

in Kigali.

- Transportation cost for C/Ps and TF members from RAB who participate in the TF meeting, project training, study tour, evaluation, etc. until the end of FY 2023/2024

1-2 Progress of Activities

Activity 1

- | | |
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| Activity 1.1 | To identify problems of the current implementation of IMT procedures through baseline survey |
| Activity 1.2 | To identify problems of division of roles for the promotion of IMT and supports of IWUOs through baseline survey |
| Activity 1.3 | To identify problems of IWUO supporting system through baseline survey |
| Activity 1.4 | To select model sites upon the approval at JCC |
| Activity 1.5 | To implement the activities addressing to the above-noted problems |
| Activity 1.6 | To monitor the progress |
| Activity 1.7 | To draft IMT implementation manuals for IMT procedures, support system (including division of roles), support contents and monitoring |
| Activity 1.8 | To help C/Ps to draft proposal of amendment of the IWUO Policy and Strategy, and the Ministerial Order |

(Progress) Preparation phase to formulate umbrella of IWUOs in the 3 target districts is progressing.

To promote active collaboration with local government, the Project continues to involve sectors related to the Project model site as well as DISC. DISC meetings have been periodically organised as indicated in the following table.

Year	Ngoma	Rwamagana	Gisagara
2019	-	3/28 & 12/31	2/21
2020	2/5	2/7 & 11/26	3/3
2021	-	11/4	9/28
2022	6/8	3/18, 4/26, 6/9 & 9/22	6/15 & 9/16
2023	3/17	3/23 & 10/17	3/8 & 12/14
2024	1/16	1/31	-

As reported in the M/S #6, in response to a request by MINAGRI to contribute to a development of "Irrigation Strategic Plan", the Project has supported to develop this exercise by managing the sub-contract and directly implementing part of the field surveys, which will promote and contribute to policy discussion and recommendation by WAMCAB. After several meetings and observations, the final version was submitted to MINAGRI at 22nd April

and this Irrigation Strategic Plan is waiting to be validated. However, nothing is progressed in MINAGRI.

To encourage the involvement of TF members, the Project is supporting the inclusion of project activities in the TF members' *Imihigo* (Performance Contract) or Action Plans in the Rwanda FY 2023/2024.

Based on the Memorandum of Cooperation with UR-CAVM, the site visit for 4th year students was organized on 1st May 2024 with 3 lectures. The IWUO manager, one member of executive committee, one TF member from Rwamagana district and one WAMCAB staff received them.

Activity 2

Activity 2.1 To analyse the current situation in order to identify problems through baseline survey

Activity 2.2 To elaborate the draft improvement plan of IWUO management based on the activity as written 2.1.

Activity 2.3 To train C/Ps as trainers based on the improvement plan

Activity 2.4 To draft IWUO management improvement manuals

Activity 2.5 To conduct IWUO training by C/P trainers in the model sites

Activity 2.6 To improve the draft manuals based on the implementation of activity written as 2.5.

(Progress) To further familiarize management model to the Service Providers (SP) who are the sole implementer of RAB activity related to the management of irrigation scheme, a special workshop was conducted to the three SPs working with RAB. In addition, an operation maintenance and management (OMM) manual for each model sites were prepare by the request of T/F member as capacity building so that they could apply it as working manual to other IWUO. The manual is being improved after comment and suggestion is collected from T/F members.

Activity 2.7 To set up monitoring and evaluation system

Activity 2.8 To implement monitoring and evaluation on relevant activities

(Progress) In addition to DISC meeting as being used as one of the monitoring system



by the Districts, participatory monitoring and evaluation (PM&E) team, consist of IWUO, Cooperative, Sector and District staff, is established at each model site (mainly, Rwamagana and Gisagara are progressing well). On the other hand, the assigned irrigation engineers by RAB at each irrigation sites are supporting the monitoring system of the activities of IWUO.

Activity 3

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| Activity 3.1 | To analyse the current situation in order to identify problems of operation and maintenance (O&M) through baseline survey |
| Activity 3.2 | To elaborate the draft improvement plan of O&M in the model sites based on the activity as written 3.1. |
| Activity 3.3 | To train C/Ps as trainers based on the improvement plan of O&M |
| Activity 3.4 | To draft O&M manuals |
| Activity 3.5 | To conduct IWUO training by C/P trainers in the model sites |

(Progress) Based on the Improvement Plan / Training Plan (IP/TP) using draft manual for output 3, the Project and TF members conducted a series of activities to IWUO and FCs in the model sites and extension schemes with the support by the NS of the Project as follows:

- ◆ Civil Work practise was conducted in extension schemes in February and March 2024.

- | | |
|--------------|--|
| Activity 3.6 | To improve the draft manuals based on the implementation of activity written as 3.5. |
| Activity 3.7 | To implement monitoring and evaluation on relevant activities |

(Progress) Translation into Kinyarwanda of manual for output 3 was almost completed. Throughout the series of training in extension schemes, the training materials such as manuals and slides are brushed up.

Monitoring methodology and system for IWUO activities in the model sites has been established. Based on the monitoring format, monthly on-site monitoring will be conducted with the TF members in charge.




Activity 4

- Activity 4.1 To analyse the current situation in order to identify problems of water management through baseline survey
- Activity 4.2 To elaborate the draft improvement plan of water management in the model sites based on the activity as written 4.1.
- Activity 4.3 To train C/Ps as trainers based on the improvement plan of water management
- Activity 4.4 To draft water management improvement manuals
- Activity 4.5 To conduct IWUO training by C/P trainers in the model sites

(Progress) Based on the IP/TP using draft manual for output 4, the Project and TF members conducted a series of activities to IWUO and FCs in the model sites and extension schemes with the support by the NS of the Project as follows:

- ◆ The Basic Water Management Trainings were conducted in extension schemes in November 2023. In addition, the results of this training led each IWUOs to implement cleaning of irrigation canals and dredging of drainage canals on their own initiative, and the Project provided technical support for those activity.
- ◆ The On-farm water management training in the demo plots in each extension sites were conducted in each extension sites in January to February 2024.
- ◆ The Formulation of water distribution plan training were conducted in each extension sites in April 2024.

- Activity 4.6 To improve the draft manuals based on the implementation of activity written as 4.5.
- Activity 4.7 To implement monitoring and evaluation on relevant activities

(Progress) Translation into Kinyarwanda of manual for output 4 was almost completed. Throughout the preparation of training in extension schemes, the training materials such as manuals and slides are brushed up.

Monitoring methodology and system for IWUO activities in the model sites has been established. Based on the monitoring format, monthly on-site monitoring will be conducted with the TF members in charge.




Activity 5

- Activity 5.1 To analyse the current situation in order to identify problems of agricultural extension and farm management through baseline survey
- Activity 5.2 To extract suitable methodologies from lessons learnt through relevant projects
- Activity 5.3 To train C/Ps as trainers based on the suitable methodologies
- Activity 5.4 To elaborate farm management training texts

(Progress) Study tour was conducted in advanced SSIT scheme to learn good practice of cultivation techniques and group management.
Prepared text has been used in trainings in extension schemes.

- Activity 5.5 To conduct training by C/P trainers in the model sites
- Activity 5.6 To implement monitoring and evaluation on relevant activities

(Progress) Based on the IP/TP for extension scheme, TF members, Sector agronomist, cooperative agronomist and Service Providers have been conducting a series of training as follows,

- ◆ Coop management training (January 2024)
- ◆ Marketing training (November 2023)
- ◆ Preparation of crop calendar (November 2023)
- ◆ Rice Cultivation training (on-going since December 2023)
- ◆ Horticulture Cultivation training (on-going since March 2024))

1-3 Achievement of Output

Output 1 Irrigation Management Transfer (IMT) procedure, support system (including the roles of stakeholders), and contents of support to IWUO and procedures of monitoring are identified

- Irrigation Strategic Plan, which was drafted by the Project, was finalized and is now waiting to be validated by MINAGRI (No progress from the last monitoring sheet).
- Action Plans by TF member were prepared and explained in every TF meetings.
- The study tour with students was realised based on the Memorandum of Cooperation with UR-CAVM.
- As results of consolidated efforts by RGB, IWUOs and WAMCAB, the Operational Certificate was issued to the IWUO Rwamagana on 12th December 2023 and the Certificate of Legal Personality was issued to the IWUO Ngirya on 5th March 2024.




Output 2 IWUO management is enhanced in the model sites.

- Based on the IP/TP and extension phase plan, a series of training and activities have been conducted for a total of 636 beneficiaries in WAMCAB extension schemes and 44 staff from TF member, service providers and sector agronomist.
- Ownership of the scheme by beneficiaries from extension sites has improved. For example, Gatare extension site has conducted rehabilitation of irrigation facilities (main canal, drainage canal and dam gate) on its own budget with the contribution of fund from Cooperative. Cooperative and IWUO leader at Gitinga extension site agree to raise fund for the rehabilitation and construction of irrigation facilities.
- Through the support of WAMCAB project, Cyaruhogo model site is qualified to graduate from external support where IMTA agreement is being drafted to clearly state the responsibility of each entity under IMT agreement such as MINAGRI, RAB, IWUO, Cooperative, District and Sector.

Output 3 Operation and maintenance are properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 54 beneficiaries in WAMCAB model sites and extension schemes.
- The Component of O&M plan have been improved for each IWUO in extension schemes.

Output 4 Water management is properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 153 beneficiaries in WAMCAB model sites and extension schemes.
- After the basic water management training, awareness of IWUOs improved and they began to clean canals and dredge drainage canals on their own initiative in each extension schemes.

Output 5 Farm management is properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 887 beneficiaries in WAMCAB model sites and extension schemes.
- Trained farmers in extension schemes have been starting to practice appropriate cultivation techniques in their own field following FFS trainings.




- Model schemes have been complying crop calendar and carrying out farming activities uniformly. And, farmers have been implementing cultivation techniques the project trained.
- Extension schemes started to prepare crop calendar with irrigation schedule and comply with it.
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1-4 Achievement of the Project Purpose

<i>Project Purpose</i>	The capacity of irrigation scheme management improves in the model sites
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- Based on the IP/TP, a series of trainings and activities are conducted. Project Purpose is generally progressing as indicated about the below-mentioned indicators.
- In order to evaluate capacity of IWUO, the second capacity assessment (CA) was conducted in February 2023. The results of the second CA were very much improved since the first CA, and all 3 IWUOs and 1 SMC achieved the target as 70% of organizational capacity.
- Despite some delays due to lack of involvement of C/P and TF members in activities in the model schemes due to various COVID-19 impacts, the agreed plan of IP/TP is almost conducted as planned after a one-year extension of the technical guidance phase.

1-5 Changes of Risks and Actions for Mitigation

- For the prevention measures against COVID-19, the Project follows the rules and guidance by the Cabinet Resolutions. The Project shall continue to take necessary measures as the situation changes.

1-6 Progress of Actions undertaken by JICA

1-7 Progress of Actions undertaken by Gov. of Rwanda

- In collaboration with MINAGRI, the draft Irrigation Strategic Plan was prepared by JICA. The task was completed by WAMCAB, and WAMCAB has submitted its final draft to MINAGRI in May 2023.
- MINAGRI and RAB have been proceeding validation process of this Irrigation Strategic Plan in cooperation with the development partners.

1-8 Progress of Environmental and Social Considerations (if applicable)

N/A

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

N/A

1-10 Other remarkable/considerable issues related/affect to the project (such as other JICA's projects, activities of counterparts, other donors, private sectors, NGOs, etc.)

- In order to conduct the Project activities in Ngoma and Gisagara districts effectively and efficiently, communication and collaboration with the WB-supported SAIP¹ and the EU-supported TECAN² have been conducted respectively.
- In order to improve irrigation system of the Cyaruhogo scheme, Rwamagana district has prepared application documents of the Grant Assistance for Grassroots Human Security Projects (KUSANONE/ GGP) in cooperation with WAMCAB, and submitted its application to the Embassy of Japan in Rwanda on 27 June 2022. It was approved by the Government of Japan, and signing ceremony of the grant contract was organized on 14 March 2023. Construction work has been conducted by the Rwamagana district in FY 2023/2024 (Contract was signed on 16th October 2023).
- Next to the target district, IFAD is implementing the KIIWP2³ in Kayonza district. WAMCAB is giving the observation to them based on the outcomes.
- In order to strengthen capacity of the related IWUOs and cooperatives in the target schemes, it is valuable to collaborate with the potential service providers, such as HoReCo, Yalla Yalla Group and Yean, through training and/or proximity coaching.

2 Delay of Work Schedule and/or Problems (if any)**2-1 Detail****2-2 Cause****2-3 Action to be taken**

- Concerning active involvement of TF members especially for M&E of the Project activities, , by a temporal cost-covering arrangement by JICA since July 2021, the situation has been improved. Their contributions to formulate Action Plan toward after completion of the Project should be fundamentally necessary.

¹ SAIP: Sustainable Agricultural Intensification and Food Security Project

² TECAN: Technical Assistance to Enhance the Government of Rwanda's Capacities in the Agriculture Sector for the Sustainable Use of Land and Water Resources, Value Creation and Nutrition Security

³ KIIWP2: Kayonza Irrigation and Integrated Watershed Management Project - Phase II




2-4 Roles of Responsible Persons/Organization (JICA, Gov. of Rwanda, etc.)

N/A

3 Modification of the Project Implementation Plan**3-1 PO**

N/A

3-2 Other modifications on detailed implementation plan

(Remarks: The amendment of R/D and PDM (title of the project, duration, project site(s), target group(s), implementation structure, overall goal, project purpose, outputs, activities, and input) should be authorized by JICA HDQs. If the project team deems it necessary to modify any part of R/D and PDM, the team may propose the draft.)

- The agreed plan of IP/TP has been adjusted to the actual situation of the model sites based on the discussion at the 16th TF meeting on 17 February 2023.
- According to the detailed arrangement and practical management of work plan for the third phase, the TF meetings will be organized twice a year instead of 4 times a year.

4 Preparation of Gov. of Rwanda toward after completion of the Project

- TF members, in collaboration with the Project and service providers, have been formulating the Action Plan to disseminate the Sustainable Irrigation Scheme Management Model (WAMCAB Model) to the other irrigation schemes in the 3 target districts toward after completion of the Project. These Action Plan will be presented to the 11th JCC meeting in June 2024.

II. Project Monitoring Sheet I & II as Attached

Annex I Project Monitoring Sheet I (Revision of PDM)

Annex II Project Monitoring Sheet II (Revision of PO)

Annex III Progress Summary of Improvement Plan and Training Plan (as of October 2023)




Project Monitoring Sheet I (Revision of Project Design Matrix)

Project Title: Project for Water Management and Capacity Building in RwandaPeriod of Project: Six years (From 1 April, 2019 to 31 March, 2025)Target Area: Rwamagana and Ngoma Districts in Eastern Province and Gisagara District in Southern ProvinceProject Beneficiaries: RAB, Irrigation Water Users Organizations and DistrictsImplementing Agency: Rwanda Agriculture and Animal Resources Development Board (RAB)Collaborative Agency: Ministry of Local Government (MINALOC), District Authorities, Rwanda Cooperative Authority (RCA), Rwanda Governance Board (RGB)

Version 5.0

Dated 30th April 2024

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal					
The models of scheme management by IWUOs are accepted in the target districts.	There is at least one scheme which follows the scheme management system in the target districts.	Interviewing to district officers in the target areas			
Project Purpose					
The capacity of irrigation scheme management improves in the model sites.	The level of organizational capacity*1 of IWUOs in the model sites increases to 70% or more through the improvement of IMT procedures and the IWUO-Support system. All high-priority agreed plans*2 (organizational operation, operation and maintenance, water management, and farm management) to improve the capacity of IWUOs in the model sites are implemented. *1 The Project applies Capacity Assessment Method that classifies capacity into three categories (External Condition, Technical Capacity and Core Capacity) and evaluates multiple question items in each category. Organizational Capacity is defined as the average achievement rate of Technical Capacity and Core Capacity in this method. *2 The agreed plans are selected from the improvement plans and training plans of "the Capacity Development Program for Irrigation Scheme Management". Occasional review on the status of IWUOs and necessary training will be conducted even after completion of the Project. See the attachment for the details.	• Capacity Assessment of IWUOs in the model sites • Project progress reports (including monitoring and evaluation reports)	There is no drastic changes in officers at district and sector levels, especially for agriculture, irrigation and cooperative subsectors.	- Based on the Improvement Plan / Training Plan, a series of training and activities have been conducted. - There has been an improvement especially in the activities related to IWUO management (Output 2), which is expected to the improvement of other Outputs and interactions between Outputs. - Project Purpose is generally progressing as indicated about the below-mentioned indicators. 1. In order to evaluate capacity of IWUO, the second capacity assessment (CA) was conducted in February 2023. The results of the second CA were very much improved since the first CA, and all 3 IWUOs and 1 SMC achieved the target as 70% of organizational capacity. 2. Despite some delays due to lack of involvement of C/P and TF members in activities in the model schemes due to various COVID-19 impacts, the agreed plan of IP/TP is almost conducted as planned after a one-year extension of the technical guidance phase.	
Outputs					
1. Irrigation Management Transfer (IMT) procedures, support system (including the roles of stakeholders), and contents of support to IWUO and procedures of monitoring are identified.	IMT implementation manuals are approved at JCC.	JCC minutes		- Discussions on Policy Advice for IWUO and IMT are progressing. - The functioning of DISCs and the involvement of local authorities at sector level has been strengthened. In addition to DISCs, discussion for creation of a Federation / Umbrella of IWUOs are progressing in Rwamagana. - To ensure the achievements and improve the added value of the Project, Radio Training Program, a series of Webinars and Online Study Tours have been conducted. - To examine the survey methodology for the irrigation scheme inventory, the Project conducted a desk review/survey and sample field survey at 50 irrigation schemes. - In collaboration with MINAGRI, WAMCAB has supported to develop the "Irrigation Strategic Plan" by managing the sub-contract and directly implementing part of the field surveys, which will promote and contribute to policy discussion and recommendation by WAMCAB. "Irrigation Strategic Plan" was finalized and is now waiting to be validated by MINAGRI. - Memorandum of Cooperation with UR-CAVM was validated on 3rd October 2023, which contributes for sustainable utilization of WAMCAB achievement for collaboration training and research in water and soil management domain. The study tour with students was realised based on the Memorandum of Cooperation with UR-CAVM. - Action Plans by TF member were prepared and explained in every TF meetings. - As results of consolidated efforts by RGB, IWUOs and WAMCAB, the Operational Certificate was issued to the IWUO Rwamagana on 12th December 2023 and the Certificate of Legal	- Policy discussion and recommendation, improvement of IMT procedures and IWUO support system have been continuously conducted in cooperation with related stakeholders.

2. IWUO management is enhanced in the model sites.	IWUO Management improvement manuals are approved at JCC.	JCC minutes		- Cyaruhogo model site is becoming a strong IWUO that could plan, budget and implement its own action plan without help from outside. They have hired around 10 support staff for operation of the irrigation scheme. Presently they have approved to activate SWD on incentive basis that will lead to fair water distribution and reduce conflict arising from water. - Ngiriri model site has become the best scheme in Gisagara District in terms of production increase, good water distribution and rehabilitation of irrigation facilities on its own. Many IWUO leaders are requested by the District to visit the site and participate in their General Assembly so that they could learn from the model site. It was found that strong leadership and devoted FC could make a big change in the management of the scheme that will create satisfaction by the beneficiaries and trust among themselves. - Ngoma 22 model site has improved much compared to its original status. It can collect water fee from hillside (that has never been done before) and it begins paying electricity bill (been paid by RAB). It has also increased its supporting staffs with its own budget. - Nyabuyogera model sites has also improved its water scarcity by installing night storage, start engaging in agro-dealer business to increase its income and be able to pay for its manager. - Extension sites are also improving in their management of water resource and budget collected from water fee. Training have been given to IWUO and Cooperative on Strengthening IWUO, Financial management and M&E by T/F member.	- Both Cyaruhogo and Ngiriri model sites become the best performed IWUO in their respective District (Rwamagana and Gisagara). - Ngoma District has still poor commitment to irrigation scheme in its District. Even holding DISC meeting become cumbersome as the responsible person has no substitute when she is sick or in maternity leave. - As usual, Gisagara District has a strong and committed government officials that helps improve the activities of WAMCAB in model and extension area. - The leaders and beneficiaries of extension schemes are expecting strong involvement of WAMCAB project so that they could copy and improve their performance as the model sites especially, Rugende, Gatara, Cyili and Gitinga schemes. - For the first time in its existence, the extension schemes could be able to estimate the amount of water in their reservoir after they are given the raining by WAMCAB.
3. Operation and maintenance are properly implemented in the model sites.	Operation and maintenance manuals are approved at JCC.	JCC minutes		- A series of trainings and activities have been conducted according to the Improvement Plan / Training Plan (IP/TP). Especially, trainings are conducted by the TF members using the draft manual and it contributes to understanding the content of the manual and fosters ownership. - The Project has provided technical assistance to IWUO in the model sites for the periodical inspections of facilities, maintenance and repair by community work, etc. - It is observed that some facility repairs are made in each model site using IWUO's budget, workforce and skill learned in the training by WAMCAB, showing that ownership is gradually fostered. - In Ngoma model site, facility rehabilitation was completed by the consultant and the Project, and workshop and training for establishment of rules and explanation of each responsibility for better O&M is conducted by the Project. - Study tour were conducted and IWUO (SMC) representatives from Nyabuyogera scheme visited the Bishenyi scheme in Kamonyi district and those from Ngoma district visited the Muyanza scheme in Rulindo district. - Workshops for finalizing draft manual for output 3 was held. - Weir located in upstream at Ngiriri model site is rehabilitated. - Night reservoirs have been being constructed by Cooperative with technical and financial support from WAMCAB.	- In Ngoma model site, facility rehabilitation was conducted by the consultant at the time of Grant Aid project and the Project. There are still works that were originally planned to be handled by RAB, but these will be implemented by SAIP.
4. Water management is properly implemented in the model sites.	Water management manuals are approved at JCC.	JCC minutes		- A series of trainings and activities have been conducted according to the IP/TP. Especially, training are conducted by the TF members using the draft manual and it contributes to understanding the content of the manual and fosters ownership. Also, series of trainings and activities have been conducted according to the Improvement Plan / Training Plan (IP/TP) to verify the WAMCAB model which was established from the lesson and learned from model sites. - Water distribution plan (Ver.0) has been developed together with IWUO and TF members. - In collaboration with Output 5, the Project has provided technical assistance in the four demonstration farms (rice cultivation in Cyimpima, Ngiriri schemes and horticulture cultivation in Ngoma 22, Nyabuyogera schemes). - Workshops for finalizing draft manual for output 4 were held. - The further promotion and technical support for establishment of on-farm canals to the individual plots was conducted in each schemes by disseminating the output of the soft component of the grant aid project in Cyaruhogo scheme. - A series of trainings was prepared to conduct in the WAMCAB extension scheme in three districts with collaboration with IWUO in WAMCAB model sites to verify the WAMCAB model which was established from the lesson and learned from model sites.	
5. Farm management is properly implemented in the model sites.	The extracted farm management methodologies are accepted in the model sites.	Project progress report		- The Project has been providing technical assistance in the 4 demonstration farms (rice cultivation in Cyaruhogo, Ngiriri schemes and horticulture cultivation in Ngoma 22, Nyabuyogera schemes). - Improvement of productivity by applying appropriate cultivation techniques and considering market demand in some parts of trained farmers are confirmed according to the interviewing. - As Ngoma 22 cooperative is registered as Agro-dealer officially, members are receiving agricultural input through cooperative. - Ngoma 22 cooperative developed market to supply vegetable in season C and has been supplying production to school. - A comparison of profit of the trainees before and after the project revealed that 19 farmers in Nyabuyogera and 14 farmers in Ngoma 22 increased their profit. - TF member, sector agronomist and cooperative agronomist who are capacitated in ToT training has been conducting training on cooperative management and gender mainstreaming in extension scheme. - Training on Cooperative Management and Gender Mainstreaming has been conducted for 173 beneficiaries (as of middle of October 2023).	Ngoma 22 scheme is also targeted one of project sites of SAIP donated by World Bank and cooperative farmers have been receiving agricultural input irregularly.

Activities	Inputs		Important Assumption
	(1) Input by Japanese side	(2) Input by Rwandan side	
1-1. To identify problems of the current implementation of IMT procedures through baseline survey	1. Dispatch of Experts	1. Assignment of C/Ps	Basic agreement is made between MINAGRI and MINALOC for the expected collaboration in the project.
1-2. To identify problems of division of roles for the promotion of IMT and supports of IWUOs through baseline survey	(1) Regular Team Experts	(1) Project Director	
1-3. To identify problems of IWUO supporting systems through baseline survey	1) Chief Advisor / Irrigation Policy	(2) Deputy Project Director	Pre-Conditions
1-4. To select model sites upon the approval at JCC	2) Deputy Chief Advisor / Irrigation Policy	(3) Project Manager	
1-5. To implement the activities addressing to the above-noted problems	3) IWUO Management	(4) Chief Implementer	Basic agreement is made between MINAGRI and MINALOC for the expected collaboration in the project.
1-6. To monitor the progress	4) O&M / Water Management	(5) Core C/Ps to work with the Japanese Expert Team at central, station, and district levels	
1-7. To draft IMT implementation manuals for IMT procedures, support system (including division of roles), support contents and monitoring	5) O&M / Water Management / Capacity Development	2. Project Office (RAB in Kigali, and Station Offices in the two provinces)	<Issues and countermeasures>
1-8. To help C/Ps to draft proposal of amendment of the IWUO Policy and Strategy, and the Ministerial Order	6) Farm Management	3. Local Operation / Activity Cost (arrangement based on R/D)	
2-1. To analyse the current situation in order to identify problems (e.g. IWUO registration, by-laws and regulations, IMTA conditions, collaboration with cooperatives, water rights and etc.) through baseline	7) Coordination/Training	• Electricity / Water fees in offices	• Regarding the issue of budget for local operation and activity cost affected by COVID-19, JICA Rwanda office and RAB agreed that JICA shall temporarily cover the cost from July 2021 until March 2022. In addition, considering the prolonged impact by COVID-19, they discussed and agreed to extend this temporary measures up until June 2024.
2-2. To elaborate the draft improvement plan of IWUO management (e.g. leadership, accounting, general assembly & executive committees, collaboration with cooperatives, and etc.) based on the	8) Nutrition-sensitive Farm Management	• Internet environment	
2-3. To train C/Ps as trainers based on the improvement plan	(2) Short-term Experts	• Transportation costs of C/Ps	• The new organizational structure of RAB has been announced by the Prime Minister's Order No. 096/03 on 14th August 2020. However, the structure and list of SPIU (Single Project Implementation Unit), to which the Core C/Ps belong, have not been finalized.
2-4. To draft IWUO management improvement manuals	• Support for IMT Promotion	• Cost for Communication	
2-5. To conduct IWUO training by C/P trainers in the model sites	2. Counterpart Training		• There has been a slight delay in the overall progress mainly due to the situation of COVID-19 pandemic, an extension of the second phase "Technical Guidance Phase" was approved at the 6th JCC meeting in November 2022. The Project duration was also modified from five years to six years until February 2025.
2-6. To improve the draft manuals based on the implementation of activity written as 2-5	• Japan		
2-7. To set up monitoring and evaluation system for IWUO management	• Third country		
2-8. To implement monitoring and evaluation on relevant activities	3. Provision of Equipment		
3-1. To analyse the current situation in order to identify problems of operation and maintenance (O&M) through baseline survey	• Equipment needed for project implementation		
3-2. To elaborate the draft improvement plan of O&M in the model sites based on the activity as written 3-1	4. Local Operation / Activity Cost (temporary arrangement)		
3-3. To train C/Ps as trainers based on the improvement plan of O&M	• Transportation costs of C/Ps		
3-4. To draft O & M manuals	• Allowances for C/Ps and farmers		
3-5. To conduct IWUO training by C/P trainers in the model sites	• Cost for Communication		
3-6. To improve the draft manuals based on the implementation of activity written as 3-5			
3-7. To implement monitoring and evaluation on relevant activities			
4-1. To analyse the current situation in order to identify problems of water management through baseline survey			
4-2. To elaborate the draft improvement plan of water management in the model sites based on the activity as written 4-1			
4-3. To train C/Ps as trainers based on the improvement plan of water management			
4-4. To draft water management improvement manuals			
4-5. To conduct IWUO training by C/P trainers in the model sites			
4-6. To improve the draft manuals based on the implementation of activity written as 4-5			
4-7. To implement monitoring and evaluation on relevant activities			
5-1. To analyse the current situation in order to identify problems of agricultural extension and farm management through baseline survey			
5-2. To extract suitable methodologies from lessons learnt through relevant projects			
5-3. To train C/Ps as trainers based on the suitable methodologies			
5-4. To elaborate farm management training texts			
5-5. To conduct training by C/P trainers in the model sites			
5-6. To implement monitoring and evaluation on relevant activities			

30th April 2024

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Activities	Sub-Activities	Year	2019												2020												2021												2022												2023												2024												Responsible Organization		Achievements	Issue & Countermeasures																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
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Progress Summary of Improvement Plan / Training Plan (Agreed Plans)

As of 30th April 2024

*Red-highlighted parts indicate the updated activities of the month.

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
2-1	○	2	M	M	M	M	Understanding the scheme	[Step 1] • Undertake preliminary survey and define the scheme service area	Phase 1: completed	Phase 1: completed	Apr 2020: completed	Apr 2020: completed *supplemental survey is ongoing	IWUO members
2-2	○	2	M	M	M	M	Database organization	[Step 2] • Database preparation and organizing the management structure	Phase 1: preparation of basic scheme information 15-26 Jun 2020: completed	Phase 1: completed	Apr 2020: preparation of basic scheme information	Apr 2020: Completed *supplemental survey is ongoing	IWUO members
2-3	○	2	H	H	H	H	Reorganization of IWUO and election of leaders	[Step 2] • Database preparation and organizing the management structure	Phase 1: preparation of organization structure 15 Jun 2020: completed	2-16 Jul 2020: completed June 2023, general assembly meeting conducted and a new IWUO leadership is formed for the coming three years	Aug 2020: Completed (properly installed infra was absent) Nov 2020: Overall IWUO was established Aug 2021: re-election of IWUO members were done	Sep 2020: Completed (properly installed infra was absent) SMC (Special committee) was established under cooperative structure No IWUO is required for such scheme	IWUO members Note: The introductory training and explanation on IWUO reorganization is conducted in all the extension sites in the three districts
2-4	○	2	M	M	M	M	Explanation of scheme layout to IWUO	[Step 3] • Conduct initial training and explain the scheme layout and how IWUO is organized	19-30 Jun 2020: completed	2-16 Jul 2020: completed			IWUO members
2-5	○	2	H	H	H	H	Establishment of Internal Regulation	[Step 4] • Prepare the Rules and Internal Regulations (by-law) • Prepare role and responsibility of stakeholders [Step 5] • Hold general meeting for approval of the Rules and Internal Regulations and Action Plan • Prepare future Action Plan	19-15 Jun 2020: preparation of draft internal regulations Aug-Sep 2020: discussion with IWUO members, and finalization Dec 2020 - Jan 2021: preparation of draft internal regulations for hillside Sep 2021: discussion with IWUO leadership for organizing GA meeting 29 Oct: General Assembly was held. Action Plan was presented and the amendment of Rules and Internal Regulations was approved. Zonal structure is set under IWUO of Gitinga Scheme (Extension Site) Workshop was conducted to explain the situation of the scheme and way forward is agreed with Cooperativ leaders and IWUO leaders including local leaders (Sector and District): Such as mobilization of collection of water fee	2-16 Jul 2020: preparation of draft internal regulations Aug-Oct 2020: discussion with IWUO members, and finalization Oct 2020: preparation of the Performance Contract Agreement, the first IWUO and Coop. meeting 12 Nov 2020: General Assembly meeting to approve the internal regulations 31 Dec 2020: Performance Contract Agreement was signed. In July 2023 Workshop was held to explain the existing situation of the scheme @ Rugende extension site As the result of the workshop the leadership begin to apply rules and regulation on irrigation rotation and water managment at the Dam Zonal leaders were selected as lower level IWUO structure The GA was conducted The Internar Regulation is being updated with the request from the leadership	Dec 2020 - Jan 2021: preparation of draft internal regulations 17, 18 Feb 2021: General Assembly meeting about merging two IWUOs (Ngiriyi and Nyiramageni) Jul 2020: Draft internal regulation is being prepared focusing only Ngiriyi scheme. Sep 2021: discussion with IWUO leadership for organizing GA meeting Mar 2022: GA meeting preparation is undergoing. Apr 2022: Rehabilitation of IWUO office is at 90%. In July 2023 Workshop was held to explain the existing situation of the scheme @ Gatara and Cyili extension site As the result of the workshop the leadership begin to apply rules and regulation on irrigation rotation and water managment at the Dam Zonal leaders were selected as lower level IWUO structure at Gatara scheme. The internal Regulation is being updated after request during GA meeting	Dec 2020 - Jan 2021: preparation of draft internal regulations Aug 2021: General Assembly meeting was planned, but postponed due to COVID-19. Sep 2021: discussion with SMC and Cooperative leadership for organizing GA meeting Mar 2022: GA meeting of the cooperative was conducted.	IWUO members
2-6	○	2	H	H	H	H	Strengthening of IWUO	[Step 6] • Capacity development on Leadership • Promotion of participation • Transparency and accountability • Conflict management • Preparation of Action Plan	Nov 2020: An office was secured at Ngoma 22 inside a storage built by WB project 8-12 Mar 2021: IWUO strengthening training For the first time Hillside farmers start to pay water fee from Chia seed sale by Kotungo 2 Nov 2021: The first General Assembly was held, and approval of Action Plan, Rules and Internal Regulations. Feb 2022: A solar power was set at the office of IWUO and Kotungo cooperative. Apr 2022: IWUO GA meeting was organized. Discussion with SAIP local coordinator on the activity sharing on the intervention for hillside irrigation Training on Office Managment is conducted Training of WUT leaders of Marshland scheme was conducted July 24-25 WUT leader training on role and responsibility and sentisization of the irrigation scheme, O&M, layout of the scheme etc Sensitization of WUT leaders of marshland scheme was conducted Support for General assembly Feb 2023: Training by TF member conducted April 2023: The election of a new Executive member done during the General Assembly Meeting Simple explanation and short training is given to the newly elected Executive member by NS staffs June 2023: New IWUO leadership is elected July 2023: IWUO could pay Electricity bill of three	Oct 2020: An office with furniture was secured for Rwamagana IWUO at Bugugu site. / the first IWUO and Coop. meeting / the process of legalizing IWUO has started. 22-25 Mar 2021: IWUO strengthening training was conducted. 29 Oct: General Assembly was held. Executive Committee presented the IWUO activities and Audit Committee presented the auditing of IWUO, etc. Nov 2021: Training for lower level IWUO on responsibility of WUT leaders were given. The lower level cooperative were leaders also included in the training. Dec 2021: Evaluation of water distribution problem was conducted, and the problem was discussed among all stakeholders at District, RAB, Union and Coop. Feb 2022: A solar panel was installed at the IWUO office to help smooth the activity. / IWUO executive committee decided to make annoucnemet to hire its own FC (future manager) so that they can share the salary with WAMCAB. Mar 2022: Preparation of the GA meeting is undergoing. 1 Apr 2022: IWUO GA meeting was organized. June 2022: Discussion is made on adjustment of water fee for OMM of the scheme. Dicision is not yet made. Training on office managment is conducted, Sept 2022 A ten year IWUO budget expense plan is prepared and presented in the workshop, Nov 2022 Visit to Gacaca irrigation scheme for experience sharing, especially on raising the water fee rate where Gacaca pays 500RwF per are but Cyaruhogo pays only 200RwF per are. The experience of Gacaca IWUO and Cooperative giveth the leaders of Cyaruhogo model to think about increasing water fee rate. General assembly was conducted to approve the action plan and increase of water fee to 300RwF/are. Feb 2023: Training by TF member conducted August 16 a study tour was conducted to Nyigiri scheme to learn the activity of SWD in fair water distribution that include the preparation of tertiary canals In January 21 2024, unexpected flood destroyed part of the spillway at Gashara Dam. The IWUO decided to use its Rserve fund and mobilize fund from Cooperative and District. This shows the change in the capacity of IWUO DISC meeting is planned to be conducted on 31st January 2024	Dec 2021: IWUO office space is provided by Cooperative with the concert of District. The rehabilitation of the office is being processed (BoQ is being prepared). Feb 2022: The preparation for rehabilitation of office was continued. IWUO executive committee held a meeting to approve the covering the labor cost for the rehabilitation of the office. The rehabilitation of office is completed 23 Mar 2022: IWUO GA meeting was organized. Activation of Lower level IWUO structure is initiated. Seasonal Water Distributors were identified and given the task of irrigating (water distribution) for each plots in the field. As initiative each farmers will give them one kg of rice per plot. This trial shall be applied to other model sites if successful General assembly was conducted to approve the action plan and increase of water fee to 400RwF/are. Training on office managment is conducted, Sept 2022. A ten year IWUO budget expense plan is prepared and presented in the workshop, Nov 2022. Presently the IWUO and the community are eager to constructe new weir on their own fund for expanding the paddy field area and requesting WAMCAB to prepare a design of weir and its BoQ. Feb 2023: Training by TF member conducted Apr 2023: Successful implementation of SWD with little incentive (1kg per plot). This approach has gained momentum and will be applied to other model sites For the first time Nyigiri irrigation scheme has been awarded the best perform in the District and become a model site for other scheme to learn from Started to be visited by other IWUO from Huye District OMM manual is being prepared as requested by TF during the training on IWUO Strengthening	8-12 Feb 2021: financial management training 22-26 Feb 2021: IWUO strengthening training A system of water fee collection was discussed among zonal leaders of the scheme. Dec 2021: Rehabilitation of office provided by District is completed. Solar powet is also set for office activity 29 Mar 2022: Cooperative GA meeting was organized. Training on office management is conducted in Sept 2022. A ten year IWUO budget expense plan is prepared and presented in the workshop, Nov 2022. Jan 26-27 TF member conducte training on Strengthening of IWUO to Cooperative as part of finilization of manual. Feb 2023: Training by TF member conducted Apr 2023: The community are preparing to construct additional night storage by themselves July 2023: Excavation and compaction of embankment work are on going for the night reservoir. Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managmengt of scheme	IWUO members Cooperative

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			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
2-7	O	2	H	H	H	H	Financial Management	[Step 6] - Outline of financial management - Establishment of the O&M fund - Establishment of the O&M fee management mechanism	21-25 Sep 2020: financial management training Sep 2020: the first IWUO and Coop. meeting about the roles and responsibility of each entity and the Performance Contract Agreement to be signed between them Oct 2020: preparation of draft book-keeping format Apr-May 2021: The first financial statement is being prepared May 2021: Financial statement was prepared. A system of expense order is created to create a controlling mechanism of income and create a link with DISC (it has never been implemented) Jul 2021: Financial statement from Jan up to Jul 2021 is being prepared. Feb 2021: Executive committee meeting has decided to the cost sharing of the FC beginning of April. They also want to hire two support staff that help the FC in collecting data for water fee collection since the scheme is big and can't be covered by one person alone. Discussion with local leaders is being made to collaborate in collecting water fee from hillside farmers who failed to pay after harvest and sell there product by themselves Mar 2022: Water fee collection of 2022 Season B for marshland was done. Water fee collection in hillside is undergoing. May 2022: Internal auditing was conducted and found out that mismanagement of fund by IWUO leadership. District is requested to conduct an external auditing (date not yet fixed) Feb 2023: Training by TF member conducted Apr 2023: In the process of hiring new staff (Accountant) IWUO pays the entire bill for electricity that has been covered by RAB until 2021 Financial statement is being prepared, the summary of the financial report will be finalized soon	16-20 Nov 2020: financial management training Additional source of fund (fish farming) is being initiated. Book keeping material and format is prepared and submitted to be used by IWUO. Apr-May 2021: The first financial statement is being prepared. Jul 2021: Financial statement from Jan 2021 up to April 2021 was prepared and it will continue to be updated. The scheme is in good condition. Oct 2021: Auditing of IWUO was done. Feb 2022: Collection of water fee from hillside farmers is designed in such a way, the responsibility shall be given to volunteer farmers who shall relieve 10% of what is collected from the farmers. The trial shall be done starting from March 2022. Apr 2022: IWUO has started to hire its own manager (FC) by cost-sharing with WAMCAB (50% of each) through official recruitment procedures in collaboration with District and Cooperative. Apr 2022: RAB provided and released fish fingerlings in three reservoirs for fish farming, which can be an additional income source of IWUO. Workshop on water fee adjustment is held and the participant agree to increase water fee from 200 to 300RwF per season Feb 2023: Training by TF member conducted Apr 2023: New accountant is hired by IWUO Fish harvesting and selling is continued Discussion with mining company on the adjustment of payment of water fee conducted IWUO increase its source of income by selling fishes from the dam Financial statement is being prepared, the summary of the financial report will be finalized soon	May-June 2021: The financial statement is being prepared. Dec 2020: financial management training Jul 2021: Financial statement from Jan up to Jul 2021 is being prepared. Sep 2021: Short training given to FC on how to prepare financial statement using Excel. Oct 2021: Auditing of IWUO was done. Feb 2022: A meeting was conducted with the executive committee to discuss on the cost sharing of FC which was agreed during the GA of Nov 2021. Due to unexpected flood in the production of this season, they failed to pay from Jan 2022. Now the committee has agreed to start the cost sharing of FC from April 2022. WAMCAB helps IWUO to speed-up the approval of expense order by Sector/District so that the rehabilitation of office and other irrigation facilities can start asap before the end of preparation for the next season. Water fee rate is increased from 200 to 400RwF per are Feb 2023: Training by TF member conducted Mar 2023: Training by TF member conducted Apr 2023: Unpaid water fee from some farmer is found by the President of IWUO, it is under investigation	May-June 2021: The financial statement is being prepared. Feb 2021: Financial management training Jul 2021: Financial statement from Jan up to Jul 2021 is being prepared. Sep 2021: Short training given to FC on how to prepare financial statement using Excel. Oct 2021: Auditing of Cooperative was done. Feb 2022: A meeting was done with the executive member to discuss about the failure to pay for FC half of his salary as agreed during GA meeting. With simple estimation on water fee collected and expected expenses in a year, we have found that the financial capacity of the scheme is unable to cover salary of any supporting staff. The main reason is that the water fee rate agreed by GA is so small (70RwF per are, one third of the minimum paid by other scheme) due to lack of any irrigation structure in the scheme that help in distribution or management of water source. This shows that without properly designed and installed irrigation structure in the scheme that help achieve proper distribution of water to all farm land the beneficiaries are not willing to pay for water fee Feb 2023: Training by TF member conducted Mar 2023: Training by TF member conducted	IWUO members Cooperative
2-8	O	2	M	M	M	M	Monitoring and Evaluation Method by DISC & RAB	[Step 6] - Role and function of M&E - Establishment of M&E system - Implementation of M&E	Feb 2022: Although M&E system is not yet established, for the first time local leaders at village and cell level have started to involve in the activity of IWUO through helping in the collection of water fees. Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	Jan 2022: In Rwamagana, a technical team was formed to monitor the activity of the IWUO and Cooperatives and to solve the issue of misunderstanding between the two. The team includes Sector Agronomist, District officials and leaders of the IWUO and Cooperatives. Feb 2022: The first technical team meeting was held and the activity progress agreed in Jan 2022 by each stakeholder were discussed. Very encouraging involvement from the District and other stakeholders (Sector, Cooperative, etc.) can be seen. As part of monitoring exercise, technical meeting was conducted to check the progress of season preparation and problem occurred during the previous season. District, Sector, Cooperative and IWUO participated DISCT meeting was held on September 2022 Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	28 Sep: Gisgira DISC meeting was held as part of monitoring and evaluation. DISCT meeting was held on September 2022. Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member. Jan 17-18 TF member conduct training in Participatory M&E for IWUO, Cooperative and Sector agronomist and M&E team is created. Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	28 Sep: Gisgira DISC meeting was held as part of monitoring and evaluation. DISCT meeting was held on September 2022 Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member. Jan 19-20 TF member conduct training in Participatory M&E for IWUO, Cooperative and Sector agronomist and M&E team is created. Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	The preparation of training manual is being processed, Targeting C/P, District staffs and TF
2-9	O	2	H	H	H	H	Commencement of the scheme activity	[Step 7] Commencement of scheme - Prepare and provide O&M manual - Start the scheme operation and management activities - Establish the system of collection water fee and member fee - Prepare financial management system - Establish performance agreement between IWUO and cooperative or other water users	Jan 2021: Office arrangement is being strengthening. Scheme operation for Season B is being discussed. Office of IWUO is secured and arranged. Scheme operation and the activity of IWUO have started. Feb 2021: For the first time since the establishment of IWUO, water fees from hillside farmers that are member of Kotungo cooperative were collected. A different method is being designed to collect the remaining water fees from non-member farmers. Feb 2022: The planned DISC meeting was postponed twice. There is a need to discuss the importance of DISC meeting with the District official in collaboration with C/P. Held SISC meeting to discuss the issue of IWUO with local leader (Remera side by the initiative of Sector Agronomist). Its first kind to held such a meeting. Conduct study tour to Gacaca scheme to share experience on water fee increase. Prepared financial statement and financial record as part of OJT to the Field Collaborator. IWUO has started paying electricity bill of Hillside scheme (Ngoma 22). RAB appreciated the change and also agree to settle the unpaid bill until July 2022.	Dec 2020: the operation of the scheme has began. Jan 2021: Discussion on financial management system is done. After Jan 2021: The involvement of other water users of the scheme such as mining, car wash and hillside irrigator is conducted. Scheme operation has already started. IWUO members are increasing by day. Other water users are registering and paying water fee according to the internal rules and regulations. Feb 2022: DISC meeting was held. A proposal to create coordinating committee is proposed by the District, but the detailed role and responsibility will be discussed in the future. Prepared financial statement and financial record as part of OJT to the Field Collaborator. Preparation of workshop to discuss about increasing water fee. 10year action plan of IWUO that will be the guide used in increasing the fee (Convincing method of Cooperatives and farmers). Technical advise in the preparation of gates in applying irrigation rotation. General assembly of the four cooperative was held. A new leadership is elected. A new Water fee rate is approved (Increase from 200 to 300RwF/are/season) The IWUO has hired additional 3 irrigator (Seasonal worker) to support the irrigation rotation of the system (a total of 10 support staffs hired by IWUO). July 2023 a new and active IWUO leadership has begin its activity - Around 3 million RwF was collected from fish farming from all three dams - Car washing on the main canal (Cyimpima side) was shifted to other location outside the scheme (The previous leaders have tried many times but failed). - The sector allocate an open space outside of the marshland - Three investors (farmers themselves) have won the tender for fishing at the dam as follow: - One investor will harvest Cyimpima (460,000RwF per month) and Gashara (420,000RwF per month) - Another will harvest Bugugu (300,000RwF per month) - They are planning to the greening of the area around their office, planting trees around the catchment area and more - They had a plan to purchase a motor bike and install electricity to the office (In the morning time there is no electricity). IWUO wanted to purchase motorbike and install electricity to its office, however due to delay in registration the District didn't approve the budget	IWUO is actively implementing activities related to the scheme Sand extraction as a source of additional income has given to a private company Broken intake structures are being fixed by IWUO own fund. Give advise to IWUO on New office arrangement. Technical advise in financial planning in rehabilitating an old weir. Prepared financial statement and financial record as part of OJT to the Field Collaborator. The general assembly has approved New water fee rate (from 200 to 400 RwF/are/season). The beneficiaries are eager to install new weir by themselves, the good result of WAMCAB project	The organized Scheme Management Committee under the cooperative has began its activity related to scheme management. Apr-Jul 2021: Community mobilization for night storage has been conducted. Advising the IWUO to use its fund to construct additional night storage (Technical advise given). Prepared financial statement and financial record as part of OJT to the Field Collaborator.	

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			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
2-10	○	2	H	H	H		Support in the registration of the organization and IMTA agreement	[Step 8] · Apply for registration of IWUO and water permit · Registration and performance contract agreement [Step 9] · IMTA and M&E system · Prepare a follow up mechanism · IMTA with MINAGRI · Routine Training	Jan 2021: Hillside database is being prepared, and performance agreement both with rice coop and horticulture coop for 2020-21B was signed. June 2021: Performance Agreement both with rice coop and horticulture coop for 2021A was signed. Jul 2021: Collaboration letter from the District is being prepared as registration process. Sep 2021: Collaboration letter from the District is collected and sent to RAB for Registration Process. The necessary document for rigistration of IWUO is prepared and submitted	June 2021: Performance Agreement with 4 coops for 2021A was signed. Jul 2021: Performance agreement with private hillside farmers has been signed. Jul 2021: Registration process has started, application is already made to RAB. Jul 2021: Document for the application of water permit is being processed. Mar 2022: All document for legal status is prepared and application is made at RGB. RGB requested the application be submitted again and the document is being prepared. RAB congctacted RGB to speed up the process of regisation The registration of IWUO is finalized and recieved from RGB	June 2021: Performance Agreement with rice coop for 2021A is being prepared. Sep 2021: Support for the Registration of IWUO is requested by the president and WAMCAB start to follow the status of the application at RDB. The process of registration is still under RGB, It will soon be confirmed		
2-11		2		M			Construction of secondary canal in Rwamagana	Support for the construction of secondary canal in Rwamagana		Dec 2020: construction of the secondary canal by community work is supported. Jan 2021: Follow-up on the correction of the slope of secondary canal made by the community was started. Oct 2021: Completion and adjustment of secondary canal at unfinished location			IWUO members
2-12		2	M	M	M	M	Make TF understand How the lower level IWUO is formed		4 Nov. 2021: Training on IWUO management model was conducted for TF members.	Same as on the left	Same as on the left	Same as on the left	
2-13	○	2	M	M	M	M	To improve the draft manuals	Discussion and updating the manuals	Draft Manuals (IWUO strengthening, financial management and M&E) are prepared. Nov 2022 workshop is conducted to validate the draft training manuals of > IWUO Management Model > IWUO Strengthening > Financial Management > Participary Monitoring and Evaluation (M&E)	Same as on the left	Same as on the left	Same as on the left	
3&4-1	○	3,4	H	H	H	H	Establishment of implementation structure for O&M and water management at the scheme level	·To organize the O&M Team and Farmers' Repair Team ·To organize the Water Users Team	27-31 Jul 2020: basic civil work training, 10-12 Aug 2020: follow-up training	14-17, 21-24 Sep 2020: basic civil work training	14-18 Sep 2020: basic civil work training	20-24 Oct 2020: basic civil work training	Farmer's Repair Team, O&M Team
3&4-2	○	3,4	H	H	H	H	O&M and Water Management Basic Training	·Sharing the basics and current issues of irrigation facility utilization ·PIM (Participatory Irrigation Management) training ·To promote activities of water management and O&M at block level ·Study tour to good practice schemes	31 Aug-2 Sep 2020: water management training & hydrant repair training (3-6, 4-7) 25-26 April 2022: Sensitization workshop to lower level of local government on Operation and maintenance of irrigation facilities and its security in Ngoma 22 hillside 10-11 Nov. 2022: Workshop and Training on O&M of pipeline system in Ngoma 22 hillside 30 Nov. 2022: Study tour was conducted to Muyanza irrigation scheme in Rulindo district	17-19, 24-26 May 2021: water management training for IWUO leaders was conducted. 31 May 2021: water management training for WUT leaders has been started.	31 August 2022: PIM training using draft manual	19 October 2022: PIM training using draft manual 29 Nov. 2022: Study tour was conducted to Bishenyi irrigation scheme in Kamonyi district	Farmer's Repair Team, O&M Team
3-3	○	3,4	M	M	M	M	O&M Training 1 (lecture)	Basic training on O&M to foster the ownership	27-31 Jul 2020: basic civil work training, 10-12 Aug: follow-up training	14-17, 21-24 Sep 2020: basic civil work training	14-18 Sep 2020: basic civil work training Aug 2021: 3 turnouts were repaired by IWUO with support from WAMCAB.	20-24 Oct 2020: basic civil work training	Farmer's Repair Team, O&M Team
3-4	○	3,4	M	M	M	M	Survey / inspection and analysis of current facility condition	·To prepare irrigation and drainage system map in the scheme ·To prepare Irrigation scheme map ·Facility inspection to grasp the current condition	Mar 2021: Draft map has been prepared Apr 2021: Facility Survey for pipeline was started in Ngoma22 Nov. 2021: Facility inspection for repair work was conducted May 2022: Facility inspection was conducted for secondary pipeline and Hydrants	Mar 2021: Draft map has been prepared 14-16 September 2022: Facility inspection training using draft manual	Nov 2021: Facility map in Ngiriyi was prepared 11-20 Nov 2020: Trial of Facility check was conducted by WAMACAB engineer 15-16 Mar 2021: Facility check was conducted in Nyiramageni. 3 August 2022: Facility inspection training using draft manual	Mar 2021: Draft map has been prepared Oct 2021: Function of weir was tested. Nov. 2021: Inspection of flood damage was conducted	
3-5	○	3,4	M	M	M	M	O&M Training 2 (lecture)	·To prepare the annual O&M plan of IWUO ·To evaluate and consider the appropriate water fee setting	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 29-30 September 2022: O&M plan forumulation training using draft manual	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 24-25 August 2022: O&M plan forumulation training using draft manual	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 13-14 October 2022: O&M plan forumulation training using draft manual	

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
3-6	○	3,4	M	M	M	M	O&M Training 3 (field practice) Basic / Advanced level	•Basic civil work (masonry, plain concrete) •Advanced civil work (Reinforced concrete) •Participatory simple maintenance and cleaning activity •Countermeasures against soil erosion •Maintenance of hydrants/pipe/valve •Demonstration on typical facility maintenance and repair •Farm road repair	27-31 Jul 2020: basic civil work training, 10-12 Aug 2020: follow-up training 31 Aug-2 Sep 2020: water management training & hydrant repair training (Common 2, 4-7) 28 Sep-2 Oct 2020: farm road repair training in collaboration with Core Rwanda Sep 2021: Water management training & hydrant repair training Nov. 2021: Countermeasure for for Slope collapse was conducted. 27, 29 Apr 2022: Training on installation of valves for secondary canal in Ngoma 22 hillside Feb-Mar 2023: Conducting countermeasure for entering road runoff to main canals	14-17, 21-24 Sep 2020: basic civil work training 22-27 Feb 2021: Advanced civil work training 1-12 Mar 2021: Road repair training including prevention of erosion 19-23 Jul 2021: Canal repair work was conducted. 20 Apr 2022: Establishment of road drainage by community work in Cyimpima scheme. On July 23 the establishment of weir at Cyaruhogio scheme is commenced through the participation of O&M team (as part of training)	14-18 Sep 2020: basic civil work training 27-30 Oct 2020: farm road repair training 11 Dec 2020: Field visit with Musha sector agronomist 23 Dec 2020: Field practice for maintaining secondary canal Oct 2021: Canal cleaning was conducted Feb-Mar 2023: Rehabilitation of upstream weir June 2023: Rehabilitation of upstream weir July 2023: Weir repair has been completed	20-24 Oct 2020: basic civil work training 14 Dec 2020: Field visit to confirm the situation 24 Dec 2020: Field practice for maintaining main canal Sep 2021: farm road repair training Nov. 2021: Rehabilitation of irrigation canal was conducted Jan. 2022: Advanced civil work training was conducted for repair work of canal crossing drain.	Farmer's Repair Team, O&M Team
4-7	○	3,4	H	M	M	H	Water management training 1 :Basic knowledge on irrigation (lecture)	•Lectures on efficient water use and irrigation methods mainly for hillside irrigation	31 Aug-2 Sep 2020: water management training & hydrant repair training (Common 2, 3-6) Apr 2021: Three tensiometers were installed at demo plot in Ngoma 22.	17-19 & 24-26 May 2021: Water management rtraining was conducted to O&M team and FRT	31 August 2022: Water managemnet training (Lecture) was conducted	May to July 2022: Demonstration of furrow irrigation in the demo plot.	
4-8	○	3,4	M	M	M	M	Water management training 2 :water resources monitoring in irrigation scheme (lecture / field practice)	•Lectures on efficient water use and irrigation methods •Monitoring of the amount of available water resources and water use •Water management at the time of drought •Measurement of discharge and water level at dam reservoir •Rainfall observation by using simple rain gauge •Measurement of water consumption rate in paddy field	Jan 2021: Simple rain gauge was procured and it will be installed for each dams soon.	17-19, 24-26 May: water management training for IWUO leaders (O&M Team and Farmers' repair team) was conducted. 31 May-3 Jun: Water Management training for WUT leaders has been started. Jan 2021: Simple rain gauge was procured and it will be installed for each dams soon. Apr 2021: Measurement trial was started at demo plot.	Apr 2021 Measurement trial was started at demo plot	Feb 2020: Measurement of rainfall and spring discharge has been started.	
4-9	○	3,4	H	M	M	H	Water management training 3: Practice for Hillside irrigation (lecture / field practice)	On-farm water management and water use mainly for hillside irrigation •Appropriate irrigation using soil moisture monitoring data •Trial of treadle pump Water distribution using Night Reservoir (• Trial installation of shallow well for dry season) (• Trial of foot pump) (• To install water storage)	Jan 2021: Four tensiometers were procured. Apr 2021: Three tensiometers were installed and the measurement of soil moisture has been started. Oct 2021: Explanation of demo plot was done to O&M team and FRT June 2022: Three tensiometers were installed and the measurement of soil moisture has been started. August 2023: Traial for shower head application for hillside irrigation was started.	9 Nov-4 Dec 2020: Secondary canal creation 29-30 Dec 2021: Explanation and pratctice for on-farm water managemnet	11-20 Dec 2020: Field practice for installing secondary canal 30 Dec 2021: Explanation and pratctice for on-farm water managemnet 2 September: On-farm water management training using draft manual	April to June 2021: Construction of night treservoir June 2022: Field practise for utilization of small irrigation pump.	
4-10	○	3,4	M	H	H	M	Field practice of on-farm level water-saving irrigation for marshland scheme	On-farm water management and water use mainly for marshland irrigation •Land levelling of the plot •Maintenance of levee at the leakage point and improvement of ridge preparation method •Installation of on-farm drainage (improvement of drainage condition) •Trial of water saving method for paddy rice (AWD: Alternate Wetting and Drying) •Adjustment of irrigation according to the growing stage •To promote the installation of secondary/tertiary canal	June to August 2022: Planned irrigation schedule was applied in the demo plot based on the calculated water requirement	14-16 Dec: Preparation for hand leveler and AWD tube Oct 2021: Training for water saving irrigation. Jan-Mar 2023: Promoting the establishment of terminal canals for improved water management and monitoring of its utilization were conducted.	14-16 Dec: Preparation for hand leveler and AWD tube Feb: Monitoring of the progress Oct 2021: Training for water saving irrigation Jul 2022: Technical assistance for establishment of on-farm canal and appointment of SWDs	May to July 2022: Demonstration of furrow irrigation in the demo plot.	
4-11	○	3,4	H	H	H	H	Water management training 4 (lecture / field practice)	•To prepare annual water distribution plan •To evaluate and consider the appropriate water fee setting	Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022: Workshop for draft manual for T/F member and FC was held	Jan. 2022: training for formulation of water distribution plan was conducted. Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022: Workshop for draft manual for T/F member and FC was held	Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022: Workshop for draft manual for T/F member and FC was held 4 August 2022: training for formulation of water distribution plan was conducted using draft manual	Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022: Workshop for draft manual for T/F member and FC was held 20 October: Training for fair water distribution was conducted using draft manual 10 Nov 2022: Training for fair water distribution was conducted using draft manual	
3&4-12	○	3,4	H	H	H	H	Monitoring & Feedback	Monitoring and feedback on the implementation of the O&M plan (3-5) and water distribution plan (4-11)					
3-a		3,4	yes	yes	yes	yes	Others	Support for the development/ rehabilitation plan of irrigation scheme, incorporating an O&M perspective from the planning stage					
3-b		3,4	H	H	H	H	Daily technical guidance on O&M 1	Facility O&M	May 2022: Installation of valves for secondary canal was conducted by O&M Team and FRT in Ngoma 22 hillside	7-24 Dec 2020: Handover stop log Apr 2021: Trial for improving stop log was practiced.	Sep 2020: main canal was repaired Oct 2020: farm road was repaired	Dec 2020: Main canal was maintained Sep 2021: farm road was repaired Nov. 2021: irrigation canal was rehabilitated Jan. 2022: Canal crossing drain was constructed	
3-c		3,4	H	H	H	H	Daily technical guidance on O&M 2	Practice of O&M along the plan (3-5)					
3-d		3,4	Yes				Repair/rehabilitation work	Dredging of Chinese old dam at Mwanbu and utilization of borrow materials					Farmer's Repair Team, O&M Team

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
3-e		3,4		H			Construction	• Intake structure at Cyaruhogo scheme • Night Reservoir at Nyabuyogera scheme		June to August 2022: New Intake structure was constructed		Apr-Jul 2021: complementary lining work is on going. Aug-Sep 2021: supplemental correction work was conducted. 30 Jan -7 Feb 2023: Construction for another new night reservoir was started. (construction for intake weir). June 2023: Construction for another new night reservoir was started. (Site preparation). August 2023: Excavation work for night reservoir is almost finished. Remaining work for construction of outlet facilities and leading canals will continue. September 2023: Construction of outlet facility and leading canal was completed.	
4-f		3,4			M	M	Daily technical guidance on water management 1	Installation and operation of intake structure				2021-2022: More than 5 intake was rehabilitated and newly constructed	
4-g		3,4	H	H	H	H	Daily technical guidance on water management 2	Practice of water distribution along the plan (4-11)					
5-1	O	5	H	H	H	H	Establishment and reinforcement of Cooperative organizational structure	To establish the implementation structure for farm management at scheme level	18-21, 24-29 Aug 2020: Reorganization of hillside cooperative & preparation of internal regulation Jul 2021: Cooperative has started hiring an accountant.	Well organized	Well organized	Sep 2020: Reorganization of cooperative & preparation of internal regulation	Cooperative
5-2		5	M	L	L	M	Soil improvement	• Conducting soil analysis in the schemes • Compost training	Jul-Aug 2020: compost training & follow-up Apr 2021: compost training	Jul-Aug 2020: compost training & follow-up	Jul-Aug 2020: compost training & follow-up	Apr 2021: compost training & follow-up	Cooperative
5-3	O	5	H	H	H	H	Profitability analysis	To analyze the profitability of each crop based on production record and BLS	Sep 2020: Preparation of documents	Sep 2020: Preparation of documents	Sep 2020: Preparation of documents	Sep 2020: Preparation of documents	
5-4		5	H	M	M		Relationship with IWUO	Consideration of performance contract with IWUO	29 March 2021 : Performance Contract Agreement was signed for season 2021A 06 July 2021 : Performance Contract Agreement was signed for season 2021B 03 Jan 2022 : Performance Contract Agreement was signed for season 2022A	31 Dec 2020: Performance Contract Agreement was signed. 19 Dec 2022 : Performance Contract Agreement was signed for 2023A.	16 Feb 2022 : Performance Contract Agreement was signed for Season B 2022 9 Aug 2022 : Performance Contract Agreement was signed for season A 2023		
5-5	O	5	H	H	H	H	Coop management training	Training on strengthening Coop management, gender main streaming, and accounting	17-18 Nov 2020: coop management and gender mainstreaming training 14-15 Feb 2022: coop management and gender mainstreaming training (with partner, invited woman trainer)	9-12 Nov 2020: coop management and gender mainstreaming training 13-17 Dec 2021: coop management and gender mainstreaming training	5-6 Nov 2020: coop management and gender mainstreaming training 23-24 Feb 2022: coop management and gender mainstreaming training (with partner, invited woman trainer)	22-23 Oct 2020: coop management and gender mainstreaming training 9-10 Aug 2021: Workshop on rules and internal regulations 23-24 Nov 2021: coop management and gender mainstreaming training 22-23 Aug 2022 : coop management and gender mainstreaming training for new executive committee and audit committee 1-2 September: coop management and gender mainstreaming training for new FPG leaders	Cooperative
5-6		5	M	M	M	M	Coop management training	Study tour to good practice cooperatives	31 Jul 2020: study tour to Nasho irrigation scheme in Kirehe District to learn about contract farming	22-23 Nov 2022: The workshop of introducing 15 rice varieties	9 Feb 2023 : Study tour to Nyaburiba cooperative in Bugesera District February 2023 : Study tour to Nyaburiba cooperative in Bugesera District	30-31 Aug 2021: study tour to Ngoma22 irrigation scheme to learn about contract farming in cooperation with C/Ps 29 Nov 2022: study tour to Bishenyi in Kamoni District to learn about respecting crop & irrigation calendar	IWUO members Cooperative
5-7	O	5	H	L	L	H	Marketing training	→ Training on marketing and market-oriented agriculture → Training on market research and analysis	9-10 Dec 2020: Marketing 22-23 June 2022 : Market survey and interviewing companies/investors in Kigali by cooperative 8-9 July 2022 : Interviewing companies and have linkage between companies and cooperative in Agri-show	7 May 2021: rice variety workshop (visit to Indatwa Kayonza coop)	2 Dec 2020: rice variety workshop (visit to RAB demo farm)	25-26 Nov 2020: Marketing training	
5-8	O	5	H	H	H	H	Marketing training	→ Selection of crop/variety based on the analysis of profitability, making crop calendar	Jan 2021: Done with cooperative 22 Sep 2021: Making crop calendar 24-25 Aug 2022 : SHEP WS (ToT)	7 May 2021: Selection of the varieties 17-18 Aug 2022 : SHEP WS (ToT)	2 Dec 2020: Selection of the varieties 11-12 Aug 2022 : SHEP WS (ToT)	Jan 2021: Done with cooperative 24 Sep 2021: Making crop calendar 11-12 Aug 2022 : SHEP WS (ToT)	
5-9		5	L	L	L	L	Rice cultivation and Horticulture training	Management of demonstration plots in the schemes	From Dec 2020 to Feb 2023	From Dec 2020 to Feb 2023	From Dec 2020 to Feb 2023	From Dec 2020 to Feb 2023	
5-10	O	5		M	M		Rice Cultivation training 1 (FFS)	→ 1: Field training on nursery sowing practice and soil improvement		11, 14-16 Dec 2020: sowing and nursery preparation 7-8 Jul 2021: sowing and nursery preparation 11 Jan 2022 : Nursery preparation and sowing	29-31 Dec 2020: sowing and nursery preparation 29-30 Jun 2021: sowing and nursery preparation (second time)		

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
5-11	○	5		M	M		Rice Cultivation training 2 (FFS)	→2: Field training on transplanting		19-22 Jan 2021: Land leveling and transplanting training (only for land owner due to covid-19 prevention) 4-5 Aug 2021: training on transplanting 4 Feb 2022: training on land leveling and transplanting 27-30 June 2022 : training on land preparation for beginners who started cultivation of paddy rice	4-8 Jan 2021: Land leveling and transplanting training (only for land owner due to covid-19 prevention) 26-30 Jul 2021: Land leveling and transplanting		
5-12	○	5		M	M		Rice Cultivation training 3 (FFS)	→3: Field training on fertilization and pest control	30 Nov 2021 : Disease and pest control	18-19 Feb 2021: Field training on fertilization and pest control 24 Mar 2021: 2nd Top dressing 8-9 Sep 2021: Training on top dressing and weeding 22-Oct 2021: Training on 2nd topdressing 16-17 May 2022 : Training on disease and pest control by TF member	2-Feb 2021: Field training on fertilization and pest control 18-19 Aug 2021: Training on top dressing and weeding 19-20 May 2022 : Training on disease and pest control by TF member		
5-13	○	5		M	M		Rice Cultivation training 4 (FFS)	→4: Field training on harvesting and post-harvesting		25-26 May 2021: Harvesting 15 June 2023: Training on winnower machine operation and maintenance	5 May 2021: Harvesting 13 Dec 2021: Harvesting 30 Nov 2022: Training on winnower machine operation and maintenance		
5-14	○	5	M			M	Horticulture training 1 (FFS)	→1: Field training on seed sowing and seedling preparation	10 Feb 2021: sowing and nursery preparation 28 Sep 2021: sowing maize and chia seed and nursery of tomato, cabbage and beetroot			4 Feb 2021: sowing and nursery preparation 29-30 Sep 2021: sowing preparation of maize and chia seed 22 Mar 2022: sowing soybean and applying rhizobium 23 Sep 2022: spacing and fertilizer application of maize	
5-15	○	5	M			M	Horticulture training 2 (FFS)	→2: Field training on transplanting and land preparation	6 Apr 2021: transplanting and land preparation 3 Nov 2021: Transplanting and top dressing			1 Apr 2021: transplanting/sowing and land preparation 23-24 Jun 2021: Planting for irish potato	
5-16	○	5	M			M	Horticulture training 3 (FFS)	→Field training on fertilization, rice husk charcoal and compost making	6 May 2021: weeding and fertilization 13 May 2021: compost making.			14-23 Apr 2021: compost making for all zones, 22 Apr 2021: fertilization	
5-17	○	5	M			M	Horticulture training 4 (FFS)	→4: Training on pest control and IPM	30 Nov 2021: Diseases and pest control			21 Jun 2021: Making organic pesticide for chili	
5-18	○	5	M			M	Horticulture training 5 (FFS)	→5: Field training on harvesting and post-harvesting	29 Jun 2021: Harvesting for green pepper 17 Jan 2022 : Harvesting and post-harvest			1-Oct 2021: harvesting irish potato	
5-19		5		L	L	L	Horticulture training 6 (FFS)	Field training on farm machine and tools (winnower, planting machine, etc.)		23 Apr 2021: Repair work of damaged winnower machine of cooperatives with technicians. (20 machines are repaired)	30 Nov 2022: Training on winnower machine operation and maintenance		
5-20	○	5		L	M		Field training on field-level water-saving paddy irrigation	Training on water management at on-farm level		Feb- 2021: preparation and implemented training	Feb- 2021: preparation and implemented training		
5-21	○	5	M			M	Field training on field-level water-saving upland irrigation	Training on water management at on-farm level	Feb- 2021: preparation and implemented training			Feb- 2021: preparation and implemented training	
5-22		5	M				Knowledge Co-Creation Program in the third country	Knowledge Co-Creation Program regarding farming (SHEP, CARD) in the third country	9-27 May 2022 : TF member participated "Market-Oriented Agriculture Promotion (Planning and Management)(A)" as an observer and prepared action plan (online).				
5-23		5	L			L	Improvement of nutrition	Improvement of nutrition through farming package	Jul 2021: Field survey Jan 2022 : Dietary Diversity Survey			Jul 2021: Field survey Jan 2022 : Dietary Diversity Survey	
5-24		5	M			M	Post-harvest training	→Training on post-harvesting, collecting and shipment	29 Jun 2021: Harvesting for green pepper 17 Jan 2022 : Harvesting and post-harvest			1-Oct 2021: harvesting irish potato	
5-25		5					Post-harvest training	→Training on operation and maintenance of agricultural facility (Drying yard, storage, etc.)					
5-26		5					Post-harvest training	→Training on operation and maintenance of cold storage					
5-27		5	M			L	Marketing training (option)	Introduction of contract farming and certificates	July-Aug 2020: consultation contract farming with cooperatives and private companies Sep 2020-Feb 2021: Consultation farming of chia seed and chili 26 May 2022 : Interviewing quinoa company			July 2021: consultation contract farming with cooperative and private company. 30-31 Aug 2021: Study Tour to Ngoma 22 Sep 2021: consultation of making contract	Cooperative
5-28		5					Coop management training (option)	Introduction of credit services for commercial farming					
5-29		5					Marketing training (option)	Trial introduction of parboiling technique					

Progress Summary of Improvement Plan / Training Plan (Agreed Plans)

As of 30th April 2024

*Red-highlighted parts indicate the updated activities of the month.

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
2-1	2	Understanding the scheme	[Step 1] • Undertake preliminary survey and define the scheme service area	Existikng and reconfirmed in June 2023			Existikng and reconfirmed in June 2023	Existikng and reconfirmed in June 2023	
2-2	2	Database organization	[Step 2] • Database preparation and organizing the management structure	Conducted in June and July 2023			Conducted in June and July 2023	Conducted in June and July 2023	
2-3	2	Reorganization of IWUO and election of leaders	[Step 2] • Database preparation and organizing the management structure	Conducted in July 2023			Conducted in July 2023	Conducted in July 2023	
2-4	2	Explanation of scheme layout to IWUO	[Step 3] • Conduct initial training and explain the scheme layout and how IWUO is organized	August 3 2023 initial training was conducted to Gitinga IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system			July 2023 initial training was conducted to Rugende IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system	August 1 2023 initial training was conducted to Gatare IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system	July 2023 initial training was conducted to Cyili IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system
2-5	2	Establishment of Internal Regulation	[Step 4] • Prepare the Rules and Internal Regulations (by-law) • Prepare role and responsibility of stakeholders [Step 5] • Hold general meeting for approval of the Rules and Internal Regulations and Action Plan • Prepare future Action Plan	Its being updated The updated version of internal regulation is shared among stakeholders for comment and suggestion			Its being updated The updated version of internal regulation is shared among stakeholders for comment and suggestion	Its being updated The updated version of internal regulation is shared among stakeholders for comment and suggestion	
2-6	2	Strengthening of IWUO	[Step 6] • Capacity development on Leadership • Promotion of participation • Transparency and accountability • Conflict management • Preparation of Action Plan	August 9 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO Training on office managment conducted Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managment of scheme	August 9 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO together with Gitinga Training on office management was conducted		August 7 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO General Assembly meeting conducted Training on office managment conducted Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managment of scheme	August 16 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO General Assembly meeting conducted Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managment of scheme	August 16 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO together with Gatare

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyill
2-7	2	Financial Management	[Step 6] • Outline of financial management • Establishment of the O&M fund • Establishment of the O&M fee management mechanism	August 10 2023 TF members trained the IWUO and Cooperatives on Financial Management Genaral Assembly meeting was conducted, Water fee rate is increased from 100 to 200RwF per are The president agree to resign due to the pressure from the two Cooperatives leaders. A new president shall be elected during an extra-ordinary GA meeting to be held soon	August 10 2023 TF members trained the IWUO and Cooperatives on Financial Management together with Gitinga		August 8 2023 TF members trained the IWUO and Cooperatives on Financial Management General assembly meeting was conducted	August 17 2023 TF members trained the IWUO and Cooperatives on Financial Management General assembly meeting was conducted Training on office management was conducted Preparation for community mobilized to rehabilitate the extremly damaged stream bank (Main Drainage system). Each farmers agree to vacate 2m wide land for the embankment on main drain	August 17 2023 TF members trained the IWUO and Cooperatives on Financial Management together with Gatare
2-8	2	Monitoring and Evaluation Method by DISC & RAB	[Step 6] • Role and function of M&E • Establishment of M&E system • Implementation of M&E	August 11 2023 TF members trained the IWUO and Cooperatives on PM&E New manager is hired and start working as the manager of Gitinga IWUO A computer is provided for smooth implementation of activities of IWUO Cooperatives and IWUO agree to mobilize fund to construct new weirs	August 11 2023 TF members trained the IWUO and Cooperatives on PM&E together with Gitinga		August 9 2023 TF members trained the IWUO and Cooperatives on PM&E	August 18 2023 TF members trained the IWUO and Cooperatives on PM&E	August 18 2023 TF members trained the IWUO and Cooperatives on PM&E together with Gatare
2-9	2	Commencement of the scheme activity	[Step 7] Commencement of scheme • Prepare and provide O&M manual • Start the scheme operation and management activities • Establish the system of collection water fee and member fee • Prepare financial management system • Establish performance agreement between IWUO and cooperative or other water users	A new manager or Field Collaborator is in the process of selection from within the community			On the job training is being done to IWUO manager and leadership with the help from NS of WAMCAB The impact of the training given by WAMCAB result in a lot of changes in the activities of IWUO and its manager For the first time IWUO achieve: Good office data management, Develop confidence in water managment, Prepare presentation for DISC meeting	On the job training is being done to IWUO manager and leadership with the help from FC of Nyigiri IWUO	

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
2-10	2	Support in the registration of the organization and IMTA agreement	[Step 8] • Apply for registration of IWUO and water permit • Registration and performance contract agreement [Step 9] • IMTA and M&E system • Prepare a follow up mechanism • IMTA with MINAGRI • Routine Training						
2-11	2	Construction of secondary canal in Rwamagana	Support for the construction of secondary canal in Rwamagana						
2-12	2	Make TF understand How the lower level IWUO is formed							
2-13	2	To improve the draft manuals	Discussion and updating the manuals						
3&4-1	3,4	Establishment of implementation structure for O&M and water management at the scheme level	•To organize the O&M Team and Farmers' Repair Team •To organize the Water Users Team	28 August 2023: Lecture for O&M structure in IWUO 1 September 2023: Discussion for the O&M structure in IWUO			21 August 2023: Lecture for O&M structure in IWUO 25 September 2023: Discussion for the O&M structure in IWUO		
3&4-2	3,4	O&M and Water Management Basic Training	•Sharing the basics and current issues of irrigation facility utilization •PIM (Participatory Irrigation Management) training •To promote activities of water management and O&M at block level •Study tour to good practice schemes	5-7 June 2023: Pre-Training			12-14 June 2023: Pre-training		19-21 June 2023: Pre-training
3-3	3,4	O&M Training 1 (lecture)	Basic training on O&M to foster the ownership	28 August 2023: Lecture for PIM			22 August 2023: Lecture for PIM		
3-4	3,4	Survey / inspection and analysis of current facility condition	•To prepare irrigation and drainage system map in the scheme •To prepare Irrigation scheme map •Facility inspection to grasp the current condition	5-7 June 2023: Pre-Training 9-10 October 2023: Facility inspection training			12-14 June 2023: Pre-training 9-10 October 2023: Facility inspection training		19-21 June 2023: Pre-training 16-18 October 2023: Facility inspection training
3-5	3,4	O&M Training 2 (lecture)	•To prepare the annual O&M plan of IWUO •To evaluate and consider the appropriate water fee setting	19-21 March: BoQ Preparation, O&M planning and Civil work Practise			19-23 February: BoQ Preparation, O&M planning and Civil work Practise		26 February-1 March: BoQ Preparation, O&M planning and Civil work Practise
3-6	3,4	O&M Training 3 (field practice) Basic / Advanced level	•Basic civil work (masonry, plain concrete) •Advanced civil work (Reinforced concrete) •Participatory simple maintenance and cleaning activity •Countermeasures against soil erosion •Maintenance of hydrants/pipe/valve •Demonstration on typical facility maintenance and repair •Farm road repair	29-31 August and 1 September 2023: Lecture and practise for Basic Civil work in the model site 23 November 2023: BoQ Preparation training 19-21 March: BoQ Preparation, O&M planning and Civil work Practise			22-25 August 2023: Lecture and practise for Basic Civil work in the model site 16 November 2023: BoQ Preparation training 19-23 February: BoQ Preparation, O&M planning and Civil work Practise		4-8 September 2023: Lecture and practise for Basic Civil work in the model site 2 November 2023: BoQ Preparation training 26 February-1 March: BoQ Preparation, O&M planning and Civil work Practise

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyill
4-7	3,4	Water management training 1 :Basic knowledge on irrigation (lecture)	Lectures on efficient water use and irrigation methods mainly for hillside irrigation	20 - 23 November 2023: Basic Water Managemnet Training			13 - 16 November 2023: Basic Water Managemnet Training	30 October - 1 November 2023: Basic Water Managemnet Training	
4-8	3,4	Water management training 2 :water resources monitoring in irrigation scheme (lecture / field practice)	- Lectures on efficient water use and irrigation methods - Monitoring of the amount of available water resources and water use - Water management at the time of drought - Measurement of discharge and water level at dam reservoir - Rainfall observation by using simple rain gauge - Measurement of water consumption rate in paddy field						
4-9	3,4	Water management training 3: Practice for Hillside irrigation (lecture / field practice)	On-farm water management and water use mainly for hillside irrigation - Appropriate irrigation using soil moisture monitoring data - Trial of treadle pump - Water distribution using Night Reservoir (- Trial installation of shallow well for dry season) (- Trial of foot pump) (- To install water storage)						
4-10	3,4	Field practice of on-farm level water-saving irrigation for marshland scheme	On-farm water management and water use mainly for marshland irrigation - Land levelling of the plot - Maintenance of levee at the leakage point and improvement of ridge preparation method - Installation of on-farm drainage (improvement of drainage condition) - Trial of water saving method for paddy rice (AWD: Alternate Wetting and Drying) - Adjustment of irrigation according to the growing stage - To promote the installation of secondary/tertiary canal				22 January: On-farm water management training	17 January: On-farm water management training	
4-11	3,4	Water management training 4 (lecture / field practice)	- To prepare annual water distribution plan - To evaluate and consider the appropriate water fee setting	29-30 April 2024: Training for formulation of Water distribution plan					

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
5-1	5	Establishment and reinforcement of Cooperative organizational structure	To establish the implementation structure for farm management at scheme level						
5-3	5	Profitability analysis	To analyze the profitability of each crop based on production record and BLS	BLS was conducted in July and August 2023					
5-5	5	Coop management training	Training on strengthening Coop management, gender main streaming, and accounting	12-14, 19-21 September 2023: Training on Coop management, gender main streaming	26-28 September 2023: Training on Coop management, gender main streaming	5- 6 October 2023 : Training on Coop management, gender main streaming	18- 20, 23- 25, October : Training on Coop management, gender main streaming	20-22, 27-29 September 2023: Training on Coop management, gender main streaming 26 Jan 2024: Training on Family Budget	
5-6	5	Coop management training	Study tour to good practice cooperatives			6 February 2024 : Study tour to Nyakaliba SSIT site			
5-7	5	Marketing training	→Training on marketing and market-oriented agriculture →Training on market research and analysis						
5-8	5	Marketing training	→Selection of crop/variety based on the analysis of profitability, making crop calendar	6, December 2023 : Training on Crop calendar making	12, December 2023 : Training on Crop calendar making	27-28, November 2023 : Marketing training	21, November 2023 : Training on Crop calendar making	20, December 2023: Training on Crop calendar making	
5-9	5	Rice cultivation and Horticulture training	Management of demonstration plots in the schemes						
5-10	5	Rice Cultivation training 1 (FFS)	→1: Field training on nursery sowing practice and soil improvement	18, January 2024: FFS training on nursery preparation (COPERIG and COCURIKE)			21, December 2023: FFS training on nursery preparation (COMSS) 27, December 2023: FFS training on nursery preparation (Ejoheza)		
5-11	5	Rice Cultivation training 2 (FFS)	→2: Field training on transplanting				22 January 2024: FFS training on paddling & levelling, transplanting and basal application (COMSS) 26 January 2024: FFS training on paddling & levelling, transplanting and basal application (Ejoheza Rugende)	17 January 2024: FFS training on paddling & levelling, transplanting, basal application, water management and band repair	
5-12	5	Rice Cultivation training 3 (FFS)	→3: Field training on fertilization and pest control	21 March 2024 : FFS training on 1st top dressing application, disease and pest control			20 February 2024: FFS training on fertilization and pest and disease control (COMSS) 21 February 2024: FFS training on fertilization and pest and disease control (Ejoheza)	24-25 April 2024: FFS training on pest and disease control (lecture and field session)	
5-13	5	Rice Cultivation training 4 (FFS)	→4: Field training on harvesting and post-harvesting						

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
5-14	5	Horticulture training 1 (FFS)	→1: Field training on seed sowing and seedling preparation			14 March 2024 : FFS training on nursery preparation and sowing			
5-15	5	Horticulture training 2 (FFS)	→2: Field training on transplanting and land preparation			15 April 2024: FFS training on land preparation and transplanting			
5-16	5	Horticulture training 3 (FFS)	→Field training on fertilization, rice husk charcoal and compost making						
5-17	5	Horticulture training 4 (FFS)	→4: Training on pest control and IPM						
5-18	5	Horticulture training 5 (FFS)	→5: Field training on harvesting and post-harvesting						
5-19	5	Horticulture training 6 (FFS)	Field training on farm machine and tools (winnowing, planting machine, etc.)						
5-20	5	Field training on field-level water-saving paddy irrigation	Training on water management at on-farm level						
5-21	5	Field training on field-level water-saving upland irrigation	Training on water management at on-farm level						
5-22	5	Knowledge Co-Creation Program in the third country	Knowledge Co-Creation Program regarding farming (SHEP, CARD) in the third country						
5-23	5	Improvement of nutrition	Improvement of nutrition through farming package						
5-24	5	Post-harvest training	→Training on post-harvesting, collecting and shipment						
5-25	5	Post-harvest training	→Training on operation and maintenance of agricultural facility (Drying yard, storage, etc.)						
5-26	5	Post-harvest training	→Training on operation and maintenance of cold storage						
5-27	5	Marketing training (option)	Introduction of contract farming and certificates						
5-28	5	Coop management training (option)	Introduction of credit services for commercial farming						
5-29	5	Marketing training (option)	Trial introduction of parboiling technique						

TO CR of JICA RWANDA OFFICE

PROJECT MONITORING SHEET

Project Title: Project for Water Management and Capacity Building (WAMCAB)

Version of the Sheet: Ver.9 (Term: June 2023 – October 2023)

[Japanese side] Name: Norio KUNIYASU

Title: Chief Advisor / Irrigation Policy

[Rwandan side] Name: Jérôme HITAYEZU

Title: Project Manager

Submission Date: 30th November 2023

I. Summary

1 Progress

1-1 Progress of Inputs

Japanese side

- Technical inputs remotely and physically provided by the experts: (1) Chief Advisor / Irrigation Policy, (2) Deputy Chief Advisor / Irrigation Policy, (3) IWUO Management, (4) Water Management / O&M, (5) Water Management / O&M / Capacity Development, (6) Farm Management, (7) 2 Coordinators / Training, (8) Support for IMT Promotion, (9) Nutrition-sensitive Farm Management, (10) Irrigation Strategy Plan
- Eight Local Experts (National Staff: NS): (1) Local Coordinator / IWUO Officer, (2) 2 Irrigation Engineers, (3) 2 Agronomists, (4) Assistant IWUO Officer, (5) Coordinator of Field Collaborators, and (6) Logistic / Monitoring and Evaluation
- Five Field Collaborators (FCs) in each model site of Ngoma, Rwamagana and Gisagara, who will be hired by the IWUOs/Cooperatives in the future as a manager and/or supporting staff
- Local operation cost for counterparts (C/Ps) and Task Force (TF) members who participate in the TF meeting, project training, study tour, evaluation, etc. until the end of Fiscal Year (FY) 2022/2023 (from July 2021 to June 2023)
- Local operation cost (transportation fees) to the farmers who participate in the project training, study tour, etc. until the end of FY 2022/2023.

Rwandan side

- Assignment of C/Ps: (1) Project Director, (2) Deputy Project Director, (3) Project Manager, (4) Chief Implementer, (5) TF members at central, station and district level.
- Project office at RAB HQs in Rubona / Huye and a temporal office at SPIU/MINAGRI

in Kigali.

1-2 Progress of Activities

Activity 1

- | | |
|--------------|---|
| Activity 1.1 | To identify problems of the current implementation of IMT procedures through baseline survey |
| Activity 1.2 | To identify problems of division of roles for the promotion of IMT and supports of IWUOs through baseline survey |
| Activity 1.3 | To identify problems of IWUO supporting system through baseline survey |
| Activity 1.4 | To select model sites upon the approval at JCC |
| Activity 1.5 | To implement the activities addressing to the above-noted problems |
| Activity 1.6 | To monitor the progress |
| Activity 1.7 | To draft IMT implementation manuals for IMT procedures, support system (including division of roles), support contents and monitoring |
| Activity 1.8 | To help C/Ps to draft proposal of amendment of the IWUO Policy and Strategy, and the Ministerial Order |

(Progress) After completion of the "Radio Training Program (Part II)", re-broadcasting by community radio in Eastern and Southern Provinces has been discussed with the 3 target districts. In addition to Izuba radio in Ngoma District, Huye community radio has re-broadcasted the recorded script as 21st May 2023. Preparation phase to formulate umbrella of IWUOs in the 3 target districts is progressing.

To promote active collaboration with local government, the Project continues to involve sectors related to the Project model site as well as DISC. DISC meetings have been periodically organised as indicated in the following table.

Year	Ngoma	Rwamagana	Gisagara
2019	-	3/28 & 12/31	2/21
2020	1/29 & 2/5	7/2 & 11/26	3/3
2021	-	11/4	9/28
2022	6/8	3/18, 4/26, 6/9 & 9/22	6/15 & 9/16
2023	3/17	3/23, 10/17	3/8

As reported in the M/S #6, in response to a request by MINAGRI to contribute to a development of "Irrigation Strategic Plan", the Project has supported to develop this exercise by managing the sub-contract and directly implementing part of the field surveys, which will promote and contribute to policy discussion and recommendation by WAMCAB. After several meetings

and observations, the final version was submitted to MINAGRI at 22nd April and this Irrigation Strategic Plan is waiting to be validated.

To encourage the involvement of TF members, the Project has supported the inclusion of project activities in the TF members' *Imihigo* (Performance Contract) or Action Plans in the Rwanda FY 2022/2023.

Memorandum of Cooperation with UR-CAVM was validated on 3rd October 2023, which contributes for sustainable utilization of WAMCAB achievement for collaboration training and research in water and soil management domain.

Activity 2

Activity 2.1 To analyse the current situation in order to identify problems through baseline survey

Activity 2.2 To elaborate the draft improvement plan of IWUO management based on the activity as written 2.1.

Activity 2.3 To train C/Ps as trainers based on the improvement plan

Activity 2.4 To draft IWUO management improvement manuals

Activity 2.5 To conduct IWUO training by C/P trainers in the model sites

Activity 2.6 To improve the draft manuals based on the implementation of activity written as 2.5.

(Progress) The management model is being improved after comment and suggestion is collected from T/F members. In addition to the model site, IWUO training is given to extension schemes and the draft manual will be improved in collaboration with the T/F members and District officials

Activity 2.7 To set up monitoring and evaluation system

Activity 2.8 To implement monitoring and evaluation on relevant activities

(Progress) DISC meeting is being used as one of the monitoring system by the Districts. In addition, RAB has assigned irrigation engineers at each irrigation sites who will support the monitoring system of the activities of IWUO. The participation in the General Assembly of IWUO and Cooperative by the assigned engineers of each irrigation sites will improve the monitoring and evaluation system of the performance of the scheme.

On the other hand, Cyaruhogo model site continues to implement the

monitoring of IWUO through the established Technical Team who meets once every three month and during the major agricultural activities of the scheme to evaluate the performance of IWUO

Activity 3

- | | |
|--------------|---|
| Activity 3.1 | To analyse the current situation in order to identify problems of operation and maintenance (O&M) through baseline survey |
| Activity 3.2 | To elaborate the draft improvement plan of O&M in the model sites based on the activity as written 3.1. |
| Activity 3.3 | To train C/Ps as trainers based on the improvement plan of O&M |
| Activity 3.4 | To draft O&M manuals |
| Activity 3.5 | To conduct IWUO training by C/P trainers in the model sites |

(Progress) Based on the Improvement Plan / Training Plan (IP/TP) using draft manual for output 3, the Project and TF members conducted a series of activities to IWUO and FCs in the model sites and extension schemes with the support by the NS of the Project as follows (from June to October 2023):

- ◆ Basic O&M and Civil Work training was conducted in extension schemes in August and September 2023.
- ◆ Facility Inspection training was conducted in extension schemes in October 2023.
- ◆ Rehabilitation of weir damaged by flood was conducted by IWUO in Ngirya scheme with the technical and financial support from WAMCAB. Rehabilitation itself have been completed.
- ◆ Construction of new night reservoirs and intake weir were conducted in zone 8 in Nyabuyogera scheme by cooperative with technical support from WAMCAB and completed by September 2023.

- | | |
|--------------|--|
| Activity 3.6 | To improve the draft manuals based on the implementation of activity written as 3.5. |
| Activity 3.7 | To implement monitoring and evaluation on relevant activities |

(Progress) Translation into Kinyarwanda of manual for output 3 was almost completed. Throughout the series of training in extension schemes, the training materials such as manuals and slides are brushed up.

Activity 4

- Activity 4.1 To analyse the current situation in order to identify problems of water management through baseline survey
- Activity 4.2 To elaborate the draft improvement plan of water management in the model sites based on the activity as written 4.1.
- Activity 4.3 To train C/Ps as trainers based on the improvement plan of water management
- Activity 4.4 To draft water management improvement manuals
- Activity 4.5 To conduct IWUO training by C/P trainers in the model sites

(Progress) Based on the IP/TP using draft manual for output 4, the Project and TF members conducted a series of activities to IWUO and FCs in the model sites and extension schemes with the support by the NS of the Project as follows (from June to October 2023):

- ◆ The preparation for establishment of on-farm canals using scheme maps were conducted in each scheme in Cyaruhogo model site in September 2023.

- Activity 4.6 To improve the draft manuals based on the implementation of activity written as 4.5.
- Activity 4.7 To implement monitoring and evaluation on relevant activities

(Progress) Translation into Kinyarwanda of manual for output 4 was almost completed. Throughout the preparation of training in extension schemes, the training materials such as manuals and slides are brushed up. Improved water distribution condition is monitored in the model side and Current condition is monitored in the extension schemes to identify the issues and solve it.

Activity 5

- Activity 5.1 To analyse the current situation in order to identify problems of agricultural extension and farm management through baseline survey
- Activity 5.2 To extract suitable methodologies from lessons learnt through relevant projects
- Activity 5.3 To train C/Ps as trainers based on the suitable methodologies

(Progress) Fact-finding survey was conducted in Ngoma 22 and proposed




countermeasures has been taken for cooperative such as promoting zone group meetings and requiring reporting to cooperative.

Based on the IP/TP, the Project, TF members and FCs conducted a series of activities to Cooperative members in the model sites with the support by the NS of the Project as follows (from June 2023 to October 2023)

- ◆ Ngoma 22 cooperative is registered as Agro-dealer officially and starting to order agricultural input from season 2024A.

Activity 5.4 To elaborate farm management training texts

- (Progress) Translation into Kinyarwanda of text for output 5 was almost completed.
- ◆ Text for Farm Management to Irrigation Scheme (Ver.1)

Activity 5.5 To conduct training by C/P trainers in the model sites

Activity 5.6 To implement monitoring and evaluation on relevant activities

- (Progress) Profitability survey was conducted for farmer who received WAMCAB series training in model scheme.
- [Extension scheme] TF member, sector agronomist and cooperative agronomist has been conducting Training on Cooperative Management and Gender Mainstreaming as trainer in extension scheme.

1-3 Achievement of Output

Output 1 Irrigation Management Transfer (IMT) procedure, support system (including the roles of stakeholders), and contents of support to IWUO and procedures of monitoring are identified

- Irrigation Strategic Plan, which was drafted by the Project, was finalized and is now waiting to be validated by MINAGRI.
- Action Plans by TF member were prepared and explained in every TF meetings.
- Memorandum of Cooperation with UR-CAVM was signed by all concerned by 3rd October 2023.

Output 2 IWUO management is enhanced in the model sites.

- The management model is being applied in the extension schemes of the three District. There is an enthusiastic response to WAMCAB project from the extension scheme

after the first introductory study tour was made to the model site by beneficiaries of the extension schemes.

- After the introduction of WAMCAB project in the extension schemes, the IWUOs have taken the responsibility of management of the scheme. They begin applying irrigation rotation, management of water in the dam (where for example in Rugende every dry season water in the dam dried up), Gitinga extension scheme agrees to increase water fee.
- All leaders of the extension schemes requested technical support from the Project, they can raise the finance by themselves in the rehabilitation of broken infrastructure.
- This change in mind-set (instead of waiting outside donor to rehabilitate infrastructure, they want to do it by themselves if received technical support) by the beneficiaries of the extension scheme is a big achievement of WAMCAB project. This change of mind-set is already successful in the model site

Output 3 Operation and maintenance are properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 104 beneficiaries in WAMCAB model sites and extension schemes.
- The O&M plan have been approved as a part of action plan for each IWUO in WAMCAB model sites at the time of General Assembly meeting

Output 4 Water management is properly implemented in the model sites.

- The water distribution plan have been approved as a part of action plan for each IWUO in WAMCAB model sites at the time of General Assembly meeting

Output 5 Farm management is properly implemented in the model sites.

- Training on Cooperative Management and Gender Mainstreaming has been conducted for 173 beneficiaries (as of middle of October 2023).
- As Ngoma 22 cooperative is registered as Agro-dealer officially, members are receiving agricultural input through cooperative.
- Ngoma 22 cooperative developed market to supply vegetable of season C and has been supplying production to school.
- A comparison of profit of the trainees before and after the Project revealed that 19 farmers in Nyabuyogera and 14 farmers in Ngoma 22 increased their profit.

1-4 Achievement of the Project Purpose

<i>Project Purpose</i>	The capacity of irrigation scheme management improves in the model sites
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- Based on the IP/TP, a series of training and activities are conducted. Project Purpose is generally progressing as indicated about the below-mentioned indicators.
- In order to evaluate capacity of IWUO, the second capacity assessment (CA) was conducted in February 2023. The results of the second CA were very much improved since the first CA, and all 3 IWUOs and 1 SMC achieved the target as 70% of organizational capacity.
- Despite some delays due to lack of involvement of C/P and TF members in activities in the model schemes due to various COVID-19 impacts, the agreed plan of IP/TP is almost conducted as planned after a one-year extension of the technical guidance phase.

1-5 Changes of Risks and Actions for Mitigation

- For the prevention measures against COVID-19, the Project follows the rules and guidance by the Cabinet Resolutions. The Project shall continue to take necessary measures as the situation changes.

1-6 Progress of Actions undertaken by JICA**1-7 Progress of Actions undertaken by Gov. of Rwanda**

- In collaboration with MINAGRI, the draft Irrigation Strategic Plan was prepared by JICA. The task was commissioned to a local consultant through WAMCAB, and WAMCAB has been managing and supervising the task given to the consultant.
- MINAGRI and RAB have been proceeding validation process of this Irrigation Strategic Plan in cooperation with the development partners.

1-8 Progress of Environmental and Social Considerations (if applicable)

N/A

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

N/A

1-10 Other remarkable/considerable issues related/affect to the project (such as other JICA's projects, activities of counterparts, other donors, private sectors,



NGOs, etc.)

- In order to conduct the Project activities in Ngoma and Gisagara districts effectively and efficiently, communication and collaboration with the WB-supported SAIP¹ and the EU-supported TECAN² have been conducted respectively.
- In order to improve irrigation system of the Cyaruhogo scheme, Rwamagana district has prepared application documents of the Grant Assistance for Grassroots Human Security Projects (KUSANONE/ GGP) in cooperation with WAMCAB, and submitted its application to the Embassy of Japan in Rwanda on 27 June 2022. It was approved by the Government of Japan, and signing ceremony of the grant contract was organized on 14 March 2023. Construction work will be conducted by the Rwamagana district in FY 2023/2024 (Contract was signed on 16th October 2023).
- Next to the target district, IFAD is implementing the KIIWP2³ in Kayonza district. WAMCAB is giving the observation to them based on the outcomes.
- In order to strengthen capacity of the related IWUOs and cooperatives in the target schemes, it is valuable to collaborate with the potential service providers, such as HoReCo and Yalla Yalla Group, through training and/or proximity coaching.

2 Delay of Work Schedule and/or Problems (if any)**2-1 Detail****2-2 Cause****2-3 Action to be taken**

- As reported in the M/S #5&6, due to the difficulties and lack of involvement of TF members especially for M&E, the preparations and discussions for the third phase "*Institutionalization and Extension Preparation Phase*" have not been progressed. Since July 2021, by a temporal cost-covering arrangement by JICA, the situation has been improved. However, as facilitation for the local operation and activities cost had been limited for a long time, the gaps have not been filled in.

2-4 Roles of Responsible Persons/Organization (JICA, Gov. of Rwanda, etc.)

N/A

¹ SAIP: Sustainable Agricultural Intensification and Food Security Project

² TECAN: Technical Assistance to Enhance the Government of Rwanda's Capacities in the Agriculture Sector for the Sustainable Use of Land and Water Resources, Value Creation and Nutrition Security

³ KIIWP2: Kayonza Irrigation and Integrated Watershed Management Project - Phase II




3 Modification of the Project Implementation Plan

3-1 PO

N/A

3-2 Other modifications on detailed implementation plan

(Remarks: The amendment of RID and PDM (title of the project, duration, project site(s), target group(s), implementation structure, overall goal, project purpose, outputs, activities, and input) should be authorized by JICA HDQs. If the project team deems it necessary to modify any part of RID and PDM, the team may propose the draft.)

- The agreed plan of IP/TP has been adjusted to the actual situation of the model sites based on the discussion at the 16th TF meeting on 17 February 2023.
- According to the detailed arrangement and practical management of work plan for the third phase, the TF meetings will be organized twice a year instead of 4 times a year.

4 Preparation of Gov. of Rwanda toward after completion of the Project

N/A

II. Project Monitoring Sheet I & II as Attached

Annex I Project Monitoring Sheet I (Revision of PDM)

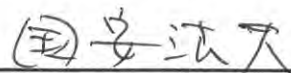
Annex II Project Monitoring Sheet II (Revision of PO)

Annex III Progress Summary of Improvement Plan and Training Plan (as of October 2023)



TO CR of JICA RWANDA OFFICE

PROJECT MONITORING SHEET

Project Title: Project for Water Management and Capacity Building (WAMCAB)**Version of the Sheet: Ver.9 (Term: November 2023 – April 2024)****[Japanese side] Name: Norio KUNIYASU****Title: Chief Advisor / Irrigation Policy****[Rwandan side] Name: Jérôme HITAYEZU****Title: Project Manager****Submission Date: 30th June 2024****I. Summary****1 Progress****1-1 Progress of Inputs**Japanese side

- Technical inputs remotely and physically provided by the experts: (1) Chief Advisor / Irrigation Policy, (2) Deputy Chief Advisor / Irrigation Policy, (3) IWUO Management, (4) Water Management / O&M, (5) Water Management / O&M / Capacity Development, (6) Farm Management, (7) 2 Coordinators / Training, (8) Support for IMT Promotion, (9) Nutrition-sensitive Farm Management, (10) Irrigation Strategy Plan
- Eight Local Experts (National Staff: NS): (1) Local Coordinator / IWUO Officer, (2) 2 Irrigation Engineers, (3) 2 Agronomists, (4) Assistant IWUO Officer, (5) Coordinator of Field Collaborators, and (6) Logistic / Monitoring and Evaluation
- Five Field Collaborators (FCs) in each model site of Ngoma, Rwamagana and Gisagara, who will be hired by the IWUOs/Cooperatives in the future as a manager and/or supporting staff
- A part of local operation cost for counterparts (C/Ps) and Task Force (TF) members who participate in the TF meeting, project training, study tour, evaluation, etc. until the end of Fiscal Year (FY) 2023/2024 (from July 2023 to June 2024)
- Local operation cost (transportation fees) to the farmers who participate in the project training, study tour, etc. until the end of FY 2022/2023.

Rwandan side

- Assignment of C/Ps: (1) Project Director, (2) Deputy Project Director, (3) Project Manager, (4) Chief Implementer, (5) TF members at central, station and district level.
- Project office at RAB HQs in Rubona / Huye and a temporal office at SPIU/MINAGRI

in Kigali.

- Transportation cost for C/Ps and TF members from RAB who participate in the TF meeting, project training, study tour, evaluation, etc. until the end of FY 2023/2024

1-2 Progress of Activities

Activity 1

- | | |
|--------------|---|
| Activity 1.1 | To identify problems of the current implementation of IMT procedures through baseline survey |
| Activity 1.2 | To identify problems of division of roles for the promotion of IMT and supports of IWUOs through baseline survey |
| Activity 1.3 | To identify problems of IWUO supporting system through baseline survey |
| Activity 1.4 | To select model sites upon the approval at JCC |
| Activity 1.5 | To implement the activities addressing to the above-noted problems |
| Activity 1.6 | To monitor the progress |
| Activity 1.7 | To draft IMT implementation manuals for IMT procedures, support system (including division of roles), support contents and monitoring |
| Activity 1.8 | To help C/Ps to draft proposal of amendment of the IWUO Policy and Strategy, and the Ministerial Order |

(Progress) Preparation phase to formulate umbrella of IWUOs in the 3 target districts is progressing.

To promote active collaboration with local government, the Project continues to involve sectors related to the Project model site as well as DISC. DISC meetings have been periodically organised as indicated in the following table.

Year	Ngoma	Rwamagana	Gisagara
2019	-	3/28 & 12/31	2/21
2020	2/5	2/7 & 11/26	3/3
2021	-	11/4	9/28
2022	6/8	3/18, 4/26, 6/9 & 9/22	6/15 & 9/16
2023	3/17	3/23 & 10/17	3/8 & 12/14
2024	1/16	1/31	-

As reported in the M/S #6, in response to a request by MINAGRI to contribute to a development of "Irrigation Strategic Plan", the Project has supported to develop this exercise by managing the sub-contract and directly implementing part of the field surveys, which will promote and contribute to policy discussion and recommendation by WAMCAB. After several meetings and observations, the final version was submitted to MINAGRI at 22nd April

and this Irrigation Strategic Plan is waiting to be validated. However, nothing is progressed in MINAGRI.

To encourage the involvement of TF members, the Project is supporting the inclusion of project activities in the TF members' *Imihigo* (Performance Contract) or Action Plans in the Rwanda FY 2023/2024.

Based on the Memorandum of Cooperation with UR-CAVM, the site visit for 4th year students was organized on 1st May 2024 with 3 lectures. The IWUO manager, one member of executive committee, one TF member from Rwamagana district and one WAMCAB staff received them.

Activity 2

Activity 2.1 To analyse the current situation in order to identify problems through baseline survey

Activity 2.2 To elaborate the draft improvement plan of IWUO management based on the activity as written 2.1.

Activity 2.3 To train C/Ps as trainers based on the improvement plan

Activity 2.4 To draft IWUO management improvement manuals

Activity 2.5 To conduct IWUO training by C/P trainers in the model sites

Activity 2.6 To improve the draft manuals based on the implementation of activity written as 2.5.

(Progress) To further familiarize management model to the Service Providers (SP) who are the sole implementer of RAB activity related to the management of irrigation scheme, a special workshop was conducted to the three SPs working with RAB. In addition, an operation maintenance and management (OMM) manual for each model sites were prepare by the request of T/F member as capacity building so that they could apply it as working manual to other IWUO. The manual is being improved after comment and suggestion is collected from T/F members.

Activity 2.7 To set up monitoring and evaluation system

Activity 2.8 To implement monitoring and evaluation on relevant activities

(Progress) In addition to DISC meeting as being used as one of the monitoring system

by the Districts, participatory monitoring and evaluation (PM&E) team, consist of IWUO, Cooperative, Sector and District staff, is established at each model site (mainly, Rwamagana and Gisagara are progressing well). On the other hand, the assigned irrigation engineers by RAB at each irrigation sites are supporting the monitoring system of the activities of IWUO.

Activity 3

- | | |
|--------------|---|
| Activity 3.1 | To analyse the current situation in order to identify problems of operation and maintenance (O&M) through baseline survey |
| Activity 3.2 | To elaborate the draft improvement plan of O&M in the model sites based on the activity as written 3.1. |
| Activity 3.3 | To train C/Ps as trainers based on the improvement plan of O&M |
| Activity 3.4 | To draft O&M manuals |
| Activity 3.5 | To conduct IWUO training by C/P trainers in the model sites |

(Progress) Based on the Improvement Plan / Training Plan (IP/TP) using draft manual for output 3, the Project and TF members conducted a series of activities to IWUO and FCs in the model sites and extension schemes with the support by the NS of the Project as follows:

- ◆ Civil Work practise was conducted in extension schemes in February and March 2024.

- | | |
|--------------|--|
| Activity 3.6 | To improve the draft manuals based on the implementation of activity written as 3.5. |
| Activity 3.7 | To implement monitoring and evaluation on relevant activities |

(Progress) Translation into Kinyarwanda of manual for output 3 was almost completed. Throughout the series of training in extension schemes, the training materials such as manuals and slides are brushed up.

Monitoring methodology and system for IWUO activities in the model sites has been established. Based on the monitoring format, monthly on-site monitoring will be conducted with the TF members in charge.




Activity 4

- Activity 4.1 To analyse the current situation in order to identify problems of water management through baseline survey
- Activity 4.2 To elaborate the draft improvement plan of water management in the model sites based on the activity as written 4.1.
- Activity 4.3 To train C/Ps as trainers based on the improvement plan of water management
- Activity 4.4 To draft water management improvement manuals
- Activity 4.5 To conduct IWUO training by C/P trainers in the model sites

(Progress) Based on the IP/TP using draft manual for output 4, the Project and TF members conducted a series of activities to IWUO and FCs in the model sites and extension schemes with the support by the NS of the Project as follows:

- ◆ The Basic Water Management Trainings were conducted in extension schemes in November 2023. In addition, the results of this training led each IWUOs to implement cleaning of irrigation canals and dredging of drainage canals on their own initiative, and the Project provided technical support for those activity.
- ◆ The On-farm water management training in the demo plots in each extension sites were conducted in each extension sites in January to February 2024.
- ◆ The Formulation of water distribution plan training were conducted in each extension sites in April 2024.

- Activity 4.6 To improve the draft manuals based on the implementation of activity written as 4.5.
- Activity 4.7 To implement monitoring and evaluation on relevant activities

(Progress) Translation into Kinyarwanda of manual for output 4 was almost completed. Throughout the preparation of training in extension schemes, the training materials such as manuals and slides are brushed up.

Monitoring methodology and system for IWUO activities in the model sites has been established. Based on the monitoring format, monthly on-site monitoring will be conducted with the TF members in charge.




Activity 5

- Activity 5.1 To analyse the current situation in order to identify problems of agricultural extension and farm management through baseline survey
- Activity 5.2 To extract suitable methodologies from lessons learnt through relevant projects
- Activity 5.3 To train C/Ps as trainers based on the suitable methodologies
- Activity 5.4 To elaborate farm management training texts

(Progress) Study tour was conducted in advanced SSIT scheme to learn good practice of cultivation techniques and group management.
Prepared text has been used in trainings in extension schemes.

- Activity 5.5 To conduct training by C/P trainers in the model sites
- Activity 5.6 To implement monitoring and evaluation on relevant activities

(Progress) Based on the IP/TP for extension scheme, TF members, Sector agronomist, cooperative agronomist and Service Providers have been conducting a series of training as follows,

- ◆ Coop management training (January 2024)
- ◆ Marketing training (November 2023)
- ◆ Preparation of crop calendar (November 2023)
- ◆ Rice Cultivation training (on-going since December 2023)
- ◆ Horticulture Cultivation training (on-going since March 2024))

1-3 Achievement of Output

Output 1 Irrigation Management Transfer (IMT) procedure, support system (including the roles of stakeholders), and contents of support to IWUO and procedures of monitoring are identified

- Irrigation Strategic Plan, which was drafted by the Project, was finalized and is now waiting to be validated by MINAGRI (No progress from the last monitoring sheet).
- Action Plans by TF member were prepared and explained in every TF meetings.
- The study tour with students was realised based on the Memorandum of Cooperation with UR-CAVM.
- As results of consolidated efforts by RGB, IWUOs and WAMCAB, the Operational Certificate was issued to the IWUO Rwamagana on 12th December 2023 and the Certificate of Legal Personality was issued to the IWUO Ngiriyi on 5th March 2024.

Output 2 IWUO management is enhanced in the model sites.

- Based on the IP/TP and extension phase plan, a series of training and activities have been conducted for a total of 636 beneficiaries in WAMCAB extension schemes and 44 staff from TF member, service providers and sector agronomist.
- Ownership of the scheme by beneficiaries from extension sites has improved. For example, Gatara extension site has conducted rehabilitation of irrigation facilities (main canal, drainage canal and dam gate) on its own budget with the contribution of fund from Cooperative. Cooperative and IWUO leader at Gitinga extension site agree to raise fund for the rehabilitation and construction of irrigation facilities.
- Through the support of WAMCAB project, Cyaruhogo model site is qualified to graduate from external support where IMTA agreement is being drafted to clearly state the responsibility of each entity under IMT agreement such as MINAGRI, RAB, IWUO, Cooperative, District and Sector.

Output 3 Operation and maintenance are properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 54 beneficiaries in WAMCAB model sites and extension schemes.
- The Component of O&M plan have been improved for each IWUO in extension schemes.

Output 4 Water management is properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 153 beneficiaries in WAMCAB model sites and extension schemes.
- After the basic water management training, awareness of IWUOs improved and they began to clean canals and dredge drainage canals on their own initiative in each extension schemes.

Output 5 Farm management is properly implemented in the model sites.

- Based on the IP/TP, a series of training and activities have been conducted for a total of 887 beneficiaries in WAMCAB model sites and extension schemes.
- Trained farmers in extension schemes have been starting to practice appropriate cultivation techniques in their own field following FFS trainings.




- Model schemes have been complying crop calendar and carrying out farming activities uniformly. And, farmers have been implementing cultivation techniques the project trained.
- Extension schemes started to prepare crop calendar with irrigation schedule and comply with it.
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1-4 Achievement of the Project Purpose

<i>Project Purpose</i>	The capacity of irrigation scheme management improves in the model sites
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- Based on the IP/TP, a series of trainings and activities are conducted. Project Purpose is generally progressing as indicated about the below-mentioned indicators.
- In order to evaluate capacity of IWUO, the second capacity assessment (CA) was conducted in February 2023. The results of the second CA were very much improved since the first CA, and all 3 IWUOs and 1 SMC achieved the target as 70% of organizational capacity.
- Despite some delays due to lack of involvement of C/P and TF members in activities in the model schemes due to various COVID-19 impacts, the agreed plan of IP/TP is almost conducted as planned after a one-year extension of the technical guidance phase.

1-5 Changes of Risks and Actions for Mitigation

- For the prevention measures against COVID-19, the Project follows the rules and guidance by the Cabinet Resolutions. The Project shall continue to take necessary measures as the situation changes.

1-6 Progress of Actions undertaken by JICA

1-7 Progress of Actions undertaken by Gov. of Rwanda

- In collaboration with MINAGRI, the draft Irrigation Strategic Plan was prepared by JICA. The task was completed by WAMCAB, and WAMCAB has submitted its final draft to MINAGRI in May 2023.
- MINAGRI and RAB have been proceeding validation process of this Irrigation Strategic Plan in cooperation with the development partners.

1-8 Progress of Environmental and Social Considerations (if applicable)

N/A

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

N/A

1-10 Other remarkable/considerable issues related/affect to the project (such as other JICA's projects, activities of counterparts, other donors, private sectors, NGOs, etc.)

- In order to conduct the Project activities in Ngoma and Gisagara districts effectively and efficiently, communication and collaboration with the WB-supported SAIP¹ and the EU-supported TECAN² have been conducted respectively.
- In order to improve irrigation system of the Cyaruhogo scheme, Rwamagana district has prepared application documents of the Grant Assistance for Grassroots Human Security Projects (KUSANONE/ GGP) in cooperation with WAMCAB, and submitted its application to the Embassy of Japan in Rwanda on 27 June 2022. It was approved by the Government of Japan, and signing ceremony of the grant contract was organized on 14 March 2023. Construction work has been conducted by the Rwamagana district in FY 2023/2024 (Contract was signed on 16th October 2023).
- Next to the target district, IFAD is implementing the KIIWP2³ in Kayonza district. WAMCAB is giving the observation to them based on the outcomes.
- In order to strengthen capacity of the related IWUOs and cooperatives in the target schemes, it is valuable to collaborate with the potential service providers, such as HoReCo, Yalla Yalla Group and Yean, through training and/or proximity coaching.

2 Delay of Work Schedule and/or Problems (if any)**2-1 Detail****2-2 Cause****2-3 Action to be taken**

- Concerning active involvement of TF members especially for M&E of the Project activities, , by a temporal cost-covering arrangement by JICA since July 2021, the situation has been improved. Their contributions to formulate Action Plan toward after completion of the Project should be fundamentally necessary.

¹ SAIP: Sustainable Agricultural Intensification and Food Security Project

² TECAN: Technical Assistance to Enhance the Government of Rwanda's Capacities in the Agriculture Sector for the Sustainable Use of Land and Water Resources, Value Creation and Nutrition Security

³ KIIWP2: Kayonza Irrigation and Integrated Watershed Management Project - Phase II




2-4 Roles of Responsible Persons/Organization (JICA, Gov. of Rwanda, etc.)

N/A

3 Modification of the Project Implementation Plan**3-1 PO**

N/A

3-2 Other modifications on detailed implementation plan

(Remarks: The amendment of R/D and PDM (title of the project, duration, project site(s), target group(s), implementation structure, overall goal, project purpose, outputs, activities, and input) should be authorized by JICA HDQs. If the project team deems it necessary to modify any part of R/D and PDM, the team may propose the draft.)

- The agreed plan of IP/TP has been adjusted to the actual situation of the model sites based on the discussion at the 16th TF meeting on 17 February 2023.
- According to the detailed arrangement and practical management of work plan for the third phase, the TF meetings will be organized twice a year instead of 4 times a year.

4 Preparation of Gov. of Rwanda toward after completion of the Project

- TF members, in collaboration with the Project and service providers, have been formulating the Action Plan to disseminate the Sustainable Irrigation Scheme Management Model (WAMCAB Model) to the other irrigation schemes in the 3 target districts toward after completion of the Project. These Action Plan will be presented to the 11th JCC meeting in June 2024.

II. Project Monitoring Sheet I & II as Attached

Annex I Project Monitoring Sheet I (Revision of PDM)

Annex II Project Monitoring Sheet II (Revision of PO)

Annex III Progress Summary of Improvement Plan and Training Plan (as of October 2023)




Progress Summary of Improvement Plan / Training Plan (Agreed Plans)

As of 30th April 2024

*Red-highlighted parts indicate the updated activities of the month.

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
2-1	○	2	M	M	M	M	Understanding the scheme	[Step 1] • Undertake preliminary survey and define the scheme service area	Phase 1: completed	Phase 1: completed	Apr 2020: completed	Apr 2020: completed *supplemental survey is ongoing	IWUO members
2-2	○	2	M	M	M	M	Database organization	[Step 2] • Database preparation and organizing the management structure	Phase 1: preparation of basic scheme information 15-26 Jun 2020: completed	Phase 1: completed	Apr 2020: preparation of basic scheme information	Apr 2020: Completed *supplemental survey is ongoing	IWUO members
2-3	○	2	H	H	H	H	Reorganization of IWUO and election of leaders	[Step 2] • Database preparation and organizing the management structure	Phase 1: preparation of organization structure 15 Jun 2020: completed	2-16 Jul 2020: completed June 2023, general assembly meeting conducted and a new IWUO leadership is formed for the coming three years	Aug 2020: Completed (properly installed infra was absent) Nov 2020: Overall IWUO was established Aug 2021: re-election of IWUO members were done	Sep 2020: Completed (properly installed infra was absent) SMC (Special committee) was established under cooperative structure No IWUO is required for such scheme	IWUO members Note: The introductory training and explanation on IWUO reorganization is conducted in all the extension sites in the three districts
2-4	○	2	M	M	M	M	Explanation of scheme layout to IWUO	[Step 3] • Conduct initial training and explain the scheme layout and how IWUO is organized	19-30 Jun 2020: completed	2-16 Jul 2020: completed			IWUO members
2-5	○	2	H	H	H	H	Establishment of Internal Regulation	[Step 4] • Prepare the Rules and Internal Regulations (by-law) • Prepare role and responsibility of stakeholders [Step 5] • Hold general meeting for approval of the Rules and Internal Regulations and Action Plan • Prepare future Action Plan	19-15 Jun 2020: preparation of draft internal regulations Aug-Sep 2020: discussion with IWUO members, and finalization Oct 2020 - Jan 2021: preparation of draft internal regulations for hillside Sep 2021: discussion with IWUO leadership for organizing GA meeting 29 Oct: General Assembly was held. Action Plan was presented and the amendment of Rules and Internal Regulations was approved. Zonal structure is set under IWUO of Gitinga Scheme (Extension Site) Workshop was conducted to explain the situation of the scheme and way forward is agreed with Cooperative leaders and IWUO leaders including local leaders (Sector and District): Such as mobilization of collection of water fee	2-16 Jul 2020: preparation of draft internal regulations Aug-Oct 2020: discussion with IWUO members, and finalization Oct 2020: preparation of the Performance Contract Agreement, the first IWUO and Coop. meeting 12 Nov 2020: General Assembly meeting to approve the internal regulations 31 Dec 2020: Performance Contract Agreement was signed. In July 2023 Workshop was held to explain the existing situation of the scheme @ Rugende extension site As the result of the workshop the leadership begin to apply rules and regulation on irrigation rotation and water management at the Dam Zonal leaders were selected as lower level IWUO structure The GA was conducted The Internar Regulation is being updated with the request from the leadership	Dec 2020 - Jan 2021: preparation of draft internal regulations 17, 18 Feb 2021: General Assembly meeting about merging two IWUOs (Ngiriyi and Nyiramageni) Jul 2020: Draft internal regulation is being prepared focusing only Ngiriyi scheme. Sep 2021: discussion with IWUO leadership for organizing GA meeting Mar 2022: GA meeting preparation is undergoing. Apr 2022: Rehabilitation of IWUO office is at 90%. In July 2023 Workshop was held to explain the existing situation of the scheme @ Gatara and Cyili extension site As the result of the workshop the leadership begin to apply rules and regulation on irrigation rotation and water management at the Dam Zonal leaders were selected as lower level IWUO structure at Gatara scheme. The internal Regulation is being updated after request during GA meeting	Dec 2020 - Jan 2021: preparation of draft internal regulations Aug 2021: General Assembly meeting was planned, but postponed due to COVID-19. Sep 2021: discussion with SMC and Cooperative leadership for organizing GA meeting Mar 2022: GA meeting of the cooperative was conducted.	IWUO members
2-6	○	2	H	H	H	H	Strengthening of IWUO	[Step 6] • Capacity development on Leadership • Promotion of participation • Transparency and accountability • Conflict management • Preparation of Action Plan	Nov 2020: An office was secured at Ngoma 22 inside a storage built by WB project 8-12 Mar 2021: IWUO strengthening training For the first time Hillside farmers start to pay water fee from Chia seed sale by Kotungo 2 Nov 2021: The first General Assembly was held, and approval of Action Plan, Rules and Internal Regulations. Feb 2022: A solar power was set at the office of IWUO and Kotungo cooperative. Apr 2022: IWUO GA meeting was organized. Discussion with SAIP local coordinator on the activity sharing on the intervention for hillside irrigation Training on Office Management is conducted Training of WUT leaders of Marshland scheme was conducted July 24-25 WUT leader training on role and responsibility and sensitization of the irrigation scheme, O&M, layout of the scheme etc Sensitization of WUT leaders of marshland scheme was conducted Support for General assembly Feb 2023: Training by TF member conducted April 2023: The election of a new Executive member done during the General Assembly Meeting Simple explanation and short training is given to the newly elected Executive member by NS staffs June 2023: New IWUO leadership is elected July 2023: IWUO could pay Electricity bill of three	Oct 2020: An office with furniture was secured for Rwamagana IWUO at Bugugu site. / the first IWUO and Coop. meeting / the process of legalizing IWUO has started. 22-25 Mar 2021: IWUO strengthening training was conducted. 29 Oct: General Assembly was held. Executive Committee presented the IWUO activities and Audit Committee presented the auditing of IWUO, etc. Nov 2021: Training for lower level IWUO on responsibility of WUT leaders were given. The lower level cooperative were leaders also included in the training. Dec 2021: Evaluation of water distribution problem was conducted, and the problem was discussed among all stakeholders at District, RAB, Union and Coop. Feb 2022: A solar panel was installed at the IWUO office to help smooth the activity. / IWUO executive committee decided to make annoucnemet to hire its own FC (future manager) so that they can share the salary with WAMCAB. Mar 2022: Preparation of the GA meeting is undergoing. 1 Apr 2022: IWUO GA meeting was organized. June 2022: Discussion is made on adjustment of water fee for GMM of the scheme. Decision is not yet made. Training on office management is conducted, Sept 2022 A ten year IWUO budget expense plan is prepared and presented in the workshop, Nov 2022 Visit to Gacaca irrigation scheme for experience sharing, especially on raising the water fee rate where Gacaca pays 500RwF per are but Cyaruhogo pays only 200RwF per are. The experience of Gacaca IWUO and Cooperative giveth the leaders of Cyaruhogo model to think about increasing water fee rate. General assembly was conducted to approve the action plan and increase of water fee to 300RwF/are. Feb 2023: Training by TF member conducted August 16 a study tour was conducted to Nyigiri scheme to learn the activity of SWD in fair water distribution that include the preparation of tertiary canals In January 21 2024, unexpected flood destroyed part of the spillway at Gashara Dam. The IWUO decided to use its Rserve fund and mobilize fund from Cooperative and District. This shows the change in the capacity of IWUO DISC meeting is planned to be conducted on 31st January 2024	Dec 2021: IWUO office space is provided by Cooperative with the consent of District. The rehabilitation of the office is being processed (BoQ is being prepared). Feb 2022: The preparation for rehabilitation of office was continued. IWUO executive committee held a meeting to approve the covering the labor cost for the rehabilitation of the office. The rehabilitation of office is completed 23 Mar 2022: IWUO GA meeting was organized. Activation of Lower level IWUO structure is initiated. Seasonal Water Distributors were identified and given the task of irrigating (water distribution) for each plots in the field. As initiative each farmers will give them one kg of rice per plot. This trial shall be applied to other model sites if successful General assembly was conducted to approve the action plan and increase of water fee to 400RwF/are. Training on office management is conducted, Sept 2022. A ten year IWUO budget expense plan is prepared and presented in the workshop, Nov 2022. Presently the IWUO and the community are eager to construct new weir on their own fund for expanding the paddy field area and requesting WAMCAB to prepare a design of weir and its BoQ. Feb 2023: Training by TF member conducted Apr 2023: Successful implementation of SWD with little incentive (1kg per plot). This approach has gained momentum and will be applied to other model sites For the first time Nyigiri irrigation scheme has been awarded the best perform in the District and become a model site for other scheme to learn from Started to be visited by other IWUO from Huye District OMM manual is being prepared as requested by TF during the training on IWUO Strengthening	8-12 Feb 2021: financial management training 22-26 Feb 2021: IWUO strengthening training A system of water fee collection was discussed among zonal leaders of the scheme. Dec 2021: Rehabilitation of office provided by District is completed. Solar powet is also set for office activity 29 Mar 2022: Cooperative GA meeting was organized. Training on office management is conducted in Sept 2022. A ten year IWUO budget expense plan is prepared and presented in the workshop, Nov 2022. Jan 26-27 TF member conducte training on Strengthening of IWUO to Cooperative as part of finilization of manual. Feb 2023: Training by TF member conducted Apr 2023: The community are preparing to construct additional night storage by themselves July 2023: Excavation and compaction of embankment work are on going for the night reservoir. Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managment of scheme	IWUO members Cooperative

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
2-7	O	2	H	H	H	H	Financial Management	[Step 6] - Outline of financial management - Establishment of the O&M fund - Establishment of the O&M fee management mechanism	21-25 Sep 2020: financial management training Sep 2020: the first IWUO and Coop. meeting about the roles and responsibility of each entity and the Performance Contract Agreement to be signed between them Oct 2020: preparation of draft book-keeping format Apr-May 2021: The first financial statement is being prepared May 2021: Financial statement was prepared. A system of expense order is created to create a controlling mechanism of income and create a link with DISC (it has never been implemented) Jul 2021: Financial statement from Jan up to Jul 2021 is being prepared. Feb 2021: Executive committee meeting has decided to the cost sharing of the FC beginning of April. They also want to hire two support staff that help the FC in collecting data for water fee collection since the scheme is big and can't be covered by one person alone. Discussion with local leaders is being made to collaborate in collecting water fee from hillside farmers who failed to pay after harvest and sell their product by themselves. Mar 2022: Water fee collection of 2022 Season B for marshland was done. Water fee collection in hillside is undergoing. May 2022: Internal auditing was conducted and found out that mismanagement of fund by IWUO leadership. District is requested to conduct an external auditing (date not yet fixed) Feb 2023: Training by TF member conducted Apr 2023: In the process of hiring new staff (Accountant) IWUO pays the entire bill for electricity that has been covered by RAB until 2021 Financial statement is being prepared, the summary of the financial report will be finalized soon	16-20 Nov 2020: financial management training Additional source of fund (fish farming) is being initiated. Book keeping material and format is prepared and submitted to be used by IWUO. Apr-May 2021: The first financial statement is being prepared. Jul 2021: Financial statement from Jan 2021 up to April 2021 was prepared and it will continue to be updated. The scheme is in good condition. Oct 2021: Auditing of IWUO was done. Feb 2022: Collection of water fee from hillside farmers is designed in such a way, the responsibility shall be given to volunteer farmers who shall relieve 10% of what is collected from the farmers. The trial shall be done starting from March 2022. Apr 2022: IWUO has started to hire its own manager (FC) by cost-sharing with WAMCAB (50% of each) through official recruitment procedures in collaboration with District and Cooperative. Apr 2022: RAB provided and released fish fingerlings in three reservoirs for fish farming, which can be an additional income source of IWUO. Workshop on water fee adjustment is held and the participant agree to increase water fee from 200 to 300RwF per season Feb 2023: Training by TF member conducted Apr 2023: New accountant is hired by IWUO Fish harvesting and selling is continued Discussion with mining company on the adjustment of payment of water fee conducted IWUO increase its source of income by selling fishes from the dam Financial statement is being prepared, the summary of the financial report will be finalized soon	May-June 2021: The financial statement is being prepared. Dec 2020: financial management training Jul 2021: Financial statement from Jan up to Jul 2021 is being prepared. Sep 2021: Short training given to FC on how to prepare financial statement using Excel. Oct 2021: Auditing of IWUO was done. Feb 2022: A meeting was conducted with the executive committee to discuss on the cost sharing of FC which was agreed during the GA of Nov 2021. Due to unexpected flood in the production of this season, they failed to pay from Jan 2022. Now the committee has agreed to start the cost sharing of FC from April 2022. WAMCAB helps IWUO to speed-up the approval of expense order by Sector/District so that the rehabilitation of office and other irrigation facilities can start asap before the end of preparation for the next season. Water fee rate is increased from 200 to 400RwF per are Feb 2023: Training by TF member conducted Mar 2023: Training by TF member conducted Apr 2023: Unpaid water fee from some farmer is found by the President of IWUO, it is under investigation	May-June 2021: The financial statement is being prepared. Feb 2021: Financial management training Jul 2021: Financial statement from Jan up to Jul 2021 is being prepared. Sep 2021: Short training given to FC on how to prepare financial statement using Excel. Oct 2021: Auditing of Cooperative was done. Feb 2022: A meeting was done with the executive member to discuss about the failure to pay for FC half of his salary as agreed during GA meeting. With simple estimation on water fee collected and expected expenses in a year, we have found that the financial capacity of the scheme is unable to cover salary of any supporting staff. The main reason is that the water fee rate agreed by GA is so small (70RwF per are, one third of the minimum paid by other scheme) due to lack of any irrigation structure in the scheme that help in distribution or management of water source. This shows that without properly designed and installed irrigation structure in the scheme that help achieve proper distribution of water to all farm land the beneficiaries are not willing to pay for water fee Feb 2023: Training by TF member conducted Mar 2023: Training by TF member conducted	IWUO members Cooperative
2-8	O	2	M	M	M	M	Monitoring and Evaluation Method by DISC & RAB	[Step 6] - Role and function of M&E - Establishment of M&E system - Implementation of M&E	Feb 2022: Although M&E system is not yet established, for the first time local leaders at village and cell level have started to involve in the activity of IWUO through helping in the collection of water fees. Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	Jan 2022: In Rwamagana, a technical team was formed to monitor the activity of the IWUO and Cooperatives and to solve the issue of misunderstanding between the two. The team includes Sector Agronomist, District officials and leaders of the IWUO and Cooperatives. Feb 2022: The first technical team meeting was held and the activity progress agreed in Jan 2022 by each stakeholder were discussed. Very encouraging involvement from the District and other stakeholders (Sector, Cooperative, etc.) can be seen. As part of monitoring exercise, technical meeting was conducted to check the progress of season preparation and problem occurred during the previous season. District, Sector, Cooperative and IWUO participated DISCT meeting was held on September 2022 Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	28 Sep: Gisgara DISC meeting was held as part of monitoring and evaluation. DISCT meeting was held on September 2022. Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member. Jan 17-18 TF member conduct training in Participatory M&E for IWUO, Cooperative and Sector agronomist and M&E team is created. Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	28 Sep: Gisgara DISC meeting was held as part of monitoring and evaluation. DISCT meeting was held on September 2022 Manual for Participatory Monitoring and Evaluation of Irrigation Scheme is finalized to be applied by IWUO, District, RAB etc Training of trainer (TF member) was conducted. The training of IWUO and Cooperatives will be done in Dec or Jan by TF member. Jan 19-20 TF member conduct training in Participatory M&E for IWUO, Cooperative and Sector agronomist and M&E team is created. Feb 2023: Training by TF member conducted Monitoring team formed including Sector Agronomist	The preparation of training manual is being processed, Targeting C/P, District staffs and TF
2-9	O	2	H	H	H	H	Commencement of the scheme activity	[Step 7] - Commencement of scheme - Prepare and provide O&M manual - Start the scheme operation and management activities - Establish the system of collection water fee and member fee - Prepare financial management system - Establish performance agreement between IWUO and cooperative or other water users	Jan 2021: Office arrangement is being strengthening. Scheme operation for Season B is being discussed. Office of IWUO is secured and arranged. Scheme operation and the activity of IWUO have started. Feb 2021: For the first time since the establishment of IWUO, water fees from hillside farmers that are member of Kotungo cooperative were collected. A different method is being designed to collect the remaining water fees from non-member farmers. Feb 2022: The planned DISC meeting was postponed twice. There is a need to discuss the importance of DISC meeting with the District official in collaboration with C/P. Held DISC meeting to discuss the issue of IWUO with local leader (Remera side by the initiative of Sector Agronomist). Its first kind to held such a meeting. Conduct study tour to Gacaca scheme to share experience on water fee increase. Prepared financial statement and financial record as part of OJT to the Field Collaborator. IWUO has started paying electricity bill of Hillside scheme (Ngoma 22). RAB appreciated the change and also agree to settle the unpaid bill until July 2022.	Dec 2020: the operation of the scheme has begun. Jan 2021: Discussion on financial management system is done. After Jan 2021: The involvement of other water users of the scheme such as mining, car wash and hillside irrigator is conducted. Scheme operation has already started, IWUO members are increasing by day. Other water users are registering and paying water fee according to the internal rules and regulations. Feb 2022: DISC meeting was held. A proposal to create coordinating committee is proposed by the District, but the detailed role and responsibility will be discussed in the future. Prepared financial statement and financial record as part of OJT to the Field Collaborator. Preparation of workshop to discuss about increasing water fee. 10year action plan of IWUO that will be the guide used in increasing the fee (Convincing method of Cooperatives and farmers). Technical advise in the preparation of gates in applying irrigation rotation. General assembly of the four cooperative was held. A new leadership is elected. A new Water fee rate is approved (Increase from 200 to 300RwF/are/season) The IWUO has hired additional 3 irrigator (Seasonal worker) to support the irrigation rotation of the system (a total of 10 support staffs hired by IWUO). July 2022: a new and active IWUO leadership has begin its activity - Around 3 million RwF was collected from fish farming from all three dams - Car washing on the main canal (Cyimima site) was shifted to other location outside the scheme (The previous leaders have tried many times but failed). - The sector allocate an open space outside of the marshland - Three investors (farmers themselves) have won the tender for fishing at the dam as follows: - One investor will harvest Cyimima (460,000RwF per month) and Gashara (420,000RwF per month) - Another will harvest Bugugu (300,000RwF per month) - They are planning to the greening of the area around their office, planting trees around the catchment area and more - They had a plan to purchase a motor bike and install electricity to the office (In the morning time there is no electricity). IWUO wanted to purchase motorbike and install electricity to its office, however due to delay in registration the District didn't approve the budget	IWUO is actively implementing activities related to the scheme Sand extraction as a source of additional income has given to a private company Broken intake structures are being fixed by IWUO own fund. Give advise to IWUO on New office arrangement. Technical advise in financial planning in rehabilitating an old weir. Prepared financial statement and financial record as part of OJT to the Field Collaborator. The general assembly has approved New water fee rate (from 200 to 400 RwF/are/season). The beneficiaries are eager to install new wier by themselves, the good result of WAMCAB project	The organized Scheme Management Committee under the cooperative has began its activity related to scheme management. Apr-Jul 2021: Community mobilization for night storage has been conducted. Advising the IWUO to use its fund to construct additional night storage (Technical advise given). Prepared financial statement and financial record as part of OJT to the Field Collaborator.	

S/N	Agreed Plans	Output	(After)				Contents of activity / training	Details	Progress				Target	
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb		
2-10	○	2	H	H	H		Support in the registration of the organization and IMTA agreement	[Step 8] • Apply for registration of IWUO and water permit • Registration and performance contract agreement [Step 9] • IMTA and M&E system • Prepare a follow up mechanism • IMTA with MINAGRI • Routine Training	Jan 2021: Hillside database is being prepared, and performance agreement both with rice coop and horticulture coop for 2020-21B was signed. June 2021: Performance Agreement both with rice coop and horticulture coop for 2021A was signed. Jul 2021: Collaboration letter from the District is being prepared as registration process. Sep 2021: Collaboration letter from the District is collected and sent to RAB for Registration Process. The necessary document for rigistration of IWUO is prepared and submitted	June 2021: Performance Agreement with 4 coops for 2021A was signed. Jul 2021: Performance agreement with private hillside farmers has been signed. Jul 2021: Registration process has started, application is already made to RAB. Jul 2021: Document for the application of water permit is being processed. Mar 2022: All document for legal status is prepared and application is made at RGB. RGB requested the application be submitted again and the document is being prepared. RAB conctacted RGB to speed up the process of regisration The registration of IWUO is finalized and recieved from RGB	June 2021: Performance Agreement with rice coop for 2021A is being prepared. Sep 2021: Support for the Registration of IWUO is requested by the president and WAMCAB start to follow the status of the application at RDB. The process of registration is still under RGB, It will soon be confirmed			
2-11		2		M			Construction of secondary canal in Rwamagana	Support for the construction of secondary canal in Rwamagana		Dec 2020: construction of the secondary canal by community work is supported. Jan 2021: Follow-up on the correction of the slope of secondary canal made by the community was started. Oct 2021: Completion and adjustment of secondary canal at unfinished location				IWUO members
2-12		2	M	M	M	M	Make TF understand How the lower level IWUO is formed		4 Nov. 2021: Training on IWUO management model was conducted for TF members.	Same as on the left	Same as on the left	Same as on the left		
2-13	○	2	M	M	M	M	To improve the draft manuals	Discussion and updating the manuals	Draft Manuals (IWUO strengthening, financial management and M&E) are prepared. Nov 2022 workshop is conducted to validate the draft trainig manuals of > IWUO Management Model > IWUO Strengthening > Financial Management > Participary Monitoring and Evaluation (M&E)	Same as on the left	Same as on the left	Same as on the left		
3&4-1	○	3,4	H	H	H	H	Establishment of implementation structure for O&M and water management at the scheme level	•To organize the O&M Team and Farmers' Repair Team •To organize the Water Users Team	27-31 Jul 2020: basic civil work training, 10-12 Aug 2020: follow-up training	14-17, 21-24 Sep 2020: basic civil work training	14-18 Sep 2020: basic civil work training	20-24 Oct 2020: basic civil work training		Farmer's Repair Team, O&M Team
3&4-2	○	3,4	H	H	H	H	O&M and Water Management Basic Training	•Sharing the basics and current issues of irrigation facility utilization •PIM (Participatory Irrigation Management) training •To promote activities of water management and O&M at block level •Study tour to good practice schemes	31 Aug-2 Sep 2020: water management training & hydrant repair training (3-6, 4-7) 25-26 April 2022: Sensitization workshop to lower level of local government on Operation and maintenance of irrigation facilities and its security in Ngoma 22 hillside 10-11 Nov. 2022: Workshop and Training on O&M of pipeline system in Ngoma 22 hillside 30 Nov. 2022: Study tour was conducted to Muyanza irrigation scheme in Rulindo district	17-19, 24-26 May 2021: water management training for IWUO leaders was conducted. 31 May 2021: water management training for WUT leaders has been started.	31 August 2022: PIM training using draft manual	19 October 2022: PIM training using draft manual 29 Nov. 2022: Study tour was conducted to Bishenyi irrigation scheme in Kamonyi district		Farmer's Repair Team, O&M Team
3-3	○	3,4	M	M	M	M	O&M Training 1 (lecture)	Basic training on O&M to foster the ownership	27-31 Jul 2020: basic civil work training, 10-12 Aug: follow-up training	14-17, 21-24 Sep 2020: basic civil work training	14-18 Sep 2020: basic civil work training Aug 2021: 3 turnouts were repaired by IWUO with support from WAMCAB.	20-24 Oct 2020: basic civil work training		Farmer's Repair Team, O&M Team
3-4	○	3,4	M	M	M	M	Survey / inspection and analysis of current facility condition	•To prepare irrigation and drainage system map in the scheme •To prepare Irrigation scheme map •Facility inspection to grasp the current condition	Mar 2021: Draft map has been prepared Apr 2021: Facility Survey for pipeline was started in Ngoma22 Nov. 2021: Facility inspection for repair work was conducted May 2022: Facility inspection was conducted for secondary pipeline and Hydrants	Mar 2021: Draft map has been prepared 14-16 September 2022: Facility inspection training using draft manual	Nov 2021: Facility map in Ngiriyi was prepared 11-20 Nov 2020: Trial of Facility check was conducted by WAMACAB engineer 15-16 Mar 2021: Facility check was conducted in Nyiramageni. 3 August 2022: Facility inspection training using draft manual	Mar 2021: Draft map has been prepared Oct 2021: Function of weir was tested. Nov. 2021: Inspection of flood damage was conducted		
3-5	○	3,4	M	M	M	M	O&M Training 2 (lecture)	•To prepare the annual O&M plan of IWUO •To evaluate and consider the appropriate water fee setting	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 29-30 September 2022: O&M plan forumulation training using draft manual	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 24-25 August 2022: O&M plan forumulation training using draft manual	Feb. 2022: training for formulation of O&M plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 13-14 October 2022: O&M plan forumulation training using draft manual		

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
3-6	○	3,4	M	M	M	M	O&M Training 3 (field practice) Basic / Advanced level	·Basic civil work (masonry, plain concrete) ·Advanced civil work (Reinforced concrete) ·Participatory simple maintenance and cleaning activity ·Countermeasures against soil erosion ·Maintenance of hydrants/pipe/valve ·Demonstration on typical facility maintenance and repair ·Farm road repair	27-31 Jul 2020: basic civil work training, 10-12 Aug 2020: follow-up training 31 Aug-2 Sep 2020: water management training & hydrant repair training (Common 2, 4-7) 28 Sep-2 Oct 2020: farm road repair training in collaboration with Core Rwanda Sep 2021: Water management training & hydrant repair training Nov. 2021: Countermeasure for for Slope collapse was conducted. 27, 29 Apr 2022: Training on installation of valves for secondary canal in Ngoma 22 hillside Feb-Mar 2023: Conducting countermeasure for entering road runoff to main canals	14-17, 21-24 Sep 2020: basic civil work training 22-27 Feb 2021: Advanced civil work training 1-12 Mar 2021: Road repair training including prevention of erosion 19-23 Jul 2021: Canal repair work was conducted. 20 Apr 2022: Establishment of road drainage by community work in Cyimpima scheme. On July 23 the establishment of weir at Cyaruhoglo scheme is commenced through the participation of O&M team (as part of training)	14-18 Sep 2020: basic civil work training 27-30 Oct 2020: farm road repair training 11 Dec 2020: Field visit with Musha sector agronomist 23 Dec 2020: Field practice for maintaining secondary canal Oct 2021: Canal cleaning was conducted Feb-Mar 2023: Rehabilitation of upstream weir June 2023: Rehabilitation of upstream weir July 2023: Weir repair has been completed	20-24 Oct 2020: basic civil work training 14 Dec 2020: Field visit to confirm the situation 24 Dec 2020: Field practice for maintaining main canal Sep 2021: farm road repair training Nov. 2021: Rehabilitation of irrigation canal was conducted Jan. 2022: Advanced civil work training was conducted for repair work of canal crossing drain.	Farmer's Repair Team, O&M Team
4-7	○	3,4	H	M	M	H	Water management training 1 :Basic knowledge on irrigation (lecture)	·Lectures on efficient water use and irrigation methods mainly for hillside irrigation	31 Aug-2 Sep 2020: water management training & hydrant repair training (Common 2, 3-6) Apr 2021: Three tensiometers were installed at demo plot in Ngoma 22.	17-19 &24-26 May 2021: Water management rtraining was conducted to O&M team and FRT	31 August 2022: Water managemnet training (Lecture) was conducted	May to July 2022: Demonstration of furrow irrigation in the demo plot.	
4-8	○	3,4	M	M	M	M	Water management training 2 :water resources monitoring in irrigation scheme (lecture / field practice)	·Lectures on efficient water use and irrigation methods ·Monitoring of the amount of available water resources and water use ·Water management at the time of drought ·Measurement of discharge and water level at dam reservoir ·Rainfall observation by using simple rain gauge ·Measurement of water consumption rate in paddy field	Jan 2021: Simple rain gauge was procured and it will be installed for each dams soon.	17-19, 24-26 May: water management training for IWUO leaders (O&M Team and Farmers' repair team) was conducted. 31 May-3 Jun: Water Management training for WUT leaders has been started. Jan 2021: Simple rain gauge was procured and it will be installed for each dams soon. Apr 2021: Measurement trial was started at demo plot.	Apr 2021 Measurement trial was started at demo plot	Feb 2020: Measurement of rainfall and spring discharge has been started.	
4-9	○	3,4	H	M	M	H	Water management training 3: Practice for Hillside irrigation (lecture / field practice)	On-farm water management and water use mainly for hillside irrigation ·Appropriate irrigation using soil moisture monitoring data ·Trial of treadle pump Water distribution using Night Reservoir (·Trial installation of shallow well for dry season) (·Trial of foot pump) (·To install water storage)	Jan 2021: Four tensiometers were procured. Apr 2021: Three tensiometers were installed and the measurement of soil moisture has been started. Oct 2021: Explanation of demo plot was done to O&M team and FRT June 2022: Three tensiometers were installed and the measurement of soil moisture has been started. August 2023: Traial for shower head application for hillside irrigation was started.	9 Nov-4 Dec 2020: Secondary canal creation 29-30 Dec 2021: Explanation and pratctice for on-farm water managemnet	11-20 Dec 2020: Field practice for installing secondary canal 30 Dec 2021: Explanation and pratctice for on-farm water managemnet 2 September: On-farm water management training using draft manual	April to June 2021: Construction of night treservoir June 2022: Field practise for utilization of small irrigation pump.	
4-10	○	3,4	M	H	H	M	Field practice of on-farm level water-saving irrigation for marshland scheme	On-farm water management and water use mainly for marshland irrigation ·Land levelling of the plot ·Maintenance of levee at the leakage point and improvement of ridge preparation method ·Installation of on-farm drainage (improvement of drainage condition) ·Trial of water saving method for paddy rice (AWD: Alternate Wetting and Drying) ·Adjustment of irrigation according to the growing stage ·To promote the installation of secondary/tertiary canal	June to August 2022: Planned irrigation schedule was applied in the demo plot based on the calculated water requirement	14-16 Dec: Preparation for hand leveler and AWD tube Oct 2021: Training for water saving irrigation. Jan-Mar 2023: Promoting the establishment of terminal canals for improved water management and monitoring of its utilization were conducted.	14-16 Dec: Preparation for hand leveler and AWD tube Feb: Monitoring of the progress Oct 2021: Training for water saving irrigation Jul 2022: Technical assistance for establishment of on-farm canal and appointment of SWDs	May to July 2022: Demonstration of furrow irrigation in the demo plot.	
4-11	○	3,4	H	H	H	H	Water management training 4 (lecture / field practice)	·To prepare annual water distribution plan ·To evaluate and consider the appropriate water fee setting	Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held	Jan. 2022: training for formulation of water distribution plan was conducted. Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held	Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 4 August 2022: training for formulation of water distribution plan was conducted using draft manual	Feb. 2022: training for formulation of water distribution plan was conducted to TF members. May 2022:Workshop for draft manual for T/F member and FC was held 20 October: Training for fair water distribution was conducted using draft manual 10 Nov 2022: Training for fair water distribution was conducted using draft manual	
3&4-12	○	3,4	H	H	H	H	Monitoring & Feedback	Monitoring and feedback on the implementation of the O&M plan (3-5) and water distribution plan (4-11)					
3-a		3,4	yes	yes	yes	yes	Others	Support for the development/ rehabilitation plan of irrigation scheme, incorporating an O&M perspective from the planning stage					
3-b		3,4	H	H	H	H	Daily technical guidance on O&M 1	Facility O&M	May 2022: Installation of valves for secondary canal was conducted by O&M Team and FRT in Ngoma 22 hillside	7-24 Dec 2020: Handover stop log Apr 2021: Trial for improving stop log was practiced.	Sep 2020: main canal was repaired Oct 2020: farm road was repaired	Dec 2020: Main canal was maintained Sep 2021: farm road was repaired Nov. 2021: irrigation canal was rehabilitated Jan. 2022: Canal crossing drain was constructed	
3-c		3,4	H	H	H	H	Daily technical guidance on O&M 2	Practice of O&M along the plan (3-5)					
3-d		3,4	Yes				Repair/rehabilitation work	Dredging of Chinese old dam at Mwanbu and utilization of borrow materials					Farmer's Repair Team, O&M Team

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
3-e		3,4		H			Construction	•Intake structure at Cyaruhogo scheme •Night Reservoir at Nyabuyogera scheme		June to August 2022: New Intake structure was constructed		Apr-Jul 2021: complementary lining work is on going. Aug-Sep 2021: supplemental correction work was conducted. 30 Jan -7 Feb 2023: Construction for another new night reservoir was started. (construction for intake weir). June 2023: Construction for another new night reservoir was started. (Site preparation). August 2023: Excavation work for night reservoir is almost finished. Remaining work for construction of outlet facilities and leading canals will continue. September 2023: Construction of outlet facility and leading canal was completed.	
4-f		3,4			M	M	Daily technical guidance on water management 1	Installation and operation of intake structure			2021-2022: More than 5 intake was rehabilitated and newly constructed		
4-g		3,4	H	H	H	H	Daily technical guidance on water management 2	Practice of water distribution along the plan (4-11)					
5-1	O	5	H	H	H	H	Establishment and reinforcement of Cooperative organizational structure	To establish the implementation structure for farm management at scheme level	18-21, 24-29 Aug 2020: Reorganization of hillside cooperative & preparation of internal regulation Jul 2021: Cooperative has started hiring an accountant.	Well organized	Well organized	Sep 2020: Reorganization of cooperative & preparation of internal regulation	Cooperative
5-2		5	M	L	L	M	Soil improvement	•Conducting soil analysis in the schemes •Compost training	Jul-Aug 2020: compost training & follow-up Apr 2021: compost training	Jul-Aug 2020: compost training & follow-up	Jul-Aug 2020: compost training & follow-up	Apr 2021: compost training & follow-up	Cooperative
5-3	O	5	H	H	H	H	Profitability analysis	To analyze the profitability of each crop based on production record and BLS	Sep 2020: Preparation of documents	Sep 2020: Preparation of documents	Sep 2020: Preparation of documents	Sep 2020: Preparation of documents	
5-4		5	H	M	H		Relationship with IWUO	Consideration of performance contract with IWUO	29 March 2021 : Performance Contract Agreement was signed for season 2021A 06 July 2021 : Performance Contract Agreement was signed for season 2021B 03 Jan 2022 : Performance Contract Agreement was signed for season 2022A	31 Dec 2020: Performance Contract Agreement was signed. 19 Dec 2022 : Performance Contract Agreement was signed for 2023A.	16 Feb 2022 : Performance Contract Agreement was signed for Season B 2022 9 Aug 2022 : Performance Contract Agreement was signed for season A 2023		
5-5	O	5	H	H	H	H	Coop management training	Training on strengthening Coop management, gender main streaming, and accounting	17-18 Nov 2020: coop management and gender mainstreaming training 14-15 Feb 2022: coop management and gender mainstreaming training (with partner, invited woman trainer)	9-12 Nov 2020: coop management and gender mainstreaming training 13-17 Dec 2021: coop management and gender mainstreaming training	5-6 Nov 2020: coop management and gender mainstreaming training 23-24 Feb 2022: coop management and gender mainstreaming training (with partner, invited woman trainer)	22-23 Oct 2020: coop management and gender mainstreaming training 9-10 Aug 2021: Workshop on rules and internal regulations 23-24 Nov 2021: coop management and gender mainstreaming training 22-23 Aug 2022 : coop management and gender mainstreaming training for new executive committee and audit committee 1-2 September: coop management and gender mainstreaming training for new FPG leaders	Cooperative
5-6		5	M	M	M	M	Coop management training	Study tour to good practice cooperatives	31 Jul 2020: study tour to Nasho irrigation scheme in Kirehe District to learn about contract farming	22-23 Nov 2022: The workshop of introducing 15 rice varieties	9 Feb 2023 : Study tour to Nyaburiba cooperative in Bugesera District February 2023 : Study tour to Nyaburiba cooperative in Bugesera District	30-31 Aug 2021: study tour to Ngoma22 irrigation scheme to learn about contract farming in cooperation with C/PS 29 Nov 2022: study tour to Bishenyi in Kamoni District to learn about respecting crop & irrigation calendar	IWUO members Cooperative
5-7	O	5	H	L	L	H	Marketing training	→Training on marketing and market-oriented agriculture →Training on market research and analysis	9-10 Dec 2020: Marketing 22-23 June 2022 : Market survey and interviewing companies/investors in Kigali by cooperative 8-9 July 2022 : Interviewing companies and have linkage between companies and cooperative in Agri-show	7 May 2021: rice variety workshop (visit to Indatwa Kayonza coop)	2 Dec 2020: rice variety workshop (visit to RAB demo farm)	25-26 Nov 2020: Marketing training	
5-8	O	5	H	H	H	H	Marketing training	→Selection of crop/variety based on the analysis of profitability, making crop calendar	Jan 2021: Done with cooperative 22 Sep 2021: Making crop calendar 24-25 Aug 2022 : SHEP WS (ToT)	7 May 2021: Selection of the varieties 17-18 Aug 2022 : SHEP WS (ToT)	2 Dec 2020: Selection of the varieties 11-12 Aug 2022 : SHEP WS (ToT)	Jan 2021: Done with cooperative 24 Sep 2021: Making crop calendar 11-12 Aug 2022 : SHEP WS (ToT)	
5-9		5	L	L	L	L	Rice cultivation and Horticulture training	Management of demonstration plots in the schemes	From Dec 2020 to Feb 2023	From Dec 2020 to Feb 2023	From Dec 2020 to Feb 2023	From Dec 2020 to Feb 2023	
5-10	O	5		M	M		Rice Cultivation training 1 (FFS)	→1: Field training on nursery sowing practice and soil improvement		11, 14-16 Dec 2020: sowing and nursery preparation 7-8 Jul 2021: sowing and nursery preparation 11 Jan 2022 : Nursery preparation and sowing	29-31 Dec 2020: sowing and nursery preparation 29-30 Jun 2021: sowing and nursery preparation (second time)		

S/N	Agreed Plans	Output	(After) Priority for model sites				Contents of activity / training	Details	Progress				Target
			N22	Rw	Nr	Nb			N22	Rw	Nr	Nb	
5-11	○	5		M	M		Rice Cultivation training 2 (FFS)	→2: Field training on transplanting		19-22 Jan 2021: Land leveling and transplanting training (only for land owner due to covid-19 prevention) 4-5 Aug 2021: training on transplanting 4 Feb 2022: training on land leveling and transplanting 27-30 June 2022 : training on land preparation for beginners who started cultivation of paddy rice	4-8 Jan 2021: Land leveling and transplanting training (only for land owner due to covid-19 prevention) 26-30 Jul 2021: Land leveling and transplanting		
5-12	○	5		M	M		Rice Cultivation training 3 (FFS)	→3: Field training on fertilization and pest control	30 Nov 2021 : Disease and pest control	18-19 Feb 2021: Field training on fertilization and pest control 24 Mar 2021: 2nd Top dressing 8-9 Sep 2021: Training on top dressing and weeding 22-Oct 2021: Training on 2nd topdressing 16-17 May 2022 : Training on disease and pest control by TF member	2-Feb 2021: Field training on fertilization and pest control 18-19 Aug 2021: Training on top dressing and weeding 19-20 May 2022 : Training on disease and pest control by TF member		
5-13	○	5		M	M		Rice Cultivation training 4 (FFS)	→4: Field training on harvesting and post-harvesting		25-26 May 2021: Harvesting 15 June 2023: Training on winnower machine operation and maintenance	5 May 2021: Harvesting 13 Dec 2021: Harvesting 30 Nov 2022: Training on winnower machine operation and maintenance		
5-14	○	5	M			M	Horticulture training 1 (FFS)	→1: Field training on seed sowing and seedling preparation	10 Feb 2021: sowing and nursery preparation 28 Sep 2021: sowing maize and chia seed and nursery of tomato, cabbage and beetroot			4 Feb 2021: sowing and nursery preparation 29-30 Sep 2021: sowing preparation of maize and chia seed 22 Mar 2022: sowing soybean and applying rhizobium 23 Sep 2022: spacing and fertilizer application of maize	
5-15	○	5	M			M	Horticulture training 2 (FFS)	→2: Field training on transplanting and land preparation	6 Apr 2021: transplanting and land preparation 3 Nov 2021: Transplanting and top dressing			1 Apr 2021: transplanting/sowing and land preparation 23-24 Jun 2021: Planting for irish potato	
5-16	○	5	M			M	Horticulture training 3 (FFS)	→Field training on fertilization, rice husk charcoal and compost making	6 May 2021: weeding and fertilization 13 May 2021: compost making.			14-23 Apr 2021: compost making for all zones, 22 Apr 2021: fertilization	
5-17	○	5	M			M	Horticulture training 4 (FFS)	→4: Training on pest control and IPM	30 Nov 2021: Diseases and pest control			21 Jun 2021: Making organic pesticide for chili	
5-18	○	5	M			M	Horticulture training 5 (FFS)	→5: Field training on harvesting and post-harvesting	29 Jun 2021: Harvesting for green pepper 17 Jan 2022 : Harvesting and post-harvest			1-Oct 2021: harvesting irish potato	
5-19		5		L	L	L	Horticulture training 6 (FFS)	Field training on farm machine and tools (winnower, planting machine, etc.)		23 Apr 2021: Repair work of damaged winnower machine of cooperatives with technicians. (20 machines are repaired)	30 Nov 2022: Training on winnower machine operation and maintenance		
5-20	○	5		L	M		Field training on field-level water-saving paddy irrigation	Training on water management at on-farm level		Feb- 2021: preparation and implemented training	Feb- 2021: preparation and implemented training		
5-21	○	5	M			M	Field training on field-level water-saving upland irrigation	Training on water management at on-farm level	Feb- 2021: preparation and implemented training			Feb- 2021: preparation and implemented training	
5-22		5	M				Knowledge Co-Creation Program in the third country	Knowledge Co-Creation Program regarding farming (SHEP, CARD) in the third country	9-27 May 2022 : TF member participated "Market-Oriented Agriculture Promotion (Planning and Management)(A)" as an observer and prepared action plan (online).				
5-23		5	L			L	Improvement of nutrition	Improvement of nutrition through farming package	Jul 2021: Field survey Jan 2022 : Dietary Diversity Survey			Jul 2021: Field survey Jan 2022 : Dietary Diversity Survey	
5-24		5	M			M	Post-harvest training	→Training on post-harvesting, collecting and shipment	29 Jun 2021: Harvesting for green pepper 17 Jan 2022 : Harvesting and post-harvest			1-Oct 2021: harvesting irish potato	
5-25		5					Post-harvest training	→Training on operation and maintenance of agricultural facility (Drying yard, storage, etc.)					
5-26		5					Post-harvest training	→Training on operation and maintenance of cold storage					
5-27		5	M			L	Marketing training (option)	Introduction of contract farming and certificates	July-Aug 2020: consultation contract farming with cooperatives and private companies Sep 2020-Feb 2021: Consultation farming of chia seed and chili 26 May 2022 : Interviewing quinoa company			July 2021: consultation contract farming with cooperative and private company. 30-31 Aug 2021: Study Tour to Ngoma 22 Sep 2021: consultation of making contract	Cooperative
5-28		5					Coop management training (option)	Introduction of credit services for commercial farming					
5-29		5					Marketing training (option)	Trial introduction of parboiling technique					

Progress Summary of Improvement Plan / Training Plan (Agreed Plans)

As of 30th April 2024

*Red-highlighted parts indicate the updated activities of the month.

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
2-1	2	Understanding the scheme	[Step 1] • Undertake preliminary survey and define the scheme service area	Existikng and reconfirmed in June 2023			Existikng and reconfirmed in June 2023	Existikng and reconfirmed in June 2023	
2-2	2	Database organization	[Step 2] • Database preparation and organizing the management structure	Conducted in June and July 2023			Conducted in June and July 2023	Conducted in June and July 2023	
2-3	2	Reorganization of IWUO and election of leaders	[Step 2] • Database preparation and organizing the management structure	Conducted in July 2023			Conducted in July 2023	Conducted in July 2023	
2-4	2	Explanation of scheme layout to IWUO	[Step 3] • Conduct initial training and explain the scheme layout and how IWUO is organized	August 3 2023 initial training was conducted to Gitinga IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system			July 2023 initial training was conducted to Rugende IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system	August 1 2023 initial training was conducted to Gatare IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system	July 2023 initial training was conducted to Cyili IWUO and Cooperative leaders on the scheme layout and present condition of the irrigation system
2-5	2	Establishment of Internal Regulation	[Step 4] • Prepare the Rules and Internal Regulations (by-law) [Step 5] • Prepare role and responsibility of stakeholders • Hold general meeting for approval of the Rules and Internal Regulations and Action Plan • Prepare future Action Plan	Its being updated The updated version of internal regulation is shared among stakeholders for comment and suggestion			Its being updated The updated version of internal regulation is shared among stakeholders for comment and suggestion	Its being updated The updated version of internal regulation is shared among stakeholders for comment and suggestion	
2-6	2	Strengthening of IWUO	[Step 6] • Capacity development on Leadership • Promotion of participation • Transparency and accountability • Conflict management • Preparation of Action Plan	August 9 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO Training on office managemnt conducted Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managmenmt of scheme	August 9 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO together with Gitinga Training on office management was conducted		August 7 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO General Assembly meeting conducted Training on office managemnt conducted Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managmenmt of scheme	August 16 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO General Assembly meeting conducted Workshop was conducted for FC of all site to share good experience and learn each other problem as capacity building of the managmenmt of scheme	August 16 2023 TF members trained the IWUO and Cooperatives on Strengthening of IWUO together with Gatare

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyill
2-7	2	Financial Management	[Step 6] - Outline of financial management - Establishment of the O&M fund - Establishment of the O&M fee management mechanism	August 10 2023 TF members trained the IWUO and Cooperatives on Financial Management General Assembly meeting was conducted, Water fee rate is increased from 100 to 200RwF per are The president agree to resign due to the pressure from the two Cooperatives leaders. A new president shall be elected during an extra-ordinary GA meeting to be held soon	August 10 2023 TF members trained the IWUO and Cooperatives on Financial Management together with Gitinga		August 8 2023 TF members trained the IWUO and Cooperatives on Financial Management General assembly meeting was conducted	August 17 2023 TF members trained the IWUO and Cooperatives on Financial Management General assembly meeting was conducted Training on office management was conducted Preparation for community mobilized to rehabilitate the extremely damaged stream bank (Main Drainage system). Each farmers agree to vacate 2m wide land for the embankment on main drain	August 17 2023 TF members trained the IWUO and Cooperatives on Financial Management together with Gatare
2-8	2	Monitoring and Evaluation Method by DISC & RAB	[Step 6] - Role and function of M&E - Establishment of M&E system - Implementation of M&E	August 11 2023 TF members trained the IWUO and Cooperatives on PM&E New manager is hired and start working as the manager of Gitinga IWUO A computer is provided for smooth implementation of activities of IWUO Cooperatives and IWUO agree to mobilize fund to construct new weirs	August 11 2023 TF members trained the IWUO and Cooperatives on PM&E together with Gitinga		August 9 2023 TF members trained the IWUO and Cooperatives on PM&E	August 18 2023 TF members trained the IWUO and Cooperatives on PM&E	August 18 2023 TF members trained the IWUO and Cooperatives on PM&E together with Gatare
2-9	2	Commencement of the scheme activity	[Step 7] Commencement of scheme - Prepare and provide O&M manual - Start the scheme operation and management activities - Establish the system of collection water fee and member fee - Prepare financial management system - Establish performance agreement between IWUO and cooperative or other water users	A new manager or Field Collaborator is in the process of selection from within the community			On the job training is being done to IWUO manager and leadership with the help from NS of WAMCAB The impact of the training given by WAMCAB result in a lot of changes in the activities of IWUO and its manager For the first time IWUO achieve: Good office data management, Develop confidence in water management, Prepare presentation for DISC meeting	On the job training is being done to IWUO manager and leadership with the help from FC of Nyigiri IWUO	

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyill
2-10	2	Support in the registration of the organization and IMTA agreement	[Step 8] • Apply for registration of IWUO and water permit • Registration and performance contract agreement [Step 9] • IMTA and M&E system • Prepare a follow up mechanism • IMTA with MINAGRI • Routine Training						
2-11	2	Construction of secondary canal in Rwamagana	Support for the construction of secondary canal in Rwamagana						
2-12	2	Make TF understand How the lower level IWUO is formed							
2-13	2	To improve the draft manuals	Discussion and updating the manuals						
3&4-1	3,4	Establishment of implementation structure for O&M and water management at the scheme level	•To organize the O&M Team and Farmers' Repair Team •To organize the Water Users Team	28 August 2023: Lecture for O&M structure in IWUO 1 September 2023: Discussion for the O&M structure in IWUO			21 August 2023: Lecture for O&M structure in IWUO 25 September 2023: Discussion for the O&M structure in IWUO		
3&4-2	3,4	O&M and Water Management Basic Training	•Sharing the basics and current issues of irrigation facility utilization •PIM (Participatory Irrigation Management) training •To promote activities of water management and O&M at block level •Study tour to good practice schemes	5-7 June 2023: Pre-Training			12-14 June 2023: Pre-training	19-21 June 2023: Pre-training	
3-3	3,4	O&M Training 1 (lecture)	Basic training on O&M to foster the ownership	28 August 2023: Lecture for PIM			22 August 2023: Lecture for PIM		
3-4	3,4	Survey / inspection and analysis of current facility condition	•To prepare irrigation and drainage system map in the scheme •To prepare Irrigation scheme map •Facility inspection to grasp the current condition	5-7 June 2023: Pre-Training 9-10 October 2023: Facility inspection training			12-14 June 2023: Pre-training 9-10 October 2023: Facility inspection training	19-21 June 2023: Pre-training 16-18 October 2023: Facility inspection training	
3-5	3,4	O&M Training 2 (lecture)	•To prepare the annual O&M plan of IWUO •To evaluate and consider the appropriate water fee setting	19-21 March: BoQ Preparation, O&M planning and Civil work Practise			19-23 February: BoQ Preparation, O&M planning and Civil work Practise	26 February-1 March: BoQ Preparation, O&M planning and Civil work Practise	
3-6	3,4	O&M Training 3 (field practice) Basic / Advanced level	•Basic civil work (masonry, plain concrete) •Advanced civil work (Reinforced concrete) •Participatory simple maintenance and cleaning activity •Countermeasures against soil erosion •Maintenance of hydrants/pipe/valve •Demonstration on typical facility maintenance and repair •Farm road repair	29-31 August and 1 September 2023: Lecture and practise for Basic Civil work in the model site 23 November 2023: BoQ Preparation training 19-21 March: BoQ Preparation, O&M planning and Civil work Practise			22-25 August 2023: Lecture and practise for Basic Civil work in the model site 16 November 2023: BoQ Preparation training 19-23 February: BoQ Preparation, O&M planning and Civil work Practise	4-8 September 2023: Lecture and practise for Basic Civil work in the model site 2 November 2023: BoQ Preparation training 26 February-1 March: BoQ Preparation, O&M planning and Civil work Practise	

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyill
4-7	3,4	Water management training 1 :Basic knowledge on irrigation (lecture)	•Lectures on efficient water use and irrigation methods mainly for hillside irrigation	20 - 23 November 2023: Basic Water Managemnet Training			13 - 16 November 2023: Basic Water Managemnet Training	30 October - 1 November 2023: Basic Water Managemnet Training	
4-8	3,4	Water management training 2 :water resources monitoring in irrigation scheme (lecture / field practice)	•Lectures on efficient water use and irrigation methods •Monitoring of the amount of available water resources and water use •Water management at the time of drought •Measurement of discharge and water level at dam reservoir •Rainfall observation by using simple rain gauge •Measurement of water consumption rate in paddy field						
4-9	3,4	Water management training 3: Practice for Hillside irrigation (lecture / field practice)	On-farm water management and water use mainly for hillside irrigation •Appropriate irrigation using soil moisture monitoring data •Trial of treadle pump Water distribution using Night Reservoir (• Trial installation of shallow well for dry season) (• Trial of foot pump) (• To install water storage)						
4-10	3,4	Field practice of on-farm level water-saving irrigation for marshland scheme	On-farm water management and water use mainly for marshland irrigation •Land levelling of the plot •Maintenance of levee at the leakage point and improvement of ridge preparation method •Installation of on-farm drainage (improvement of drainage condition) •Trial of water saving method for paddy rice (AWD: Alternate Wetting and Drying) •Adjustment of irrigation according to the growing stage •To promote the installation of secondary/tertiary canal				22 January: On-farm water management training	17 January: On-farm water management training	
4-11	3,4	Water management training 4 (lecture / field practice)	•To prepare annual water distribution plan •To evaluate and consider the appropriate water fee setting	29-30 April 2024: Training for formulation of Water distribution plan					

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
5-1	5	Establishment and reinforcement of Cooperative organizational structure	To establish the implementation structure for farm management at scheme level						
5-3	5	Profitability analysis	To analyze the profitability of each crop based on production record and BLS	BLS was conducted in July and August 2023					
5-5	5	Coop management training	Training on strengthening Coop management, gender main streaming, and accounting	12-14, 19-21 September 2023: Training on Coop management, gender main streaming	26-28 September 2023: Training on Coop management, gender main streaming	5- 6 October 2023 : Training on Coop management, gender main streaming	18- 20, 23- 25, October : Training on Coop management, gender main streaming	20-22, 27-29 September 2023: Training on Coop management, gender main streaming 26 Jan 2024: Training on Family Budget	
5-6	5	Coop management training	Study tour to good practice cooperatives			6 February 2024 : Study tour to Nyakaliba SSIT site			
5-7	5	Marketing training	→Training on marketing and market-oriented agriculture →Training on market research and analysis						
5-8	5	Marketing training	→Selection of crop/variety based on the analysis of profitability, making crop calendar	6, December 2023 : Training on Crop calendar making	12, December 2023 : Training on Crop calendar making	27-28, November 2023 : Marketing training	21, November 2023 : Training on Crop calendar making	20, December 2023: Training on Crop calendar making	
5-9	5	Rice cultivation and Horticulture training	Management of demonstration plots in the schemes						
5-10	5	Rice Cultivation training 1 (FFS)	→1: Field training on nursery sowing practice and soil improvement	18, January 2024: FFS training on nursery preparation (COPERIG and COCURE)			21, December 2023: FFS training on nursery preparation (COMSS) 27, December 2023: FFS training on nursery preparation (Ejoheza)		
5-11	5	Rice Cultivation training 2 (FFS)	→2: Field training on transplanting				22 January 2024: FFS training on paddling & levelling, transplanting and basal application (COMSS) 26 January 2024: FFS training on paddling & levelling, transplanting and basal application (Ejoheza Rugende)	17 January 2024: FFS training on paddling & levelling, transplanting, basal application, water management and band repair	
5-12	5	Rice Cultivation training 3 (FFS)	→3: Field training on fertilization and pest control	21 March 2024 : FFS training on 1st top dressing application, disease and pest control			20 February 2024: FFS training on fertilization and pest and disease control (COMSS) 21 February 2024: FFS training on fertilization and pest and disease control (Ejoheza)	24-25 April 2024: FFS training on pest and disease control (lecture and field session)	
5-13	5	Rice Cultivation training 4 (FFS)	→4: Field training on harvesting and post-harvesting						

S/N	Output	Contents of activity / training	Details						
				Gitinga	Gisaya	Mutenderi	Rugende	Gatare	Cyili
5-14	5	Horticulture training 1 (FFS)	→1: Field training on seed sowing and seedling preparation			14 March 2024 : FFS training on nursery preparation and sowing			
5-15	5	Horticulture training 2 (FFS)	→2: Field training on transplanting and land preparation			15 April 2024: FFS training on land preparation and transplanting			
5-16	5	Horticulture training 3 (FFS)	→Field training on fertilization, rice husk charcoal and compost making						
5-17	5	Horticulture training 4 (FFS)	→4: Training on pest control and IPM						
5-18	5	Horticulture training 5 (FFS)	→5: Field training on harvesting and post-harvesting						
5-19	5	Horticulture training 6 (FFS)	Field training on farm machine and tools (winnowing, planting machine, etc.)						
5-20	5	Field training on field-level water-saving paddy irrigation	Training on water management at on-farm level						
5-21	5	Field training on field-level water-saving upland irrigation	Training on water management at on-farm level						
5-22	5	Knowledge Co-Creation Program in the third country	Knowledge Co-Creation Program regarding farming (SHEP, CARD) in the third country						
5-23	5	Improvement of nutrition	Improvement of nutrition through farming package						
5-24	5	Post-harvest training	→Training on post-harvesting, collecting and shipment						
5-25	5	Post-harvest training	→Training on operation and maintenance of agricultural facility (Drying yard, storage, etc.)						
5-26	5	Post-harvest training	→Training on operation and maintenance of cold storage						
5-27	5	Marketing training (option)	Introduction of contract farming and certificates						
5-28	5	Coop management training (option)	Introduction of credit services for commercial farming						
5-29	5	Marketing training (option)	Trial introduction of parboiling technique						

30th April 2024

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Activities	Year	2019	2020	2020	2021	2022	2023	2023	2024	Responsible Organization		Achievements	Issue & Countermeasures
Sub-Activities	Month	Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb	Japan	GoR	• The planned activities in 2020 had some difficulties on operation due to the COVID-19 pandemic. • An one-year extension of the Second Phase was agreed during the 6th JCC meeting.	• An one-year extension of the Second Phase was agreed during the 6th JCC meeting.
Duration / Phasing	Plan	First Phase: Survey/Planning Phase			Second Phase: Technical Guidance Phase			Third Phase: Institutionalization and Extension Preparation Phase			• The First Phase finished and Second Phase started one month ahead of the schedule. • The Second Phase was extended one year up to March 2023 due to COVID-19 pandemic.		
	Actual	First Phase: Survey/Planning Phase			Second Phase: Technical Guidance Phase			Third Phase: Institutionalization and Extension Preparation Phase					
Monitoring Plan	Year	2019	2020	2020	2021	2022	2023	2023	2024	Remarks		Achievements	Issue & Countermeasures
Monitoring	Month	Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb-Mar-Apr-May-Jun-Jul-Aug-Sep-Oct-Nov-Dec	Jan-Feb				
Joint Coordinating Committee	Plan									• In the First Phase, 1st and 2nd JCC meetings were organized. • In the Second Phase, 3rd to 8th JCC meetings were organized. • In the Third Phase, 9th to 10th JCC meetings were organized.	• Gisagara district was selected as one of the three model areas at the 1st JCC meeting. • Based on the result of the 1st JCC meeting and the subsequent discussion, RGB shall be an observer of JCC. • The 7th JCC meeting was organized on 27 May 2022. • The 8th JCC meeting was organized with the Study Tour to Charuhogo model site on 24-25 Nov. 2022.	• In the 4th JCC meeting, the proposed amendment of Project Indicators were approved. • In the 6th JCC meeting, an one-year extension of the Technical Guidance Phase was proposed and agreed by the JCC members.	
	Actual												
Set-up the Detailed Plan of Operation	Plan									• Detailed Plan of Operation (PO) for the First Phase was approved at the 1st JCC. • Detailed PO for the Second Phase was approved at the 3rd JCC. • Detailed PO for the Third Phase was approved at the 9th JCC.	• Detailed PO for the extended Second Phase and Third Phase was prepared and was approved at the 7th JCC in 27 May 2022.		
	Actual												
Task Force Meeting	Plan									• In the First Phase, 1st to 4th TF meetings were organized. • In the Second Phase, 5th to 12th TF meetings were organized. • In the Third Phase, 13th to 17th TF meetings were organized.	• In addition to the online study tours of the target irrigation schemes, TF members have requested to participate in the actual study tours. • In order to strengthen ownership of each TF member to actively conduct their responsibility, the 10th to 12th TF meetings have been arranged rotationally at each target district together with site visit to the model sites. • The 13th, 14th, 15th and 16th TF meeting were organized during an extension period of the Second Phase.		
	Actual												
Submission of Monitoring Sheet	Plan									• JCC members confirmed the project outputs and activities at the JCC meetings. • In the First Phase, Monitoring Sheet #01 and #02 were finalized. • In the Second Phase, Monitoring Sheet from #03 to #07 were finalized. • In the Third Phase, Monitoring Sheet #08 was finalized.	• Monitoring Sheet #06 and #7 were finalized during an extension period of the Second Phase.		
	Actual												
Monitoring Mission from Japan	Plan									• The mid-term monitoring was conducted by the JICA mission from 4th to 13th November 2021, and several recommendations were made to the 6th JCC meeting.			
	Actual												
Joint Monitoring	Plan									• JCC members conducted monitoring of the Project based on the Monitoring Sheets. • In 2028 (3 years after the termination)			
	Actual												
Post Monitoring	Plan												
	Actual												
Reports/Documents													
Progress Report	Plan									• 1st Progress Report was submitted to the concerned organizations at the end of the First Phase. • 2nd Progress Report was submitted to the concerned organizations at the end of the Second Phase.	• 2nd Progress Report (technical guidance phase) is being prepared for submission in May 2023.		
	Actual												
Project Completion Report	Plan												
	Actual												
Public Relations													
	Plan												
	Actual												
	Plan												
	Actual												

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Project Monitoring Sheet I (Revision of Project Design Matrix)

Project Title: Project for Water Management and Capacity Building in Rwanda
Period of Project: Six years (From 1 April, 2019 to 31 March, 2025)
Target Area: Rwamagana and Ngoma Districts in Eastern Province and Gisagara District in Southern Province
Project Beneficiaries: RAB, Irrigation Water Users Organizations and Districts
Implementing Agency: Rwanda Agriculture and Animal Resources Development Board (RAB)
Collaborative Agency: Ministry of Local Government (MINALOC), District Authorities, Rwanda Cooperative Authority (RCA), Rwanda Governance Board (RGB)

Version 5.0

Dated 30th April 2024

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal					
The models of scheme management by IWUOs are accepted in the target districts.	There is at least one scheme which follows the scheme management system in the target districts.	Interviewing to district officers in the target areas			
Project Purpose					
The capacity of irrigation scheme management improves in the model sites.	The level of organizational capacity*1 of IWUOs in the model sites increases to 70% or more through the improvement of IMT procedures and the IWUO-Support system. All high-priority agreed plans*2 (organizational operation, operation and maintenance, water management, and farm management) to improve the capacity of IWUOs in the model sites are implemented. *1 The Project applies Capacity Assessment Method that classifies capacity into three categories (External Condition, Technical Capacity and Core Capacity) and evaluates multiple question items in each category. Organizational Capacity is defined as the average achievement rate of Technical Capacity and Core Capacity in this method. *2 The agreed plans are selected from the improvement plans and training plans of "the Capacity Development Program for Irrigation Scheme Management". Occasional review on the status of IWUOs and necessary training will be conducted even after completion of the Project. See the attachment for the details.	• Capacity Assessment of IWUOs in the model sites • Project progress reports (including monitoring and evaluation reports)	There is no drastic changes in officers at district and sector levels, especially for agriculture, irrigation and cooperative subsectors.	- Based on the Improvement Plan / Training Plan, a series of training and activities have been conducted. - There has been an improvement especially in the activities related to IWUO management (Output 2), which is expected to the improvement of other Outputs and interactions between Outputs. - Project Purpose is generally progressing as indicated about the below-mentioned indicators. 1. In order to evaluate capacity of IWUO, the second capacity assessment (CA) was conducted in February 2023. The results of the second CA were very much improved since the first CA, and all 3 IWUOs and 1 SMC achieved the target as 70% of organizational capacity. 2. Despite some delays due to lack of involvement of C/P and TF members in activities in the model schemes due to various COVID-19 impacts, the agreed plan of IP/TP is almost conducted as planned after a one-year extension of the technical guidance phase.	
Outputs					
1. Irrigation Management Transfer (IMT) procedures, support system (including the roles of stakeholders), and contents of support to IWUO and procedures of monitoring are identified.	IMT implementation manuals are approved at JCC.	JCC minutes		- Discussions on Policy Advice for IWUO and IMT are progressing. - The functioning of DISCs and the involvement of local authorities at sector level has been strengthened. In addition to DISCs, discussion for creation of a Federation / Umbrella of IWUOs are progressing in Rwamagana. - To ensure the achievements and improve the added value of the Project, Radio Training Program, a series of Webinars and Online Study Tours have been conducted. - To examine the survey methodology for the irrigation scheme inventory, the Project conducted a desk review/survey and sample field survey at 50 irrigation schemes. - In collaboration with MINAGRI, WAMCAB has supported to develop the "Irrigation Strategic Plan" by managing the sub-contract and directly implementing part of the field surveys, which will promote and contribute to policy discussion and recommendation by WAMCAB. "Irrigation Strategic Plan" was finalized and is now waiting to be validated by MINAGRI. - Memorandum of Cooperation with UR-CAVM was validated on 3rd October 2023, which contributes for sustainable utilization of WAMCAB achievement for collaboration training and research in water and soil management domain. The study tour with students was realised based on the Memorandum of Cooperation with UR-CAVM. - Action Plans by TF member were prepared and explained in every TF meetings. - As results of consolidated efforts by RGB, IWUOs and WAMCAB, the Operational Certificate was issued to the IWUO Rwamagana on 12th December 2023 and the Certificate of Legal	- Policy discussion and recommendation, improvement of IMT procedures and IWUO support system have been continuously conducted in cooperation with related stakeholders.

2. IWUO management is enhanced in the model sites.	IWUO Management improvement manuals are approved at JCC.	JCC minutes		- Cyaruhogo model site is becoming a strong IWUO that could plan, budget and implement its own action plan without help from outside. They have hired around 10 support staff for operation of the irrigation scheme. Presently they have approved to activate SWD on incentive basis that will lead to fair water distribution and reduce conflict arising from water. - Ngiriyi model site has become the best scheme in Gisagara District in terms of production increase, good water distribution and rehabilitation of irrigation facilities on its own. Many IWUO leaders are requested by the District to visit the site and participate in their General Assembly so that they could learn from the model site. It was found that strong leadership and devoted FC could make a big change in the management of the scheme that will create satisfaction by the beneficiaries and trust among themselves. - Ngoma 22 model site has improved much compared to its original status. It can collect water fee from hillside (that has never been done before) and it begins paying electricity bill (been paid by RAB). It has also increased its supporting staffs with its own budget. - Nyabuyogera model sites has also improved its water scarcity by installing night storage, start engaging in agro-dealer business to increase its income and be able to pay for its manager. - Extension sites are also improving in their management of water resource and budget collected from water fee. Training have been given to IWUO and Cooperative on Strengthening IWUO, Financial management and M&E by T/F member.	- Both Cyaruhogo and Ngiriyi model sites become the best performed IWUO in their respective District (Rwamagana and Gisagara). - Ngoma District has still poor commitment to irrigation scheme in its District. Even holding DISC meeting become cumbersome as the responsible person has no substitute when she is sick or in maternity leave. - As usual, Gisagara District has a strong and committed government officials that helps improve the activities of WAMCAB in model and extension area. - The leaders and beneficiaries of extension schemes are expecting strong involvement of WAMCAB project so that they could copy and improve their performance as the model sites especially, Rugende, Gataru, Cyili and Gitinga schemes. - For the first time in its existence, the extension schemes could be able to estimate the amount of water in their reservoir after they are given the raining by WAMCAB.
3. Operation and maintenance are properly implemented in the model sites.	Operation and maintenance manuals are approved at JCC.	JCC minutes		- A series of trainings and activities have been conducted according to the Improvement Plan / Training Plan (IP/TP). Especially, trainings are conducted by the TF members using the draft manual and it contributes to understanding the content of the manual and fosters ownership. - The Project has provided technical assistance to IWUO in the model sites for the periodical inspections of facilities, maintenance and repair by community work, etc. - It is observed that some facility repairs are made in each model site using IWUO's budget, workforce and skill learned in the training by WAMCAB, showing that ownership is gradually fostered. - In Ngoma model site, facility rehabilitation was completed by the consultant and the Project, and workshop and training for establishment of rules and explanation of each responsibility for better O&M is conducted by the Project. - Study tour were conducted and IWUO (SMC) representatives from Nyabuyogera scheme visited the Bishenyi scheme in Kamonyi district and those from Ngoma district visited the Muzanza scheme in Rulindo district. - Workshops for finalizing draft manual for output 3 was held. - Weir located in upstream at Ngiriyi model site is rehabilitated. - Night reservoirs have been being constructed by Cooperative with technical and financial support from WAMCAB.	- In Ngoma model site, facility rehabilitation was conducted by the consultant at the time of Grant Aid project and the Project. There are still works that were originally planned to be handled by RAB, but these will be implemented by SAIP.
4. Water management is properly implemented in the model sites.	Water management manuals are approved at JCC.	JCC minutes		- A series of trainings and activities have been conducted according to the IP/TP. Especially, training are conducted by the TF members using the draft manual and it contributes to understanding the content of the manual and fosters ownership. Also, series of trainings and activities have been conducted according to the Improvement Plan / Training Plan (IP/TP) to verify the WAMCAB model which was established from the lesson and learned from model sites. - Water distribution plan (Ver.0) has been developed together with IWUO and TF members. - In collaboration with Output 5, the Project has provided technical assistance in the four demonstration farms (rice cultivation in Cyimpima, Ngiriyi schemes and horticulture cultivation in Ngoma 22, Nyabuyogera schemes). - Workshops for finalizing draft manual for output 4 were held. - The further promotion and technical support for establishment of on-farm canals to the individual plots was conducted in each schemes by disseminating the output of the soft component of the grant aid project in Cyaruhogo scheme. - A series of trainings was prepared to conduct in the WAMCAB extension scheme in three districts with collaboration with IWUO in WAMCAB model sites to verify the WAMCAB model which was established from the lesson and learned from model sites.	
5. Farm management is properly implemented in the model sites.	The extracted farm management methodologies are accepted in the model sites.	Project progress report		- The Project has been providing technical assistance in the 4 demonstration farms (rice cultivation in Cyaruhogo, Ngiriyi schemes and horticulture cultivation in Ngoma 22, Nyabuyogera schemes). - Improvement of productivity by applying appropriate cultivation techniques and considering market demand in some parts of trained farmers are confirmed according to the interviewing. - As Ngoma 22 cooperative is registered as Agro-dealer officially, members are receiving agricultural input through cooperative. - Ngoma 22 cooperative developed market to supply vegetable in season C and has been supplying production to school. - A comparison of profit of the trainees before and after the project revealed that 19 farmers in Nyabuyogera and 14 farmers in Ngoma 22 increased their profit. - TF member, sector agronomist and cooperative agronomist who are capacitated in ToT training has been conducting training on cooperative management and gender mainstreaming in extension scheme. - Training on Cooperative Management and Gender Mainstreaming has been conducted for 173 beneficiaries (as of middle of October 2023).	Ngoma 22 scheme is also targeted one of project sites of SAIP donored by World Bank and cooperative farmers have been receiving agricultural input irregularly.

Activities	Inputs		Important Assumption
	(1) Input by Japanese side	(2) Input by Rwandan side	
1-1. To identify problems of the current implementation of IMT procedures through baseline survey	1. Dispatch of Experts	1. Assignment of C/Ps	
1-2. To identify problems of division of roles for the promotion of IMT and supports of IWUOs through baseline survey	(1) Regular Team Experts	(1) Project Director	
1-3. To identify problems of IWUO supporting systems through baseline survey	1) Chief Advisor / Irrigation Policy	(2) Deputy Project Director	
1-4. To select model sites upon the approval at JCC	2) Deputy Chief Advisor / Irrigation Policy	(3) Project Manager	
1-5. To implement the activities addressing to the above-noted problems	3) IWUO Management	(4) Chief Implementer	
1-6. To monitor the progress	4) O&M / Water Management	(5) Core C/Ps to work with the Japanese Expert Team at central, station, and district levels	
1-7. To draft IMT implementation manuals for IMT procedures, support system (including division of roles), support contents and monitoring	5) O&M / Water Management / Capacity Development		
1-8. To help C/Ps to draft proposal of amendment of the IWUO Policy and Strategy, and the Ministerial Order	6) Farm Management	2. Project Office (RAB in Kigali, and Station Offices in the two provinces)	
2-1. To analyse the current situation in order to identify problems (e.g. IWUO registration, by-laws and regulations, IMTA conditions, collaboration with cooperatives, water rights and etc.) through baseline	7) Coordination/Training		
2-2. To elaborate the draft improvement plan of IWUO management (e.g. leadership, accounting, general assembly & executive committees, collaboration with cooperatives, and etc.) based on the	8) Nutrition-sensitive Farm Management	3. Local Operation / Activity Cost (arrangement based on R/D)	
2-3. To train C/Ps as trainers based on the improvement plan	(2) Short-term Experts	• Electricity / Water fees in offices	
2-4. To draft IWUO management improvement manuals	• Support for IMT Promotion	• Internet environment	
2-5. To conduct IWUO training by C/P trainers in the model sites	2. Counterpart Training	• Transportation costs of C/Ps	
2-6. To improve the draft manuals based on the implementation of activity written as 2-5	• Japan	• Cost for Communication	
2-7. To set up monitoring and evaluation system for IWUO management	• Third country		
2-8. To implement monitoring and evaluation on relevant activities	3. Provision of Equipment		
3-1. To analyse the current situation in order to identify problems of operation and maintenance (O&M) through baseline survey	• Equipment needed for project implementation		
3-2. To elaborate the draft improvement plan of O&M in the model sites based on the activity as written 3-1	4. Local Operation / Activity Cost (temporary arrangement)		
3-3. To train C/Ps as trainers based on the improvement plan of O&M	• Transportation costs of C/Ps		
3-4. To draft O & M manuals	• Allowances for C/Ps and farmers		
3-5. To conduct IWUO training by C/P trainers in the model sites	• Cost for Communication		
3-6. To improve the draft manuals based on the implementation of activity written as 3-5			
3-7. To implement monitoring and evaluation on relevant activities			
4-1. To analyse the current situation in order to identify problems of water management through baseline survey			
4-2. To elaborate the draft improvement plan of water management in the model sites based on the activity as written 4-1			
4-3. To train C/Ps as trainers based on the improvement plan of water management			
4-4. To draft water management improvement manuals			
4-5. To conduct IWUO training by C/P trainers in the model sites			
4-6. To improve the draft manuals based on the implementation of activity written as 4-5			
4-7. To implement monitoring and evaluation on relevant activities			
5-1. To analyse the current situation in order to identify problems of agricultural extension and farm management through baseline survey			
5-2. To extract suitable methodologies from lessons learnt through relevant projects			
5-3. To train C/Ps as trainers based on the suitable methodologies			
5-4. To elaborate farm management training texts			
5-5. To conduct training by C/P trainers in the model sites			
5-6. To implement monitoring and evaluation on relevant activities			

