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LIST OF ABBREVIATIONS.

ASDP: Agricultural Sector Development Strategy

DADPS: DISTRICT Agricultural development Plans

DASIP: District Agricultural Sector Investment Project

F.Fs: Farmer Facilitators

FY: For Year

PDGs: Participatory Farmer Groups

DISTRICT AGRICULTURE SECTOR INVESTMENT PROJECT
4th QUARTER PROGRESS REPORT 2009/10

1.0. INTRODUCTION AND BACKGROUND INFORMATION

District Agriculture Sector Investment Project (DASIP) is the project that is being implemented in 28 districts from Kagera, Kigoma, Mara, Mwanza, Shinyanga and Kigoma regions.

1.1 Project Objectives and Scope.

The objective of the project is to increase productivity and rural household income in the project area within the overall frame work of the Agriculture Sector Development Strategy (ASDS) which is implemented by the Agricultural Sector Development Program (ASDP). Mean time ASDP at the District level is implemented by the District Agricultural Development Plans (DADPs), therefore DASIP becomes an integral part of the DADPs.

In Chato District the Project covers 20 villages in 10 wards.

At the district level the project has four main components namely:-

- (i) Farmer's capacity building.
- (ii) Community planning and investment in Agriculture.
- (iii) Support to Rural Financial Services and Agriculture Marketing.
- (iv) Project Coordination and Management

2.0. Achievements:

2.1. Farmers' capacity building.

a. Formation of 116 PFGs were established and are undergoing long season training FY 2009/10, among these have graduated.

b. FFs and District Staff attended training for formulation of Business Plans preparation at Buseresere and Tshs. 3,010,000/= and 3,810,000/= were spent respectively.

2.2. Community planning and investment in Agriculture.

- a. Follow-ups on opportunities and Obstacles to Development training at Village level is carried out regularly.
- b. Four Villages are supported in Agriculture and Livestock investment projects, i.e. Nyambogo, Ichwankima, Imalabupina and Buziku for construction of Charcol dam, Permanent cattle crush, Charcol dam and Slaughter slab respectively, the status of these projects is shown on annex.

2.3. Project Co-ordination and Management.

- a. procurement of services and materials
- b. Conducting routine monitoring and supervision
- c. Collaboration and linkage with other stakeholders.

2.4. Outcomes.

Most of the projects seem to satisfy the beneficiaries however the challenge comes to the aspect of utilization/ usage of these projects. Since most of the built infrastructures are lying idle.

3.0. PROBLEMS AND CHALLENGES (ISSUES AND CONSTRAINTS)

- Slow pace of communities in mobilizing beneficiaries contributions for both community and group investments.
- Inadequate commitment of village leaders has been observed sometimes.
- Presence of many socio economic activities such as construction of Dispensaries, secondary schools infrastructures etc which requires community contributions thus conflicting to the community roles.
- Conflict of interest among project supervision committees leading sometimes to project mismanagement.
- Little released of funds for some of the construction projects, e.g. cattle construction is **16,000,000/=** which is apparently not justifiable.

4.0. RECOMMENDATIONS.

The followings are the lessons learned and experience gained by the District in executing the project.

1. Institutional capacity is the key issue towards project execution; this has been an issue as micro projects are always implemented untimely despite availability of funds because of limited community intuitional capacities particularly where civil works are involved. In view of this capacity building will continue to communities executing micro projects to ensure timely implementations.
2. Inadequate funding for some planned activities thus sometimes making the completed work not reflected to the real value for money when compared to the desired Designs and specifications as a typical example is for Cattle Dip that are pending to be constructed due to little funds released. We advice the PCU office to set aside sufficient funds for these structures.
3. To continue educating the project committees on importance of hiring qualified contractors for good quality works.

ANNEX I: CASH DISBURSED FOR MINI-PROJECTS AMONG GRADUATED PFGs AT 30th Jun., 2010.

The funds disbursed for Implementation PFGs mini-grants for 2008/09 graduants were 44,400,000/= (Forty Four Million Only) to be credited to 114 PFGs, whereby 80 PFGs are credited with 400,000/= each, disbursement will be effected soon after the PFGs have opened accounts.

ANNEX II: ACCESSMENT OF PARTICIPATORY FARMER GROUPS (PFGs) TO UTILIZE THE MINI-GRANTS FOR YEAR 2009/10

NAME OF DISTRICT: CHATO DISTRICT COUNCIL.

2ND QTR: 2009/10

REPORTING DATE: 31/12/200

YEAR: 2009/10

NAME OF REPORTING OFFICER: Balichene Madoshi.

No.	Name of Ward	Name of Village	Name of PFG	Number of Members			Enterprise	Whether or not the PFG has a business plan that shows that the enterprise is profitable(Y/N)	Amount of fund in TZS by source					
				M	F	Total			Own	DASIP	Other	Total		
1	BUZIKU	BUZIKU	1. TUJIKWAMUE	12	13	25	CASSAVA	Y	100,000	400,000	100,000	600,000		
			1. MUUNGANO	13	12	25	MAIZE	Y	50,000	400,000	0	450,000		
			2. NGUVU KAZI	7	9	16	CROP STOCKING	Y	20,000	400,000	0	420,000		
			3. TUMAINI	8	9	17	MAIZE	Y	40,000	400,000	0	440,000		
			4.UMOJA NI NGUVU	10	7	17	RICE	Y	50,000	400,000	0	450,000		
			5. NGUVU KAZI	18	7	25	CASSAVA	Y	50,000	400,000	0	450,000		
		6. TUJIKWAMUE	18	7	25	CASSAVA	Y	50,000	400,000	0	450,000			
		TOTAL	6	85	53	138	6	6	210,000	2,400,000	0	2,690,000		
		IHANGA	1. MAENDELEO	14	11	25	MILLING MACHINE	Y	50,000	400,000	0	450,000		
			2. TUMAINI	13	12	25	MILLING MACHINE	Y	50,000	400,000	0	450,000		
			3. WAZEBAZEBA	15	10	25	CHICKEN	Y	50,000	400,000	0	450,000		
			4. UPENDO	14	11	25	CHICKEN	Y	50,000	400,000	0	450,000		
			5. TUJIKWAMUE	19	6	25	CHICKEN	Y	50,000	400,000	0	450,000		
			6. TUTAFIKA	12	13	25	HORTICULTURE	Y	50,000	400,000	0	450,000		
		TOTAL	6	87	63	150	6	6	210,000	2,000,000	0	2,210,000		
		2	BUSERESE RE	IPARAMASA	1. IGEMBESABO	12	13	25	CASSAVA	Y	30,000	400,000	0	430,000
					2. TEGEMEO	9	15	24	RICE	Y	40,000	400,000	0	440,000
3. TUPENDANE	14				11	25	CASSAVA	Y	20,000	400,000	0	420,000		
4. IPANGO	14				11	25	CASSAVA	Y	15,000	400,000	0	415,000		
5. PLAU	15				10	25	CASSAVA	Y	0	400,000	0	400,000		
6. MAENDELEO	8				7	15	RICE	Y	60,000	400,000	0	460,000		
TOTAL	6			72	67	139	6	6	165,000	2,400,000	0	2,565,000		
MWENDAKULIMA	1. JEMBE MALI			9	2	11	CASSAVA	Y	25,000	400,000	0	425,000		
	2. UPENDO			10	7	17	CASSAVA	Y	50,000	400,000	0	450,000		
	3. BUTOBELA			6	5	11	MAIZE	Y	45,000	400,000	0	445,000		
	4. Sengerema			9	7	16	CASSAVA		25,000	400,000	0	425,000		
	5. UHAI			12	4	16	CASSAVA		50,000	400,000	0	450,000		
	6. KIFARU			10	3	13	CASSAVA		45,000	400,000	0	445,000		

		TOTAL	6	25	14	39		6	120,000	1,200,000	0	1,320,000
3	BUKOME	BUZIRAYOMBO	1. TUMAINI B	8	17	25	MAIZE	Y	25,000	400,000	0	425,000
			2. TUPAMBANE	10	15	25	MAIZE	Y	50,000	400,000	0	450,000
			3. HARAMBEE	12	13	25	CASSAVA	Y	45,000	400,000	0	445,000
			4. UMOJA NI NGUVU	8	3	11	MAIZE	Y	10,000	400,000	0	410,000
			5. MUUNGANO B	7	4	11	CHICKEN	Y	35,000	400,000	0	435,000
			6. TUMAINI A	6	9	15	CHICKEN	Y	100,000	400,000	0	500,000
		TOTAL	6	51	61	112		6	265,000	2,400,000	0	2,665,000
		NYAKATO	1. TUSHIKAMANE B	11	8	19	MAIZE	Y	45,000	400,000	0	445,000
			2. IGEMBESABO	12	9	21	MAIZE	Y	60,000	400,000	0	460,000
			3. NGUVU KAZI B	9	7	16	CASSAVA	Y	75,000	400,000	0	475,000
			4. TUSHIKAMANE A	7	8	15	MAIZE	Y	100,000	400,000	0	500,000
			5. JEMBE MALI	12	10	22	MAIZE	Y	85,000	400,000	0	485,000
6. NGUVU KAZI A	9		7	16	CASSAVA	Y	100,000	400,000	0	500,000		
TOTAL	6	60	49	109		6	465,000	2,400,000	0	2,865,000		
4	BWANGA	1. BUKIRIGULU	1. UMOJA	10	11	21	CASSAVA	Y	45,000	400,000	0	445,000
			2. MAENDELEO	18	7	25	RICE	Y	60,000	400,000	0	460,000
			3. WACHUMI	17	8	25	CHICKEN	Y	75,000	400,000	0	475,000
			4. MSHIKAMANO	13	12	25	CHICKEN	Y	100,000	400,000	0	500,000
			5. MAPAMBANO	19	6	25	CHICKEN	Y	85,000	400,000	0	485,000
			6. AMKA	16	9	25	CHICKEN	Y	100,000	400,000	0	500,000
		TOTAL	6	93	53	146		6	465,000	2,400,000	0	2,865,000
		2. ITANGA	1. WACHAPAKAZI	6	2	8	BEANS	Y	45,000	400,000	0	445,000
			2. MUUNGANO	8	5	13	DAIRY GOAT	Y	60,000	400,000	0	460,000
			3. BALATOGWA	7	1	8	RICE	Y	75,000	400,000	0	475,000
			4. MAPINDUZI	9	4	13	CASSAVA	Y	100,000	400,000	0	500,000
			5. UMOJA	11	9	20	CHICKEN	Y	120,000	400,000	0	520,000
TOTAL	4	41	21	42		4	280,000	1,600,000	0	1,880,000		
5	KIGONGO	1. KIBEHE	1. UMOJA NI NGUVU	15	10	25	MAIZE	Y	25,000	400,000	0	425,000
			2. TUINUANE MASASI	16	9	25	MAIZE	Y	50,000	400,000	0	450,000
			3. NGUVU KAZI	14	11	25	MAIZE	Y	45,000	400,000	0	445,000
			4. TUMAINI KIBEHE	14	11	25	MAIZE	Y	10,000	400,000	0	410,000
			5. JITAHI KIBEHE	13	12	25	MAIZE	Y	35,000	400,000	0	435,000
			6. MUUNGANO	14	11	25	MAIZE	Y	100,000	400,000	0	500,000
		TOTAL	6	86	64	150		6	265,000	2,400,000	0	2,665,000
		2. NYISANZI	1. TUMAINI	13	12	25	MAIZE	Y	50,000	400,000	0	450,000
			2. UMOJA	15	10	25	MAIZE	Y	100,000	400,000	0	500,000
			3. UPENDO	16	9	25	MAIZE	Y	200,000	400,000	0	600,000
			4. TUBADILIKE	17	8	25	MAIZE	Y	40,000	400,000	0	440,000
			5. KIZAZI KIPYA	19	6	25	MAIZE	Y	50,000	400,000	0	450,000

			6. MWENDAPOLE	14	11	25	MAIZE	Y	60,000	400,000	0	460,000
		TOTAL	6	94	56	150		6	765,000	4,800,000	0	5,565,000
			1. TUJIKWAMUE	17	8	25	COTTON	Y	150,000	400,000	0	550,000
			2. KAZI NA MALENGO	17	6	23	COTTON	Y	100,000	400,000	0	500,000
			3. JIPE MOYO	13	7	20	MAIZE	Y	200,000	400,000	0	600,000
			4. TUMAINI	12	9	21	CASSAVA	Y	40,000	400,000	0	440,000
			5. MSHIKAMANO	16	6	22	MAIZE	Y	50,000	400,000	0	450,000
			6. TEGEMEO	15	10	25	MAIZE	Y	60,000	400,000	0	460,000
		1. MWEKAKO							600,000			
		TOTAL	6	90	46	136		6	600,000	2,400,000	0	3,000,000
			1. NGUVU KAZI	14	11	25	COTTON	Y	50,000	400,000	0	450,000
			2. CHAPAKAZI	13	6	19	MAIZE	Y	100,000	400,000	0	500,000
			3. IGEMBESABO	15	5	20	COTTON	Y	200,000	400,000	0	600,000
			4. MAPINDUZI	10	8	18	CASSAVA	Y	40,000	400,000	0	440,000
			5. MOTOMOTO	17	8	25	MAIZE	Y	50,000	400,000	0	450,000
			6. MUUNGANO	12	9	21	CASSAVA	Y	60,000	400,000	0	460,000
		2. KASENGA							500,000			
		TOTAL	6	81	47	128		6	500,000	2,400,000	0	2,900,000
			1. USHIRIKIANO	10	6	16	CASSAVA	Y	50,000	400,000	0	450,000
			2. TUPENDANE	14	8	22	RICE	Y	35,000	400,000	0	435,000
			3. RAHA LEO	10	5	15	MAIZE	Y	75,000	400,000	0	475,000
			4. TWENDE NA WAKATI	11	5	16	RICE	Y	50,000	400,000	0	450,000
			5. IMALA BUZUKA	14	10	24	RICE	Y	50,000	400,000	0	450,000
			6. ILOGANZALA	11	3	14	RICE	Y	50,000	400,000	0	450,000
		1. ICHWANKIMA							310,000			
		TOTAL	6	70	37	107		6	310,000	2,400,000	0	2,710,000
			1. USHIRIKIANO	9	7	16	RICE	Y	50,000	400,000	0	450,000
			2. JIENDELEZE	11	8	19	MAIZE	Y	35,000	400,000	0	435,000
			3. IGEMBE SABO	12	5	17	MAIZE	Y	75,000	400,000	0	475,000
			4. TUFAANE	10	6	16	MAIZE	Y	50,000	400,000	0	450,000
			5. MKOMBOZI	13	7	20	RICE	Y	50,000	400,000	0	450,000
			6. AZIMIO	9	4	13	RICE	Y	50,000	400,000	0	450,000
		2. IMALABUPINA							310,000			
		TOTAL	6	64	37	101		6	310,000	2,400,000	0	2,710,000
			1. MAADILI	15	10	25	MAIZE	Y	60,000	400,000	0	460,000
			2. TUSHIRIKIANE	14	11	25	MAIZE	Y	45,000	400,000	0	445,000
			3. IKANYA II	15	10	25	MAIZE	Y	55,000	400,000	0	455,000
			4. MUUNGANO	14	11	25	MAIZE	Y	50,000	400,000	0	450,000
			5. UPENDO	13	12	25	MAIZE	Y	80,000	400,000	0	480,000
			6. TUMAINI	15	10	25	MAIZE	Y	100,000	400,000	0	500,000
		1. RUTUNGURU							390,000			
		TOTAL	6	86	64	150		6	390,000	2,400,000	0	2,790,000
			1. JIKWAMUE	14	11	25	MAIZE	Y	60,000	400,000	0	460,000
			2. TUMAINI	19	6	25	MAIZE	Y	45,000	400,000	0	445,000
			3. KAZA MWENDO	13	12	25	MAIZE	Y	55,000	400,000	0	455,000
			4. SHAURIMOYO	14	11	25	MAIZE	Y	50,000	400,000	0	450,000
			5. FAIDIKA	15	10	25	MAIZE	Y	80,000	400,000	0	480,000
			6. UHURU	13	12	25	MAIZE	Y	100,000	400,000	0	500,000
		2. BWONGERA							390,000			
6	KACHWAMB A											
7	ICHWANKIM A											
8	MUGANZA											

		TOTAL	6	88	62	150		6	390,000	2,400,000	0	2790000
			1. Matumaini	14	8	22	Maize	Y	100,000	400,000	0	500000
			2. Juhudi	12	12	24	Maize	Y	80,000	400,000	0	480000
			3. Amani	14	11	25	Maize	Y	25,000	400,000	0	425000
			4. Nguvu kazi	17	8	25	Maize	Y	45,000	400,000	0	445000
		1. MABILA	5. Tujitegemee	14	11	25	Maize	Y	55,000	400,000	0	455000
		TOTAL	5	71	50	121		5	305,000	2,000,000	0	2,305,000
			1. Jembe halimtupi Mkulima	14	10	24	MAIZE	Y	50,000	400,000	0	450,000
			2. Mapinduzi	11	14	25	MAIZE	Y	65,000	400,000	0	465,000
			3. Uzalishaji	20	5	25	MAIZE	Y	40,000	400,000	0	440,000
			4. Maendeleo	10	11	21	MAIZE	Y	35,000	400,000	0	435,000
			5. Umoja	13	9	22	MAIZE	Y	60,000	400,000	0	460,000
		2. KIBUMBA	6. TUINUANE	14	11	25	MAIZE	Y	70,000	400,000	0	470,000
9	MAKURUGUSI	TOTAL	6	82	60	142		6	320,000	2,400,000	0	2,720,000
			1. Tuinuane	3	8	11	MAIZE	Y	40,000	400,000	0	440,000
		1. ILEMELA	2. Ujamaa	11	9	20	MAIZE	Y	40,000	400,000	0	440,000
		TOTAL	2	14	17	31		2	80,000	800,000	0	880,000
			1. Tegemeo	13	11	24	MAIZE	Y	60,000	400,000	0	460,000
			2. Igembesabo	13	11	24	MAIZE	Y	50,000	400,000	0	450,000
		2. NYAMBOGO	3. Nguvu kazi	8	6	14	MAIZE	Y	80,000	400,000	0	480000
10	ILEMELA	TOTAL	3	34	28	62		3	190,000	1,200,000	0	1,390,000
		GRAND TOTAL										

**ANNEX II: STATUS OF IMPLEMENTATION MICRO-PROJECTS AS AT 31st Jul., 2010
(PHYSICAL & FINANCIAL).**

Ward	Village	Micro-Project Name	Funds Issued (2007/08/09) "000"				Implementation Status
			Communi ty	DASIP	Others	Total	
Buziku	Buziku	Slaughter slab	1,871.2	9,356	0	11,227.2	Completed
		Cattle dip	4,200	12,800	20,000	30,800	completed
Ilemela	Nyambogo	Charcoal dam	7,000	28,000	0	35,000	Under construction
	Ilemela	Permanent Cattle crush	1,400	5,600	0	7,000	Completed
Ichwankima	Ichwankima	Permanent cattle crush	1,400	5,600	0	7,000	Completed
		Cattle dip	3,200	12,800	0	16,000	Construction not yet commenced, little funds available
	Imalabupina	Charcol dam	7,000	28,000	0	35,000	Surveys, designs and drawing are underway
Kigongo	Nyisanzi	Crop Market shed	4,800	24,000	0	28,800	completed
Muganza	Rutunguru	godown	4,000	16,000	0	20,000	Under construction (boma)
	Bwongera	Crop Market Shed	5,600	22,400	0	28,000	Completed.
Makurugusi	Mabila	godown	4,000	16,000	0	20,000	Under construction (roofing)
Buseresere	Iparamasa	godown	4,000	16,000	0	20,000	complete
		Cattle crush	1,400	5,600	0	7,000	complete
Kachwamba	Mwekako	Godown	4,000	16,000	0	20,000	Under construction (roofing)
	Kasenga	Crop Market shed	5,600	22,400	0	28,000	Under construction (plastering)
GRAND TOTAL			17,271.20	70,956	20,000	108,227.20	

Sources: Monitoring and Evaluation Reports: Chato District Council

DISTRICT AGRICULTURAL SECTOR INVESTMENT PROJECT (DASIP)
DISTRICT SUMMARY FOR ALL PROJECTS

NAME OF DISTRICT: CHATO
REPORTING DATE: 05/07/2010
NAME OF REPORTING OFFICER: Balichene Madoshi

4th QUARTER: 2009/10
YEAR: 2009/10

Type of Project and its Description	Number of Projects		Total
	Community Investment	Group	
Improved Livestock rangeland – <ul style="list-style-type: none"> • Construction of cattle watering charcos 	02	00	02
Improved livestock Infrastructures for diseases control. <ul style="list-style-type: none"> • Construction of permanent cattle crushes • Construction of cattle dips • Rehabilitation of cattle dips 	03	00	03
Farmers facilitated with infrastructures necessary for storage and selling of agricultural produce. <ul style="list-style-type: none"> • Construction of godown • Construction of crop storage facility • Construction of crop marketing shade 	00	00	00
Food availability, household incomes strengthened <ul style="list-style-type: none"> • Construction of water rain harvesting dam • Training of Participatory farmer's group through FFS Methodology 	01	00	01
<ul style="list-style-type: none"> • Training of Participatory farmer's group through FFS Methodology 	00	116	116
Total	10	116	126

TRAINING AND COMMUNITY PARTICIPATION: GENERAL FORMAT FOR REPORTING
MAJOR ACTIVITY

A: SUMMARY SHEET

1. DISTRICT:.....CHATO.....REGION:.....KAGERA.....
2. ACTIVITY TITLE: PREPARATION OF BUSINESS PLANS OF CROPS AND LIVESTOCK
PRODUCTION ENTERPRISES.
3. TOTAL NUMBER OF DAYS FOR THE ACTIVITY:.....6.....
4. ACTIVITY DURATION: From:.....09.11.09...To:.....14.11.09.....(DAY/MONTH/YEAR)
5. VENUE: At respective villages: BUSERESERE. At BUSERESERE
6. ABOUT THE TRAINERS (FACILITATORS):
Total number of trainers engaged.....4.....
Distribution of number of trainers by subject matter specialty:
2...in crops; ...2...in livestock; ...0.....in cooperatives; ...0.....in business
...0.....in administration/management;0...in finance/accounts
7. ABOUT TRAINEES (PARTICIPANTS):
Total number of trainees/participants reached.....13.....
Number of male trainees reached.....13.....Number of female trainees
reached.....00.....
8. TOPICS COVERED:
(i) BUSINESS PLAN CONCEPT. (ii) ANALYSIS OF PROFIT MARGINS
(iii) ENTERPRISE ANALYSIS AND SELECTION (iv) ENTERPRISE PROFITABILITY
(v) MARKETING OPPORTUNITY ANALYSIS (vi) PRODUCTION PROCESS ANALYSIS
(vii) MARKETING CHANNEL ANALYSIS (viii) BUSINESS PLAN PREPARATIONS

(ix) ANALYSIS OF PRODUCTION POTENTIAL (x) GROUP WORK AND PRESENTATION

9. TZS RECEIVED FROM PCU: 3,400,000/= 10. TZS SPENT: 3,810,000/=.

11. TZS BALANCE : ...-ve 410,000/=.....(Indicate whether +ve or /-negative)

B: NARRATIVE SUMMARY

12. LIST THE OBJECTIVES OF THE ACTIVITY:

- To train Ward Training Facilitators on preparation of Business plans for crop and Livestock production enterprises

13. DO YOU FEEL OBJECTIVES WERE ACHIEVED OR NOT AT ALL? EXPLAIN

- The objectives were achieved because Facilitators are now able to prepare standardized business plans

14. LIST MAJOR CHALLENGES YOU ENCOUNTERED IN CARRYING OUT THE ACTIVITY?

- The time allocated for the training was not enough to complete the training.

15. EXPLAIN WHAT YOU DID TO ADDRESS THE CHALLENGES?

- To shorten practical or group work

16. LIST COMMENTS FROM PARTICIPANTS REGARDING THE ACTIVITY

- Allocation of time according to the activities to be done
- The activity of business plans preparation needs closer supervision from the District staff.

17. LIST RECOMMENDATIONS NEEDED FOR IMPROVING THE ACTIVITY IF IT IS TO BE DONE AGAIN

- Addition of Funds to enable participants to complete training practically as well as theoretically.

18. NAME OF OFFICER REPORTING: Jonas S. Rwejuna.

19. SIGNATURE: signed 14: DATE: 23.12.09

TRAINING AND COMMUNITY PARTICIPATION: GENERAL FORMAT FOR REPORTING MAJOR ACTIVITY

A: SUMMARY SHEET

7. DISTRICT:.....CHATO.....REGION:.....KAGERA.....
8. ACTIVITY TITLE: PREPARATION OF BUSINESS PLANS OF CROPS AND LIVESTOCK PRODUCTION ENTERPRISES.
9. TOTAL NUMBER OF DAYS FOR THE ACTIVITY:.....6.....
10. ACTIVITY DURATION: From:.....09.11.09...To:.....14.11.09.....(DAY/MONTH/YEAR)
11. VENUE: At respective villages: BUSERESERE. At BUSERESERE
12. ABOUT THE TRAINERS (FACILITATORS):
- Total number of trainers engaged.....4.....
- Distribution of number of trainers by subject matter specialty:
- 2...in crops; ...2...in livestock; ...0.....in cooperatives; ...0.....in business
- ...0.....in administration/management;0...in finance/accounts
7. ABOUT TRAINEES (PARTICIPANTS):
- Total number of trainees/participants reached.....13.....
- Number of male trainees reached.....13.....Number of female trainees reached.....00.....
8. TOPICS COVERED:
- (i) BUSINESS PLAN CONCEPT. (ii) ANALYSIS OF PROFIT MARGINS
- (iii) ENTERPRISE ANALYSIS AND SELECTION (iv) ENTERPRISE PROFITABILITY
- (v) MARKETING OPPORTUNITY ANALYSIS (vi) PRODUCTION PROCESS ANALYSIS

- (vii) MARKETING CHANNEL ANALYSIS (viii) BUSINESS PLAN PREPARATIONS
(ix) ANALYSIS OF PRODUCTION POTENTIAL (x) GROUP WORK AND PRESENTATION
10. TZS RECEIVED FROM PCU: 3,400,000/= 10. TZS SPENT: 3,810,000/=.
11. TZS BALANCE : ...-ve 410,000/=.....(Indicate whether +ve or /-negative)

B: NARRATIVE SUMMARY

12. **LIST THE OBJECTIVES OF THE ACTIVITY:**
- To train Ward Training Facilitators on preparation of Business plans for crop and Livestock production enterprises
14. **DO YOU FEEL OBJECTIVES WERE ACHIEVED OR NOT AT ALL? EXPLAIN**
- The objectives were achieved because Facilitators are now able to prepare standardized business plans
15. **LIST MAJOR CHALLENGES YOU ENCOUNTERED IN CARRYING OUT THE ACTIVITY?**
- The time allocated for the training was not enough to complete the training.
15. **EXPLAIN WHAT YOU DID TO ADDRESS THE CHALLENGES?**
- To shorten practical or group work
17. **LIST COMMENTS FROM PARTICIPANTS REGARDING THE ACTIVITY**
- Allocation of time according to the activities to be done
 - The activity of business plans preparation needs closer supervision from the District staff.
19. **LIST RECOMMENDATIONS NEEDED FOR IMPROVING THE ACTIVITY IF IT IS TO BE DONE AGAIN**
- Addition of Funds to enable participants to complete training practically as well as theoretically.

20. NAME OF OFFICER REPORTING: Jonas S. Rwejuna.

19. SIGNATURE: signed 14: DATE: 23.12.09