

The United Republic of Tanzania



Participatory Agricultural Development and
Empowerment Project
(PADEP)



Semi Annual Progress Report
(July – December 2004)

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1. INTRODUCTION

This report provides a general cumulative update on Project implementation progress with more details for the first half of financial year 2004/05 i.e. June to December 2004.

The Project is now being implemented in sixteen (16) districts in the mainland and two districts in Zanzibar. Eight districts namely Masasi, Nachingea, Morogoro, Iringa, Hai, Arumeu, Hanang and Singida are in their second year of implementation. Mbulu, Babati, Kiteto, Karatu, Iramba, Urambo, Uyui and Sikonge are in their first year of implementation. Overall Project implementation progress continues to be satisfactory at community and national level.

The basic strategy of PADEP adopts a decentralised approach involving the districts, rural communities and private sector in planning and executing demand driven agricultural activities. PADEP would therefore promote decentralized decision-making with greater involvement of farmer groups and village communities in planning, implementation and management of demand-driven investment sub-projects. Wherever necessary, the project would encourage participation of local NGOs and CBOs in the identification, design and implementation, monitoring and evaluation of the sub-projects. Promotion of demand-driven approaches to research and extension services would be among the key strategies. It would also support districts and producers initiatives to develop the inputs distribution network and farm output markets

In principle the Project implementation has stayed on course in supporting decentralization and community empowerment. At the community and district level activities carried out up to December 2004 included training and technical backstopping to districts for subproject preparation, supporting PRA processes and capacity building activities at all levels, conducting project implementation review, conducting an evaluation study to pilot districts and supporting ongoing subprojects implementation at community level.

2. MAIN PLANNED ANNUAL TARGETS

During the year 2004/05, the project had planned to implement activities indicated in Annex 2. Main targets by component are summarized as follows. Planned targets during the reporting period are given in Annex 2.

2.1 Community Agricultural Development subprojects

- Support PRA in 80 villages of project year one districts and in 40 villages of new participating districts
- Support design and preparation of 120 Community Investment Subprojects (CIS)
- Support design and preparation of at least 480 Farmer Groups Investment Subprojects (FGIS)

- Initiate implementation of new 120 CIS and at least 480 new FGIS
- Continue supporting implementation of 20 CIS and 80 FGIS that were identified in the first year of project implementation.

2.2 District Institutional Strengthening and Capacity Building

- Conducting one workshop in July 2004 for the District Management Teams and Policy makers from the new participating districts to sensitise them on the project concepts and implementation arrangements.
- Carrying out sensitisation and planning workshop for DFTs in August 2004, to enable these teams prepare for project implementation.
- Carry out 8 district project launch workshops
- Support review of DADP in 16 districts by June 2005
- Development of capacity building programs for 8 incoming districts by September 2004.
- Supporting implementation of capacity building programs in the 8 districts that are in second year of implementation.
- Conducting Training of Trainers (TOT) for new DFT on Participatory Rural Appraisal (PRA), Subproject Preparation and Appraisal (SPA), and Participatory Monitoring and Evaluation (PME), effective Private-Public Sector Partnerships (PPP), Financial Management and Procurement (FMP) as well as HIV AIDS.
- Short term training on Project management and report writing is also planned for PDO and DFT respectively at the time convenient to them.

2.3 Improvement of Policy and Regulatory Framework

- Supporting review of the Agricultural Policy by September 2004
- Conducting one workshop for public and private sector stakeholders on issues constraining private sector participation in agricultural development
- Supporting preparation of the Seed and fertilizer Regulations and Guidelines by September 2004
- Organizing two stakeholders' workshops to enable sharing and dissemination of the regulations among the stakeholders.

2.4 Strengthening Technological Linkage

- Undertaking civil works at the four selected laboratories,
- Equipping the laboratories with transport facilities and necessary tools and soil analysis chemicals
- Training of soil laboratories staff on information technology and laboratory management.
- Supporting two research-farmer-extension-market linkages forums
- Conducting study tour/study exchange visits for extension staff and farmers

2.5 National Capacity Building Program

- Prepare a training plan for 2004/05 by September 2004

- Conduct short term training for responsible staff from ASLM on various disciplines as per 2004/05 training plan

2.6 Project Coordination and Management

- Procure two vehicles and a number of office equipment to replace those that have reached economic useful life.
- Support selection of PDOs for the new participating districts
- Provide financial support to operations of the Project Coordination Office
- Coordinate and backstop field level activities including Participatory Rural Appraisal in participating villages as well as preparation of subprojects.

3. ACHIEVEMENTS TODATE

Considerable evidence has been gathered on communities' level capacity in taking more responsibility to bring about agricultural and rural development in their localities. However, districts have tried scruply to cope with challenges in terms of applying demand driven approaches and providing the required support to empowered communities. Structural, methodological and behavioral weaknesses at the district level in planning and implementing demand driven agricultural interventions calls for an immediate intervention. Resources provided under the project could be managed and used to test capacity of local institutions in handling devolved authority and responsibilities in implementation of agricultural community programmes.

3.1 Community Agricultural Investment and Capacity Building

Participating districts have facilitated a total of 145 villages in carrying out their PRA exercises which forms the basis for sub-project development. As the result of the PRA exercises, about 413 community and farmers groups investment subprojects have been identified and are at various levels of implementation. These include 63 Community Ivestment Subprojects (CIS) and 350 Famers Groups Investment Subprojects (FGIS) all of which are at various implementation stages. That is, some sub-projects are at implementation stages while others are at different levels of preparations. In Zanzibar two (2) CIS and 12 FGIS were prepared and implementation of one (1) CIS and three (3) FGIS in the pilot *Shehia*² of Mwakaje and 2 of Ng'ambwa are being implemented.

Most of subprojects (31%) are for livestock production, followed by crop husbandry (24%) and agricultural mechanization (18%). Livestock based subprojects ranked very high in the southern zone contrary to conventional myth that livestock is a minor enterprise in that area. Similarly most of the agricultural mechanization subprojects are from Masasi (28%), Singida (25%) and Iramba (20%).

² In this report a *Shehia* is synonymous to a village

Six Community Investment Subprojects were completed and are now being used. These include rehabilitation of two traditional irrigation schemes in Hai and Morogoro and construction of four chaco dams in Singida and one in Hanang.

Evaluation by beneficiaries themselves shows that generally implementation is in line with the project objectives. Farmers have been empowered to participate in the process and are able to demonstrate their capacity.

3.2 District Capacity Building and institutional Strengthening

This is a very important component in the project implementation. The aim of this component is to ensure that all participating stakeholders and institutions have the capacity to implement planned activities. At the district level about 80 year one districts staff have been trained in participatory skills and data collection and processing, participatory project preparation and appraisal, participatory monitoring and evaluation, participatory monitoring and evaluation and private-public sector partnerships. To ensure that capacity building is well coordinated seven training modules which include Participatory Approaches (with an rural and agricultural focus), Project Proposal Writing, Participatory Monitoring and Evaluation, Financial Management and Procurement, Private Public Participation (emphasizing commercial farming) and HIV/AIDS awareness have been prepared and are currently in use.

Year one districts (Hai, Morogoro, Arumeru, Iringa, Hanang, Singida, Nachingwea and Masasi) have completed village sensitization and PRA/O&OD exercises in more than 50% of villages planned for year one and two. Year two districts, namely Sikonge, Uyui, Iramba, Urambo, Mbulu, Kiteto, Babati and Karatu have completed their sensitization and PRA training. Since then, they have facilitated PRA/O&OD exercises in five (5) villages each.

3.3 National Capacity Building and Institutional Strengthening

At the national level progress has also been made in finalizing soil laboratories rehabilitation contracts, procurement of equipments and capacity building activities. Training needs assessment was conducted with the view of planning appropriate interventions. Furthermore, a workshop on policy advocacy and dialogue between public and private sector was conducted with facilitation from the project.

The Bid Evaluation Reports for the rehabilitation of the four soil laboratories were completed and recommendations for award of contracts were made to three tenders, namely, Mlingano, Uyole and Selian Soil Laboratories. It was however recommended that, Ukiriguru should be re-tendered because it did not meet all the conditions as stipulated in the Bidding Documents. IDA issued a No Objection for the three soil laboratories and the contracts will be signed as soon as Performance Bonds are received from the contractors.

Procurement of Office Equipment and Tools (i.e. Computers, LCD Projector, UPS, CDs, Flash Disks, Printers, Photocopiers, Scanners, Digitising Tables, GIS equipment and associated Softwares) has been implemented and the final lots are expected to be delivered by end of February 2005. Emergency supply of glassware and chemicals for the four soil laboratories is in its final stages as contracts were signed and Performance Bonds were submitted by the winning bidders and Letter of Credit has already been opened. The supply

of all the materials is expected to be completed by end of February 2005. The No Objection for the recruitment of a Consultant for the supervision of the rehabilitation of the soil laboratories by applying the Single Source Selection Method instead of Consultant's Qualification Method (CQ) was obtained from IDA. Requests for Proposals (RFP) documents were prepared and reviewed by the MTB. The Consultant will be invited for negotiations and contract signing after the review of the evaluation report by the Ministerial Tender Board. The national level status of procurement is given in Annex 4.

4. DISBURSEMENT OF FUNDS

During the first half of the year 2004/05 a total of Tanzanian shillings 1.99 billion was disbursed. Of the amount disbursed Tshs. 1.2 billion or 60.8 % were direct grants to districts and communities in the participating districts. Community agricultural development (FGIS and CIS) grants amounting to Tsh. 525 million were disbursed to the 8 phase 1 districts where capacity building has been carried out in year 1. About Tsh. 700 million was disbursed to facilitate participating districts capacity building and institutional strengthening activities. Cummulative disbursement for the period ending 31 December amounts to Tsh. 3.8 billion, which is 66.5% of the planned disbursement of 5.7 billion. Most of the resources used at the national level have been supporting district and community level implementation. Tables 4.1 and 4.2 give respectively actual disbursement by component and expenditure category during the reporting period.

Table 4.1: Disbursement by Component

Component/Sub-component	Quarter I	Quarter II	Total	Plan	Variance (%)
	July – Sept	Oct - Dec	July - Dec	July – Dec	
Community Agricultural Development Subprojects	385,318,918	128,506,230	513,825,148	1,102,800,000	46.6%
District Inst. Strengthening and Capacity Building	335,317,487	365,184,730	700,502,217	737,000,000	95.0%
National Capacity Building	160,704,388	31,813,650	192,518,038	314,269,000	61.3%
Improvement of Policy and Regulatory Framework	31,515,000	27,994,200	59,509,200	143,487,000	41.5%
Strengthening Technological Linkages	36,848,220	94,446,410	131,294,630	263,234,000	49.9%
Project Cordination and Management	175,433,951	212,019,268	387,453,219	315,356,000	122.9%
Total	1,125,137,964	859,964,488	1,985,102,451	2,876,146,000	69.0%

Table 4.2: Disbursement by Category

Component/Sub-component	Quarter I	Quarter II	Total	Plan	Varian ce (%)
	July – Sept	Oct - Dec	July - Dec	July – Dec	
1. Grants	712,636,404	493,690,960	1,206,327,364	1,839,800,000	65.6%
2. Goods	24,474,951	136,681,707	161,156,658	176,880,000	91.1%
3. Works	3,083,000	663,500	3,746,500	7,216,000	51.9%
4. Consultancy services	89,696,439	87,963,241	177,659,680	194,760,000	91.2%
5. Training	185,986,463	30,059,334	216,045,796	403,607,000	53.5%
6. Operating Costs	109,260,707	110,905,746	220,166,453	253,883,000	86.7%
Total	1,125,137,964	859,964,488	1,985,102,451	2,876,146,000	69.0%

It can be seen from table 2.1 that the Community Agricultural Development Subprojects (CADS) component and Policy and Regulatory Framework and Technological Linkage Sub-components did not financially perform as expected. For the CADS, it was expected that completion of the necessary capacity building activities in the phase one districts would tremendously increase the number of subprojects submitted to MAFS/PADEP for funding. Unfortunately this has not been the case due to various reasons as described in section 5.

5. JOINT GOVERNMENT AND IDA SUPERVISION MISSION

An implementation progress review was jointly conducted by IDA and Governments of Tanzania and Zanzibar from 1st- 12th November 2004. Overall it was the mission's view that satisfactory implementation progress had been achieved in all project components especially at the community level. Issues raised and proposed actions are summarized in annex 5 below.

6. LESSONS AND CHALLENGES

In the course of implementing planned activities we have learned some lessons. These are essential in planning our way forward. Below is a narrative summary of the lessons learned.

6.1 Inadequate capacity in participatory approaches

Initially we were made to understand that the districts have got adequate capacity to facilitate the community-driven development process. In the course of implementing this project we have discovered that there is great variability in districts' experiences in these new approaches. Those districts which have gone through the O&OD planning process have more experience and skills than those which have not. Inadequate experiences in the participatory approaches have to a great extent delayed the implementation speed in some districts. It has further negatively impacted disbursement of funds from the PCU down to the communities.

Meanwhile, farmer participation in agricultural development is a process that requires time and committed practitioners who believe in participatory approaches. With time, people keep on learning and improve their skills and performance. This is a typical feature in community-driven development where people learn by doing. More time is still required to allow those with little experience to cope up.

6.2 Enormous capacity lies with farmers

A lot of capacity is available among rural communities. If given an opportunity they can undertake the PRA/O&OD exercises, identify problems limiting productivity, prepare fundable proposals and implement them at low financial costs. A number of CIS that were initially budgeted very high by the district technical staff costed very little when farmers took over the responsibility to undertake procurement of services and goods. However, these potentials that rest with farmers have not been fully tapped and utilized by the district staff. District and ward level staff have been encouraged farmer skills where applicable.

6.3 District staff not used to work under minimum supervision

Some district-level staff can not work without close follow-up from the DED's office or from the PCU. This together with inadequate follow-ups from the DEDs is some of the major factors leading to delayed submission of community and farmer groups proposals for funding. A program for backstopping the district and ward level staff has been prepared and is already in use.

6.4 Farmers are aggressive in demanding services

When farmers are well facilitated they become aggressive in demanding their rights and speeding the process. Occasionally they approached top district and regional officials to

demand services that they are entitled to. This gives a feeling that if empowered farmers can lead the process.

6.5 Public-private sector partnership

One of PADEP's specific objectives is to promote production and productivity by promoting the use of improved technologies through public and private sector partnership. The private sector is hereby seen as instrumental in selling and buying inputs and outputs, respectively. If the private sector is empowered to provide services its contribution could be enormous. Unfortunately, the private sector is still perceived by many as the source of farmer exploitation, popularly referred to as *walanguzi*. Conversely, a good number of the district staff have not yet appreciated that farmers also constitute the private sector and that private sector participation in project implementation is necessary. Failure to appreciate the role of the private sector in agricultural sector jeopardizes efforts to improve productivity and the implementation speed of project activities at district level. Training workshops have been prepared to address the problem

6.6 Sub-project preparation and quality assurance

In some cases the district and ward facilitators are still having problems in facilitating the process of identifying Community Investment Sub-projects and the Farmer Group Investment Sub-projects through problem trees. Many of these district and ward facilitators can not adequately facilitate communities to identify appropriate causes and effects. As such communities fail to develop appropriate solutions to their problems. Experience has shown that some of the ward and district level staff are still not conversant with the subproject preparation guidelines. Efforts are underway to translate some of the essential documents in *Kiswahili* so that even farmers can read and use them. Meanwhile, refresher courses are being planned especially for the ward level staff to give them more facilitation skills.

6.7 Identifying appropriate solutions

Related to the problem above is the inability of the ward and district facilitators to provide farmers with a diverse basket of solutions to identified problems. Usually one problem can be solved by several options, depending on farmer circumstances. Very often the district and ward facilitators rush for conventional solutions, some of which are not appropriate to local farming circumstances. A profile of available options from research institutes is being finalised and will soon be distributed to the ward, district facilitators and farmers.

6.8 Environmental and social management

It has been observed that all subprojects that have been submitted to the PCU for financing are directly or indirectly related to the environment and have social implications on farming communities. Farmers have, on their side, been including sections in their proposals on how

to mitigate social and environmental impacts. To avoid future negative environmental and social impacts more emphasis will be placed on environmental and social issues than ever. All districts have been directed to adhere to the social and environmental checklists that were distributed during the PRA training. Meanwhile, preparation of a special training on environmental management is being finalized.

6.9 Progress reporting

Amongst others implementation reports, both Financial and Physical progress reports are equally important. Some difficulties have been experienced in getting quality and timely reports from the districts despite constant reminders for submitting these reports. To overcome this problem simple reporting formats have been designed to assist in preparing quality reports within agreed period.

7. ACTIVITIES PLANNED FOR JANUARY TO JUNE 2005

The original plan of national level activities for the second half of the year 2004/05 has been revised to accommodate recommendations of the IDA supervision mission of November 2004. Annex 5 gives national level activities to be implemented during the period from January to June 2005. The project will continue to provide funds for implementation of communities, farmer groups and districts capacity building work plans in phase one districts. Funds will also be provided to assist districts and communities in finalising preparation of subprojects in the phase two districts and initiate implementation of their agricultural development investments.

ANNEX 1: THEMATIC DISTRIBUTION OF COMMUNITY AGRICULTURAL DEVELOPMENT SUBPROJECTS

DISTRICT	Crop Husbandry	Livestock production	Seed and Fertilizer	Processing of farm produce	Natural Resource Management	Farm Mechanisation	Marketing	Beekeeping	Soil and water conservation	TOTAL
Phase I districts										
1. Arumeru	5	18	-	1	4	-	-	-	2	30
2. Hai	7	6	2	1	-	-	1	-	6	23
3. Hanang	1	1	11	-	1	14	-	-	3	31
4. Singida	12	10	2	3	1	19	-	-	12	59
5. Morogoro	24	24	-	1	2	5	1	1	8	66
6. Iringa	18	3	-	-	-	-	-	-	6	27
7. Nachingwea	10	21	4	-	-	1	6	-	-	42
8. Masasi	20	43	3	7	1	21	18	-	2	115
Sub-total	97	126	22	13	9	60	26	1	39	393
Phase II districts										
9. Iramba	-	3	2	-	-	15	-	-	-	20
10. Urambo										
11. Uyui										
12. Sikonge										
13. Mbulu										
14. Karatu										
15. Kiteto										
16. Babati										
Sub-total	0	3	2	0	0	15	0	0	0	20
Total	97	129	24	13	9	75	26	1	39	413
% of Total	23.5%	31.2%	5.8%	3.1%	2.2%	18.2%	6.3%	0.2%	9.4%	100.0%

ANNEX 2: ACTIVITIES CARRIED OUT (JULY - DECEMBER 2004) BY CATEGORY

	COMPONENT/SUB-COMPONENT	PLAN FOR JULY – DECEMBER	ACHIEVEMENT	REMARKS
A	Community Agriculture Development Subprojects			
A1	Farmer groups investment subprojects	<ul style="list-style-type: none"> • Backstop identification and preparation of new farmer groups investments in 16 districts • Provide grants for implementation of the on-going Farmer Groups Investments in Hai, Arumeru, Morogoro, Iringa, Hanang, Singida, Masasi and Nachingwea districts. These include improvement of crop and livestock production, crop and livestock product processing and marketing as well as agricultural mechanization • Provide grants for technical assistance and training associated with the above mentioned investments 	<ul style="list-style-type: none"> • Grants were provided for preparation and implementation of 350 FGIS 	<ul style="list-style-type: none"> • PRA was conducted in 145 villages • The FGIS are at different stages of implementation • Total amount of grants disbursed to CADS are given in Annex 2
A2	Community Investment subprojects	<ul style="list-style-type: none"> • Backstop identification and preparation of community investments in 16 districts • Provide grants for implementation of the on-going Community Investments. These include watershed management for soil and water conservation, rain water harvesting, improvement of traditional irrigation schemes and strengthening of input-output marketing. • Provide grants for technical assistance and training associated with the above mentioned investments 	<ul style="list-style-type: none"> • Grants were provided for preparation and implementation of 63 community investments 	<ul style="list-style-type: none"> • PRA was conducted in 145 villages • The CIS are at different stages of implementation • Seven CIS have been completed successfully in Singida (3), Hai (2), Hanang (1) and Morogoro (1), • Total amount of grants disbursed to CADS are given in Annex 2
B	District Level Institutional Strengthening and Capacity Building			
B1	Provision of grants for district level institutional strengthening & capacity Building	<ul style="list-style-type: none"> • Facilitate project launch workshops in new participating districts • Facilitate district specific capacity building needs assessment in Iramba, Karatu, Uyui, Urambo, Sikonge, Kiteto, Babati and Kiteto districts • Backstop preparation of capacity building programs in the above districts based on own needs assessment 	<ul style="list-style-type: none"> • The project has been launched in Babati, Mbulu, Karatu, Urambo, Sikonge, Uyui, and Kiteto districts • All the above districts have completed capacity building needs assessments and preparation of three year capacity building programs 	<ul style="list-style-type: none"> • Amount of funds disbursed vary with districts depending on the planned

	COMPONENT/SUB-COMPONENT	PLAN FOR JULY – DECEMBER	ACHIEVEMENT	REMARKS
		<ul style="list-style-type: none"> Provide grants for initiating implementation of capacity building activities in the above mentioned districts Provide grants for implementation of on going capacity building programs in Hai, Arumeru, Morogoro, Iringa, Hanang, Singida, Masasi and Nachingwea districts 	<ul style="list-style-type: none"> Funds were provided to the above districts to enable implement their start up capacity building activities. 47 villages were thus reached for PRA exercises. Hai, Arumeru, Morogoro, Iringa, Singida, Nachingwea, Hanang and Masasi were supported to carryout their capacity building activities at various levels 	<p>approved and implemented activities.</p> <ul style="list-style-type: none"> Total funds disbursement for district capacity building is given in Annex 2
B1(a)	Facilitation of District Staff training	<ul style="list-style-type: none"> Facilitate sensitization workshop for the District Management Teams in in Iramba, Karatu, Uyui, Urambo, Sikonge, Kiteto, Babati and Kiteto districts Faciliate establishment of District Facilitation Teams in Iramba, Karatu, Uyui, Urambo, Sikonge, Kiteto, Babati and Kiteto districts comprising of 10 responsible district staff Facilitate training of the above mentioned teams in participatory rural appraisal, subproject preparation and appraisal, Participatory M&E, financial and procurement management skills as well as public-private partnership (PPP) in service delivery 	<ul style="list-style-type: none"> 8 DMT in new participating districts sensitized on the project objectives, concepts and principles as well as implementation arrangements including roles of implementing agencies at all levels 8 DFT established in all phase II districts All DFT trained in participatory rural appraisal, subproject preparation and appraisal as well as financial and procurement management skills 	<ul style="list-style-type: none"> Training on PM&E, PPP were postponed to third quarter to give room for DFT to support preparation of Community Agricultural Development Investments
B1(b)	Facilitation of DADP's development	<ul style="list-style-type: none"> Support preparation and/or review of DADPs in PADEP districts 	<ul style="list-style-type: none"> Not done 	<ul style="list-style-type: none"> This activity was postponed to give room to fourth quarter to give room for the Ministry to finalise preparation of the DADP preparation guidelines. However funds were provided to support preparation of DADP Guidelines
B1(c)	Facilitation of Private sector engagement	<ul style="list-style-type: none"> Facilitate public-private sector dialogues about private development as part of the district capacity building programs 	<ul style="list-style-type: none"> District Private Advisory Committees (DPAC) have been established in all phase I districts 	<ul style="list-style-type: none"> The DPAC have held several meetings to dialogue among others, about obstacles to private sector development in the districts
B2	National Level Institutional Strengthening and Capacity Building			
B2a	Support National Capacity building activities	<ul style="list-style-type: none"> Finalise procurement of two vehicles for MAFS procurement and private sector development sections Conduct stakeholders workshops 	<ul style="list-style-type: none"> Two pick ups procured and delivered to the MAFS in January 2005 One workshop organised for national level public sector stakeholders on effective public-private sector partnership MAFS was supported to conduct a workshop for stakeholders to brainstorm on 	<ul style="list-style-type: none"> The workshop was organised for government MDAs in order to establish a common understanding on Public- Private Sector partnership concept.

	COMPONENT/SUB-COMPONENT	PLAN FOR JULY – DECEMBER	ACHIEVEMENT	REMARKS
			tax waiver on agricultural fuel.	
B2a(i)	Staff training	<ul style="list-style-type: none"> Prepare training plan for 2004/05 Support short term training of ASLM staff in planning, management and information technology Support study exchange visits by ASLM staff 	<ul style="list-style-type: none"> Final training plan prepared. 	The plan is used for supporting short term training of the ASLM staff
B2a(ii)	Studies and Advisory Services	<ul style="list-style-type: none"> Recruit consultant for design and installation of an M & E database Carry out study for evaluation of pilot subprojects 	<ul style="list-style-type: none"> Design completed M& E database already installed Pilot evaluation study completed 	<ul style="list-style-type: none"> Draft report submitted and is being reviewed
B2b	Improvement of Policy Regulatory Framework			
B2b(i)	Development of competitive seed market	<ul style="list-style-type: none"> Support preparation of seed regulations Facilitate seed subsector stakeholders workshop to review and disseminate the seed regulations Procure equipment and tools for the seed registrar's office 	<ul style="list-style-type: none"> Seed regulations prepared 	<ul style="list-style-type: none"> Seed subsector stakeholders workshop postponed to third quarter Process for procurement of equipment for registrars office has been initiated
B2b(ii)	Development of competitive fertilizer market	<ul style="list-style-type: none"> Support one stakeholder consultation workshop on draft fertilizer legislation 	<ul style="list-style-type: none"> Workshop conducted 	
B2b(iii)	Support review and implementation of plant protection act	<ul style="list-style-type: none"> Support review of the Plant Protection Act 		<ul style="list-style-type: none"> Postponed to third quarter
B2b(iv)	Support review and implementation of crop subsector taxes, levies and fees			
B2b(v)	Support Development of competitive market for veterinary and product markets	<ul style="list-style-type: none"> Support stakeholders workshop on dissemination of the Veterinary Act Support a workshop for livestock producers and traders Facilitate a seminar on safflower production 	Two workshop conducted and one seminar held	<ul style="list-style-type: none"> The livestock traders' association workshop was organized in order to establish an interim committee that will lead into the formation of a national apex board.
B2c	Strengthening Technology Linkages			
B2c(i)	Linkage with ongoing programmes and projects		<ul style="list-style-type: none"> Framework for collaboration with ongoing programmes and projects is being finalised 	
B2c(ii)	Networking with IAO	<ul style="list-style-type: none"> Support study exchange visits 	<ul style="list-style-type: none"> Several study exchange visits supported as per training plan 	
B2c(iii)	Strengthening linkages btn ZARC and Districts	<ul style="list-style-type: none"> Facilitate participation of researchers, extension workers and farmers in Nane nane agricultural shows 	<ul style="list-style-type: none"> Researchers and extension workers were facilitated to participate in the 2004 Nane nane agricultural shows 	
B2c(iv)	Rehabilitation of Soil Laboratories	<ul style="list-style-type: none"> Recruit consultant for civil works supervision 	<ul style="list-style-type: none"> Recruitment of consultant being finalised 	
B2c(v)	Provision of Labortory	<ul style="list-style-type: none"> Procure vehicles and equipment for selected soil labs 	<ul style="list-style-type: none"> Four pick ups procured and delivered to the 	

	COMPONENT/SUB-COMPONENT	PLAN FOR JULY – DECEMBER	ACHIEVEMENT	REMARKS
	Equipment and Chemicals	<ul style="list-style-type: none"> Procure glassware and chemicals 	<p>soil labs in January 2005</p> <ul style="list-style-type: none"> Contract for supply of lab equipment, glassware and chemicals has been signed Procurement of GIS and office equipment for four Soil Laboratories completed 	
B2d	Project Coordination and Management			
B2d(i)	Project Management	<ul style="list-style-type: none"> Finalize the development of a M&E database management system Hold NTC and NPSC meetings Hold an implementation Progress review with the World Bank team 	<ul style="list-style-type: none"> The project M&E database system has been developed and installed at PCU One NTC meeting held in November 2004 The implementation progress review was jointly conducted by IDA and Governments of Tanzania and Zanzibar from 1st- 12th November 2004. 	<ul style="list-style-type: none"> Data entry into the system is going on The database system will be fine-tuned and installed at district level IDA recommendations and actions taken to date are summarized in Annex 6 Overall it was the IDA mission's view that satisfactory implementation progress has been achieved in all project components
B2d(ii)	Project Coordination	<ul style="list-style-type: none"> Backstop project implementation in Zanzibar Coordinate field level activities Backstop field level activities including identification and preparation of community investments 	<p>PCU-mainland provided facilitation and technical backstopping to PADEP Zanzibar.</p> <ul style="list-style-type: none"> At least one supervision visit per month was undertaken to each of the participating districts by PCU staff and National Resource team members 	<ul style="list-style-type: none"> The Deputy Project Coordinator and the Community Agricultural Development Officer attended the steering committee and technical committee, respectively
B2d(iii)	Procurement of Vehicles and Office Equipment	<ul style="list-style-type: none"> Procure vehicles for the Project Coordination Unit (PCU) Procure equipment for PCU 	<ul style="list-style-type: none"> Two 4WD vehicles were procured to replace the old ones A standby generator was procured and installed 	

ANNEX 3: NOVEMBER 1ST – 12TH REVIEW MISSION ISSUES RAISED AND ACTIONS TAKEN

	Issue raised	Action taken
1	Capacity building program: Training of financial management and community procurement for DFTs and WFTs has been conducted. However, in some districts, communities and farmer groups committees have not been trained in accounting and procurement. The Project should expedite this training prior to disbursement of CIS and FGIS grants.	<ul style="list-style-type: none"> All districts advised to incorporate in their quarterly workplans training on financial management and community procurement for CIS and FGIS committees as priority Financial management and procurement manuals have been translated into <i>Kiswahili</i> in order to facilitate the training of CIS/FGIS committee members
2	Environmental and social assessment “checklist”: Although some subproject write-ups have included discussions on environmental and social assessment, the checklist included in the PADEP operational manual is not used for mainstreaming identified issues. Training on how to use the checklist at PRA stage should be conducted by December 31, 2004.	<ul style="list-style-type: none"> Districts were reminded to put emphasis on environmental aspects and encourage communities to adhere to environmental and social safeguards as indicated in the guidelines for preparing sub-projects. Existing checklists will be incorporated in the subproject write-ups. ToRs for developing a comprehensive training module on Environmental and Social management assessment is being prepared. A training workshop is being planned to that effect
3	Communication strategy: The mission noted that communication between the districts and communities is not good. Time taken to respond to communities’ requests, including subprojects approval is too long. The communication problem should be addressed by developing a clear communication strategy by March 31, 2005.	<ul style="list-style-type: none"> This has been an issue of concern to the project and work had been initiated to address communication issues. A draft communication strategy has been prepared and circulated to stakeholders for comments.
4	Monitoring and evaluation: Data collection, storage and reporting is not yet systematic. It was agreed at negotiations that through participatory monitoring and evaluation (M&E), communities would collect baseline data at PRA stage and continue to monitor their subprojects’ implementation progress overtime. So far, baseline data is not being collected effectively by communities. The project management should ensure that the M&E system is installed by December 31, 2004.	<ul style="list-style-type: none"> The project M&E database management system has been designed and installed at the PCU (see Fig. 5). Data entry into the the system is on going. Special forms have been designed to ensure a systematic data collection at district and community levels. DFT and WFT members have been reminded to collect baseline data from time to time
5	Linkages with other projects: The mission emphasizes the need for linking PADEP activities with other projects’ interventions, such as other IDA funded TASAF and Rural Water Supply and Sanitation (RWSS) projects. Special arrangements should be made to link PADEP activities with the IFAD funded Agricultural Marketing Systems Development Project (AMSDP). A meeting to agree on the common framework for collaboration should be held by December 15, 2004.	<ul style="list-style-type: none"> A joint meeting between PADEP and AMSDP was held on 3rd Dec. 2004 to brainstorm on areas of strategic collaboration (common interest). A task force was formulated to come up with a plan of operation in certain agreed areas where collaboration will be enhanced. Collaboration with TASAF has always been there
6	Private sector participation: It was agreed that PADEP should enhance private sector involvement by piloting public-private partnership in supply chain management. In this regard, selected communities producing Cashewnuts and Safflower would be supported and linked to the private processors located within their respective areas. The project in collaboration with the concerned firms should prepare an action plan for piloting market linkages by January 31, 2005.	<ul style="list-style-type: none"> Consultations have been initiated with the Agricultural Research centre at Naliendele which has the mandate for cashew research and the Crop Promotion Services department in the Ministry of Agriculture and Food Security on Piloting of Cashew nut supply chain. A review of recent studies on cashew processing in Tanzania has been completed. Collaboration with Quality Food Products Ltd, the sole buyer of safflower, has been enhanced and is now going beyond safflower only by incorporating sesame.
7	Technological linkages: The preparation of catalogues of available technological options by the zonal research centers has not been done and technical backstopping of CIS and FGIS needs further strengthening. As part of technological linkages, it was agreed that research centers would submit their action plans and budget for documenting technological options for PADEP funding by December 15, 2004.	<ul style="list-style-type: none"> A provisional list of existing technologies has been prepared. A team of two staff, one from the project and one from the DRD are visiting Agricultural Research Institutes (ARIs) to firm up and update the list of released technologies so as to compile a catalogue for use by different stakeholders
8	Financial sustainability: In order to ensure financial sustainability of the FGIS it was	<ul style="list-style-type: none"> In collaboration with the department of cooperatives CIS and FGIS members are being guided

	<p>discussed and agreed that microfinance activities should be vigorously promoted under PADEP. The current mandatory saving of a certain proportion of commodities sales proceeds should be used as a platform for setting up rural microfinance institutions. The project management should work with MCM to develop a framework for microfinance development in PADEP districts by March 31, 2005.</p>	<p>and trained on establishing Savings and Cooperatives Associations (SACCOS).</p>
9	<p>Quality of sub-projects: It was noted that the District Management Teams (DMTs) are not conducting field and desk appraisal of the subprojects submitted by communities and farmer groups. As a result, the quality of subproject cannot be assured. DMTs should review all subprojects and provide their comments prior to submitting them to PCU for approval.</p>	<ul style="list-style-type: none"> • A guideline on farmers group registration has been distributed to all districts to assist in facilitating farmers groups
10	<p>District counterpart funds: Although more districts are currently contributing towards their capacity building budgets, some districts are still not doing so. The mission reiterates that districts should receive their capacity building grants only after they have made their 10% matching contributions.</p>	<ul style="list-style-type: none"> • A simplified guide in Kiswahili has been prepared and distributed to help DFT, WFT and farmers in preparing sub-projects • District Management Teams have also been reminded to be keen in approving sub-projects • All participating districts have been able to contribute their matching grant at least on a quarterly basis.
11	<p>Timing of sub-projects approval: The mission noted that in some districts subprojects were not approved until after the rainy season has set in. As a result, farmers could not start the implementation of their subprojects in time. The mission emphasizes on the need to synchronize the subprojects approval process with the growing season.</p>	<ul style="list-style-type: none"> • Instead of organising special meetings to approve “PADEP” sub-projects districts have been advised to use normal DMT meetings which sit monthly to approve subprojects once they are ready to avoid delay

ANNEX 4: PROCUREMENT STATUS AT NATIONAL LEVEL: JULY 2004 TO DECEMBER 2004

Disbursement Category/Contract Description		Procurement Status
1	Civil works	
	Rehabilitation of Mlingano Soil Laboratory	Letter of Acceptance has already been sent to the winning Contractor and we are waiting for the Contractor to submit the Performance Bond so that the contract could be signed
	Rehabilitation of Ukiriguru Soil Laboratory	Works for Ukiriguru soil lab are being re-tendered because the bidder did not meet the conditions as stipulated in the bidding documents. The bidding document for re-tendering have already been prepared and sent to the Ministerial Tender Board for review so that advertisement can be done.
	Rehabilitation of Selian Soil Laboratory	The winning Contactor has already submitted the Performance security and the contract will be signed very soon.
	Rehabilitation of Uyole Soil Laboratory	Letter of Acceptance has already been sent to the winning Contractor and we are waiting for the Contractor to submit the Performance Bond so that the contract could be signed
2	Goods	
	Vehicles - 6 Units 4WD Pickup Double Cabin	The vehicles have already been procured and supplied to the Project and in turn the PADEP has already issued them to the Director of Research and Development (DRD) for the four soil laboratories (4 units), Secretary Ministerial Tender Board (1unit) and Director of Planning and Policy (DPP) (1 unit) for Private Sector Unit of the Ministry of Agriculture and Food Security.
	Vehicle -2 Units 4WD Station wagon	The vehicles have already been procured and supplied to the Project and they are currently being used by the Project Coordination Unit (PCU).
	Office Equipment	
	<ul style="list-style-type: none"> • 13 No Desktop Computers, 11 No Laptop Computers, 1 No. LCD Projector, 14 No. UPS, 80 No. CD Rewritable and 18 No. USB Flash Disks • 6 No. Laserjet Printers, 4 No. Deskjet Printers, 6 No scanners and Photocopiers 	<p>All these goods have already been supplied to the Project</p> <p>Contracts for the supply of these goods have already been signed and the supply of the same is expected in February 2005</p>

Disbursement Category/Contract Description		Procurement Status
	Laboratory Chemicals	Contracts for the supply of these goods have already been signed and the supply of the same is expected in February 2005
	Soil Laboratory Glassware	Contracts for the supply of these goods have already been signed and the supply of the same is expected in February 2005
	GIS Equipment and Software	The scanners, plotters and digitising tables have already been supplied. The GIS software to be supplied in February 2005
	Laboratory Equipment	The preparation of the list of equipment to be procured is being done so that the preparation of the bidding documents could be finalised
	Standby Generator	It has been procured and installation has already been done and it is currently in use.
	Electronic Typewriter	These items have already been procured and they are already in use.
3	Consultancy	
	Supervision of Soil Labs Civil Works	The Evaluation Reports for the Proposals have already been submitted to the Ministerial Tender Board for review and recommendation for contract award. We expect to invite the Consultant for negotiation and enter into Contract in February 2005

ANNEX 5(a) SCHEDULE OF ACTIVITIES: JANUARY - MARCH 2005

No.	COMPONENT/ACTIVITIES	PLACE	JANUARY					FEBRUARY				MARCH					
			wk 1	wk 2	wk 3	wk 4	wk 5	wk 1	wk 2	wk 3	wk 4	wk 5	wk 1	wk 2	wk 3	wk 4	wk 5
1	COMMUNITY AGRICULTURAL DEVELOPMENT SUBPROJECTS																
1.1	Backstopping of field activities	Iringa, Morogoro															
		Arumeru, Hai, Karatu															
		Hanang, Iramba															
		Sikonge, Urambo, Uyui															
		Mbulu, Babati															
		Kiteto, Singida															
		Masasi, Nachingwea															
1.2	Review of subprojects	MFS/PCU, districts															
2	INSTITUTIONAL STRENGTHENING AND CAPACITY BUILDING																
2.1	District capacity building																
2.1.1	Training of DFT on PM&E, PPP, FMP	Singida, Tabora															
2.1.2	Refresher Seminar for WFT on participatory approaches	Phase I districts															
2.1.3	Production of swahili handbooks on community procurement, financial mgt, and SPA	MAFS Hqs/PCU															
2.1.4	Initiate preparation of training module on mainstreaming environmental and social issues																
	- Prepare TOR	MAFS Hqs/PCU															
	- Hold stakeholders consultation workshop	Kibaha															
2.2	National level capacity building for project implementation																
2.2.1	Preparation of regional level capacity building action plan and budget	Arusha, Kilimanjaro, Morogoro, Singida, Manyara, Tabora,															
2.2.2	Finalise training plan	PCU															
2.2.3	Finalise installation of an effective M&E sytem	PCU															
2.2.4	Finalise a framework for collaboration with other programmes and projects	PCU, Arusha															

2.3	Strengthening technological linkage																		
2.3.1	Finalise preparation of an effective communication strategy	MAFS Hqs/PCU																	
2.3.2	Preparation of action plan and budget for ZARC on technological linkage activities	Selian, Kilosa, Mpwapwa																	
2.3.3	Recruit consultant for supervising soil labs civil works	MAFS Hqs/PCU																	
2.3.4	Recruitment of contractor for soil labs civil works	MAFS Hqs/PCU																	
2.3.4	Finalize procurement of laboratory equipment	MAFS Hqs/PCU																	
2.3.5	Compile profiles of available proven technological options	Selian, Kilosa, Mpwapwa, Mlingano																	
2.4	Policy and Regulatory Framework for enhanced private sector participation																		
2.4.1	Support workshop for dissemination of seed regulations	Arusha																	
2.4.2	Support review of Plant Protection Act.	MFS Hqs/Arusha																	
2.4.3	Prepare an action plan for piloting market linkages	PCU, districts																	
2.4.4	Prepare and conduct training on input regulatory issues																		
2.5	Project Coordination and Management																		
2.5.1	Preparation of second quarter progress report/FMR	PCU/Kibaha																	
2.5.2	Hold National Project Steering Committee Meeting	Kilimo I conference room																	
2.5.3	Preparation of Annual Work plan and Budget 2005/2006																		
	- Hold meeting with DPP, DCD, DRD, ASLM	Kilimo II conference room																	
	- Support preparation of districts AWP&B	PCU, districts																	
	- Consolidation of the AWP&B	Kibaha																	
2.5.4	Develop a framework for linking participating farmers with microfinance institutions	PCU																	
2.5.5	Organize a retreat for PCU staff	Bagamoyo																	

ANNEX 5(b) SCHEDULE OF ACTIVITIES: APRIL – JUNE , 2005

No.	COMPONENT/ACTIVITIES	PLACE	APRIL					MAY					JUNE				
			wk 1	wk 2	wk 3	wk 4	wk 5	wk 1	wk 2	wk 3	wk 4	wk 5	wk 1	wk 2	wk 3	wk 4	wk 5
1	COMMUNITY AGRICULTURAL DEVELOPMENT SUBPROJECTS																
1.1	Backstopping of field activities (PRA, SPA, Subproject Implementation)	Hai, Arumeru, Kiteto															
		Karatu, Hanang, Mbulu, Babati															
		Sikonge, Urambo, Uyui															
		Singida, Iramba															
		Iringa, Morogoro															
		Masasi, Nachingwea															
1.2	Review of subprojects submitted to MAFS/PCU for funding	MFS/PCU, districts															
2	INSTITUTIONAL STRENGTHENING AND CAPACITY BUILDING																
2.1	District capacity building																
2.1.1	Conduct sensitization seminar for 10 new DMTs	Tanga															
2.1.2	Establish District Facilitation Teams (DFTs) in 10 new districts	Moshi, Rombo, Same, Kilombero, Ulanga, Lushoto, Korogwe, Kilindi, Handeni and Monduli															
2.1.3	Support development of DADPs	Karatu, Mwanga, Mbulu, Babati, Sikonge, Urambo, Uyui, Iramba & Kiteto															
2.1.4	Conduct training for PDO on Project Management	All districts															
2.2	National level capacity building for project implementation																
2.2.1	Training of ASLM staff	Abroad, local institutions															
2.2.2	Support regional and inter-regional exchange study visits	Abroad, local institutions															
2.2.3	Prepare Project Annual Performance Report	Kibaha Conference Centre															
2.2.4	Organize Annual Review Workshop	Banora DSM															
2.3	Strengthening technological linkage																

2.3.1	Prepare Swahili handbooks on zonal agro-specific technological options	MAFS Hqs/PCU																
2.3.2	Organize farmer-research-extension-market linkage forum	ZARC																
2.3.3	Finalize procurement of soil lab equipment, glassware and chemicals																	
2.4	Policy and Regulatory Framework for enhanced private sector participation																	
2.4.1	Support implementation of PBR Act and Regulations	MFS Hqs																
2.4.2	Support preparation of regulations for the Animal Diseases and Veterinary Acts	MWLD Hqs																
2.4.3	Support disseminations of the Animal Diseases and Veterinary regulations	MWLD Hqs, Districts																
2.5	Project Coordination and Management																	
2.5.1	Preparation of third quarter progress report/FMR	PCU/Kibaha																
2.5.2	Hold National Technical Committee Meeting	Kilimo II conference room																
2.5.3	Hold National Project Steering Committee Meeting	Kilimo I conference room																
2.5.4	Finalise Annual Work plan and Budget 2005/2006	PCU																