



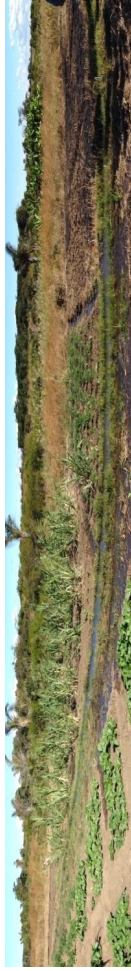
E-COBSI

Expansion of **Community-Based Smallholder**
Irrigation Development Project



Module 6. Progress & Entry Planning [for Presentation]

MTT for FU Provinces: xxxx 2023



Module 6. Monitoring & Entry Planning [XXX District]

1. Total number of HH participated in 2023

Name of CEO and Name of camp	(1) New Sites		(2) Improvement Sites	
	Achievement by July	Plan for August to November	Achievement by July	Plan for August to November
District TSB (Name of District)	(HH)	(HH)	(HH)	(HH)
CEO 1 (Mr./Ms. A) (Name of camp)	(HH)	(HH)	(HH)	(HH)
CEO 2 (Mr./Ms. B) (Name of camp)	(HH)	(HH)	(HH)	(HH)
CEO 3 (Mr./Ms. C) (Name of camp)	(HH)	(HH)	(HH)	(HH)
CEO 4 (Mr./Ms. D) (Name of camp)	(HH)	(HH)	(HH)	(HH)
CEO 5 (Mr./Ms. E) (Name of camp)	(HH)	(HH)	(HH)	(HH)

Module 6. Monitoring & Entry Planning [XXX District]

1. Total number of HH participated in 2023 (Continued)

Name of CEO and Name of camp	(1) New Sites		(2) Improvement Sites	
	Achievement by July	Plan for August to November	Achievement by July	Plan for August to November
CEO 6 (Mr./Ms. F) (Name of camp)	(HH)	(HH)	(HH)	(HH)
CEO 7 (Mr./Ms. G) (Name of Camp)	(HH)	(HH)	(HH)	(HH)
CEO 8 (Mr./Ms. H) (Name of camp)	(HH)	(HH)	(HH)	(HH)

2. Total km of furrow to be dug in 2023

Name of CEO and Name of camp	(1) New Sites		(2) Improvement Sites	
	Achievement by July	Plan for August to November	Achievement by July	Plan for August to November
District TSB (Name of District)	(Km)	(Km)	(Km)	(Km)
CEO 1 (Mr./Ms. A) (Name of camp)	(Km)	(Km)	(Km)	(Km)
CEO 2 (Mr./Ms. B) (Name of camp)	(Km)	(Km)	(Km)	(Km)
CEO 3 (Mr./Ms. C) (Name of camp)	(Km)	(Km)	(Km)	(Km)
CEO 4 (Mr./Ms. D) (Name of camp)	(Km)	(Km)	(Km)	(Km)
CEO 5 (Mr./Ms. E) (Name of camp)	(Km)	(Km)	(Km)	(Km)

2. Total km of furrow to be dug in 2023 (continued)

Name of CEO and Name of camp	(1) New Sites		(2) Improvement Sites	
	Achievement by July	Plan for August to November	Achievement by July	Plan for August to November
CEO 6 (Mr./Ms. F) (Name of camp)	(km)	(km)	(km)	(km)
CEO 7 (Mr./Ms. G) (Name of Hamp)	(km)	(km)	(km)	(km)
CEO 8 (Mr./Ms. H) (Name of camp)	(km)	(km)	(km)	(km)

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3. Total hectareage to be developed in 2023 (continued)

Name of CEO and Name of camp	(1) New Sites		(2) Improvement Sites	
	Achievement by July	Plan for August to November	Achievement by July	Plan for August to November
CEO 6 (Mr./Ms. F) (Name of camp)	(ha)	(ha)	(ha)	(ha)
CEO 7 (Mr./Ms. G) (Name of Hamp)	(ha)	(ha)	(ha)	(ha)
CEO 8 (Mr./Ms. H) (Name of camp)	(ha)	(ha)	(ha)	(ha)

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3. Total hectareage to be developed in 2023

Name of CEO and Name of camp	(1) New Sites		(2) Improvement Sites	
	Achievement by July	Plan for August to November	Achievement by July	Plan for August to November
District TSB (Name of District)	(ha)	(ha)	(ha)	(ha)
CEO 1 (Mr./Ms. A) (Name of camp)	(ha)	(ha)	(ha)	(ha)
CEO 2 (Mr./Ms. B) (Name of camp)	(ha)	(ha)	(ha)	(ha)
CEO 3 (Mr./Ms. C) (Name of camp)	(ha)	(ha)	(ha)	(ha)
CEO 4 (Mr./Ms. D) (Name of camp)	(ha)	(ha)	(ha)	(ha)
CEO 5 (Mr./Ms. E) (Name of camp)	(ha)	(ha)	(ha)	(ha)

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4. Profile of Model Site and Camp core Sites in 2023

Items	Model Site	Camp Core Site 1	Camp Core Site 2	Camp Core Site 3
Name of Camp				
Name of CEO				
Name of Site				
No. of household (HH)				
No. of member farmers (Total)				
Present irrigated area (ha)				
Command (Potential) irrigable area (ha)				
Type of weir (incline, single, double, trigonal, Permanent)				
Length of weir (m)				
Height of weir (m)				
Length of furrow (m)				
Three major irrigated crops				

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4. Profile of Model Site and Camp core Sites in 2023 (Continued)

Items	Camp Core Site 4	Camp Core Site 5	Camp Core Site 6	Camp Core Site 7	Camp Core Site 8
Name of Camp					
Name of CEO					
Name of Site					
No. of household (HH)					
No. of member farmers (total)					
Present irrigated area (ha)					
Command (potential) irrigable area (ha)					
Type of weir (incline, single, double, trigonal, Permanent)					
Length of weir (m)					
Height of weir (m)					
Length of furrow (m)					
Three major irrigated crops					

5. Monitoring the Demo-Plot (D/P) Activity (1/2)

Monitoring item	Example	Monitoring results
Date started D/P activity	10/June	
Number of members participate in D/P activity	25 in total M:10, Fe:15	
Budget invested in D/P activity	3,870 kwacha	
Material purchased by using the budget	Seed, Chemical	
Date of Field Day or Farmers Day done at D/P already	01/July	
Planning Date of Field Day or Farmers Day at D/P from now on	15/November	
Challenges with the D/P activities	Members are reluctant	
Countermeasure taken to the challenges	No idea to cope with it	
Name of Market for the Crop cultivated in D/P	Chambori	
Times visited the D/P by the district officers, Camp officer	2 times 1 by District, 1 by CEO	

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5. Monitoring the Demo-Plot (D/P) Activity (2/2)

Monitoring item	Example	Crop-A	Crop-B	Crop-C	Crop-D	Crop-E
Name of Crop cultivating in D/P	Onion					
Reason selected the crop	Easy to cultivate					
Area Cultivating	1 lima					
Date planted or to be planted	01/June					
Month harvested or to be harvested	31/Aug					
Most expected profitable crop (Top-3)	Onion is Second					
Challenges for crop production	Pest					
Countermeasure taken to the challenges	No idea to cope with it					

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6. Photo of Each Activity

**Please Attach Some Photos of Activities
(at least 5 photos with captions)**

Photo No.1

12

7. Major Findings (Sites implemented in 2023)

Category of Site	Name of Site (Name of Camp)	Findings, Challenging and its countermeasures taken, Proudhness, Success story, etc.
Model Site		
Camp Core Site 1		
Camp Core Site 2		



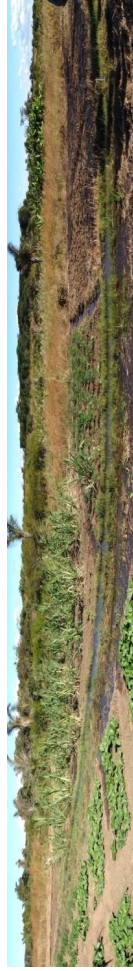
E-COBSI

Expansion of **Community-Based Smallholder**
Irrigation Development Project



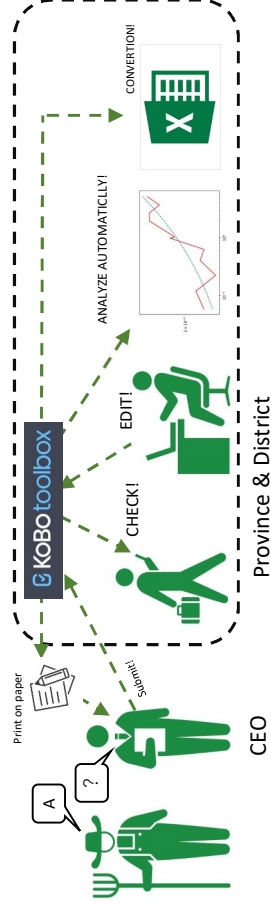
Module 7: Online Reporting and Feedback Mechanism

August 2023



Overview

- KoboToolbox is a free open-source tool for data collection.
- CEOs can submit monthly reports using their smartphones or tablets with installing Kobo App.
- Provincial officers and District officers can check the result at anytime.



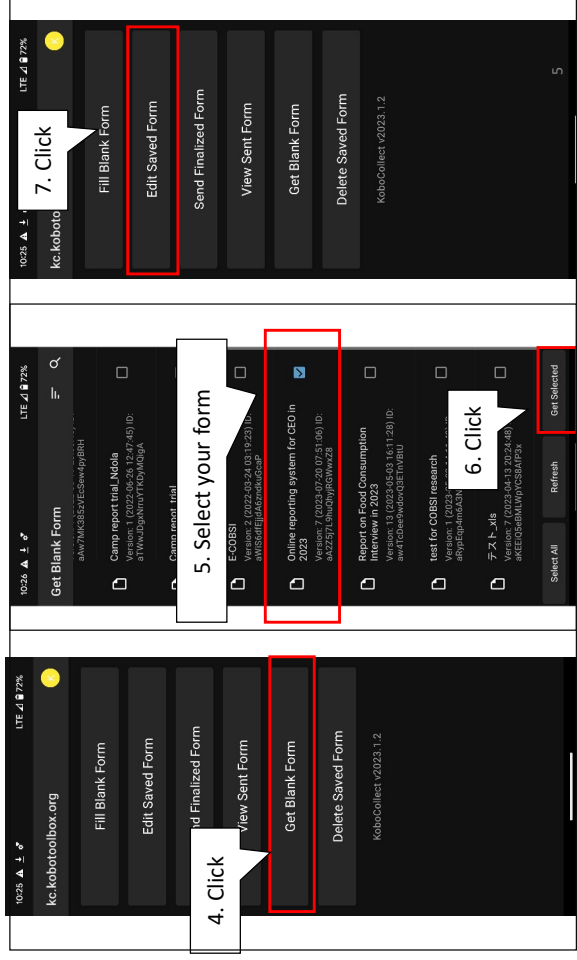
Contents

- Overview
- How to submit a camp report (For Android user)
- How to submit a camp report (For other smartphones or tablets users)
- How to check a camp report (For Provincial and District officers)

How to submit a camp report For Android users

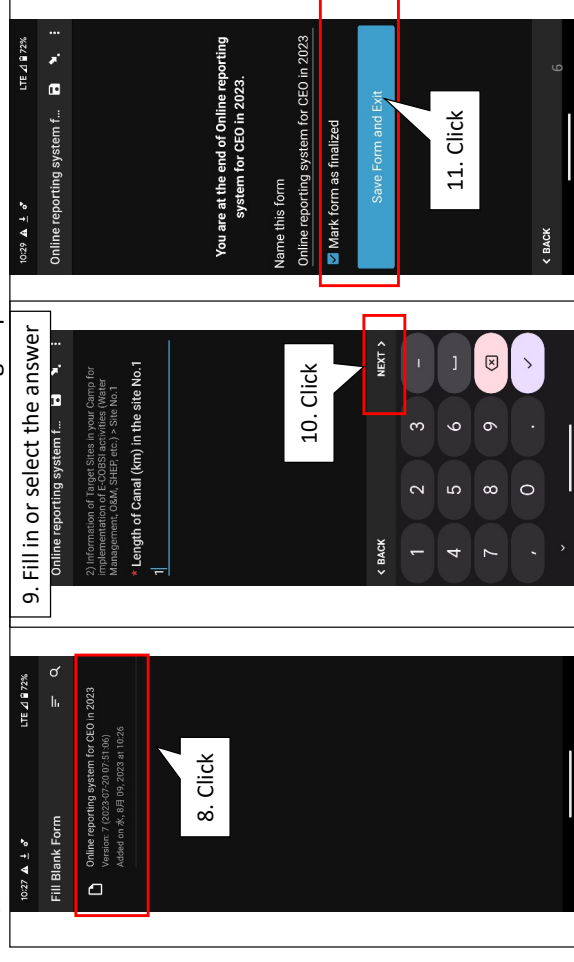
1. Install App from Google play
2. Select "Configure with QR code"
Collect data anywhere
3. Scan this QR code

How to submit a camp report For Android users



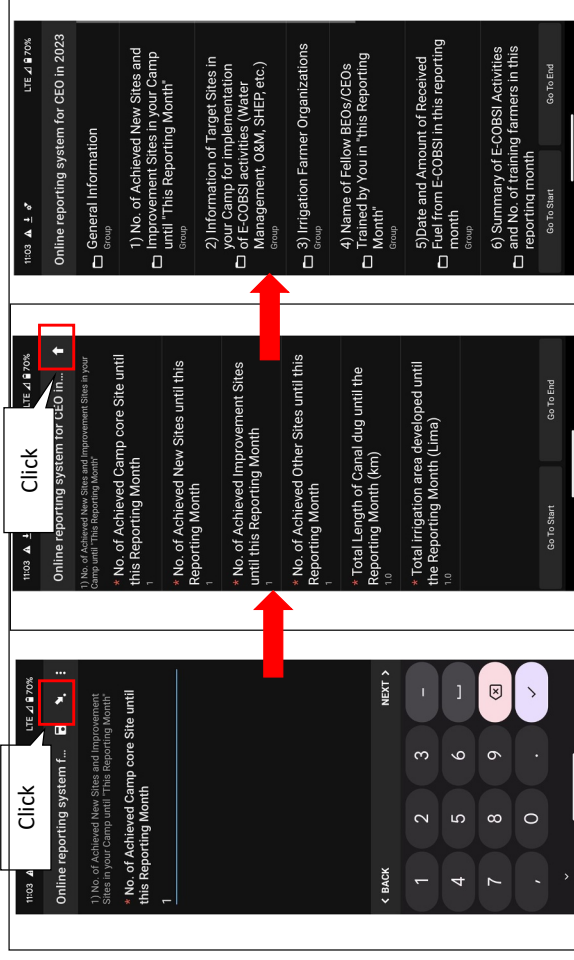
How to submit a camp report For Android users

※No need an internet connection for the following steps.



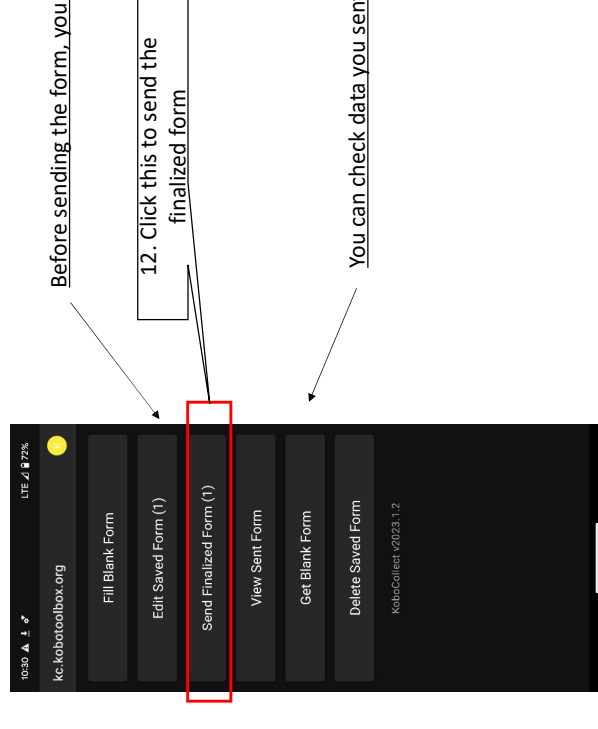
How to submit a camp report For Android users

【Tips for filling in the answer】Choose the questionnaire group to answer.



How to submit a camp report For Android users

Before sending the form, you can edit saved data



How to submit a camp report For other smartphones or tablets users

Step 1. Access to the data input page from the link

<https://ee.kobotoolbox.org/x/h25izL0S>

Step 2. Filling or selecting the answer

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How to check a camp report For Provincial and District officers

Step 1. Access to the data viewing page from the link

<https://kf.kobotoolbox.org/#/forms/a2Z5j7L9huChyJRCjMwxZ8>

Step 2. Go to data viewing page.

Step 3. Download the data for analyzing.

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How to submit a camp report For other smartphones or tablets users

※ No need an internet connection for the steps 3~5.

E-COBSI / AEW 2023 FU

**Program of the Annual Evaluation Workshop for Northern Province
at Kasama Farm Institute (KFI)
MoA/JICA E-COBSI
From November 23th and 24th, 2023**

(Officer in Charge)

DAY 0 (Nov. 22nd, Wed): Gathering to the Venue

DAY 1 (Nov. 23rd, Thu.): Orientation, Overview, Annual Report and others
(Officer of the day: Mr. XXX)

Module 1 - Program Orientation

08:00-08:30	Registration
08:30-08:45	Prayer, welcome remarks and program orientation (housekeeping issues)
08:45-09:00	Opening (PACO/PAO), self-introduction

Module 2 – Overview of AEW (Mr. XXX)

09:00-09:15	Purpose and Expectations of AEW
-------------	---------------------------------

Module 3 – Annual Report of Year 2023, Action Plan of Year 2024 for all the target sites and District Model Sites (Mr. XXX)

(20min Presentation & 10min Discussion for each district)

09:15-09:45	District 1: XXXXXX (Direct)	(SAO)
09:45-10:15	District 2: XXXXXX (Direct)	(SAO)
10:15-10:30	Health Break	
10:30-11:00	District 3: XXXXXX (Indirect)	(SAO)
11:00-11:30	District 4: XXXXXX (Direct)	(SAO)
11:30-12:00	District 5: XXXXXX (Direct)	(SAO)
12:00-12:30	District 6: XXXXXX (Indirect)	(SAO)
12:30-13:30	Lunch	
13:30-14:00	District 7: XXXXXX (Direct)	(SAO)
14:00-14:30	District 8: XXXXXX (Direct)	(SAO)
14:30-15:00	District 9: XXXXXX (Indirect)	(SAO)
15:00-15:30	Health Break	
15:30-16:00	Summary and Feedback from Provincial CPU to Districts and Camps	(Mr. XXX)

Module 4 – Annual Report of Year 2023, Action Plan of Year 2024 including cost estimation and budget resources to be presented by CPU

16:00-16:30	Presentation by CPU	(Mr. XXXX)
16:30-17:00	Feedback from Participants	

DAY 2 (Nov. 24th, Fri): Group Work, Achievement Test and Program Evaluation

07:45-08:00	Registration
08:00-08:15	Recapitulation (review and clarification of the Day 1 activities)

Module 5 – Discussion about Organic Pesticides (Mr. XXX)

08:15-09:00	Reflection on the activity
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Module 6 – Discussion about water permit (Mr. XXX)

09:00-09:45	Discussion with all the participants
-------------	--------------------------------------

E-COBSI / AEW 2023 FU

Module 7 – Discussion about the factor of increase/decrease of COBSI simple weir irrigation sites/ area **(Mr. XXX)**

09:45-10:30 Discussion with all the participants

10:30-10:45 Health Break

Module 8 – Group discussion by District **(Mr. XXX)**

Discussion Topic : Challenging, Countermeasures taken, Lessons learnt and Good Practice on 1) COBSI (Simple weir), 2) SHEP, 3) Water management and O&M, 4) Nutrition Improvement and 5) Others.

10:45-11:45 Group discussion (All Participants, Facilitated by each SAO)

(10 min Presentation and 5 min Discussion by District)

11:45-12:00 District 1: XXXXXX (Direct) (TSB)

12:00-12:15 District 2: XXXXXX (Direct) (TSB)

12:15-12:30 District 3: XXXXXX (Indirect) (TSB)

12:30-12:45 District 4: XXXXXX (Direct) (TSB)

12:45-13:00 District 5: XXXXXX (Direct) (TSB)

13:00-14:00 Lunch

14:00-14:15 District 6: XXXXXX (Indirect) (TSB)

14:15-15:00 District 7: XXXXXX (Direct) (TSB)

15:00-15:15 District 8: XXXXXX (Direct) (TSB)

15:15-15:30 District 9: XXXXXX (Indirect) (TSB)

15:30-15:45 Health Break

Module 9 – Achievement Test **(Mr. XXX)**

15:45-16:15 Achievement Test

Module 10 – Program Evaluation and Closing **(Mr. XXX)**

16:15-16:35 Collection of documents (Survey Format, Report, Receipt, etc.)

16:35-16:45 Summary of the workshop (Provincial CPU)

16:45-17:00 Summary of the workshop (HQ CPU)

17:00-17:15 Closing (PACO/PAO)

DAY 3 (Nov. 25th, Sat): Home Sweet Home

Have a Safe Trip!

E-COBSI / AEW 2023 NT

Program of the Annual Evaluation Workshop for Northwestern Province
at Chafukuma Farm Institute
MoA/JICA E-COBSI
From November 23th and 24th, 2023

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(20min Presentation & 10min Discussion for each district)

09:15-09:45 District 1: XXXXX (SAO)
09:45-10:15 District 2: XXXXX (SAO)
10:15-10:30 Health Break
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Module 5 – Discussion about Organic Pesticides (Mr. XXX)

08:15-09:00 Reflection on the activity

Module 6 – Discussion about water permit (Mr. XXX)

09:00-09:45 Discussion with all the participants

Module 7 – Discussion about the factor of increase/decrease of COBSI simple weir irrigation sites/ area (Mr. XXX)

E-COBSI / AEW 2023 NT

09:45-10:30 Discussion with all the participants

10:30-10:45 Health Break

Module 8 – Group discussion by District

(Mr. XXX)

Discussion Topic : Challenging, Countermeasures taken, Lessons learnt and Good Practice on 1) COBSI (Simple weir), 2) SHEP, 3) Water management and O&M, 4) Nutrition Improvement and 5) Others.

10:45-11:45 Group discussion (All Participants, Facilitated by each SAO)

(10 min Presentation and 5 min Discussion by District)

11:45-12:00 District 1: XXXXXX (TSB)

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12:45-13:00 District 5: XXXXXX (TSB)

13:00-14:00 Lunch

14:00-14:15 District 6: XXXXXX (TSB)

14:15-14:30 District 7: XXXXXX (TSB)

14:30-14:45 District 8: XXXXXX (TSB)

14:45-15:00 Health Break

Module 9 – Achievement Test

(Mr. XXX)

15:00-15:30 Achievement Test

Module 10 – Program Evaluation and Closing

(Mr. XXX)

15:30-15:50 Collection of documents (Survey Format, Report, Receipt, etc.)

15:50-16:00 Summary of the workshop (Provincial CPU)

16:00-16:15 Summary of the workshop (HQ CPU)

16:15-16:30 Closing (PACO/PAO)

DAY 3 (Nov. 25th, Sat): Home Sweet Home

Have a Safe Trip!



E-COBSI

Expansion of **Community-Based Smallholder**
Irrigation Development Project



Annual Evaluation Workshop (AEW) 2023

November 2023



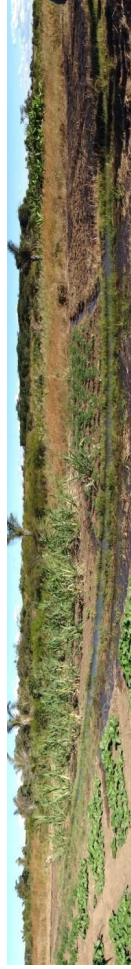
E-COBSI

Expansion of **Community-Based Smallholder**
Irrigation Development Project



Module 2: Overview of the Annual Evaluation Workshop for Follow-up Provinces

November 2023



Module 1: Program Orientation

1. (8:00-8:30) Registration
2. (8:30-8:45) Prayer, welcome remarks, program orientation (housekeeping issues)
3. (8:45-9:00) Opening and self-introduction

Please remind yourself of Project Approach and Project Outlines of E-COBSI !!

Project Objectives

Period: 5 Years: Dec. 2018 to Feb. 2024

Overall Goal

Irrigation agricultural production in the target areas is increased.

Next 3 - 5 year of Post-E-COBSI to be implemented by GRZ

These activities are covered by E-COBSI

Project Purpose

Community-based smallholder irrigation farming is promoted through the provision of smallholder irrigation infrastructure and management skills for smallholder farmers in the targeted area.

Output 1
Capacity Dev't of CPU Members

Output 2
Clarification of the challenges of Agri Production

Output 3
Capacity Dev't of Field Offices and Farmers

Output 4
Skill's enhancement of the model site farmers

Project Outputs

Output1: Capacity development of CPU

Capacity of COBSI Promotion Unit (CPU) officers is enhanced for planning and management of smallholder irrigation development schemes.

Output2: Finding out the challenges

Current situation and challenges of agricultural production in the target areas are clarified through surveys.

Output3: Capacity development of field officers and farmers

Capacity of provincial, district and camp officers in promoting irrigation and agronomy technologies and marketing skills of farmers is enhanced for smallholder irrigation development.

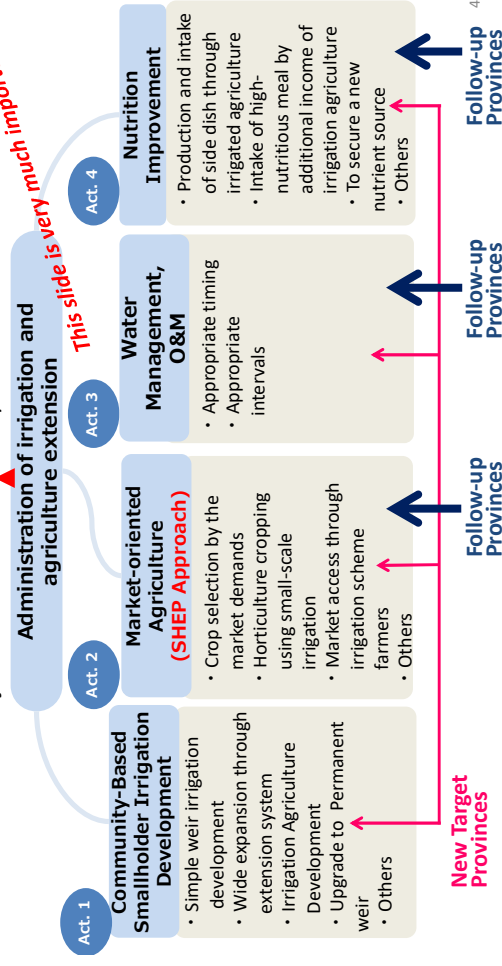
Output4: Skill enhancement in the model site

In the model site, smallholder farmers' knowledge and skills are improved for operation and maintenance (O&M) of irrigation facility, farm management and marketing.

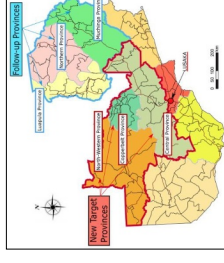
Project Approach

To realize the development of community-based smallholder irrigation expanded by the self-help effort of farmers and healthy life by profitable agriculture and nutrition improvement

"4 Major Activities" commanded by COBSI Promotion Unit



Target Districts



Province	No. of Direct Support districts	No. of Indirect Support districts
Northern province	6	3
Luapula province	5	3
Muchinga province	4	3
Total	15	9
Copperbelt province	10	0
Northwestern province	8	0
Central province	3	0
Total	21	0
Grand total	36	9

Province	Direct Support District	Indirect Support District
Northern	Kasama, Mungwi, Mbala, Luwingu, Lunte, Lupososhi	Mporokoso, Naama, Senga-hill
Luapula	Mansa, Mwense, Chipili, Kawambwa, Mwansabombwe	Nchelenge, Milenge, Chembe
Muchinga	Mpika, Isoka, Nakonde, Kanchibiya	Mafinga, Shiwangandu, Luvsitimanda

Model Site approach : 1 Model Site in each District

Training Contents

Objective of the Trainings; CPU members, District officers and CEOs will acquire necessary skills and techniques on E-COBSI approach to teach what the officers learnt to farmers and monitor on-going field activities with other participants.

Training	Training Contents in 2022	Modules
MST (2 days) in January to February	SHEP (Market Survey Training)	1) 4 steps of SHEP approach
KOT (4 days) in April	Weir construction, Water Management, O&M, Farmer's group, Cultivation techniques, Entry Planning.	1) COBSI scheme such as weir construction, canal alignment, water management, O&M, farmers organization 2) Cultivation technics such as nursery bed, BOKASHI, and organic pesticide making 3) Progress, Reporting and Feedback Mechanism
MTT (3 days) in August	Nutrition Improvement, Field Visit, Progress Report from District & Action Plan	1) Nutrition Improvement such as Tebakari Eiyohou 2) Site Visiting 3) Progress report of E-COBSI Activity and Action plan
AEW (2days) in Nov	Annual Report from District, Discussion on the challenges and improvement for the future implementation.	1) Annual Report from District 2) Reviewing Activities at District Model Sites 3) Discussion on the challenges and improvement for the future implementation

We Are Here!!

7

OBJECTIVES

Main objective of this workshop is to share progress made, challenges faced, lessons learnt and good practices during the implementation of E-COBSI project in 2023, and prepare the action plan and cost estimation for the year 2024.

To also examine the performance and impact of E-COBSI activities such as COBSI, SHEP, Water management and O&M, Nutrition Improvement, etc.

Annual Evaluation Workshop

Main Contents of Evaluation Workshop (1/4)

(Module-3) Annual Report of Year 2023, Action Plan of Year 2024 for all the target sites and District Model Sites

[Presentation by SAO]

(Module-4) Annual Report of Year 2023, Action Plan of Year 2024 including cost estimation and budget resources to be presented by CPU

[Presentation by CPU]

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Main Contents of Evaluation Workshop (2/4)

(Module-5) Discussion about Organic Pesticides
[Group discussion and Presentation by each group]

(Module-6) Discussion about water right
[Presentation by each district and group discussion]

(Module-7) Discussion about the factor of increase/decrease of COBSI simple weir irrigation sites/ area
[Group discussion and Presentation by each group]

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Main Contents of Evaluation Workshop (4/4)

(Module-9) Achievement Test

(Module-10) Program Evaluation and Closing

Main Contents of Evaluation Workshop (3/4)

(Module 8) Group Discussion by District;

Discussion Topic : Challenges, Countermeasures taken, Lessons learnt and Good Practice regarding COBSI (simple weir), SHEP, Water Management, Operation & Maintenance, Nutrition Improvement and Farmer's Organization and Others

[Group Discussion by District, Presentation by TSB and CEO]

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Module 3.

Annual Report of Year 2023 &
 Action Plan of Year 2024
 for All the target sites in XXX District
 [XXX Province]

(Follow-up Province: Direct Support District)
 November 2023

Module 3. Overall E-COBSI Activities in XXX District

1. Number of Target Sites planned at KOT and Achievement 2023 (Continued)

Name of CEO and Name of camp	Plan and Achievement	District Model Site	Camp Core Site	Other COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)	Plan Achievement		1			
CEO (Mr. B) (Name of camp)	Plan Achievement		1			
CEO (Mr. C) (Name of camp)	Plan Achievement		1			
CEO (Mr. C) (Name of camp)	Plan Achievement		1			
CEO (Mr. C) (Name of camp)	Plan Achievement		1			

Module 3. Overall E-COBSI Activities in XXX District

1. Number of Target Sites planned at KOT and Achievement 2023

Name of CEO and Name of camp	Plan and Achievement	District Model Site	Camp Core Site	Other COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)	Plan Achievement		1			
CEO (Mr. B) (Name of camp)	Plan Achievement		1			
CEO (Mr. C) (Name of camp)	Plan Achievement		1			
DACO's Office	Plan Achievement	1				
Total per District	Plan	1	2			
	Achievement					

2. Site Profile in 2023

No	Name of Site	Name of Camp	Type of Site (District Model, Camp Core, other and Revamped site)	No. of Household	No. of member farmers			Weir Type
					M	F	Total	
ex	Monbo	Nyoka	XXXX Site	13	17	23	40	2
1			District Model Site					
2			Camp Core Site 1					
3			Camp Core Site 2					
4								
5								
6								
7								
8								
Total								

- If you need more space, please add new slides (pages).

Weir Type: "0": Natural diversion, "1": Inclined, "2": Single-line, "3": Double-line, "4": Triangular, "5": Masonry, "6": Sandwich line, "7": Permanent Weir

2. Site Profile in 2023(Cont'd)

No	Name of Site	Name of Camp	Until 2022		Activities in this Irrigation Season (2023)			Area Irrigated in 2022		No. of fish pond	
			Canal length (km)	Area irrigated (Lima) (A)	Canal length newly dug in 2023 in 2023 (Lima) (km)	Area newly opened in 2023 in 2023 (Lima) (Lima) (B)	Area newly irrigated in 2023 in 2023 (Lima) (Lima) (B)	Area Irrigated in 2022 + New (Lima) = (A)+(B)	Until 2022	Total in 2023	
ex	Monbo	Nyoka	3.8	2.5	1.5	4.5	3.8	6.3	3	5	
1											
2											
3											
4											
5											
6											
7											
8											
Total											

- If you need more space, please add new slides (pages).

5

3. Achievement of Each Activity in 2023

(1) SHEP Approach

No.	Name of Site	Name of Camp	COBSI Techniques, YOU have disseminated									
			SHEP Approach									
ex	Monbo	Nyoka	1) Sensitization meeting	2) Participatory baseline survey	3) Market survey	4) Crop selection and Ranking	5) Crop calendar making	6) Gender Training	7) Cultivation Training	8) Nursery-bed Making	9) Bokashi/ Compost Training	10) Record Keeping Training
1												
2												
3												
4												
5												
6												
7												
8												

- If you need more space, please add new slides (pages).

Tick this column if COBSI techniques have been disseminated.

3. Achievement of Each Activity in 2023

(2) Water Management

No.	Name of Site	Name of Camp	COBSI Techniques, YOU have disseminated						
			Farmer's Organization			Water Management			
ex	Monbo	Nyoka	1) Sensitization meeting	2) Making Farmers List	3) Making By-law	1) Sensitization meeting	2) Determination of irrigation intervals and grouping farmers	3) Practice on rotational irrigation (by farmers)	4) In-field Training
1									
2									
3									
4									
5									
6									
7									
8									

- If you need more space, please add new slides (pages).

Tick this column if COBSI techniques have been disseminated.

7

3. Achievement of Each Activity in 2023

(3) Operation & Maintenance (O&M)

No.	Name of Site	Name of Camp	COBSI Techniques, YOU have disseminated					
			O&M of Irrigation			Nutrition Improvement		
ex	Monbo	Nyoka	1) Sensitization meeting	2) Practice on O&M	3) In-field Training	1) Sensitization meeting	2) In-field training	
1								
2								
3								
4								
5								
6								
7								
8								

- If you need more space, please add new slides (pages).

Tick this column if COBSI techniques have been disseminated.

8

4. Total number of Trained Farmers in 2023 (1) SHEP Approach

No.	Name of Site	Name of Camp	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
ex	Monbo	Nyoka	10	0	10	0	10	20	0	30	20	0	0	100
1														
2														
3														
4														
5														
6														
7														
8														
Total														

- If you need more space, please add new slides (pages).

4. Total number of Trained Farmers in 2023 (2) Water Management

No.	Name of Site	Name of Camp	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
ex	Monbo	Nyoka	10	0	10	0	10	20	0	30	20	0	0	100
1														
2														
3														
4														
5														
6														
7														
8														
Total														

- If you need more space, please add new slides (pages).

4. Total number of Trained Farmers in 2023 (3) Operation & Maintenance (O&M)

No.	Name of Site	Name of Camp	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Total
ex	Monbo	Nyoka	10	0	10	0	10	20	0	30	20	0	0	100
1														
2														
3														
4														
5														
6														
7														
8														
Total														

- If you need more space, please add new slides (pages).

5. Photo Album (Newly target sites in 2023)

5. SHEP Approach

Regarding SHEP Approach, please show “Crop selection sheet” and “Crop calendar” which farmers made to the Participants!

13

6. Photo of Each Activity

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.1 (Water Management)

14

6. Photo of Each Activity

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.2 (Operation & Maintenance)

15

6. Photo of Each Activity

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.3

(Nutrition improvement (the picture of Hand Scale Method “Tebakari Eiyoho” is desirable))

16

6. Photo of Each Activity

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.4

(Cultivation technics (e.g. compost or BOKASHI making, organic pesticide)

17

7. Action Plan Year 2024 (Sites implemented in 2023)

	Name of Site	Name of Camp	Action Plan (2024)
ex	Monbo	Nyoka	Making of Farmers list, by-law and Group demonstration plot (Learning Point) for cultivation
1			
2			
3			
4			
5			- If you need more space, please add new slides (pages).
6			
7			
8			

19

6. Photo of Each Activity

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.5 (Any other photos)

18

8. Number of New Target Sites for year 2024 in the same camps of 2019 (The sites where have **NOT** been involved in 2019, 2020, 2021, 2022 and 2023 by E-COBSI)

Name of CEO and Name of camp	New COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)			
CEO (Ms. B) (Name of camp)			
CEO (Ms. C) (Name of camp)			
DACO's office			
Total per District			

20

8. Number of New Target Sites for year 2024 in the same camps of 2020
 (The sites where have **NOT** been involved in 2019, 2020, 2021, 2022 and 2023 by E-COBSI)

Name of CEO and Name of camp	New COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)			
CEO (Ms. B) (Name of camp)			
CEO (Ms. C) (Name of camp)			
DACO's office			
Total per District			

8. Number of New Target Sites for year 2024 in the same camps of 2021
 (The sites where have **NOT** been involved in 2019, 2020, 2021, 2022 and 2023 by E-COBSI)

Name of CEO and Name of camp	New COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)			
CEO (Ms. B) (Name of camp)			
CEO (Ms. C) (Name of camp)			
DACO's office			
Total per District			

8. Number of New Target Sites for year 2024 in the same camps of 2022
 (The sites where have **NOT** been involved in 2019, 2020, 2021, 2022 and 2023 by E-COBSI)

Name of CEO and Name of camp	New COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)			
CEO (Ms. B) (Name of camp)			
CEO (Ms. C) (Name of camp)			
DACO's office			
Total per District			

8. Number of Target Sites for year 2024 in same camp of 2023
 (The sites where have **NOT** been involved in 2019, 2020, 2021, 2022 and 2023 by E-COBSI)

Name of CEO and Name of camp	Other COBSI Sites	Sites to be revamped	Total of Target Sites
CEO (Ms. A) (Name of camp)			
CEO (Ms. B) (Name of camp)			
CEO (Ms. C) (Name of camp)			
CEO (Ms. D) (Name of camp)			
CEO (Ms. E) (Name of camp)			
CEO (Ms. F) (Name of camp)			
CEO (Ms. G) (Name of camp)			
CEO (Ms. H) (Name of camp)			
DACO's office			
Total per District			24

9. Number of CEO to whom your district will newly transfer COBSI technicians or conduct refresher training

Name of camp	Number of CEO
Ex. Nyoka	7
(Name of camp)	
(Name of camp)	
(Name of camp)	
(Name of camp)	
(Name of camp)	
(Name of camp)	
(Name of camp)	
(Name of camp)	
(Name of camp)	
Total per District	

- If you need more space, please add new slides (pages).

Module 3.

Annual Report of Year 2023 &
Action Plan of Year 2024
for District Model Site in XXX District

November 2023

Module 3. District Model Site (Follow-up Provinces)

1. Profile of Model Site

Items	Model Site
Name of Model Site	
Province	
District	
Camp	
Name of CEO	
No. of household (HH)	
No. of member farmers (M, F, Total)	M: , F: , Total:
Present irrigated area (ha)	
Command (Potential) irrigable area (ha)	
Type of weir (incline, single, double, trigonal, Permanent)	
Length of weir (m)	
Height of weir (m)	
Length of furrow (m)	
Three major irrigated crops	1. 2. 3.
Coordinate (weir)	S: xx° xx.xxx' , E: xx° xx.xxx'

1. District Model Site

2. Photo of Each Activity in district model site in year 2023

Please Attach Some Photos of Activities with caption (kinds of activities) (at least 6 photos)

Photo No.1 (SHEP Approach)

29

2. Photo of Each Activity in district model site in year 2023

Please Attach Some Photos of Activities with caption (kinds of activities) (at least 6 photos)

Photo No.2 (Water Management)

30

2. Photo of Each Activity in district model site in year 2023

Please Attach Some Photos of Activities with caption (kinds of activities) (at least 6 photos)

Photo No.3 (Operation & Maintenance)

2. Photo of Each Activity in district model site in year 2023

Please Attach Some Photos of Activities with caption (kinds of activities) (at least 6 photos)

Photo No.4 (Nutrition improvement (the picture of Hand Scale Method “Tebakari Eiyoho” is desirable))

31

32

2. Photo of Each Activity in district model site in year 2023

Please Attach Some Photos of Activities with caption (kinds of activities) (at least 6 photos)

Photo No.5

(Cultivation technics (e.g. compost or BOKASHI making, organic pesticide)

33

2. Photo of Each Activity in district model site in year 2023

Please Attach Some Photos of Activities with caption (kinds of activities) (at least 6 photos)

Photo No.6 (Any other photos)

34

1. Plan of Demonstration Plot

Items	Demo Plot
Cultivated Crop (No.1)	Name: , Area: Lima
Cultivated Crop (No.2)	Name: , Area: Lima
Cultivated Crop (No.3)	Name: , Area: Lima
Cultivation Period (No.1) (Month)	From (planting) to (harvesting)
Cultivation Period (No.2) (Month)	From (planting) to (harvesting)
Cultivation Period (No.3) (Month)	From (planting) to (harvesting)
Total cost of the input (ZMW)	ZMW
Activities and date at the Demo plot	1 st :
	2 nd :
	3 rd :
	4 th :

35

2. Demonstration Plot

36

2. Map of Demonstration Plot

Please Attach the Map of Demonstration Plot with explanation

37

3. Field day

Date:

No. of participants: (M: , F)

Please Attach Photos of Field Day with caption

38

4. Other Activities at Demo Plot

Date:

No. of participants: (M: , F)

Please Attach Photos of Field Day with caption

39

3. Catch-phrase *(Final Picture of the Model Site)*

40

1. Catch-phrase (Final Picture) of Model Site

Please Decide and Show

“Catch-phrase (Final Picture) of This Model Site”

Example:

“Catch-phrase (Final Picture) of Model Site”:
Becoming a leading site in watermelon cultivation!!
Creating a better managed irrigation scheme!!
Achieving a high income and a quality nutrition!!
Etc.

41

1. Findings, Challenges & Good Practice in 2023 and Countermeasure to be Taken in 2024 at District Model Site

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
SHEP	<p>Good practices</p> <p>1.</p> <p>Challenges</p> <p>1.</p> <p>Other findings</p> <p>1.</p>	<p>For Challenge 1.</p> <p>●</p> <p>For Challenge 2.</p> <p>●</p>
Water Management and Operation & Maintenance	<p>Good practices</p> <p>1.</p> <p>Challenges</p> <p>1.</p> <p>Other findings</p> <p>1.</p>	<p>For Challenge 1.</p> <p>●</p> <p>For Challenge 2.</p> <p>●</p>

- If you need more space, please add new slides (pages).

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4. Findings, Challenges & Good Practice in 2023 and Plan in 2024 at District Model Site

42

1. Findings, Challenges & Good Practice in 2023 and Countermeasure to be Taken in 2024 at District Model Site

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Nutrition Improvement	<p>Good practices</p> <p>1.</p> <p>Challenges</p> <p>1.</p> <p>Other findings</p> <p>1.</p>	<p>For Challenge 1.</p> <p>●</p> <p>For Challenge 2.</p> <p>●</p>
Farmers' Group	<p>Good practices</p> <p>1.</p> <p>Challenges</p> <p>1.</p> <p>Other findings</p> <p>1.</p>	<p>For Challenge 1.</p> <p>●</p> <p>For Challenge 2.</p> <p>●</p>

- If you need more space, please add new slides (pages).

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1. Findings, Challenges & Good Practice in 2023 and Countermeasure to be Taken in 2024 at District Model Site

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Others	<p><i>Good practices</i></p> <ol style="list-style-type: none"> • • • • • <p><i>Challenges</i></p> <ol style="list-style-type: none"> • • • • • <p><i>Other findings</i></p> <ol style="list-style-type: none"> • • • • • 	<p>For Challenge 1.</p> <ul style="list-style-type: none"> • • • • • <p>For Challenge 2.</p> <ul style="list-style-type: none"> • • • • •

5. Dissemination of E-COBSI Impact

1. Dissemination of E-COBSI Impact

How did you promote “Farmer to Farmer” and “C/P to C/P” extension of Community Based Smallholder Irrigation Development this year?
 How will you promote next year?

And how about the activity in CAC meeting?

Items	Activity in 2023	Approach can be taken in 2024
By “Farmer to Farmer” extension		
By “C/P to C/P” extension		- If you need more space, please add new slides (pages).
CAC meeting		

Module 4.

Annual Report of Year 2023, Action Plan of Year 2024 including Cost Estimation and Budget Resources to be Presented by CPU

[XXX Province]
(Follow-Up Province)

November 2023

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: COBSI (Simple weir)]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
COBSI (by SIE)		

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: COBSI (Simple weir)]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources (ex: GRZ and other donors)
COBSI (by SIE)		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: SHEP]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
SHEP (by SMDO)		

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: SHEP]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
SHEP (by SMDO)		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Cultivation of Horticulture Crops]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Cultivation of Horticulture Crops (by SCHO)		

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Cultivation of Horticulture Crops]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
Cultivation of Horticulture Crops (by SCHO)		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resource

[Field activities: Water Management and O&M]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Water Mgt and O&M (by SIE)		

- If you need more space, please add new slides (pages).

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Water Management and O&M]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
Water Mgt and O&M (by SIE)		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

9

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Farmers' group]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Farmers' group (by Extension officer)		

- If you need more space, please add new slides (pages).

10

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Farmers' group]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
Farmers' group (by Extension officer)		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

11

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Nutrition Improvement (including Fish Pond)]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2023]
Nutrition Improvement (by SNFO)		

- If you need more space, please add new slides (pages).

12

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Nutrition Improvement(including Fish Pond)]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
Nutrition Improvement (by SNFO)		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

13

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Agriculture Show]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Agriculture Show		

- If you need more space, please add new slides (pages).

14

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Agriculture Show]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
Others		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

15

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Others]

Items	Findings, Challenges and Good Practice [2023]	Countermeasure to be Taken [2024]
Others		

- If you need more space, please add new slides (pages).

16

1. Findings, Challenges & Good Practice in 2023 and Plan in 2024 with Cost Estimation and Budget Resources

[Field activities: Others]

Items	Activities [2024]	Cost Estimation [2024]	Budget Resources
Others		XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx XXX District: K xxx Total: K xxxxx	(ex: GRZ and other donors)

- If you need more space, please add new slides (pages).

2. Photo of Each Activity in year 2023

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.1 (COBSI (Simple weir))

2. Photo of Each Activity in year 2023

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.2 (SHEPWater Management)

2. Photo of Each Activity in year 2023

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.3 (Water management, Operation & Maintenance)

2. Photo of Each Activity in year 2023

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.4 (Nutrition improvement (the picture of Hand Scale Method “Tebakari Eiyoho” is desirable))

21

3. Findings and Challenges of the Trainings in 2023 and Points to be Improved in 2024

Items	Findings and Challenges [2023]	Points to be Improved [2024]
Preparation Stage		
Implementation Stage		- If you need more space, please add new slides (pages).

23

2. Photo of Each Activity in year 2023

Please Attach Some Photos of Activities with caption (Site name and kinds of activities) (at least 5 photos)

Photo No.5 (Any other photos)

22

Module 5.

Discussion about Organic Pesticide

November 2023

Module 5. Discussion about Organic Pesticide

Introduction

Purpose of disseminating Organic Pesticide :
To control pests economically and eco-friendly

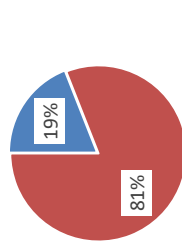
Period of technic transfer :
From MTT in 2021 up to now

Contents of the training :
Teach the recipe of Tephrosia, Pawpaw, and Neem by classroom training and practical training

Module 5. Discussion about Organic Pesticide

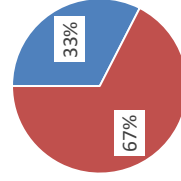
Introduction

Use of Organic Pesticide
(The beginning year of the scheme)



■ Popular ■ Not popular
N=42 district model sites

Use of Organic Pesticide
(Present, year 2022)



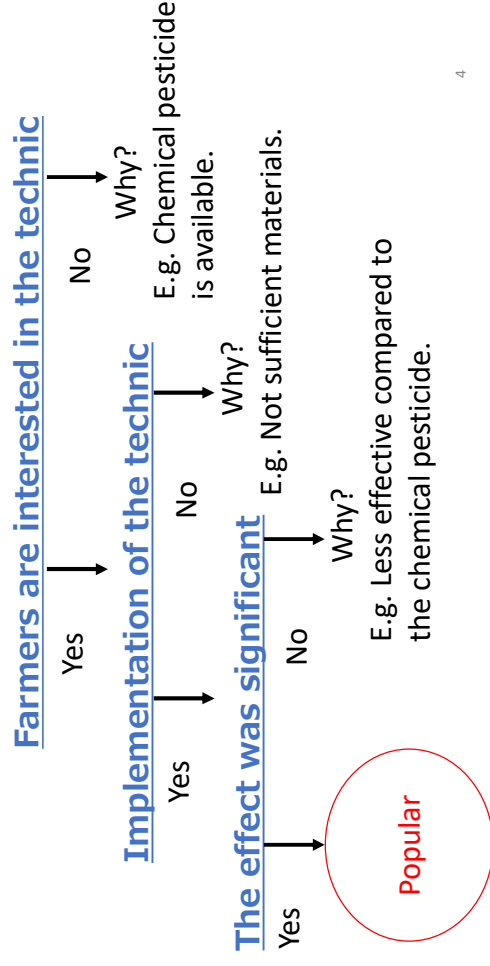
■ Popular ■ Not popular
N=43 district model sites

The Endline survey result tells that Organic Pesticide is Not popular in many districts.

Module 5. Discussion about Organic Pesticide

Discussion 1. The limiting factors of the dissemination

Please discuss why the dissemination was constrained. You can use the following chart for the discussion.



Module 5. Discussion about Organic Pesticide

Module 5. Discussion about Organic Pesticide

Discussion 2. How to improve the Organic Pesticide training to tackle the discussed limiting factors

5

Discussion 3. The necessary technics for the pest control

Please discuss if Organic Pesticide was most necessary technic for the pest control. If not, what kind of technic was necessary?

Objective

Control the pest

What kind of technic is necessary?

Present Condition

Difficult to control the pest

6

Module 5. Discussion about Organic Pesticide

Conclusion

Main limiting factors in the province :

1.
2.
3.

Countermeasures to tackle the limiting factors :

To the factor 1.

To the factor 2.

To the factor 3.

What kind of pest control technics are necessary :

7

Module 6.

Discussion about Water Permit

November 2023

1

Module 6. Discussion about Water Permit

Introduction

- Water usage permits are required for intake of more than 10 m³/day. (Most sites have intake of more than 10 m³/day.)

*** Advantage :** Once a permit is obtained, it is registered on the database, and water usage is ensured even in the event of upstream intake activities.

2

Module 6. Discussion about Water Permit

1. Application fees:

- K500- for water intake of 100 m³/day or less,
- K5,000- for water intake of 100 m³/day or more

2. Water usage fees (annually):

- K5/day for less than 100 m³/day.

E.g) K5/day x 180 days (irrigation days) = K900

- Case of 100 m³/day or more [E.g 340 m³/day]

- up to 100 m³/day: K5/day x 180 days (irrigation days) = K900

- above 100 m³/day: K0.0048 x (340 - 100) x 180.00 days = K207

- Total: K900+207=K1,107

3

Module 6. Discussion about Water Permit

3. Actual status of water rights at COBSI sites (Interviews: district model sites)

- (1) Are you aware of water rights?
- (2) How is the status of application?
- (3) What is your willingness to apply and why?
- (4) How much can you afford to pay?
- (5) If you have obtained water rights, how much are you paying for it?
- (6) Will you stop COBSI irrigation rather than pay for it?

4

Module 7.

Discussion about the factor of
increase/decrease of COBSI simple weir
irrigation sites

November 2023

1

Module 7. Discussion about the factor of increase/decrease of COBSI simple weir irrigation sites

Introduction

Purpose of this module

- The Three-year Action Plan (2024-2026) has drafted. One of the indicators “Target area to be irrigated by simple weirs” was calculated based on the experience in previous and current projects.
- Increase and decrease factors of “Area to be irrigated by simple weirs” should be summarized to make sure to reach the goal.

2

Module 7. Discussion about the factor of increase/decrease of COBSI simple weir irrigation sites

Discussion 1

From your experience, what were increase factors of simple weir irrigation area ?

e.g. public relation activities (TV, radio), disseminated COBSI technics after transferring, Field day, etc

3

Module 7. Discussion about the factor of increase/decrease of COBSI simple weir irrigation sites

Discussion 2

How to promote the increase factor in future activity?

4

Discussion 3

From your experience, what were decrease factors of simple weir irrigation area ?

e.g. instability of river water volume, immaturity in site selection, conflict among farmers, low motivation etc

Discussion 4

How to prevent the decrease factor in future activity?

Conclusion

	Factors	How to reflect the factor to the future activity
Increase Factor		
Decrease Factor		

[Form for Brown paper/Flip Chart]

Module-8 Discussion Topic

Follow-up Provinces

Name of District : _____

	1. Challenges	2. Countermeasure taken	3. Lesson learnt	4. Good Practice
COBSI (Simple weir)				
SHEP				
Water Management and O&M (including Farmer's organization as water users' group)				
Nutrition Improvement				
Others (Cultivation technic, Farm management, Record Keeping, Gender, etc.)				

Market Survey Training

Program of the Market Survey Training of MoA/JICA E-COBSI

Date : From XXXX to XXXX

Venue : At XXXX, XXXX Province

(Officer in Charge)

DAY 0 (Date/Month, 2023): Gathering to the Venue

DAY 1 (Date/Month, 2023): Orientation, Introduction and SHEP Approach

(Officer of the day: Mr./Ms. XXX)

Module 1 - Program Orientation

(Mr./Ms. XXX)

- 08:00-08:45 Registration and pre-training knowledge inventory
- 08:45-09:00 Prayer, welcome remarks and program orientation (housekeeping issues)
- 09:00-09:40 Opening (PACO/PAO), self-introduction, and overview of the training
- 09:40-10:00 **Health break**

Module 2 – Overview of E-COBSI

- 10:00-10:15 What's E-COBSI (Mr./Ms. xxx)
- 10:15-10:45 COBSI approach at glance (video) (Mr./Ms. xxx)
- 10:45-11:15 E-COBSI activities (Mr./Ms. xxx)

Module 3 – SHEP Approach (Market Oriented Irrigation Agriculture)

- 11:15-12:45 Concept of SHEP Approach (Mr./Ms. xxx)
 - Presentation (30 min.)
 - Video (30 min.)
 - Discussion (30 min.)
- 12:45-13:45 **Lunch**
- 13:45-14:30 **Step 1: Sensitizations of Farmers** (Mr./Ms. xxx)
 - Presentation (20 min.)
 - Discussion (25 min.)
- 14:30-15:10 **Step 2-1: Participatory Baseline Survey** (Mr./Ms. xxx)
 - Presentation (20 min.)
 - Discussion (20 min.)
- 15:10-15:30 **Health break**
- 15:30-16:20 **Step 2-2: Marketing and Market survey** (Mr./Ms. xxx)
 - Presentation (20 min.)
 - Discussion (30 min.)
- 16:20-17:00 Preparation for Market Survey (Mr./Ms. xxx)
 - Presentation (20 min.)
 - Role-play (20 min.)

DAY 2 (January 31, Tue): SHEP Approach (cont'd) (Officer of the day: Mr./Ms. XXX)

- 07:45- Registration
- 08:15- Recapitulation (review and clarification of the Day 1 activities)

Module 3 – SHEP Approach (Market Oriented Irrigation Agriculture) (Cont'd)

(Mr./Ms. xxx)

- 08:30-09:00 Move to the Market
- 09:00-10:30 Market Survey (*practice*) (All participants)
- 10:30-11:00 Back to the Venue
- 11:00-11:20 **Health break**
- 11:20-13:00 Analysis of Market Survey Results (*practice*) (Mr./Ms. xxx)
 - Group Work (60 min.)

Market Survey Training

	• Presentation by participants & Discussion (40 min.)	
13:00-14:00	Lunch	
14:00-16:00	Step 3-1: Crop Selection and Crop Ranking (<i>practice</i>)	(Mr./Ms. xxx)
	• Presentation (15 min.)	
	• Group Work (60 min.)	
	• Presentation by participants & Discussion (45 min.)	
16:00-16:15	Health break	
16:15-17:30	Step 3-2: Crop Calendar (<i>practice</i>)	(Mr./Ms. xxx)
	• Presentation (15 min.)	
	• Group Work (60 min.)	

DAY 3 (February 1, Wed): SHEP Approach (cont'd) (Officer of the day: Mr./Ms. XXX)

<u>07:45-</u>	Registration	
<u>08:15-</u>	Recapitulation (Review and Clarification of Day 2 Activities)	
Module 3 – SHEP Approach (Market Oriented Irrigation Agriculture) (Cont'd)		(Mr./Ms. xxx)
8:30-9:15	Step 3-2: Crop Calendar (cont'd)	(Mr./Ms. xxx)
	• Presentation by participants & Discussion (45 min.)	
9:15-9:45	Step 4: Infield Training & Monitoring	(Mr./Ms. xxx)
	• Presentation (20 min.)	
	• Discussion (10 min.)	
9:45-10:00	Health break	
Module 4 – Gender and SHEP		(Mr./Ms. xxx)
10:00-13:00	Gender for contribution to SHEP	
13:00-14:00	Lunch	
Module 5 – Entry Planning		(Mr./Ms. xxx)
14:00-14:30	Making an implementation schedule of SHEP and Gender	
Module 6 – Reporting and Feedback Mechanism		(Mr./Ms. xxx)
14:30-15:00	Reporting mechanism and reporting form	
15:00-15:20	Health break	
Module 7 – Achievement Test		(Mr./Ms. xxx)
15:20-16:00	Filling the Achievement Test and collection	
Module 8 – Program Evaluation and Closing		(Mr./Ms. xxx)
16:00-16:30	Evaluation of the training program and collection	
16:30-17:30	Closing (PACO/PAO), Certificate	

DAY 4 (February 2, Thu): Home Sweet Home

Have a Safe Trip!



E-COBASI

Expansion of **Community-Based Smallholder Irrigation Development Project**

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
 Northern Province: 25th to 27th January 2023
 Luapula Province: 30th January to 1st February 2023



COBSI History

Community-Based Smallholder Irrigation

1st COBSI
 "Community Study"
 (2009 – 2011)

COBSI Study found out the high potential of smallholder irrigation in Northern and Luapula Provinces.

2nd COBSI
 "T-COBASI"
 (2013 – 2017)

T-COBASI mainly focused on increasing the number of irrigation sites and irrigable area.

Achievement: No. of irrigation site : more than 1,400 sites
 Irrigable Area : more than 1,500 ha,
 No. of participated farmers : more than 36,000 farmers

3rd COBSI
 "E-COBASI" oriented agriculture ("SHEP"), water mgmt/O&M, on-farm (2019 – 2024) mgmt, etc. **Nutrition situation** is also expected to be improved.

The new target provinces start E-COBASI with Simple Weir Construction

What's E-COBASI

Introduction to the E-COBASI Project

"SO METHING NEW!"
"SOMETHING MORE!"

COBSI Promotion Unit (CPU)

COBSI Approach at glance



(What's COBSI done?)

Farmer themselves can construct, operate and maintain



What's Simple Weir?



Entry point to irrigation agriculture

Local materials are used (grass, twigs, wooden poles)

5

Simple but Functional



COBSI Approach

Upgrading simple one to permanent weir

Simple Weir



Permanent Weir



Entry point

Upgraded

Farmers need to get used to irrigated farming through simple weirs, this will ensure a successful irrigation development with permanent weir.

8

What's Permanent Weir?



Stabilized Irrigation Farming
more stable material is used for construction (concrete, stone masonry...)

9

Concrete Weir (COBSI Study, Length= 44 m)



Original a simple weir

10

Wet Masonry Weir (T-COBSI)



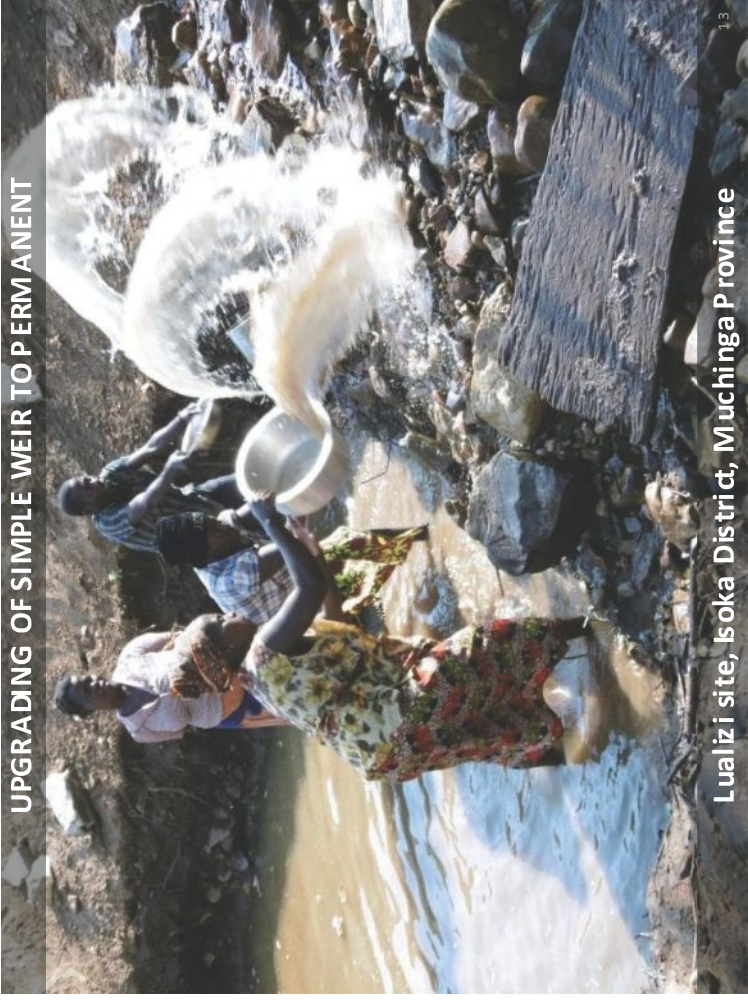
11

UP GRADING OF SIMPLE WEIR TO PERMANENT



Mu nyangala site, Nsama District, Northern Province

12



UPGRADING OF SIMPLE WEIR TO PERMANENT

Lualizi site, Isoka District, Muchinga Province



UPGRADING OF SIMPLE WEIR TO PERMANENT

Kalira site, Mansa District, Luapula Province

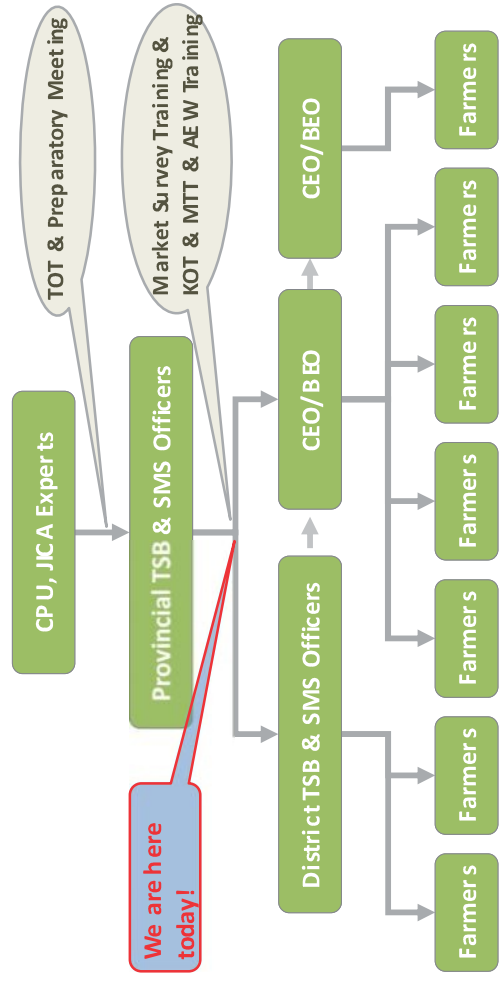


UPGRADING OF SIMPLE WEIR TO PERMANENT

Chansa malamba site, Kawambwa District, Luapula Province

Extension System

Module 2
What's E-COBSI



Cas cad e-like dissemination of SHEP, Water Mgt/O&M, Nutrition, etc.

THEORY AND PRACTICE



LECTURES



EXERCISES



17

GROUP WORK, FIELD VISIT AND FIELD PRACTICE



8

On-farm Irrigation (Gravity)



A BEO is teaching the client farmers how to construct the simple weir.

KICK-OFF TRAINING (KOT)



Demonstration of Simple Weir in KFI



Demonstration of Gravity Irrigation in Mpika



Market Survey Training in Muchinga, MAFF Site



Group Work in Muchinga, MAFF site



Sterilization of Nursery Bed in KFI



Sowing Seed in Serenje MTT



Presenting challenges, Countermeasures

ANNUAL EVALUATION WORKSHOP (AEW)



Annual Report by District in KFI



Achievement Test in Muchinga, MAFF site

Video Watching (T-COBSI Achievements)

E-COBSI Activities

COBSI History Community-Based Smallholder Irrigation

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"COBSI Study"
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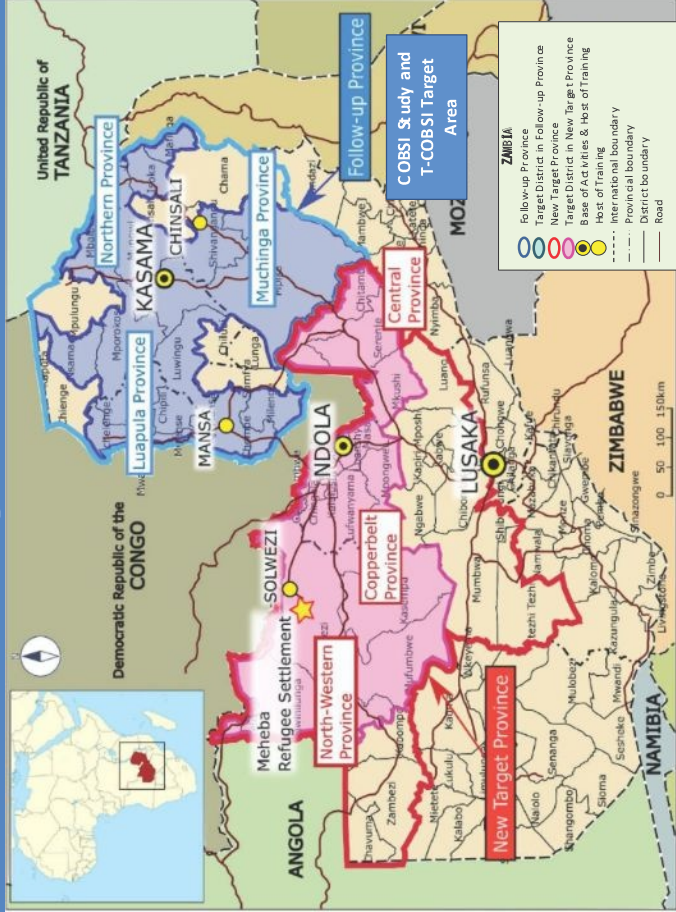
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Irrigable Area: more than 1,500 ha,
No. of participated farmers: more than 36,000 farmers

3rd COBSI
"E-COBSI"
(2019 – 2024)

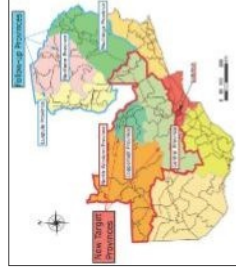
In the Follow-up Provinces, E-COBSI emphasizes **market-oriented agriculture ("SHEP"), water mgt/O&M, on-farm mgt, etc. Nutrition situation** is also expected to be improved.

The new target provinces starts E-COBSI with Simple Weir Construction

Target Area



Target Districts



Province	No. of Direct Support target districts	No. of Indirect Support target districts
North ern province	6	3
Luapula province	5	3
Muchinga province	4	3
Total	15	9
Copperbelt province	10	0
North western province	8	0
Central province	3	0
Total	21	0
Grand total	36	9

Model Site approach: 1 Model Site in each District

Definition of Direct & Indirect Support

Items	Direct Support Target District	Indirect Support Target District
Participation of E-COBSI Training	Yes (District Offices and CEO/BEO)	No (Only for reporting of district office and Model site activity in MTT and AEW)
Fuel Provision for E-COBSI Activity	Yes (for CEO/BEO, District office and CPU)	Yes (for District office and CPU)
Monitoring & Follow-up Activities	By District, CPU and Japanese Experts	By District and CPU
Monthly Report Submission	CEO, District and CPU	District and CPU

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Project Objectives

Period: 5 Years: Dec. 2018 to Feb. 2024

Overall Goal

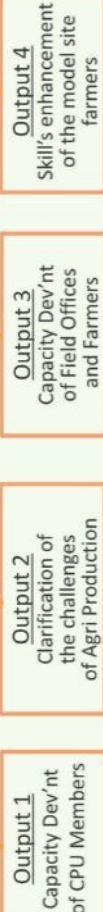
Irrigation agricultural production in the target areas is increased.

Next 3 - 5 years by GRZ

Project Purpose

Community-based smallholder irrigation farming is promoted through the provision of smallholder irrigation infrastructure and management skills for smallholder farmers in the targeted area.

E-COBSI coverage area

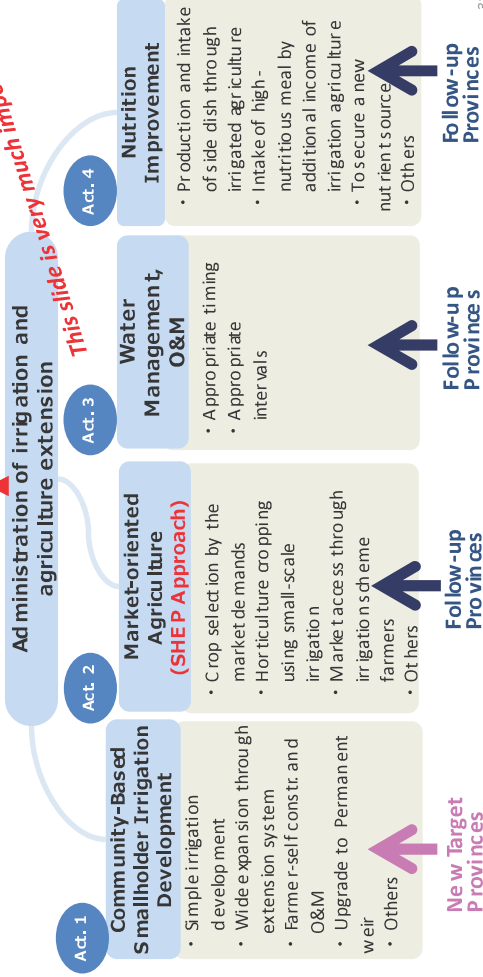


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Project Approach

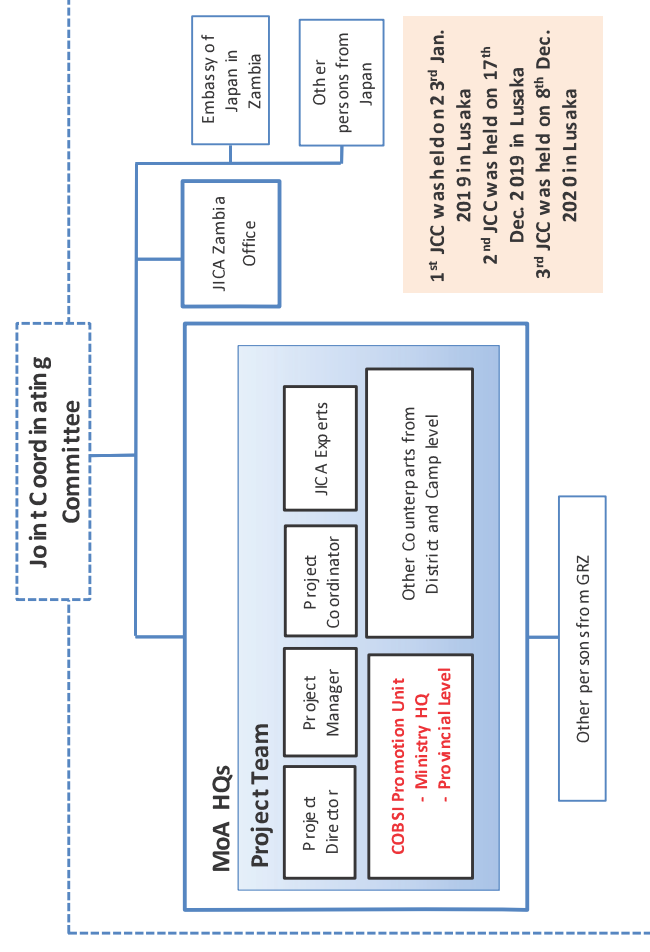
To realize the development of community-based smallholder irrigation expanded by the self-help effort of farmers and healthy life by profitable agriculture and nutrition improvement

"4 Major Activities" commanded by COBSI Promotion Unit



31

Implementation Structure -JCC-



32

COBSI Promotion Unit (CPU)

MoA HQ	6 Provinces
Project Coordinator (Irrigation)	PACO
Officer from Policy and Planning Department	PAO
Officer from Crop Production Section	Senior Irrigation Engineer (SIE)
Officers from Advisory branch (Extension and Nutrition)	Officer from Crop Production Section
Officer from Agribusiness and Marketing Dept.	Officer from Extension Section
Officer from Department of Finance	Officer from Nutrition Section
JICA Experts	Officer from Agribusiness and Marketing Dept.
	JICA Experts

1st National CPU meeting was held on 16th Dec. 2019 in Lu saka
 2nd National CPU meeting was held on 7th Dec. 2020 in Lu saka

Training Schedule in FU P rovinces

Year 2023 (Plan)	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
<ul style="list-style-type: none"> Market Oriented Agriculture Water Management O & M of Irrigation Facilities Nutrition Improvement 	Market Survey		KOT				MTT				AEW	
OJT & Monitoring												

CPU Tasks

(MoA HQ CPU)

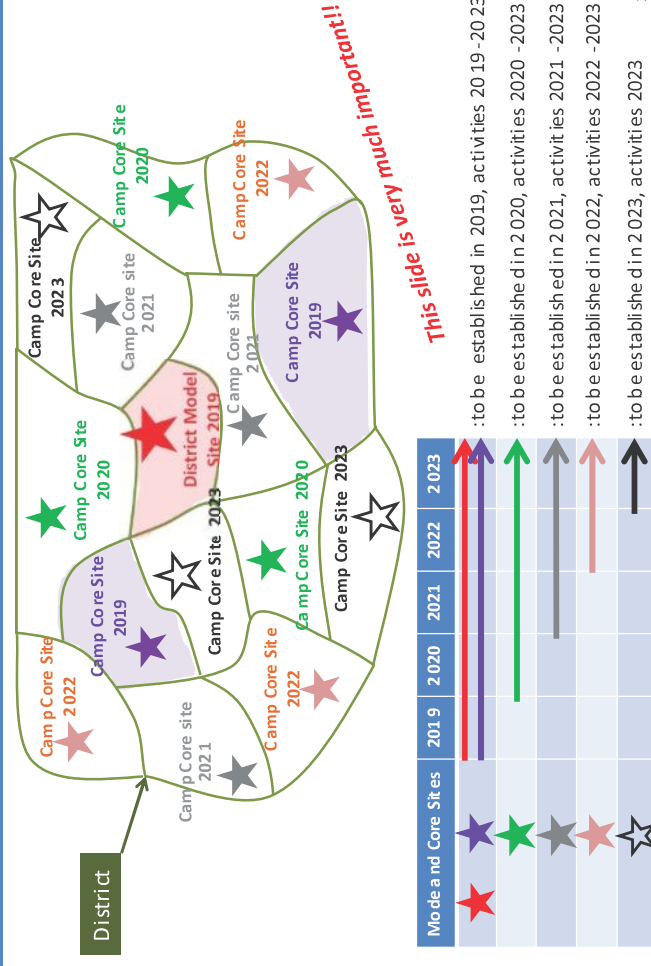
- Management of E-COBSI Activities
 - ⇒ Training Plan Making
 - ⇒ Monitoring, Evaluation, Feedback, etc...
- Budgeting
- Making a Three-years Action Plan

(Provincial CPU)

- Management of E-COBSI Activities
 - ⇒ Training Implementation
 - ⇒ Monitoring, Follow-up, Evaluation, Feedback, etc...
- Reporting to Central CPU

Model Site Approach

District Model Sites and Camp Core Sites are established for further dissemination in District





E-CO BSI



Expansion of **Community-Based Smallholder Irrigation Development Project**

Concept of SHEP Approach

Market Survey Training (MST) in 2023 for Follow-up Provinces

- Muchinga Province: 25th to 27th January 2023
- Northern Province: 25th to 27th January 2023
- Luapula Province: 30th January to 1st February 2023

1. Background

Commitment by Govt. of Japan

- “We would like to transition away from agriculture “that enables the farmer to eat” to agriculture the farmer to earn money.” by Prime Minister Mr. Shinzo ABE@TICAD V in 2013
- Commitment: Expansion to **10** countries, Capacity building of **1,000** skilled agricultural trainers, support to **50,000** farmers



※ TICAD : Tokyo International Conference on African Development

1. Background

Challenges of Conventional Agricultural Extension

- ✓ **Technology Transfer**: Farmers do not adopt recommended technologies/technics demonstrated by agricultural research.
- ✓ **Lack of Marketing**: The increase in yield does not necessarily lead to the improvement of agricultural profit.
- ✓ **Empowerment**: Farmers' efforts to improve farming do not persist.



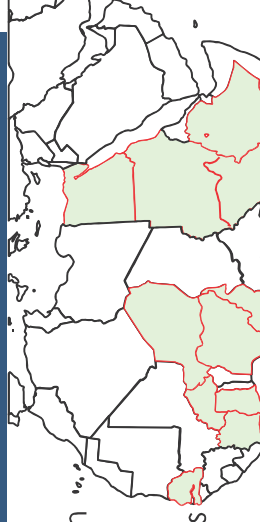
SHEP as one of the agriculture extension approaches gives concrete solutions for these basic issues on agricultural extension.

1. Background

Outcome of SHEP Expansion so far

In total, **4,630** officials from African countries included in extension staff are involved in the SHEP Approach, benefiting to **60,381** farmers

As of 2018 March



23 countries

1. SHEP Training Course in Japan and Kenya
2. International Workshop on SHEP
3. Technical follow-up by JICA Advisers
4. Scale up of high-ownership activities by JICA's Technical Cooperation Project

Nowadays the SHEP approach is practiced in other regions around the world. (e.g. Nepal, El Salvador, and Palestine)



2. Introduction of SHEP Activities



“What is SHEP?”

- Stands for “Smallholder Horticulture Empowerment and Promotion” Approach
- Developed in Kenya through technical cooperation project by JICA which started from 2006 and succeeded in increasing farmers’ income
- An extension approach which realize “Market-Oriented Agriculture”



2. Introduction of SHEP Activities



“How to realize it in SHEP?”

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

1. Sharing the vision/goal Sensitization Meeting

- All levels of stakeholders attend the workshop
- Participants understand what they are going to do
- Participants identify their roles and responsibilities
- All stakeholders share how to realize Market-Oriented Agriculture



Participants of the Sensitization Meeting

2. Awareness of situation Market Survey

- Farmers visit to adjacent market and understand not only price but also required quality and quantity, selling condition, price fluctuation, etc.
- Both market stakeholders and farmers can share their own information



Exercise on Market Survey

3. Decision Making Crop Selection

- Based on the results of Market Survey, group members of farmers prioritize their target crops by themselves

Ex)

Crops	Experience	Time for planting and Duration	Expected yield / acre (kg)	Average / Expected price (Ksh)	Expected total income (Ksh)	Cost of production (Ksh)	Expected benefit (Ksh)	Market condition	Ranking
Carrot	No	April, 3 months	4,000	20	80,000	25,000	55,000	Middle size, cash, shape	2
Onion	No	March, 6 months	2,000	15	30,000	10,000	20,000	Large size, cash	4
Kale	Yes	March, 3 months	8,000	3	24,000	5,000	19,000	Fresh, cash	3
Tomato	Yes	May, 4 months	6,000	30	180,000	50,000	130,000	Well matured, middle size	1

4. Provision of Technical Solution

Demand Driven In-field Training

- Extension staff are trained on crops or skills according to farmers' needs
- All skills are easy for farmers to adopt
- Farmer learn what they want to know, so adoption rate is high



Extension Officer training Farmer Group

User friendly skills

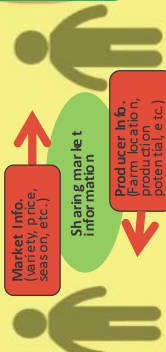
3. In side of SHEP Approach “Motivation”

“What is the concept of SHEP?”

Various donors implement similar projects/programs

Pro moting “Farming as a Business”

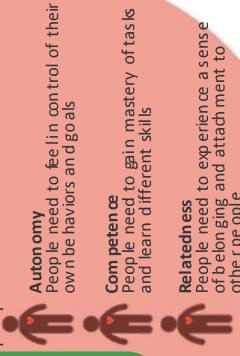
Sharing information among market actors & farmers to improve efficiency of local economies (Mitigating the asymmetry of information)



Feature of JICA's technical cooperation (Capacity Development)

Developing and motivating people by effective activity designs and “tips”

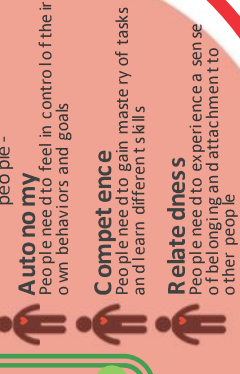
Raising intrinsic (internal) motivation for continuous activities implementation (Self-determination Theory)
-Three psychological needs to motivate people-



3. In side of SHEP Approach “Motivation” SHEP’s Emphasis on “Motivation”

Empowering and motivating people

Raising motivation for continuous activities implementation (Self-determination Theory)
-Three psychological needs to motivate people-



3. Inside of SHEP Approach “Motivation”

Edward Deci’s Self-Determination Theory: Three Psychological Needs

- **Autonomy**
 - People need to feel in control of their own behaviors and goals
- **Competence**
 - People need to gain mastery of tasks and learn different skills
- **Relatedness**
 - People need to experience a sense of belonging and attachment to other people

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3. Inside of SHEP Approach “Motivation”

Crafting Effective Tips for Each Activity in SHEP (2)

• Competence support

- Training materials are prepared based on the crops the farmers have chosen. (Demand-driven training)
- Picture-based training materials are used during the training. (appropriate level of difficulty for farmers)
- Introduced skills/technique are well considered as user-friendly, so farmers can adopt them easily



SHEP gives farmers tasks of appropriate level of difficulty

15

3. Inside of SHEP Approach “Motivation”

Crafting Effective Tips for Each Activity in SHEP (1)

• Autonomy support

- Farmers, not government staff, conduct market survey. They understand what the market want from them (not just info. on prices).
- Farmers themselves decide the crops to grow and make a crop calendar (Plan) based on the results of the market survey.



Market survey by farmers

14

3. Inside of SHEP Approach “Motivation”

Crafting Effective Tips for Each Activity in SHEP (3)

• Relatedness support

- Farmers and extension staff attend the same training.
- Farmer representatives are required to hold a meeting for all the group members to share the market information they obtained during the market survey.



Together at the training

16

3. In side of SHEP Approach “Farming as Business” SHEP realize “Farming as Business”



3. In side of SHEP Approach “Farming as Business” Bridging the Information Gap by Market Survey [Voices from the Field]

POINT: Market information not as “mere data” but as “information with a human face”

Signaling

After meeting a middleman during the market survey, we invited her to come and visit our farm. We showed her how we grew vegetables and how good our vegetables were. (farmer)



Effort to become a trustworthy supplier

Before, we didn’t talk about vegetables at all with middlemen. We only talked about the price. Now our buyers give us consumers’ feedback, both positive and negative, on the vegetables we supplied. We improve our farming based on the feedback. (farmer)

3. In side of SHEP Approach “Farming as Business”

Bridging the Information Gap through Repeated Transactions [Voices from the Field]

Mutually-beneficial business practices (win-win) through repeated transactions



We wanted to offer one-stop services to the local traders by producing a variety of leafy vegetables here so that the traders will keep coming back. (farmer)

Trust-building through repeated transactions

win-win



I am glad this group produces several kinds of leafy vegetables since I don’t have to travel a long distance searching for vegetables. (trader)

3. In side of SHEP Approach “Farming as Business”

Bridging the Information Gap through Repeated Transactions [Voices from the Field]

Mutually-beneficial business practices (win-win) through repeated transactions



We now supply watermelons to the same trader. We don’t have to worry about where to sell anymore. (farmer)

Trust-building through repeated transactions

win-win



I can get good quality watermelons constantly from this farmer group. I can avoid the risk of getting low quality ones from the wholesale market. (trader)

3. Inside of SHEP Approach



“What can SHEP bring about change?”

Change of farmers' mind on marketing from “Grow and Sell” to “Grow to Sell”



Market Survey by Farmers

Name & Contact of Farmer/ Dealer	Produce & Variety	Produce Quality Requirements	Peak Demand (months)	Quantity (kg) Frequency (times/week) (kg) (of Supply)	Unit Price (ksh./kg)	Mode of Payment	Terms of Payment	Marketing Challenges	Dealer's Willingness to Purchase from the Group
S.S. Mwa (0722-20000)	Tomato (kg)	-Medium size -Half ripe	March, April, May	2,200 kg/week	100	Cash	Call in Delivery	Inadequate Storage Facilities	Very High
L.O. Orwa (0722-20000)	Tomato (kg)	-Large size -Half ripe	February, March & April	2,200 kg/week	120	Cheque	Truck to the Dealer's Office	Inadequate Storage Facilities	Very High
G.L. Adia (0722-20000)	Tomato (kg)	-Medium size -Half ripe	December & January	2,200 kg/week	115	Cash	1-week after Delivery	Inadequate Storage Facilities	Not willing

e.g.) Results of the Market Survey

4. Results and Impacts of SHEP



“What happened at the field level?”

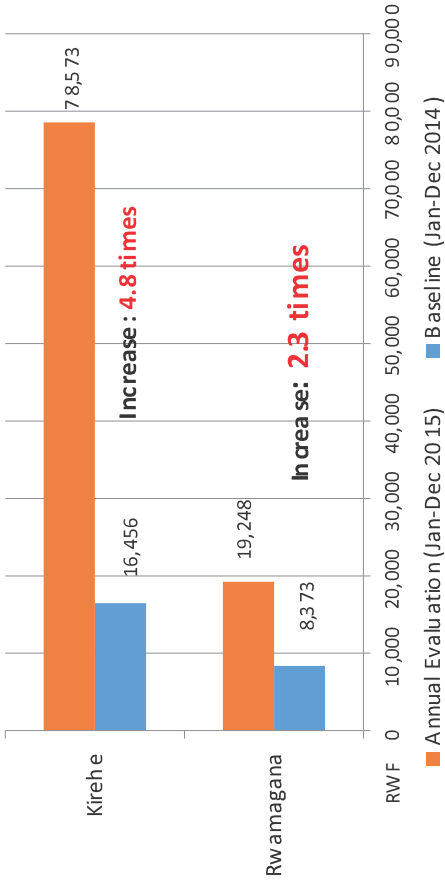
Income from horticulture crops increased in various countries, i.e.; Kenya, Rwanda, Lesotho, etc.



4. Results and Impacts of SHEP

Case of Rwanda

Average Net Income per a Member from Cooperative Farmland of Direct Support Cooperatives



Source: JICA SMAP Team (2016)



Before

After

Others

4. Results and Impacts of SHEP



Keeping a record



Re investment for Agriculture (Buying pump)

4. Results and Impacts of SHEP



Light by solar panel



Invitation by National event as a most successful young group



Investment for Livestock



Second generation



Building new office for group (Current)



Building new office for group (Under Construction)²⁶

Irrigation and SHEP

- In other country such as Zimbabwe, target farmers of SHEP located in irrigation scheme.
- Advantage of irrigated farming towards market-oriented agriculture is to adjust or shift harvesting time according to market trend.

Showing the video

Irrigation and SHEP cont'd

- On the other hand, many farmers who located in irrigation scheme in Africa don't utilize its' capacity and advantage efficiently.

**In order to cut negative chain,
Market Oriented Agriculture is one
of the pillar of E-COBSI**

- One of the reason for poor maintenance is that farmers don't earn enough income from farming, so they don't want to allocate money for it.
- This is negative chain or rotation.

Two question

- Do you recommend farming to your farmers without seeing market?
- Do you implement any development program without considering farmers' motivation?



E-CO BSI



Expansion of **Community-Based** Smallholder Irrigation Development Project

Sensitization of Farmers

Market Survey Training (MST) in 2023 for Follow-up Provinces

Murchinga Province: 25th to 27th January 2023

Northern Province: 25th to 27th January 2023

Luapula Province: 30th January to 1st February 2023

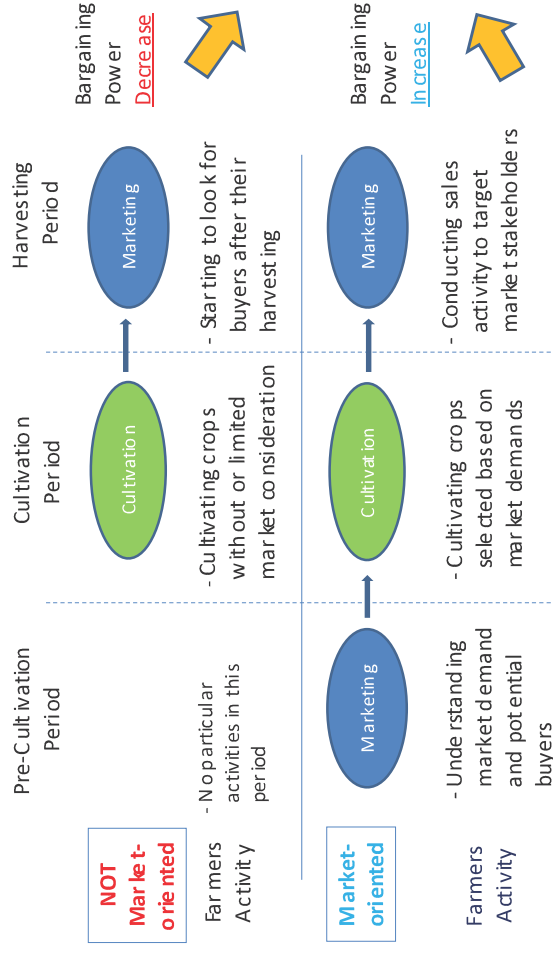
Step 1: Share Goal with Farmers

The first step of the SHEP Approach is to share SHEP's goal with the farmers. SHEP is **NOT an approach for providing material or financial assistance** to farmers. It is a **capacity development intervention** where farmers need to make a strong commitment in learning new knowledge and skills through their participation in SHEP. The **ultimate goal of SHEP is to empower farmers both technically and socially** so that they can continue practicing market-oriented agriculture, or **"farming as a business"**, with an entrepreneur mindset. This message should be clearly communicated to the target farmers so that they will be motivated to attain the SHEP goal.

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

Market-oriented Approach



Start with Marketing and End with Marketing!

WHY? Objectives

The sensitization workshop aims at sharing the SHEP vision and goal with the farmers, which is, to help them become self-reliant farmers with entrepreneurial aspirations.

WHAT? Outline

Once the target sites are selected, the sensitization workshop is held for explaining the details and time frame of the SHEP training course as well as the goal of the SHEP Approach.

5

Implementation Procedures

1. Convene a meeting at a place where the farmers can easily gather such as a community hall, church, school, the group leader's house, etc.
2. The implementers including the extension staff in charge of the group explain the essence of the SHEP Approach so that both parties can share the vision.
3. Further explanation should include the details and timeframe of the SHEP activities, farmers' roles and responsibilities for completing the SHEP training course.

7

HOW? Key Implementation Tips

- The Sensitization Workshop is an important initial event where the implementers and farmers share SHEP's vision.
- The farmers understand and agree that the vision will be realized only through the farmers' own initiatives to push forward market-oriented agriculture.
- The farmers understand SHEP is purely technical assistance without provision of any financial and material support from the government.

6

Implementation Procedures

4. The implementers should emphasize that both male and female members need to equally participate in the trainings. In addition, the members and their spouses should actively take part in decision-making and activity implementation throughout the SHEP training course. The implementers should help farmers to engage into discussions on the importance of gender equality and women's empowerment.

8

TROUBLESHOOTING

Q: Farmers Expects “Handouts” – Since almost all the previous projects/programs provided some kinds of material inputs to farmers, they also expect handouts from SHEP. Will they stop coming to the training when they realize there will be no financial or material support from SHEP?

A: It is extremely important for the target farmers to understand and agree, at the very beginning, that they will only receive technical assistance, not material assistance. When you contact the potential farmers for target selection, explain clearly that only those farmers who are willing to participate in a series of capacity development trainings without receiving any material inputs are suited for SHEP.

9

TROUBLESHOOTING

Therefore, the target farmers should be aware of this issue at the very beginning of the SHEP training course, i.e. the sensitization workshop, so that both male and female farmers as well as their spouses agree to realize active participation and joint decision-making in their engagement in SHEP.

11

TROUBLESHOOTING

Q: Why Talk about Gender at Sensitization Workshop? – Why do we need to discuss gender issues at the sensitization workshop? Can we do it at a later stage?

A: As for SHEP’s concept in gender issues, please refer to “1.3. Gender in SHEP in PART1”. SHEP considers that gender should be seen as an integral part of SHEP’s endeavor to act ualize its goal: improved livelihoods through self-reliant farm management. SHEP’s goal can only be achieved if gender-balanced participation and decision-making are in place throughout SHEP implementation.

10



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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Participatory Baseline Survey

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023

Northern Province: 25th to 27th January 2023

Luapula Province: 30th January to 1st February 2023

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

WHY? Objectives

The participatory baseline survey gives the target farmers opportunities **to look at their current farming situations** in terms of production and income so that **they can clearly identify areas for improvement**. The farmers also understand the importance of record keeping. This occasion enables the implementers to gather hard data on the target beneficiaries' farming practices, which, at a later stage, will be used to monitor the results of SHEP intervention.

WHAT? Outline

The participatory baseline survey asks the target farmers to fill out the survey sheet regarding Production, Income and Cost. **The farmers themselves fill out the sheets with the help of extension staff** where necessary. Data are collected and analyzed by the implementers. **Feedback on the results of the baseline survey is given to the farmers at a later day** when the analyzed data become available.

HOW? Key Implementation Tips

- The survey should be more **for farmers' benefit than for implementers' benefit.**
- The survey **should be conducted in a participatory manner so that the target farmers are the main actor of the survey,** rather than the extension staff unilaterally collecting information from them.
- The **extension staff help farmers calculate basic figures** such as crop yield, cost, profit, etc. which are important for farm management.

5

Implementation Procedures

1. (Preparation) Research local units used for trading horticultural crops and prepare a conversion table, i.e. a table which converts local units into kilograms.
2. Convene a meeting and explain the purpose of the baseline survey to the farmers. Instruct the farmers how to fill out the survey formats. **Tip! If the farmers, especially illiterate farmers, have difficulties understanding how to fill out the forms, ask literate farmers to assist them.**
3. The farmers themselves fill out the forms with the assistance from the extension staff where necessary.

6

Implementation Procedures

4. If converting trading units such as bundles, bags, crates, etc. into kilograms is difficult, supply a conversion table which the implementers made beforehand based on the local market situations.
5. When the farmers finish filling out the forms, encourage them to discuss any new findings through this survey exercise. The discussion points include, but not limited to:
 - ✓ Are our current methods of record keeping good enough? How can record keeping help us in managing our farming business?
 - ✓ Are we making as much profits as we want? Are we losing money, instead of making money on some crops?

7

Implementation Procedures

- ✓ Are we allocating the appropriate size of land for crops with good marketing prospects?
- ✓ Do we accurately know how much produce we pack in a bag (or crate, bundle, pail, etc.)? Do our buyers know the exact weight?

8

Implementation Procedures

- After the meeting, input the data on spreadsheets, process, analyze and give feedback to the farmers at a later day. (Please confirm who is responsible for data entry, processing and analysis at your organization) The items for feedback may include but are not limited to:
 - How sufficient and well-kept farmers' records are to make a good analysis of farm management.
 - Which crops are most commonly produced, which crops are making good profits, etc.

I thought I was making money by producing this crop. But I was actually losing money!

It will be beneficial for me to keep records so that I can keep track of what is going on at my farm. That's the first step to practice "farming as a business".



Photo: Kenya

Baseline Survey Format

Date: / / , Name of CEO/BEO: , Name of Farmer Group: , Name of District: , Name of Camp: , Name of Village: , Name of Farmer: , Male/Female: , Phone Number: ,

(1) Crop Name and Variety/	(2) Cultivation Period (Month/Year to Month/Year)	(3) Area under the Crop (Lima or Ha) 0.1 Lima=0.025 ha 0.5 Lima=0.125 ha 0.8 Lima=0.20 ha 1 Lima=0.25 ha 4 Lima=1.0 ha	(4) Production sold at market in various units (e.g. bags, bucket, basin etc.)	(5) Production sold at market in kg (converted into kg)	(6) Production sold at market in kg per ha	(7) Average Order Price per various unit (ZMW/kg)	(8) Average Price per kg (converted into kg) (ZMW)	(9) Total Income (ZMW)	(10) Total Cost of Production in ZMW (incl. seed, fertilizer, chemical, transportation, labor, etc.)	(11) Net Income (ZMW)
1 st Crop: Tomato (Cai)	Aug. /2018 to Jan./2019	Lima 0.8 Lima	100 (Unit:bucket)	2,000 kg	10,000 kg	K 40 (Unit: bucket)	K 2	K 4,000	K 1,200	K 2,800
2 nd Crop:			(Unit:)			(Unit:)				
3 rd Crop:			(Unit:)			(Unit:)				
4 th Crop:			(Unit:)			(Unit:)				
5 th Crop:			(Unit:)			(Unit:)				
6 th Crop:			(Unit:)			(Unit:)				

Please indicate unit conversions in the box below. (e.g.) 1 bag of Irish Potato = 110 kg, 1 head of Cabbage = 2 kg

1 bucket of Tomatoes = 20 kg

Example Baseline Survey Format

Date: / / , Name of CEO/BEO: , Name of Farmer Group: , Name of District: , Name of Camp: , Name of Village: , Name of Farmer: , Male/Female: , Phone Number: ,

(1) Crop Name and Variety/	(2) Cultivation Period (Month/Year to Month/Year)	(3) Area under the Crop (Lima or Ha) 0.1 Lima=0.025 ha 0.5 Lima=0.125 ha 0.8 Lima=0.20 ha 1 Lima=0.25 ha 4 Lima=1.0 ha	(4) Production sold at market in various units (e.g. bags, bucket, basin etc.)	(5) Production sold at market in kg (converted into kg)	(6) Production sold at market in kg per ha	(7) Average Order Price per various unit (ZMW/kg)	(8) Average Price per kg (converted into kg) (ZMW)	(9) Total Income (ZMW)	(10) Total Cost of Production in ZMW (incl. seed, fertilizer, chemical, transportation, labor, etc.)	(11) Net Income (ZMW)
1 st Crop: Tomato (Cai)	Aug. /2018 to Jan./2019	Lima 0.8 Lima	100 (Unit:bucket)	2,000 kg	10,000 kg	K 40 (Unit: bucket)	K 2	K 4,000	K 1,200	K 2,800
2 nd Crop:			(Unit:)			(Unit:)				
3 rd Crop:			(Unit:)			(Unit:)				
4 th Crop:			(Unit:)			(Unit:)				
5 th Crop:			(Unit:)			(Unit:)				
6 th Crop:			(Unit:)			(Unit:)				

Please indicate unit conversions in the box below. (e.g.) 1 bag of Irish Potato = 110 kg, 1 head of Cabbage = 2 kg

1 bucket of Tomatoes = 20 kg

TROUBLESHOOTING

Q: Record-Keeping Not Widely Practiced – Record keeping is not widely practiced by smallholder farmers. Can they really learn record keeping and benefit from it?

A: It is true that many of the smallholder farmers are not practicing record keeping. The first step they are advised to take is to understand the importance of record keeping through their experience of participating in the baseline survey. The implementers are advised to encourage them to keep writing down basic information such as sales of the produce and expenses of seeds, fertilizers and pesticides, etc. in a very simple format such as single-entry bookkeeping. It is beneficial for the farmers to make it a habit to keep record of farm activities and accounting.

13

TROUBLESHOOTING

Q: Data Not So Reliable – Although the farmers did their best to fill out the information, I see some information is still missing or not really accurate. Should I give up getting information from them altogether since reliability and accuracy of the data is not as high as I have hoped?

A: SHEP's participatory baseline survey has two purposes: (1) raising farmers' awareness of their current farming situation and (2) gathering hard data from farmers. We would like you to understand that first and foremost, it is very important to achieve the first purpose, awareness-raising through the survey exercise. On the other hand, ensuring reliability and accuracy of the data, as you are aware, is always a challenge when it comes to gathering data on the ground.

15

TROUBLESHOOTING

Q: Can Illiterate Farmers Do It? – Even literate farmers are having a hard time calculating figures needed for the baseline survey. Can illiterate farmers complete the tasks of the survey?

A: Illiterate farmers may have a harder time filling out the survey forms than their literate counterparts. However, that does not automatically mean they are less knowledgeable of their farm management issues than the literate farmers. They just do not have the literacy skills to put their knowledge into paper. Ask assistance from literate group members or their literate family members such as their spouses or children to help them fill out the forms. Illiterate farmers can also continue keeping records with the help of their family members on a daily basis

14

TROUBLESHOOTING

Particularly during the baseline survey, it is difficult to achieve very high accuracy since many of the farmers are yet to keep accurate records. We should be patient and encourage the farmers to start record keeping gradually so that reliability and accuracy of the data will be elevated by the time of the end-line survey.

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TROUBLESHOOTING

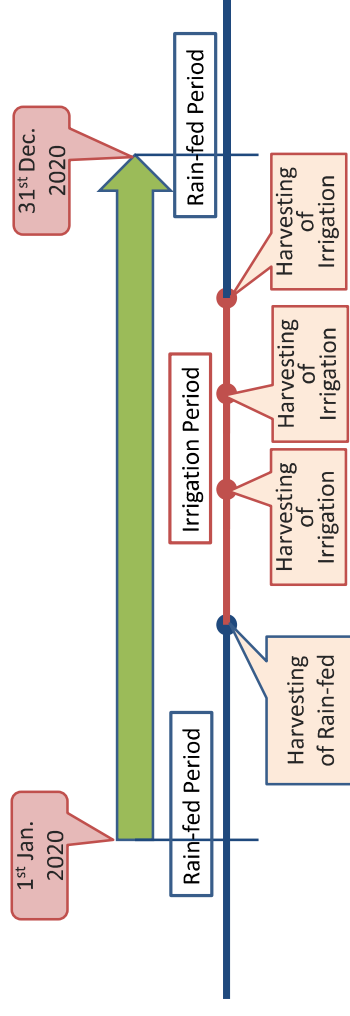
Q: Farmers Not Wanting to Submit Data – The farmers are willing to fill out the data. However, they do not want to disclose data related to their profits. What should I do?

A: It is not a good idea to force the farmers to submit the data if they feel uncomfortable to do so. Without the submission of the data, the farmers are still given the opportunity to raise their awareness on farm management. Therefore, one of the two purposes of the baseline survey as explained above is at least fulfilled. Ask other farmers if they are willing to submit the data so that you can get some hard data to process and analyze.

17

Target Period of Baseline Survey

- From January 1st 2020 to December 31st 2020
- Including both rain-fed and irrigation cultivation



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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Marketing and Market Survey

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023

Northern Province: 25th to 27th January 2023

Luapula Province: 30th January to 1st February 2023

Step 2: Farmers awareness of current situation and new information

SHEP's second step is to provide the farmers with ample opportunities in which they can raise awareness of their current situations as well as find opportunities the horticultural business can offer to them. This is the step where SHEP farmers go through **eye-opening experiences** and **further raise their motivation** to take concrete action for materializing market-oriented agriculture. Therefore, **this step is extremely critical** and the SHEP implementers should make sure that the farmers open up their horizon for **horticultural farming as a business** though exercises such as baseline surveys and market surveys.

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

WHY? Objectives

In SHEP, market surveys are conducted **NOT by government staff or external experts but by farmers themselves**. The main purpose of SHEP's farmer-initiated market survey is to encourage farmers to have **hands-on experiences of understanding how markets operate and what markets want from the producers**. At the same time, by conducting market surveys, farmers will be able to **build a rapport with various market players**, such as wholesalers, retailers, middlemen, etc., and widen their interpersonal networks which can contribute to creating a **win-win situation with the market stakeholders**.

WHAT? Outline

The farmer representatives chosen by the farmer groups attend the training to learn how to conduct market surveys. The training includes **(1) explanations on how to conduct market surveys** and **(2) exercising actual market surveys organized and carried out at local markets**. After the training, the farmer representatives teach other group members the result of the market survey as well as the way to conduct market surveys so that **the group can continue conducting market surveys on their own** even after their engagement in SHEP finishes.

5

WHAT? Outline

It is important to remember that **the SHEP implementers only provide farmers with an opportunity to conduct a market survey “practice”**. After the “practice”, the farmers are expected to repeatedly conduct “real” market surveys, which are done by the farmers themselves without help from the government.

6

HOW? Key Implementation Tips

- The market surveys should be conducted **by farmers, NOT by government staff**, with a questionnaire form in hand.
- The market surveys aim at collecting information on **NOT only market prices** but also required quality and quantity of produce, seasonal fluctuations of prices and traded quantity, mode of payments, etc.
- During the market surveys, the farmers are encouraged **to establish business relationships with the market players** they meet at the market.
- Farmers should understand that **market surveys need to be carried out continuously by themselves** on a regular basis without the help of the government.

7

Implementation Procedures

1. (Preparation) Ask the farmer group select their representatives (an interviewer, note-taker and time-keeper, a total of three farmers) who will participate in the market survey training.

Tip! Both men and women should be selected as representatives. *Literate farmers may be selected for the ease of training. However, past experience suggests that with sufficient help from literate fellow farmers, illiterate farmers can also work as group representatives.*

8

Implementation Procedures

- (Preparation) **Obtain permission for conducting a market survey exercise from the manager(s)** of the market the farmers are going to visit. If the SHEP implementers and extension staff are not so familiar with how crops are traded in the market, conduct preliminary market surveys among the implementers before taking farmers to the market. Investigate and choose most appropriate day(s) of the week or time of the day so that the farmers can efficiently collect necessary information.

9

Implementation Procedures

- Organize a training to teach how to conduct the market survey, **first; lectures** and **next, a practical market survey exercise at a nearby marketplace.**
- Recap the information the farmers have collected at the market. Ask them to share the information with other group members within a certain period of time (e.g. within a week after the market survey) **to ensure all the group members will have access to the information the representatives obtained.** **Tip! Make sure to set a clear timeframe for sharing the information with other farmers. The extension staff should help the representatives to organize the information sharing meeting.**

10

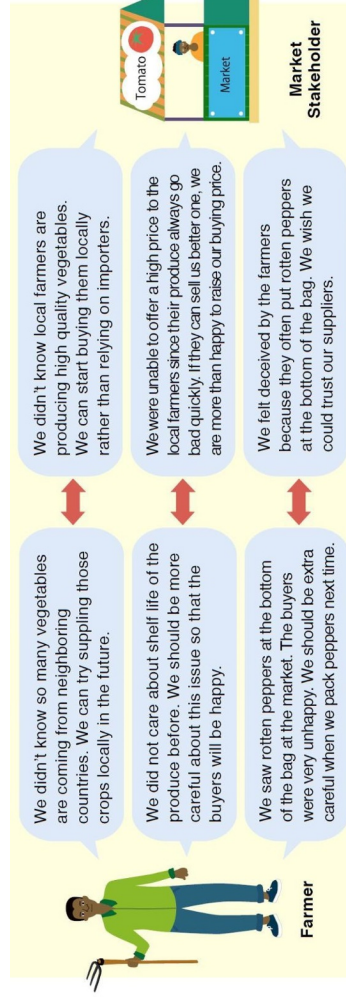
Mitigating Asymmetric Information



Photo: Kenya

11

Mitigating Asymmetric Information



12

TROUBLESHOOTING

Q: Local Market Too Small -The local market near the target farmers is very small and only sells potatoes and onions. After conducting the market survey there, the farmers were disappointed since they could not learn anything new. How can I solve this situation?

A: Even a small local market may be able to give much information useful for the farmers. For example, if interviewed appropriately, the market stakeholders may give the farmers information such as seasonal demand change, annual price fluctuation, different origins of produce depending on seasons, preferred shape, variety, size, etc. The farmers can also strengthen their relationships with local market players by conducting market surveys regularly. Therefore, it is usually a good starting point to visit the nearest local market for a market SURVEY EXERCISE PURPOSE

13

TROUBLESHOOTING

Q: Difficult to Get Information on Prices - The traders at the market do not give information on the actual selling prices or the buying prices. They are very secretive about the profit they are making. Is there a way to get accurate information on prices?

A: It is natural that the traders are reluctant to disclose information on their profit. Rather than focusing your questions on how much they make, you may want to tactfully ask general questions such as annual price fluctuations on particular produce. You may also want to ask shoppers at the market how much they paid for the crop you are investigating.

15

TROUBLESHOOTING

However, if you and the farmers feel that it would be more beneficial to visit different markets, for example, ones near big cities, you are welcome to do so. After conducting the market survey at such markets, the farmers are most likely to continue visiting the market if they are convinced it is worth the time and transportation costs. Another important point is that a “market” does not necessarily mean a physical marketplace. Markets can be street vendors or institutions such as local schools, hospitals, jails, etc. If the farmers feel nearby marketplaces do not offer much useful information, try contacting such potential buyers in their locality.

14

TROUBLESHOOTING

Q: Different Levels of Motivation within Farmer Group - While the group representatives are very well aware of the market demands and requirements after successful completion of the market survey exercise, it does not seem other group members are motivated. Why?

A: Did you make sure that the group representatives shared the information they obtained during the market survey with other group members? It should be mandatory for the representatives to give information to other group members so that they won't “monopolize” useful information. Please consider setting a rule, for example, that the representatives should hold a group meeting with a week after the market survey to share what they have found during the market survey.

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Expansion of **Community-Based Smallholder**
Irrigation Development Project

Preparation for Market Survey

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023

Market Survey Questionnaire

Date: _____ Name of Market: _____ Name of Village: _____
Name of District: _____ Name of Camp: _____
Name of Farmer Group: _____
Market Survey Conducted by: _____

Name & Contact of Produce Dealer (Marketeer)	Produce & Variety	Product's Quality & Market Requirements	Peak Demand (month)	Quantity (kg) of Supply	Frequency (daily / weekly etc.) of Supply	Place of Production	Unit Order Price (ZMW / kg)	Mode of Payment	Terms of payment	Marketing Challenges	Dealer Willingness to Purchase production from the Group (*)

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

Example Market Survey Questionnaire

Date: _____ Name of Market: _____ Name of Village: _____
Name of District: _____ Name of Camp: _____
Name of Farmer Group: _____
Market Survey Conducted by: _____

Name & Contact of Produce Dealer (Marketeer)	Produce & Variety	Product's Quality & Market Requirements	Peak Demand (month)	Quantity (kg) of Supply	Frequency (daily / weekly etc.) of Supply	Place of Production	Unit Order Price (ZMW / kg)	Mode of Payment	Terms of payment	Marketing Challenges	Dealer Willingness to Purchase production from the Group (*)
Mulamuhirira Aishah: 0788889817	Tomato (Roma)	Medium size Half Ripen	November, December, April, August	10kg per one time	Twice per week	-Mangochi -Kasama	1 small basket of 10kg/ 30 ZMK, 1kg/ 3 ZMK	Cash	Immediately	-Taxes -Likely to get rotten -Non-organized tomato trade	Likely to be willing if the farmer offers good price
Butsire Faustine 0788948418	Carrot (Mante)	Long and big	November	100 kg each market day	Two times per week	-Mbala -Luwingu	1 bag of 30kg/ 30 ZMK, 1kg/ 3 ZMK	Cash	Immediately	-Lack of customers.	Yes. Agree with the Farmer
NGENANE 0788515295	Red Onion (Red Creole)	Large size, Dried	June, July, August	150 kg per 1 time	Twice per week	-Tanzania -Mansa -Chilili	4 ZMK / 1kg	Cash	Immediately	-Likely to get damaged -Price fluctuation	YES
TWIZEVIMAN A. Frédéric 0783502946	Sweet Pepper	Big, clean and sprayed pesticide	July, August, September, November, December	5bags/ week 1bag: 30kg	Weekly	-Mopka -Samfya	60 /bag	Cash	Immediately after trading	-Customers are not familiar with them.	YES

Manner of Market Survey

During conducting the market survey, Please pay your attention those points listed below to carry out the survey effectively.

1. Introduce interviewee about your group and purpose of your visit to obtain their cooperation.
2. Hold discussion when the interviewee is serving their customers.
3. Avoid repetitions to save a time. Remember the interviewee is very busy for their business during the survey.
4. Use friendly language and express your gratitude at the end of the interview.

Please note that the interviewees will be your potential business partners in the future. The market survey also gives you a good opportunity to make a linkage with them.

5



Role-Play of Market Survey

Exercise:

- Before going to the market, let's have a role-play of Market Survey in the class room.
- Make a group with two persons.
- One person become a surveyor and the other become a retailer or wholesaler or grossly shop owner, etc.
- Please play seriously, and consider the feeling or way of thinking of interviewee.

6

Formulating Group for Market Survey

8

You are ready to start market survey!!

Let's Go to the Market!!

Market Survey Questionnaire (Example)

Date: / / , Name of Market: _____, Name of Camp: _____, Name of Village: _____

Name of Farmer Group: _____ Market Survey Conducted by: _____

Name & Contact of Produce Dealer (Marketeer)	Produce & Variety	Product's Quality & Market Requirements	Peak Demand (month)	Quantity (kg) of Supply	Frequency (daily / weekly etc.) of Supply	Place of Production	Unit Order Price (ZMW/ kg)	Mode of Payment	Terms of payment	Marketing Challenges	Dealer Willingness to Purchase production from the Group (*)
Mukamuhirwa Aisha: 0788889817	Tomato (Roma)	Medium size Half Ripen	November, December, April, August	10kg per one time	Twice per week	-Mangwi -Kasama	1 small basket of 10kg/ 30 ZMK, 1kg/ 3 ZMK	Cash	Immediately	-Taxes -Likely to get rotten -Non organized tomato trade	I am willing if the farmer offers good price
Butsure Faustin 0788948418	Carrot (Nante)	Long and big carrot	November	100 Kg each market day	Two times per week	-Mbala -Luwingu	1 bag of 30kg/ 30 ZMK, 1kg/ 3 ZMK	Cash	Immediately	-Lack of customers.	Yes. Agree with the Farmer
NGENANE 0788515295	Red Onion (Red Creole)	Large size, Dried	June, July, August	150 Kg per 1 time	Twice per week	- Tanzania - Mansa - Chipili	4 ZMK / 1kg	Cash	Immediately	-Likely to get damaged -Price fluctuation	YES
TWIZEYIMANA Frédéric 0783502946	Sweet Pepper	Big, clean and sprayed pesticide	July, August, September, November, December	5bags/ week 1bag: 30kg	Weekly	- Mpika - Samfya	60 ZMK /bag	Cash	Immediately or after trading	-Customers are not familiar with them.	YES

*(If Yes, How Soon? If no, give reasons.)



Expansion of **Community-Based Smallholder**
Irrigation Development Project

Analysis of Market Survey Result

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023

Example Market Survey Questionnaire

Name of District: _____ Name of Market: _____ Name of Village: _____
Name of Farmer Group: _____ Name of Camp: _____
Market Survey Conducted by: _____

Name & Contact of Produce Dealer (Marketer)	Produce & Variety	Product's Quality & Market Requirements	Peak Demand (month)	Quantity (kg) of Supply	Frequency (daily / weekly etc.) of Supply	Place of Production	Unit Order Price (ZMW/ kg)	Mode of Payment	Terms of payment	Marketing Challenges	Dealer Willingness to Purchase production from the Group (*)
Mulamuhwirira Aicha: 0798889817	Tomato (Roma)	Medium size Half Ripen	November, December, April, August	10kg per one time	Twice per week	Mlangwi Kasama	1 small basket of 10kg/ 30 ZMK, 1kg/ 3 ZMK	Cash	Immediately	- Taxes get rotten - Non-organized tomato trade	Farmer willing to offer good price
Buisure Fausfin 07988948418	Carrot (Nante)	Long and big carrot	November	100 kg each market day	Two times per week	Mbala -Luwingu	1 bag of 30kg/ 30 ZMK	Cash	Immediately	-Lack of customers. - Damaged tomato	Agree with the Farmer
NGENANE 0798815295	Red Onion (Red Creole)	Large size, Dried	June, July, August	150 Kg per 1 time	Twice per week	Tanzania - Mamba - Chipili	4 ZMK / 1kg, 3 ZMK	Cash	Immediately	- Likely to get damaged - Price fluctuation	YES
TWIZYIMAN A Frédéric 0793302946	Sweet Pepper	Big, clean and sprayed pesticide	July, August, September, November, December	5bags/ week 1bag: 30kg	Weekly	Mpika - Samfya	60 ZMK /bag	Cash	Immediately after trading	- Customers are not familiar with them.	YES

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

Summarize the Market Survey Result

- Write down the result of the market survey on the flip chart and share it with other teams.
- Make a presentation by the survey teams and have a discussion.



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Expansion of **Community-Based Smallholder**
Irrigation Development Project

Crop Selection and Crop Ranking

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023

Step 3: Decision making by Farmers

After the realization of business opportunities in Step 2, the farmers move on to the next step, Step 3, where they make important decisions on their horticultural businesses. The decisions include their plan on what crops to grow at what time, in what quantity and quality, and so forth. The decisions are based on group consensus and various collective actions for facilitating efficient production and marketing will be discussed and agreed by the farmer group members. The SHEP implementers' role is not to make decisions for the farmers, rather, to help farmers to make the right decisions by providing appropriate guidance and expert knowledge on agriculture.

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Meeting for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

WHY? Objectives

Target Crop Selection is conducted so that the farmer groups can collectively identify the specific types of crops that are demanded by the market. The farmers agree to produce and market the identified crops as a group.

WHAT? Outline

The farmer groups select the target horticultural crops based on their finding during the market survey. The groups discuss their preferred crops and build a consensus on the crops they will grow as a group. The extension staff, as an expert of crop production, gives advice to the group during the crop selection process.

HOW? Key Implementation Tips

- The farmer groups discuss their future farming opportunities and make decisions about the target crops based on their previous SHEP activities, in particular, the market survey.
- The extension staff gives useful advice and suggestions, particularly in the area of agro-ecological suitability of specific crops, so that the farmers can make a well-rounded decision in choosing the target crops.

5

Implementation Procedures

1. Organize a meeting and invite, if a circumstance allows, the members as well as their spouses. **Tip!** Inviting the members' spouses facilitate effective decision-making since the spouses also have a strong stake in vegetable production.
2. Ask the farmer group to discuss the findings of the market survey and fill out the information of some promising crops on the Target Crop Selection Sheet. **Tip!** In order to fill out the Sheet, the farmers may need to refer to the results of the market survey and baseline survey. Make those documents available during the target crop selection.

6

Implementation Procedures

3. The farmer group discusses advantages and disadvantages of choosing the listed crops as a target crop. The target crops to be selected should be easy to grow, suitable to the local growing condition, affordable and have appropriate technical requirements. **Tip!** The extension staff should give advice on production suitability and technical issues so that the farmers do not choose crops solely based on their profitability.

7

Implementation Procedures

4. Each group member votes for his/her preferred crops (blind voting) – write the name of his/her 1st & 2nd preferred crops on the voting paper. The majority, preferably more than 70%, of the group members should participate in this process to build a consensus among the group members. Then for the 2nd crop, repeat the process above. Rank the crops in accordance of the number of votes and choose two or three target crops. **Tip!** The extension staff should ensure that powerful members of the group, such as group leaders, elderly or well-educated members, do not influence the group's decision.

8

Target Crop Ranking Sheet

Date: _____
 Name of District: _____ Name of Camp: _____ Name of Village: _____
 Name of Farmer Group: _____

Name of Crops	No. of Members selected the Crop/ No. of total participants	Crop Ranking
Tomato		
Watermelon		
Red Onion		
Cabbage		
Eggplant		

Target Crop Ranking Sheet

Please select target crops following the process below.

- 1) Prepare the crop ranking sheets.
- 2) On the sheet, list the crops to be ranked.
- 3) Prepare voting papers and distribute them among group member.
- 4) Each group member writes down his/her 1st preferred crops on the voting paper
- 5) Collect the voting papers and count the votes, the crop chosen by more members becomes high ranking.

Notes:

- If the number of votes ties, let the group members to vote again for only those crops.
- Voting result is transferred to the ranking column of the crop selection sheet.
- High ranked crops will be target crops of the farmers group.
- However, group members can continue to grow other low ranked crops individually.

Target Crop Ranking Sheet

Date: _____
 Name of District: _____ Name of Camp: _____ Name of Village: _____
 Name of Farmer Group: _____

Name of Crops	No. of Members selected the Crop/ No. of total participants	Crop Ranking
Tomato	10/17	1
Watermelon	3/17	2
Red Onion	2/17	3
Cabbage	1/17	
Eggplant	1/17	



TROUBLESHOOTING

Q: Tie Vote – What should I do if several crops get the equal number of votes as the target crop?

A: Ask the farmers **to vote again**. This time, they will vote only for the crops which got the same number of votes.

17

TROUBLESHOOTING

Q: Concerned about Oversupply – I am afraid that selecting two or three target crops will lead to oversupply of those crops at the local market, which brings down the price in the end.

A: During the market survey, the farmers gather information, along with other pieces of information, on quantity of the crops that the target market can absorb. Therefore, **the farmers should be able to judge how much is too much for which market at what timing**. Selecting a few target crops do not necessarily saturate the local market as long as the farmers know when and what quantity they should supply to the market.

18

TROUBLESHOOTING

Q: Unselected Crop – I was asked by the farmers if they were allowed to plant crops that were not selected by the group. What should I answer?

A: Selecting the target crops means that the farmers can get intensive production trainings on those crops from the extension staff. The farmer groups can also plan collective marketing for those selected crops. **Farmers, on the other hand, are free to grow any other crops as they wish**. It is just that they may not be able to receive crop-specific trainings and opportunities to undertake a group planning for such crops.

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Target Crop Ranking Sheet (Example)

Date: ____/____/____

Name of District: _____, Name of Camp: _____, Name of Village: _____

Name of Farmer Group: _____

Name of Crops	No. of Members selected the Crop/ No. of total participants	Crop Ranking
Tomato	10/17	1
Watermelon	3/17	2
Red Onion	2/17	3
Cabbage	1/17	
Eggplant	1/17	



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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Crop Calendar Making

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Workshop for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

WHY? Objectives

Crop Calendar Making enables **the farmer group to plan future action** as a group in terms of both production and marketing of the target crops selected in the previous activity.

WHAT? Outline

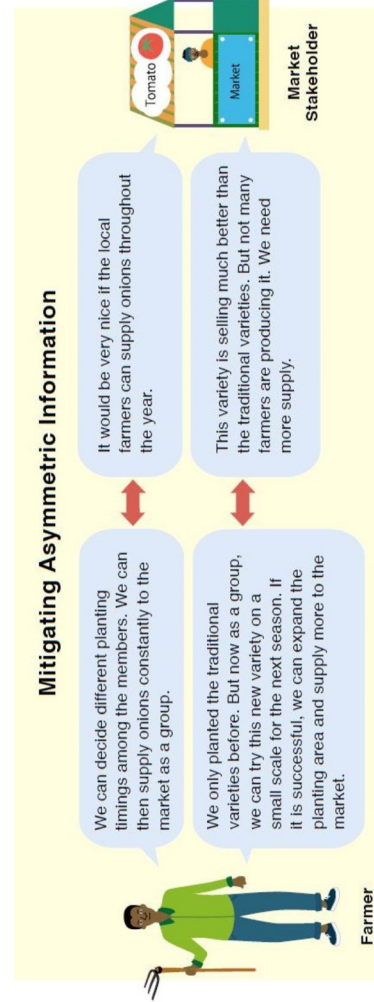
The farmer groups **make an annual plan** of production as well as marketing activities as a group focusing on the target crops they selected earlier. The plan includes collective actions to take for producing and marketing crops as well as other group activities which facilitate the groups' farming business.

HOW? Key Implementation Tips

- The farmer groups discuss and decide the best way to realize sustainable farming businesses through laying out a specific annual production and marketing plan for the target crops. The plan also includes other activities to be conducted as a group which will facilitate generating more income from horticulture.
- The extension staff **ensures that the plan is realistic and attainable considering the current capacity of the farmer group.**

Implementation Procedures

- In accordance with the Crop Calendar format, the farmer groups first decide what changes they want to make with regard to the target crops. The changes, both in production and marketing, include changes and or improvement of crops/varieties, quality, quantity, harvest timing, buyers, and others such as packaging.
- After deciding what changes they want to achieve, the farmer groups make an annual plan specifying monthly actions to take in terms of (1) production, (2) marketing & business management, and (3) other group activities focusing on the target crops. **Tip!** The extension staff helps the farmer groups to remember what they have learned during the previous SHEP activities such as market information, record-keeping skills, etc. so that they can utilize such knowledge in planning concrete actions.



Speech Bubble 1: If we want to change the variety of tomatoes, we should start group purchasing since it can reduce costs for seed and fertilizer.

Speech Bubble 2: That is true. We should start saving money as a group for buying agricultural inputs together.

Speech Bubble 3: We can also arrange transportation as a group at the time of harvesting.

Photo: Malawi

Crop Calendar Sheet

Date: _____ Name of District: _____ Name of Camp: _____ Name of Village: _____

Name of Farmer Group: _____

We are improving and/or changing Crop/Variety, Quality, Quantity, Harvest timing, Buyers, Others (specify): _____

Month																		
1 st Crop ()																		
2 nd Crop ()																		
3 rd Crop ()																		
Marketing & Business Management																		
Group Activities/Others																		

Crop Calendar Sheet

Date: _____ Name of District: _____ Name of Camp: _____ Name of Village: _____

Name of Farmer Group: _____

We are improving and/or changing Crop/Variety, Quality, Harvest timing, Buyers, Others (specify: _____).

Month	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1 st Crop (Tomato)		Land preparation Nursery	Transplanting	1 st Topdressing Pest & disease control Weed control	2 nd Topdressing Pest & disease control Weed control	Harvesting/Grading/packaging						
2 nd Crop (Cabbage)												
3 rd Crop (Potato)												
Marketing & Business Management	Market survey at X and Y market	Start preparing X market for this season		Finalizing/contracting potential buyers		Arranging group selling	Profit analysis					
Group Activities/Others	Convert field to veggie garden	Group preparing irrigation & fertilizer	Cleaning irrigation canals			Collecting group membership fee						

TROUBLESHOOTING

Q: Need to Plant at the Same Time? – Does making the Crop Calendar mean that all the group members need to plant the same crops at the same time?

A: Not necessarily. The group can agree, for example, to stagger planting timing among the members so that they can harvest a constant amount of produce for an extended period of time. Such planning should be done by the group members during the Crop Calendar making process so that they can best cater to the target market.

TROUBLESHOOTING

Q: Already Passed the Planting Time – When the farmers made the Crop Calendar, the planting time for some of the target crops had already passed. What should I tell the farmers to do?

A: It is ideal to make the Crop Calendar well before the planting season starts. However, it may not be possible to do so due to various administrative or technical reasons. **Encourage the farmers to produce the crops in the next crop season** if not this coming season. **Make sure you give production technique training on all the crops they selected at the right timing.**



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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Infield Training and Monitoring

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023

Step 4: Share Goal with Farmers

Step 4 is the last step of the SHEP Approach where the farmers are imparted with knowledge and skills necessary for producing the crops demanded by the market. By this time, **the farmers' willingness to learn new knowledge** should be high since they are already convinced of the market opportunities of the target crops they have selected. The contents of the technical training should be **specifically catered to the farmers' needs** so that they can immediately adopt and apply the technologies in their farming practice. In other words, **making the training demand-driven**, as opposed to supply-driven, is the key to success.

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Workshop for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	

WHY? Objectives

In-field Trainings are designed to disseminate skills and knowledge necessary for the practical production of the target crops which the farmers have chosen. It is a **demand-driven training**.

WHAT? Outline

The extension staff organizes training sessions where the target farmers learn skills, techniques and knowledge necessary for the production of the target crops. **The training should be practical and conducted at the farmers' fields** or in their vicinity with ample demonstrations and exercises.

HOW? Key Implementation Tips

- The training **should address the needs of the farmers.** Spend more time where farmers need more training and spend less time if the farmers are already familiar with the topics.
- The training should be conducted using easy-to-understand materials such as flip charts, posters, leaflets and so on.
- **If the training is conducted truly by a demand-driven approach, the farmers' adoption rate of the new techniques should be significantly high compared with that of supply-driven trainings.**

5

Implementation Procedures

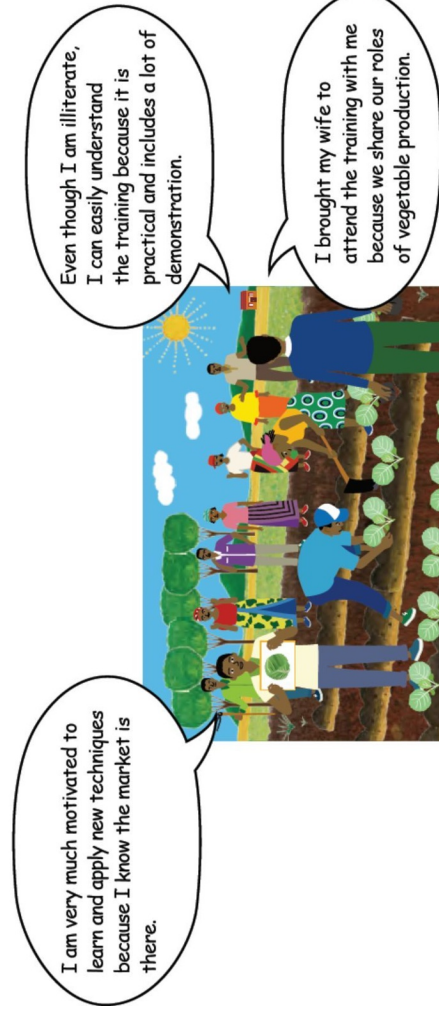
1. (Preparation) The extension staff should be well equipped with knowledge and skills necessary for teaching farmers. If they need more training, the implementers should organize Training of Trainers (TOT) for extension staff before training for farmers are conducted.
2. The extension staff organizes training sessions composed of lectures, exercises and demonstrations for each topic using effective teaching materials. **Tip! Invite the *members' spouses to the training if they are engaged in horticulture production.***

6

Implementation Procedures

3. The **topics of the training should exactly match the needs of the target crop production** and farmers' capacity development needs. Generally speaking, the training topics can be categorized into three areas: (1) general horticultural crops production and post-harvest handling techniques, (2) crop-specific production techniques, and (3) managerial skills such as bookkeeping, crop budgeting, and farm record keeping.

7



8

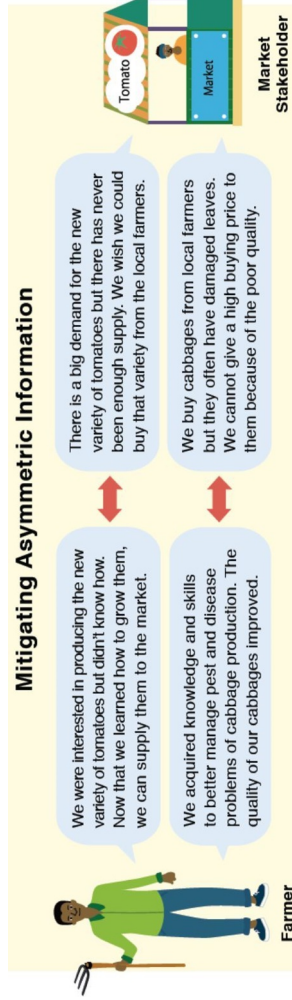
TROUBLESHOOTING

Q: Farmers Having Difficulties in Understanding – Some farmers seem to be having a hard time understanding production techniques which are new to them. How can I help them understand better?

A: Try to make the training as practical as possible. For example, use a language easy for them to understand, choose user-friendly training materials, show techniques by conducting a plenty of demonstrations rather than spending too much time giving lectures. Review such teaching methods and, most importantly, ask the farmers how they want the trainings done.

SHEP Essential Four Steps

Essential Four Steps	Activities
1. Selection of targets and sharing vision / goal	- Sensitization Workshop for Target Site's Farmers Group
2. Farmers' awareness of current situation and new information	- Participatory Baseline Survey - Market Survey
3. Decision making by Farmers	- Target Crop Selection - Crop Calendar Making
4. Provision of technical solutions	- In-field Trainings
Follow-up and Monitoring	



TROUBLESHOOTING

Q: Farmers too Busy to Attend Trainings – Although the farmers showed willingness to attend the trainings, they are now too busy with agricultural work to attend training sessions. The participation rate is not so high.

A: It is advised that the production technique trainings be conducted right before the farmers start planting target vegetables so that they would eagerly attend the training and immediately apply the techniques they have learned at their farmland. When such an arrangement is not possible, try organizing trainings when farmers' availability is high.

WHY? Objectives

Follow-up and monitoring visits to the target farmers aim at **ensuring farmers' actual application of taught techniques and knowledge.** The visits not only look at farmers' production practices but also assess **their progress of marketing and other collective work** as a group.

WHAT? Outline

Follow-up and monitoring visits are to be conducted periodically to ensure that the farmers are applying the knowledge they have learned during the SHEP trainings. The implementers also monitor the progress of activities described in the groups' Crop Calendars. After a certain period of time, the Participatory Endline Survey is conducted using almost the same survey formats as the Participatory Baseline Survey. The data obtained by the survey is analyzed for the purpose of comparison with the results of the Baseline Survey.

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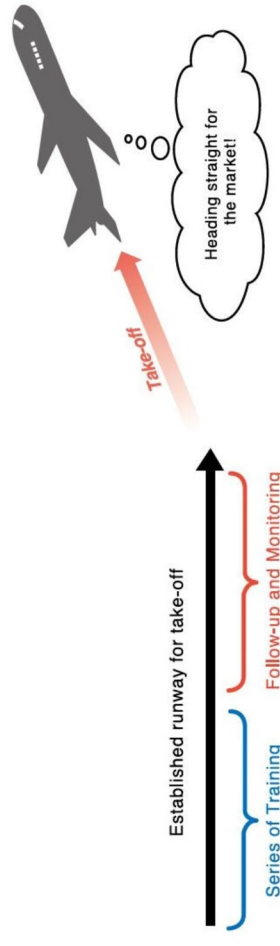
Implementation Procedures

1. The extension staff and the implementation team visit the farmer groups periodically to give advice and monitor the progress of activity implementation.
2. Refer to the Crop Calendars the target farmers have made and monitor the progress of activity implementation. Provide consultation where necessary.
3. Collect qualitative information on gender, i.e. success stories, to see how gender equality and women's empowerment have contributed to attaining the groups' goal.

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HOW? Key Implementation Tips

- Follow-up and monitoring visits should be conducted in such a way that **helps the farmer group "take off" to become self-reliant farmers who can practice market-orient agriculture on their own initiatives.**
- The Participatory Endline Survey should give the farmers opportunities to confirm how much they have improved through their experience in participating in SHEP.



4



Photo: Zimbabwe

16

TROUBLESHOOTING

Q: Crop Failure Leading to Demotivation? –What should I do if the farmers become demotivated due to a crop failure?

A: The SHEP Approach supports farmers’ psychological needs for autonomy, among other psychological needs, and helps them to be proactive in pushing forward continuous farming businesses. Through their SHEP experience, **farmers feel they “own” the whole process of planning, decision-making, risk-taking and taking concrete action** in horticultural production and marketing. Therefore, they do not easily become demotivated because their motivation is already too strong to be discouraged by common adversities such as crop failure agriculture is inherently susceptible to.

17

TROUBLESHOOTING

Q: The group is disintegrated. What can we do about it?

A: Try to probe what went wrong at what point. It is also a good idea to explore how the group can share their interest to make more profits. It is important for the farmers **to understand that securing a volume of produce is an essential factor for small-scale farmers to increase profitability of farming business.** Reconsider the group membership if it feels absolutely necessary to reorganize the group after all these discussions.

19

TROUBLESHOOTING

Q: Production Techniques not Sufficiently Adopted – During the follow-up, I noticed that some target farmer groups were yet to adopt the production techniques I taught during the training.

A: Process and required time for individual farmers to adopt new techniques vary according to personality and surrounding environment. Some farmers may take more time than others to accurately understand and adopt the techniques. **Seeing success story of neighbors is one of the effective means to convince farmers to introduce new skills and technologies. We concentrate to have the story and create opportunity to let farmers learn it.** The purpose of follow-up is to assist such farmers to move forward. Keep encouraging them, ask them why, and give additional instructions or coaching as necessary.

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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Gender for Contribution to SHEP

Market Survey Training (MST) in 2023 for Follow-up Provinces

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023

Topic of This Session

1. Case Study of Gender on Agri-business
2. Gender on Agri-business
3. Gender Exercises
 - Roles & Responsibilities
 - Access and Control of Resources
 - Daily Activity Calendar
4. Conclusion

3

Introduction; Why GENDER?

GENDER matters as...

1. It is **NOT ONLY** for **WOMEN**.
2. It is for **BOTH MEN and WOMEN** to improve their livelihood.
3. **Better understanding and communication** between **MEN and WOMEN** can result in **MORE COLLABORATION** within their households, farming activities and cooperatives, and,
4. **EQUAL DEVELOPMENT** would be more **SUSTAINABLE**.

2

1. Case Study of Gender on Agri-business

Case Study No.1 A story of a husband in a farming household

One day I left home in the morning to go look for a market for my tomatoes which were ready for harvesting. While I was away busy looking for a market, a buyer visited my home and found my wife. He asked if she could sell the tomatoes to him but since she had no authority whatever to make decisions and never knew my plans, she declined. My search for a market was unsuccessful so I headed home where my wife reported to me the events of the day. I really felt bad and my tomatoes got spoilt since I couldn't find a place to sell them.
Discussion Points:

- ✓ Is this situation familiar to you?
- ✓ Why do you think this problem happened?
- ✓ How do you think this kind of situation can be avoided?

4

1. Case Study of Gender on Agri-business

Case Study No.2

A story of a wife in a farming household

My husband told me "I've heard cauliflower is profitable. Let's plant cauliflower on all of our land". I opposed to him by saying "Yes, but just on half of our land, not entire land" because I saw many other farmers had planted cauliflower already and heard many people saying they wanted to plant cauliflower. I knew by the time we harvest it, the price would go down. My husband did not listen to me and did what he wanted. We made a huge loss at the end of the season. After this bitter experience, however, my husband started to ask me "What crop do you think is good for this season?"

Discussion Points:

- ✓ Is this situation familiar to you?
- ✓ Why do you think this problem happened?
- ✓ How do you think this kind of situation can be avoided?

5

2. Gender on Agribusiness

Key Message

Men and Women as business partners for promoting farming as a business

SHEP's Vision: Improved livelihood through self-reliant farming business

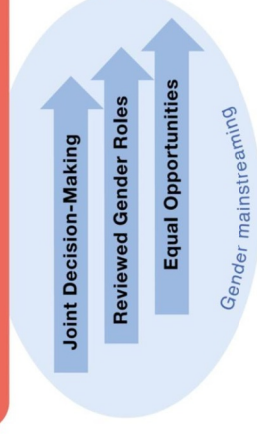


Photo: Kenya

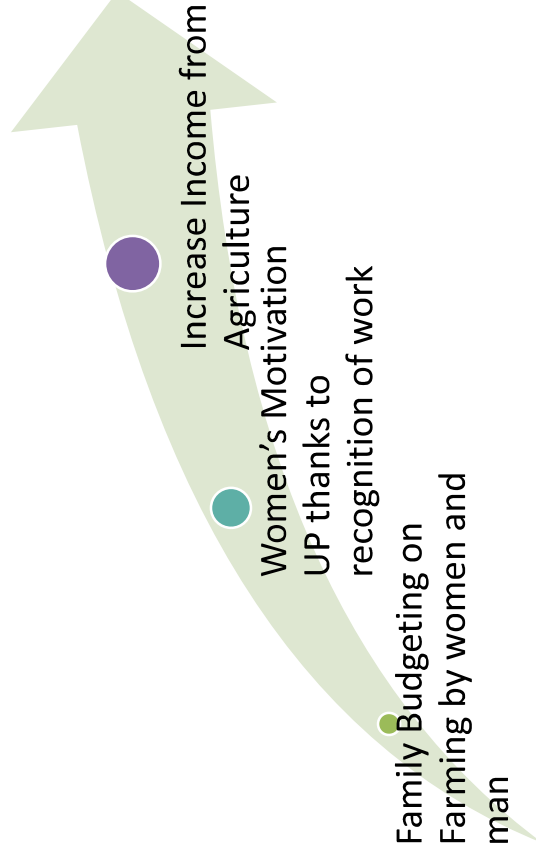
Council on a farm management unit

2. Gender on Agribusiness

Implication -Women & Men as Agribusiness Unit

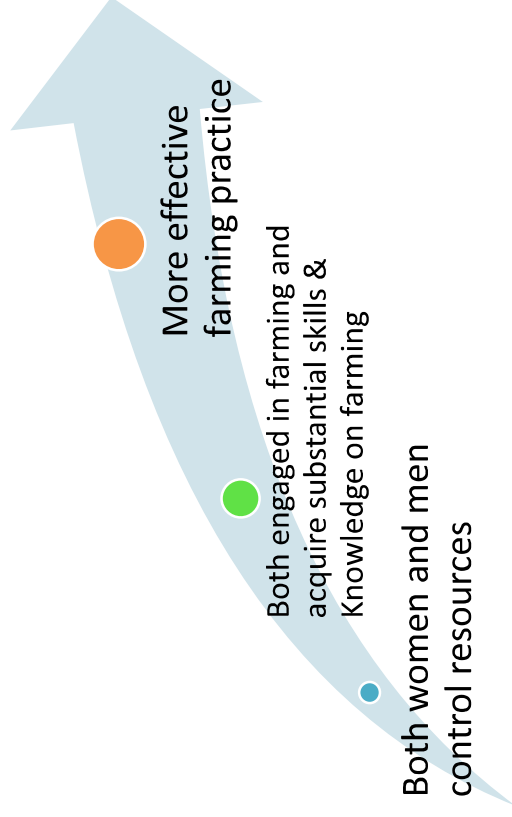
- Sharing of workload between men and women improves their relationship and lead to more unity among the household members.
- Sharing of resources between men and women improves household economy.
- Because both men and women are engaged in farming, let both of them get chance to update their skills and knowledge.

Implication - Women & Men as Agribusiness Unit



7

Implication - Women & Men as Agribusiness Unit



3. Gender Exercise

Gender Analysis Tools

; enable farmers to recognize issues on Gender

1. **Roles and Responsibilities**
 - Productive Roles
 - Reproductive Roles
2. **Access to and Control of Resources**
3. **Daily Activity Calendar**

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3. Gender Analysis Tools

3-1. Roles & Responsibilities (1)

WHY do we use Gender Analysis Tools?



- **BOTH Men and Women** are engaged in Farming.
- It is important to **UNDERSTAND** and **KNOW** the situation of each other.
- We think that **WE KNOW** what the others are doing, but let's hear from their **OWN MOUTH** to rethink.

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Roles and Responsibilities

Roles and Responsibilities of men and women in the household.

Productive Role

Any farm & off-farm production activities which lead farmers to financial benefits.
e.g., Farming, Construction

Re-Productive Role

Any household activities which do not lead farmers to financial benefits. Not paid work.
e.g., Cooking, Washing Clothes, Cleaning Houses

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3-1. Roles & Responsibilities (2)



Exercise 1: Productive Roles

- Discuss and agree on the most important horticultural crop in your area.
- Fill name of crop in the space provided on the PRODUCTION ROLES working sheet.
- Discuss, agree and fill in the spaces provided with major activities of the identified crop.
- The last activities for each crop would be "selling" and "income control".

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3-1. Roles & Responsibilities (3)

Example: Productive

Activities	Men	Women
Land Preparation/ Leveling		
Sowing		
Weeding		
Watering/ Managing water		
Input Procurement		
Fertilizer/ Chemical Application		
Harvesting		
Winnowing		
Construction and rehabilitation of small weir and furrow		
Selling Crops/ Marketing		
Control of Benefit from Crop		
Selling (Income Control)		

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3-1. Roles & Responsibilities (4)



Exercise 2: Reproductive Role

- Confirm if the listed household activities are the most common in your area.
- Create space and add any other important household activity.

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3-1. Roles & Responsibilities (5)

Example: Reproductive

Activities	Men	Women
Cooking		
Washing Dishes/ Clothes		
Fetching Firewood		
Fetching Water		
Cleaning Houses		
Taking Care of Babies/ Children		
Taking Care of Elders/ Sick		
Grinding		
House Repair		
Security		

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3-1. Roles & Responsibilities (6)

Before Starting the Exercise

- Form 1 Man Group and 1 Women group
- Be informed that 1 member of the group would Present the Result of the Exercise Result.
- Exercise to be completed in 15 - 30 minutes.

How to Fill the Sheet

- Identify who either men or women does the listed activities.
- Use "O" to mark. You have 4 O (OO OO) for each row.
 - OOOO (4 circle), if it is solely done by one or the other.
 - OO (2 circle), if both men & women do equally.
 - OOO (3 circle) if one does more than the other.

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3-1. Roles and Responsibilities (7) - Plenary

Roles and Responsibilities

What can we understand from Exercise 1 & 2?

- Women are involved in the productive activities, but have limitation in income control.
- Women's limitation in income control negatively affects their active engagement in farming activity.
- Women are overburdened with both productive and reproductive role

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3-2. Access & Control of Resources (1)

Access and Control

Who in the household has **ACCESS** to and **CONTROL** of a particular resource.

Resource

Anything that can be **OWNED and USED**.

e.g., Land, Tools, Crops, Cattles to obtain a benefit from it.

Access

Opportunity to **MAKE USE OF** the resource

Control

POWER to decide how the resource to be used.

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3-2. Access & Control of Resources (2)

Access and Control

Example 1

- Women have **ACCESS** to the field as they go there everyday and grow crops.
- However, they are **NOT OWNING** the field.
- As you **DO NOT OWN** the land, you do not have any right and power to sell.
- If their husband dies or get divorced, who is usually the owner of the land, the women loose the **RIGHT TO ACCESS** the field, which result in loosing means of livelihood.

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3-2. Access & Control of Resources (3)

Access and Control

Example 2

- Carrying out **ACTIVITIES** on the **LAND**, such as grazing, cultivation, could be done because you are having the **ACCESS**. However, to **DECIDE on HOW TO USE THE LAND** is done by who has **CONTROL**.
- One can **MILK** and **UTILIZE THE MILK** in the household if he/she has an **ACCESS TO** the animal. But one **CANNOT SELL** the animal if he/she **DOES NOT HAVE CONTROL** of the animal.

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3-2. Access & Control of Resources (4)

20
minutes

Exercise 3: Access to Resources

- List up resources which could be used to generate income in the household.
- One of the resources should be the crop which you have selected for Productive Roles Exercise (Exercise 1).
- Identify who either men or women has access to each resource listed.

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3-2. Access & Control of Resources (5)

Before Starting the Exercise

- Form 1 Man Group and 1 Women group
- Be informed that 1 member of the group would Present the Result of the Exercise Result.
- Exercise to be completed in 15 - 30 minutes.

How to Fill the Sheet

- Identify who either men or women does the listed activities.
- Use "O" to mark.
 - You have 4 O (OOOO) for each row.
 - OOOO (4 circle), if it is solely done by one or the other.
 - OO (2 circle), if both men & women do equally.
 - OOO (3 circle) if one does more than the other.

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3-2. Access & Control of Resources (6)

Example of Access Sheet

No.	Resources	Men	Women
1	Rain-fed Farm Land (Non irrigable land)		
2	Irrigated Farm Land receiving water from Weir		
3	Farming Tools		
4	Farming Inputs (e.g. Seed, Fertilizers/ Chemicals)		
5	Cattle		
6	Goat		
7	Poultry		
8	Bicycle/ Motorbike		
9	Training		
10	Marketing		
11	Income Control (Money)		

3-3. Daily Activity Calendar (2) - Plenary

Daily Activity Calendar

What can we understand from the exercise 5?

- Women work throughout the day but men have some time for leisure activities and rest.
- Women do not have time for training neither can they create more time for farming.
- Better time management is required to spend more time in the farm so as to increase productivity.

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3-4. Plenary Session

Recall what was the findings from each exercise.
<15 minutes>



WHAT CAN WE UNDERSTAND
from the exercise result?



List the **FINDINGS (ISSUES and PROBLEMS)**
on the flipchart.

30

3-4. Plenary: 3 Different Types of Analysis

3 Different Types of Analysis

What can we understand from exercise 1 to 5?

- Women are overburdened by both productive and reproductive roles.
- Women have limited time for farming activities due to the heavy workload.
- Men could better utilize time for more productive activities.

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3-4. Plenary: Consideration

Consideration

- Household economy and the livelihood are negatively affected by the above problems.
- Something needs to be done to improve the household economy.
- Your suggestion are welcome to be on the action plan for effective implementation.

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4. Conclusion (1)

- Women play a **BIG ROLE** in farming.
- **SHARING of WORKLOAD** between men and women will improve their relationship and lead to more unity among the household members.
- **SHARING of RESOURCES** between men and women will improve household economy.
- Because both men and women are engaged in farming, let **BOTH OF THEM GET CHANCE to UPDATE** their skills and knowledge.

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4. Conclusion

Create **GENDER AWARENESS** to the member of your cooperative and communities.



Your **LITTLE EFFORT** will bring about **GREAT CHANGES and RESULTS!**

35

4. Conclusion (2)

- **GENDER EQUALITY** is important for the livelihood improvement for **BOTH MEN and WOMEN**.
- Enhancement of understanding and more communication between men and women can result in **MORE COLLABORATION** within their households and community.
- This leads to **IMPROVED PRODUCTIVITY** in farming and livelihood.
- **EQUAL** development is **SUSTAINABLE** for both men and female.

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4. Conclusion

Please refer to **SHEP HANDBOOK**,
Page 13 and Page 76 to 81
about Gender on SHEP Approach

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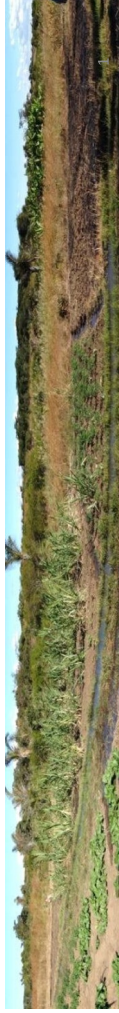
E-COBSI



Expansion of **Community-Based Smallholder Irrigation Development Project**

Entry Planning

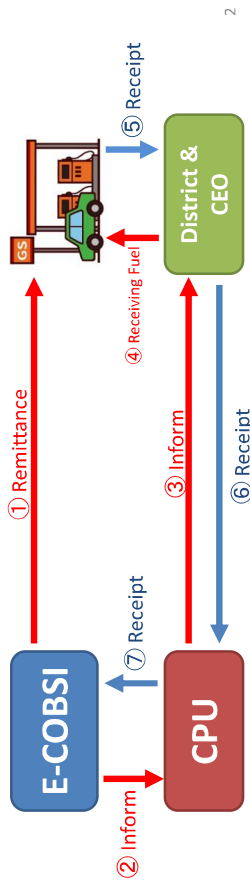
Muchinga Province: 25th to 27th January 2023
 Northern Province: 25th to 27th January 2023
 Luapula Province: 30th January to 1st February 2023



Module 5: Entry Planning

1. Fuel Distribution System:

- ◆ E-COBSI provides fuel for E-COBSI activities of **CEO (Petrol:K650/month, from April to Oct), District office (Diesel : K3,050/month, same) and Provincial CPU (Diesel : K5,050/month, same)** through depositing to the nearest Fuel Stations.
- ◆ After depositing from E-COBSI to fuel station every time, E-COBSI inform it to the Provincial CPU and Provincial CPU inform it to the District offices and CEOs.
- ◆ Whenever you withdraw the fuel, you must keep the receipt under named **“JICA Project Team”** issued by the fuel station.
- ◆ All the receipts must be submitted to E-COBSI Project Team (Kasama) through provincial CPU team.
- ◆ Fuel provision will be started from February.



Module 5: Entry Planning

2. Tasks in each level of extension structure

CEO (K650 of Petrol per month)

- As an extension worker, give a series of E-COBSI training to the farmers in the target sites.
- Conduct Monitoring and Follow-up of the target farmers, frequently (more than one time per week).
- Make a demonstration farm at the district model site or Camp core site.
- Take responsibility for all E-COBSI activities in the Camp.
- Make a CEO monthly report and submit it to the district office.

2. Tasks in each level of extension structure

District Office (K3,050 of Diesel per month)

- With assisting CEOs concerning, give a series of E-COBSI training to the target farmers.
- Conduct Monitoring and Follow-up visiting for the district model site and all other target sites at least 2 times per month.
- Supervise the CEOs and take responsibility for all E-COBSI activities in the district.
- Make a district monthly report and submit it to the Provincial CPU.
- Give the feedbacks from the Provincial CPU to CEOs.

Module 5: Entry Planning

2. Tasks in each level of extension structure

Provincial CPU (K5,050 of Diesel per month)

- Prepare and implement a series of the trainings
- Conduct monitoring and follow-up visiting districts as needed basis.
- As a backstop of the E-COBSI activities in the Province, communicate the concerning district officers and CEOs.
- Supervise the district offices and take responsibility for all the E-COBSI activities in the Province.
- Make a CPU monthly report and submit it to the MoA HQs CPU.
- Give the feedbacks from the MoA HQs CPU to the district offices and CEOs.

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Module 5: Entry Planning

3. Introduction of Entry Planning Form

4 Types of Target Sites for E-COBSI activities.

VERY IMPORTANT SLIDE! PLEASE!!

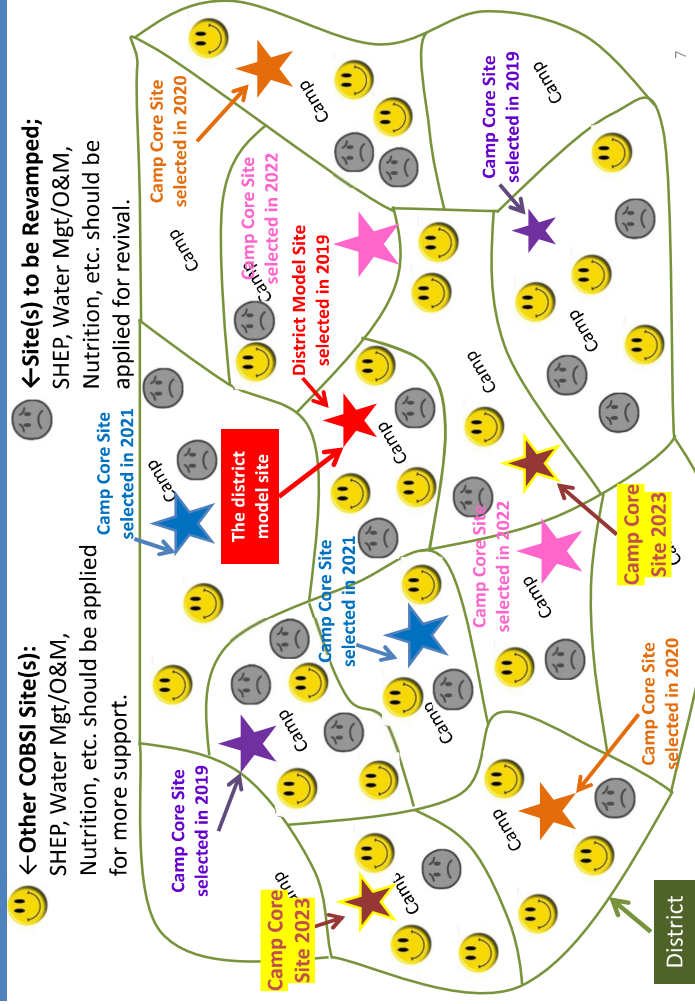
- 1) District Model Site
 ⇒ **1 site** per district in selected camp
 ⇒ Already selected in 2019.
- 2) Camp Core Site in 2023
 ⇒ **1 site** per selected camp
 ⇒ CEOs invited to E-COBSI training must choose at least one site for the Camp Core site.
- 3) Other COBSI Site
 ⇒ There are “Other COBSI Sites” in selected camp other than “District Model Site”, “Camp Core Site”.
 ⇒ Site(s) to be revamped
- 4) Site(s) to be revamped
 ⇒ There are sites where farmers have stopped irrigation farming, E-COBSI activities should be applied to such sites.

⇒ Among “Other COBSI Site” and “Site(s) to be revamped”, at least **2 sites** should be targeted.

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Module 5: Entry Planning

Explanation of 4 Types of Target Site for SHEP, Water Mgt., O&M, Nutrition, etc. activities



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Module 5: Entry Planning

“Number of Minimum Target Sites in 2023”

Officer in charge	District Model Site (selected in 2019)	Camp Core Site in 2023	Other COBSI Site or Sites to be revamped	Total of Target Sites
District	★ 1	★	☺ or ☹	1
CEO (Ms. XXX)	1	1	2	3
CEO (Mr. XXX)	-	1	2	3
District Total	1	2	4	7

Regarding the target number of “Other COBSI Site”, more than one (1) site is very much welcomed!
 Regarding the target number of “Site to be revamped”, more than one (2) sites is very much welcomed!

8

See Entry Planning Formats

For CEO

- Choose one Camp-core site and two (or more) Other COBSI site or Site to be revamped.
- Make a schedule of E-COBSI activities for all target sites up to the end of March and make three copies (one for the district office, and one for the Project team).
- By the end of March, report the target crops of each target site based on the result of market survey through CEO's monthly report.

For District Office

- Make a monitoring & Follow-up schedule for District Model site and target Camps in 2023 up to end of March.
- Make two copies and submit one to the Project team.

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① Entry Planning Sheet for CEO

⇒ Make three copies (one for the district office and one for the Project Team)

② Entry Planning Sheet for District

⇒ Make two copies (one for the Project Team)

10

Fill-out the Entry Planning Sheet

20 min.

11



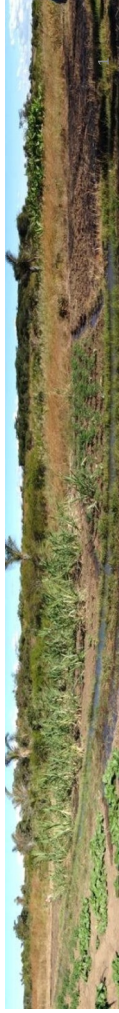
E-COBSI



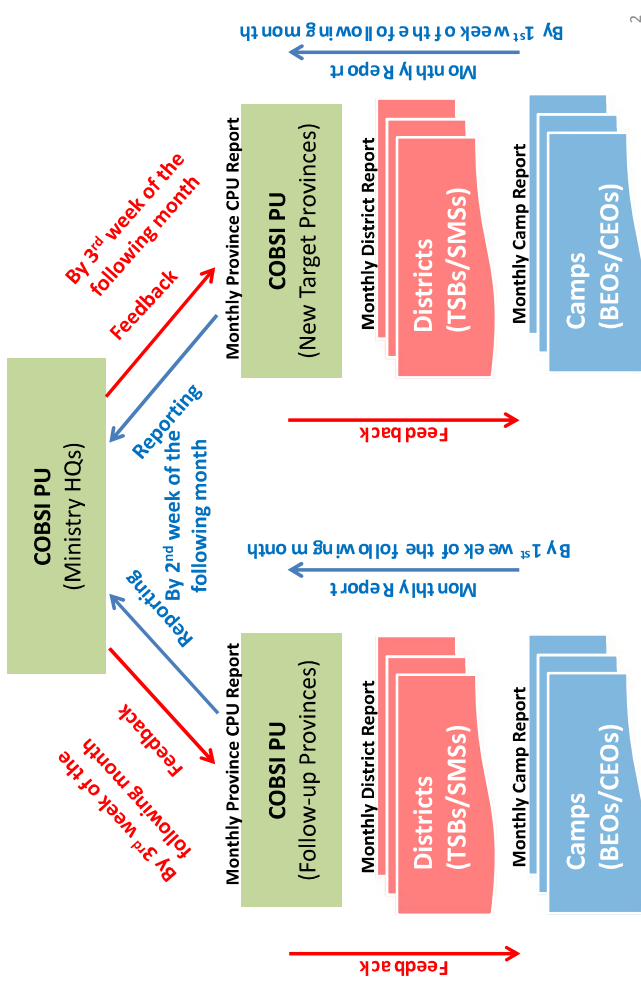
Expansion of **Community-Based** Smallholder
Irrigation Development Project

Reporting and Feedback

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023



Module 6: Reporting and Feedback (Monitoring System)



Module 6: Reporting and Feedback (Monitoring System)

2. Reporting Format (Starting from February)

CEO

- Monthly Camp Report (submit by the end of month)

District Office

- Monthly District Report (submit by 1st week of next month)
- Site Visit Report (Make it after every site visit and submit with Monthly District Report)

Provincial CPU

- Monthly CPU Report (submit by 2nd week of next month)
- CPU's Site Visit Report (Make it after every site visit and submit with Monthly CPU Report)

See Report Formats

- ① Monthly Camp Report
- ② Monthly District Report
- ③ Site Visit Report

Module 6: Reporting and Feedback (Distribution Material)

1, to CEOs

- Baseline Survey Form: 30 copies/CEO (**Submit by the end of Feb. with Monthly Report**)
- Monthly Camp Report: 3 copies/CEO (**for Feb. and Mar. reporting**)
- Market Survey Sheet, Crop Selection Sheet, Crop Ranking Sheet, and Crop Calendar Sheet: 5 copies/ CEO
- Flip chart and Masking Tape: 1 set/ CEO
- Marker: 3 nos./ CEO

2, to District officers

- Monthly District Report: 3 copies/ District (**for Feb. and Mar. reporting**)
- Flip chart and Masking Tape: 1 set/ CEO
- Marker: 3 nos./ CEO



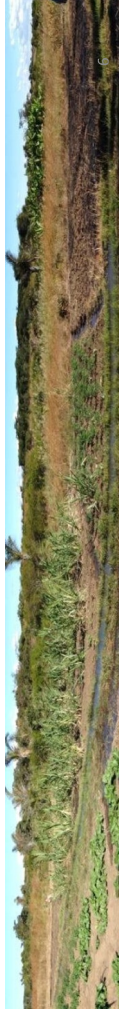
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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Achievement Test

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023



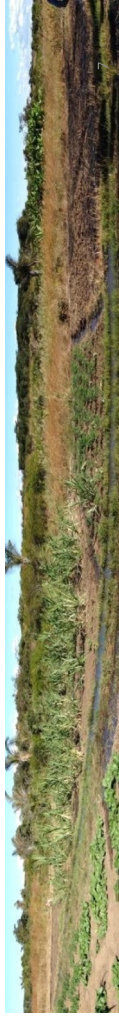
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Expansion of **Community-Based Smallholder**
Irrigation Development Project



Program Evaluation and Closing

Muchinga Province: 25th to 27th January 2023
Northern Province: 25th to 27th January 2023
Luapula Province: 30th January to 1st February 2023



End

Thank you so much for participating in Market Survey
Training.

See you in KOT in March/April.

We are looking forward to hearing the progress of
E-COBSI Activities and the Success Stories in your sites.

