expected/unexpected)	Sta	
	1qty.	2qty.	3qty.	4qty.				FD	KEF
4.5 Monitor extent of information sharing.									
4.5.1 Monitor and assess the achievement of information sharing.						(Monitored and assessed the achievements in the daily work throughout the year.)		PM APM	AD/SP
<b>Equipment and Machinery</b>					10-11, 2005	Delivered and properly installed all equipments planned in this term.		PM	
<b>Infrastructure</b>									
Prepare designs for infrastructures.					11, 2005	Prepared and reviewed the building sketch, plan and engineering estimation of extension meeting room in FD Kitui office..		PM DFOs	
Construct the infrastructures in accordance with the designs.					3, 2006	Completed the construction of extension meeting room in FD Kitui office.		PM DFOs	
Review								CCF HFF, HDL PM, APM	Director Co-PM

\* Activities that must take place at given time sporadic activities

\*Abreviation

FD

CCF: Chief Conservator of Forest

HFF: Head of Farm Forest & Extension Branch

HDL: Head of Dryland Forestry Branch

EMO: Extension Monitoring Officer

PM: Project Managere

APM: Assistant Project Manager

KEFRI

Co-PM: Center Director-Kitui

NPC: National Programme Coordinator-Dryland

AD/SP: Assistant Director of Service Programme-Muguga

TM: Training Manager-Muguga

PRO: Public Relation Officer-Muguga

Progress of Activities						Problems in this term	Target and Activities in next t
Activities		Year 1st (Mar.04-Mar.05)					
		1qty.	2qty.	3qty.	4qty.		
0.1	Hold joint coordinating committee meetings.	Plan Actual					Hold the 2nd Joint Coordinating Committee Meeting
0.2	Carry out baseline survey for project purpose.	Plan Actual				Official statistics did not provide data/information to monitor and evaluate the objectively verifiable indicator of the project purpose on PDM	Receive and assess a baseline report to be submitted. Discuss and find solution on the problem of the data/in: regarding the objectively verifiable indicator of the pro PDM, and, if necessary, propose revision of the indicat
0.3	Monitor project purpose.	Plan Actual					Prepare TOR for survey and contract a consultant. Receive and assess submitted monitoring reports.
1.1	Assist institutional strengthening in FD.	Plan Actual					Prepare and revise a strategic plan on the institutional s legislation and coordination among development partn Develop a strategic plan on social forestry extension ac
1.2	Carry out baseline survey for situation analysis.	Plan Actual					Receive and assess baseline report to be submitted.
1.3	Prepare practical guidelines for planning, implementation, monitoring and evaluation.	Plan Actual					Implement extension activities in accordance with draft and finalize the guidelines based on the results of trial.
1.4	Conduct training for FD staff	Plan Actual					Asses training needs of extension officers for future pl
1.5	Monitor extent of institutional and technical strengthening.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports.
2.1	Carry out baseline survey for situation analysis.	Plan Actual					Receive and assess baseline report to be submitted.
2.2	Improve extension staff's activities.	Plan Actual				Some DFEOs were transferred after training. Replaced officers require training as soon as possible. Very few <i>Melia volkensii</i> seedlings have been raised in Mbeere and Tharaka.	Conduct workshop with DFEOs for field problem anal experiences. Conduct backstopping by FFS instructors to assess anc field activities. Compile group profiles databases for the activity analy Conduct training for nursery staff in Melia propagatio
2.3	Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.	Plan Actual					Facilitate weekly FFS activities.
2.4	Facilitate farmer to farmer extension.	Plan Actual					Facilitate field day implementations for the groups to s the neighbours.
2.5	Facilitate network among farmer groups.	Plan Actual					Facilitate cross visit between the groups in the district
2.6	Monitor extent of the promotion of social forestry extension activities.	Plan Actual					Prepare TOR for survey and contract a consultant. Sup implementation of monitoring survey. Receive and assc monitoring reports. Monitor monthly reports form DFOs. Conduct field vis
3.1	Carry out baseline survey for situation analysis.	Plan Actual					Receive and assess baseline report to be submitted.
3.2	Develop farmers friendly techniques.	Plan Actual					Collect information regarding to the Conservation Tilla equipments for the experiment in next year.

Progress of Activities					Problems in this term	Target and Activities in next t	
Activities		Year 1st (Mar.04-Mar.05)					
		1qty.	2qty.	3qty.			4qty.
3.3	Identify useful local forestry related knowledge.	Plan Actual				Compile the report of survey for locally employed Mel method. Collect and analyse information through an ecological :	
3.4	Develop the technical manuals.	Plan Actual				Collect originals of exiting SFTP and SOFEM textboo reprinted. Collect and analyse information through an ecological :	
3.5	Provide technical assistance for diverse needs of individual farmers, farmer groups and other	Plan Actual				Provision of required topics to the groups through we	
3.6	Maintain and improve Tiva demonstration plot.	Plan Actual				Conduct interview survey and determine the target de	
3.7	Identify and assess practical field demonstration sites and the needs for promotion.	Plan Actual				Needs will be collected through weekly FFS activities The activities are on going. Host farm development and demonstrations through we and field days.	
3.8	Undertake cross visits among individual farmers and farmer	Plan Actual				Facilitate cross visit between the groups in the district	
3.9	Organize open days of project activities and demonstration plots for farmers and other stakeholders.	Plan Actual					
3.10	Monitor the extent of adoption of practical knowledge and techniques.	Plan Actual				Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports.	
4.1	Carry out baseline survey for situation analysis.	Plan Actual				Receive and assess baseline report to be submitted.	
4.2	Diversify methods for information sharing.	Plan Actual				Briefing to continue at the District level in DDCs and c Set up the home page	
4.3	Hold workshops and seminars.	Plan Actual				Draw up plans for the workshops and seminars. Prepare the workshops and seminars. Implement the workshops and seminars.	
4.4	Identify potential marketing incentives for social forestry products and services.	Plan Actual				Collect and analyse information through an ecological	
4.5	Monitor extent of information sharing.	Plan Actual				Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports.	
Equipment and Machinery		Plan Actual			Delay in procurement process and delivery of F.Y.2004 equipment.	All equipment for F.Y.2004 will be procured.	
Prepare designs for infrastructures.		Plan Actual			Delays in getting BQs and the long tendering process		
Construct the infrastructures in accordance with the designs.		Plan Actual				The constructions of District Forest Office, Tharaka sta Mbeere in November and complete within next term.	

**Progress of Activities for each Output (September 2004 - March 2005)**

Intensified Social Forestry in Semi-arid area in Kenya (ISFP)

Progress of Activities						Problems in this term	Target and Activities in next term
Activities		Year 1st (Mar.04-Mar.05)					
		1qty.	2qty.	3qty.	4qty.		
0.1	Hold joint coordinating committee meetings.	Plan Actual					Hold the 2nd Joint Coordinating Committee Meeting
0.2	Carry out baseline survey for project purpose.	Plan Actual					
0.3	Monitor project purpose.	Plan Actual					
1.1	Assist institutional strengthening in FD.	Plan Actual				Strategic plan development was rescheduled because more information and review of trial implementation of the extension guidelines is required.	Assist practical planning and implementation of new third country training on the adoption of social forestry in Africa. Assist FD-donor coordination meeting with planning, and if possible implementation, of necessary policy study. Information collection and review of trial implementation of the extension guidelines for the consideration of the strategic plan development.
1.2	Carry out baseline survey for situation analysis.	Plan Actual					
1.3	Prepare practical guidelines for planning, implementation, monitoring and evaluation.	Plan Actual					
1.4	Conduct training for FD staff	Plan Actual					Conduct general need assessment for FD staff training. Practical planning of the training course for FD staff.
1.5	Monitor extent of institutional and technical strengthening.	Plan Actual					
2.1	Carry out baseline survey for situation analysis.	Plan Actual					
2.2	Improve extension staff's activities.	Plan Actual					Evaluation survey using the questionnaires is ongoing in Kitui district by external resource person. Conduct training for DFEOs in dry land agriculture techniques. Conduct one additional facilitator training TOT for newly assigned field officers.
2.3	Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.	Plan Actual					Facilitate weekly FFS activities. Increase/Facilitate new Extension-Run FFS.
2.4	Facilitate farmer to farmer extension.	Plan Actual					Implementation of 4 Farmer Run Facilitator TOT courses for 3 districts. Develop mechanism in implementation of Farmer Run FFS. Facilitate implementation of Farmer Run FFS.
2.5	Facilitate network among farmer groups.	Plan Actual					Facilitate cross visit between the groups in the district. Visit and collect information in networking activities among FFS groups in other district.
2.6	Monitor extent of the promotion of social forestry extension activities.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports. Monitor monthly reports form DFOs. Conduct field visit for monitoring.



**Progress of Activities for each Output (September 2004 - March 2005)**

Intensified Social Forestry in Semi-arid area in Kenya (ISFP)








Progress of Activities			Year 1st (Mar.04-Mar.05)				Problems in this term	Target and Activities in next term
Activities			1qty.	2qty.	3qty.	4qty.		
3.1	Carry out baseline survey for situation analysis.	Plan Actual						
3.2	Develop farmers friendly techniques.	Plan Actual					Preparation for the trial of conservation tillage. Determination of Melia mother trees for improvement.	
3.3	Identify useful local forestry related knowledge.	Plan Actual					Existing bibliographical information and knowledge in terms of marketing were collected through the Marketing Study of Ecological Resources Products. Validation of traditional Melia propagation techniques.	
3.4	Develop the technical manuals.	Plan Actual					Prioritization of materials through curriculum development.	
3.5	Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.	Plan Actual					Conduct fruit seedling grafting seminar to the group through FFS programmes.	
3.6	Maintain and improve Tiva demonstration plot.	Plan Actual					Some indigenous fruit tree species propagations for demonstration.	
3.7	Identify and assess practical field demonstration sites and the needs for promotion.	Plan Actual					Host farm development and demonstrations through weekly FFS activities and field days.	
3.8	Undertake cross visits among individual farmers and farmer groups.	Plan Actual					Facilitate cross visit between the groups in the district	
3.9	Organize open days of project activities and demonstration plots for farmers and other stakeholders.	Plan Actual						
3.10	Monitor the extent of adoption of practical knowledge and techniques.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports.	
4.1	Carry out baseline survey for situation analysis.	Plan Actual						
4.2	Diversify methods for information sharing.	Plan Actual					Improve project homepage with additional information of project output.	
4.3	Hold workshops and seminars.	Plan Actual					Planning and implementation of project seminar for information sharing..	
4.4	Identify potential marketing incentives for social forestry products and services.	Plan Actual					Planning and implementation of additional marketing study and analysis.	
4.5	Monitor extent of information sharing.	Plan Actual						
Equipment and Machinery		Plan Actual					To request the equipment of F.Y.2005.	
Prepare designs for infrastructures.		Plan Actual					Carry out the preparation for Kitui office extension.	
Construct the infrastructures in accordance with the designs		Plan Actual					Construction of Mbeere and Tharaka office were completed.	

Progress of Activities						Problems in this term	Target and Activities in next term (October 2005 - March 2006)
Activities		Year 2nd (Apr.05-Mar.06)					
		1qty.	2qty.	3qty.	4qty.		
0.1	Prepare joint coordinating committee meetings.	Plan Actual					Preparation for 3rd Joint Coordinating Committee.
0.2	Carry out baseline survey for project purpose.	Plan Actual					
0.3	Monitor project purpose.	Plan Actual					Monitor and assess the achievement of project purpose.
1.1	Assist institutional strengthening in FD.	Plan Actual					Assist to strengthen institutional capacity in extension activities.
1.2	Carry out baseline survey for situation analysis.	Plan Actual					
1.3	Prepare practical guidelines for planning, implementation, monitoring and evaluation.	Plan Actual					Review and improve the guideline through the feedback of project implementation
1.4	Conduct training for FD staff	Plan Actual					Implement training course (include evaluation of the training course and application of recommendations / lessons learned to next
1.5	Monitor extent of institutional and technical strengthening.	Plan Actual					Monitor and assess the achievement of institutional and technical strengthening.
2.1	Carry out baseline survey for situation analysis.	Plan Actual					
2.2	Improve extension staff's activities.	Plan Actual					Conduct seminar, workshop and OJT training for extension staff (DFEO, Field Assistants, etc.) on extension method, activity planning and implementation. Compile database and analyze extension methods for further planning of field extension activities. Assess performance of extension staff (including comments by
2.3	Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.	Plan Actual					Facilitate farmer groups in implementing farm forestry enterprises and PTDs.
2.4	Facilitate farmer to farmer extension.	Plan Actual					Facilitate the farmer facilitators to select/form the target groups in neighbouring areas, carry out problem and needs assessment for the activities. Support and backstop 'farmer run FFS'.
2.5	Facilitate network among farmer groups.	Plan Actual					
2.6	Monitor extent of the promotion of social forestry extension activities.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports.
3.1	Carry out baseline survey for situation analysis.	Plan Actual					
3.2	Identify useful local forestry related knowledge and develop farmers friendly techniques.	Plan Actual					Assess submitted technical reports for manuals preparation.

Progress of Activities			Year 2nd (Apr.05-Mar.06)				Problems in this term	Target and Activities in next term (October 2005 - March 2006)
Activities			1qty.	2qty.	3qty.	4qty.		
3.3	Develop the technical manuals.	Plan Actual					Organize working group for publications. Identify necessary manuals to be developed. Compile and edit manuals through consultation to relevant institutions and specialists.	
3.4	Provide technical assistance for diverse needs of individual farmers, farmer groups and other	Plan Actual					Assess impact to the recipients. Coordinate with Monitoring 3.8.	
3.5	Maintain and improve Tiva demonstration plot.	Plan Actual					Assess impact to the visitors. Coordinate with Monitoring 3.8.	
3.6	Identify and assess practical field demonstration sites and the needs for promotion.	Plan Actual						
3.7	Undertake cross visits among individual farmers and farmer groups.	Plan Actual					Survey leading fields of the farmers/farmer groups through field observation and interviews. Also utilize 3.1, 3.8. Identify target farmers/farmer groups, and plan cross visit programme based on their needs. Prepare and implement cross visits among farmers/farmer groups Follow up the target farmers/farmer groups and assess the impact. Coordinate with Monitoring 3.8.	
3.8	Monitor the extent of adoption of practical knowledge and techniques.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey. Receive and assess submitted monitoring reports.	
4.1	Carry out baseline survey for situation analysis.	Plan Actual						
4.2	Diversify methods for information sharing.	Plan Actual						
4.3	Hold workshops and seminars.	Plan Actual				* Project seminar will be prepared in January and conducted in February 2006.	Implement the workshops and seminars.	
4.4	Identify potential marketing incentives for social forestry products and services.	Plan Actual					Implement the study. Analyze the results of study. Provide farmers and other stakeholders with information collected.	
4.5	Monitor extent of information sharing.	Plan Actual					Prepare TOR for survey and contract a consultant.	
Equipment and Machinery		Plan Actual						
Prepare designs for infrastructures.		Plan Actual						
Construct the infrastructures in accordance with the designs.		Plan Actual					Construct the infrastructures in accordance with the designs.	

Progress of Activities			Year 2nd (Apr.05-Mar.06)				Problems in this term	Target and Activities in next term (April 2006 - September 2006)
Activities			1qty.	2qty.	3qty.	4qty.		
0.1	Prepare joint coordinating committee meetings.	Plan Actual					Preparation for 4rd Joint Coordinating Committee.	
0.2	Carry out baseline survey for project purpose.	Plan Actual						
0.3	Monitor project purpose.	Plan Actual					Monitor and assess the achievement of project purpose.	
1.1	Assist institutional strengthening in FD.	Plan Actual					Assist to strengthen institutional capacity in extension activities.	
1.2	Carry out baseline survey for situation analysis.	Plan Actual						
1.3	Prepare practical guidelines for planning, implementation, monitoring and evaluation.	Plan Actual					Review and improve the guideline through the feedback of project implementation	
1.4	Conduct training for FD staff	Plan Actual					Implement training course (include evaluation of the training course and application of recommendations / lessons learned to next course).	
1.5	Monitor extent of institutional and technical strengthening.	Plan Actual					Monitor and assess the achievement of institutional and technical strengthening.	
2.1	Carry out baseline survey for situation analysis.	Plan Actual						
2.2	Improve extension staff's activities.	Plan Actual					Conduct workshop with FD extension staff for problem analysis. Conduct seminar, workshop and OJT training for extension staff (DFEO, Field Assistants, etc.) on extension method, activity planning and implementation. Conduct seminar and field visits for extension staff or facilitate to attend other organizations' training and in various needs on social forestry techniques.	
2.3	Facilitate planning, implementation and evaluation of social forestry and related activities with individual farmers and farmer groups.	Plan Actual					Popularise the criteria and methodology for the project assistance to farmer groups, district administrations and other local stakeholders. Select or form the target groups and assess the requests. Assist group organizations, facilitate sessions for problem analysis and determine the targets for the groups. Facilitate sessions for action planning by the farmer groups.	
2.4	Facilitate farmer to farmer extension.	Plan Actual					Facilitate farmer groups to select Farmer Facilitators. Conduct seminar to motivate Farmer Facilitator in farmer to farmer extensions and to equip them with necessary techniques and skill.	
2.5	Facilitate network among farmer groups.	Plan Actual					Facilitate the group network for problem analysis and activity planning.	
2.6	Monitor extent of the promotion of social forestry extension activities.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey.	

Progress of Activities			Year 2nd (Apr.05-Mar.06)				Problems in this term	Target and Activities in next term (April 2006 - September 2006)
Activities			1qty.	2qty.	3qty.	4qty.		
3.1	Carry out baseline survey for situation analysis.	Plan Actual						
3.2	Identify useful local forestry related knowledge and develop farmers friendly techniques.	Plan Actual					Organize working group for useful local forestry related knowledge and farmers friendly techniques to identify the target. Collect the existing bibliographical information and assess existing social forestry techniques by the point of view of the farmers and identify the target techniques to be improved. <i>Elaborate plan for filed survey and technical improvement</i>	
3.3	Develop the technical manuals.	Plan Actual					Organize working group for publications. Identify necessary manuals to be developed. Compile and edit manuals through consultation to relevant institutions and specialists.	
3.4	Provide technical assistance for diverse needs of individual farmers, farmer groups and other stakeholders.	Plan Actual					Identify target techniques to be promoted, analyze necessary resources and coordinate with other offices and organizations. Facilitate extension staff to plan and prepare seminars/workshop for farmers/farmer groups/other stakeholders. Implement seminars/workshops and field days for farmers/farmer group/other stakeholders. <i>Assess impact to the participants</i>	
3.5	Maintain and improve Tiva demonstration plot.	Plan Actual					Identify needs and elaborate plan for revision and maintenances . Assess impact to the visitors.	
3.6	Identify and assess practical field demonstration sites and the needs for promotion.	Plan Actual						
3.7	Undertake cross visits among individual farmers and farmer groups.	Plan Actual					Survey leading fields of the farmers/farmer groups through field observation and interviews. Also utilize 3.1, 3.10. Prepare and implement cross visits among farmers/farmer groups Follow up the target farmers/farmer groups and assess the impact.	
3.8	Monitor the extent of adoption of practical knowledge and techniques.	Plan Actual					Prepare TOR for survey and contract a consultant. Supervise implementation of monitoring survey.	
4.1	Carry out baseline survey for situation analysis.	Plan Actual						
4.2	Diversify methods for information sharing.	Plan Actual						
4.3	Hold workshops and seminars.	Plan Actual					Draw up plans for the workshops and seminars. Prepare the workshops and seminars.	

Progress of Activities			Year 2nd (Apr.05-Mar.06)				Problems in this term	Target and Activities in next term (April 2006 - September 2006)
Activities			1qty.	2qty.	3qty.	4qty.		
4.4	Identify potential marketing incentives for social forestry products and services.	Plan Actual					Information on the benefit, return and required investment, which is crucial for farmers and stakeholders, is not yet prepared due to the limitation of field information and the in-depth analysis. More comprehensive data collection	Implement the study. Analyze the results of study. Provide farmers and other stakeholders with information collected.
4.5	Monitor extent of information sharing.	Plan Actual						
	Equipment and Machinery	Plan Actual						Establish GIS.
	Prepare designs for infrastructures.	Plan Actual						
	Construct the infrastructures in accordance with the designs.	Plan Actual		