

## PROJECT DESCRIPTION

## ABANIKI Institutional Capacity Building

## Burundi

**I. Introduction**

This appendix describes the activities to be undertaken and the results to be achieved with the funds obligated under this agreement. Nothing in this Appendix A should be construed as amending any of the definitions, conditions, or terms of the agreement.

**II. Background**

The ABANIKI Association is composed of 84 women, mainly war widows and rape victims, victims of domestic violence, the elderly and teen mothers. The women grow rice and vegetables on the outskirts of Bujumbura and also operate a community center housing a tailoring unit producing school uniforms. With the income generated from these activities, the association provides educational support to teen mothers and further assists members and others in the community by operating a child care center and providing psychological counseling to help women deal with the various abuses they have undergone. However, the association faces several constraints, including a lack of knowledge of good agricultural practices, weak business and financial management skills and insufficient working capital that prevent it from taking advantage of opportunities to develop further.

**III. Funding****A. ADF Contribution**

The financial plan for ADF's contribution is set forth in Appendix A-1 to this Agreement. Parties may make changes to the financial plan without formal amendment, if such changes are made in accordance with Article 8 of the Agreement and do not because ADF's contribution to exceed the obligated amount specified in Article 4, Section 4.1 of the Agreement.

**B. ABANIKI Contribution**

ABANIKI will contribute the labor of its members in field preparation, maintenance, harvest and marketing and salaries of hired staff in the second year. They will purchase inputs for one of the hectares of the vegetable farmland and provide child care attendants.

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**IV. Project Goal**

The goal of this Project is to improve the standards of living and social re-integration of the low-income ABANIKI members of Kinama Commune in Bujumbura town.

**V. Project Purpose**

The purpose of the Project is to improve ABANIKI's prospects for sustainability as demonstrated by the development of a strategic business plan that presents viable ways the organization can increase revenues from internal sources and that ADF or another organization deems suitable for funding.

**VI. Project Outputs**

- A. Improved financial management capability as evidenced by ABANIKI's ability to produce accurate financial reports from its books of accounts, as well as adhere to comprehensive financial controls, accounting and procurement procedures, policies, and financial systems that are capable of being audited by a professional accounting or audit entity.
- B. Increased ability of ABANIKI members to prevent and manage conflict and trauma among members and non-members through access to a professional counselor.
- C. Improved ability of ABANIKI to support teen mothers and the community by establishing a safe and functional day care center.
- D. Improved agricultural production skills by ABANIKI members as demonstrated by the following.
  1. An increase in total annual rice production from a baseline of 2,500 kilograms per hectare in year 2009 to:
    - a. 3,000 kilograms per hectare in Year 1; and
    - b. 3,300 kilograms per hectare in Year 2.
  2. An increase in total annual tomato production from a baseline of 14,286 kilograms per hectare in year 2009 to:
    - a. 14,700 kilograms per hectare in Year 1; and
    - b. 15,000 kilograms per hectare in Year 2.

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3. A change in total annual green bean production from a baseline of 2,857 kilograms per hectare in year 2009 to:
  - a. 2,990 kilograms per hectare and per year in Year 1; and
  - b. 3,000 kilograms per hectare and per year in Year 2.
  
- E. An increase in ABANIKI's total gross revenue from sales of its agricultural and tailoring activities from a baseline of BIF 9,573,300 in 2009 to:
  1. BIF 51,358,000 in Year 1; and
  2. BIF 69,018,000 in Year 2.
  
- F. An increase in ABANIKI's ability to support educational costs for teen mothers from BIF 0 to BIF 400,000 per year.

## VII. Project Activities

### A. Institutional Capacity Building Activities

1. A hired accountant will be responsible for the following: the Project is implemented according to the proposed plan; timely and accurate reports are produced; and basic bookkeeping and financial standards are being met.
2. ABANIKI will purchase a computer and accessories and accounting software and key staff will be trained in managing an automated accounting system.
3. ABANIKI's key personnel will be trained in basic ADF bookkeeping and financial management.
4. Key personnel will be trained in good governance and leadership, office administration and basic computer skills.
5. ABANIKI members will be trained in conflict management and women's empowerment.
6. ABANIKI will hire an experienced consultant to develop a comprehensive business plan for its future expansion and sustainability.
7. ABANIKI will also hire an expert to develop an administrative and financial procedures manual and will undergo a bookkeeping review to determine its financial capability.

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8. ABANIKI will engage a qualified monitoring and evaluation firm or individuals to conduct a mid-term participatory evaluation.

B. Community Service Activities

1. ABANIKI will renovate its community center and improve its safety and security.
2. ABANIKI will acquire the basic equipment and materials to re-start its tailoring activities and provide uniforms on order to schools and other institutions.
3. The child care center will be re-built and be open to members and non-members.
4. ABANIKI will hire a gender-based violence counselor to provide assistance and counseling to rape and domestic abuse victims, teen mothers and HIV/AIDS positive persons in the community.

C. Agricultural Production Improvement Activities

1. Selected members will undergo training in organic farming techniques at the GAKO Center in Rwanda.
2. ABANIKI will procure quality seeds and fertilizers and rent at least 2 hectares of land for vegetable farming.
3. ABANIKI will hire a qualified agricultural services extension worker (agronomist) to provide technical assistance in improved farming techniques and marketing of production.
4. Selected members will participate in a study tour to an ADF-funded Project in Uganda to share experiences and learn improved rice farming and marketing techniques.

**VIII. Roles and Responsibilities of the Parties**

Kilimanjaro International Burundi Ltd "KIB", ADF's Partner in Burundi, will provide the necessary standard ADF training in bookkeeping, monitoring and assessment. ABANIKI is responsible for ensuring the proper management and implementation of the Project. The ADF Partner in Burundi will provide ABANIKI with technical and management assistance during Project implementation.

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**IX. Monitoring and Evaluation**

ADF's Partner in Burundi will closely monitor the activities of ABANIKI to ensure proper reporting, adherence to the Project implementation plan and movement towards the achievement of Project objectives. The Partner will continuously assess the Project risks and take remedial actions as needed. Monitoring by the Partner will be an important aspect of the on-going coaching and advisory service. The Partner will review ABANIKI's financial and Project activity reports and will submit comments and observations to the management of ABANIKI as part of the on-going performance assessment.

**X. Other Implementation Issues**

Since ADF funds will cover the costs of quality seeds for the first agricultural season only, ABANIKI association will keep enough funds in reserve to purchase seeds for the following seasons.

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