

PROJECT DESCRIPTION**Nimba Women Food Security Enhancement Project****Liberia****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 shall be construed as amending any of the definitions, conditions, or terms of the Agreement.

II. Background

The Committee for Peace and Development Advocacy, Inc. (COPDA) has been engaged with small grassroots farmers in Sanniquellie District to expand food crop cultivation by providing technical assistance, tools, and basic supplies as incentives. Through these efforts, farmers from several of these isolated communities realized the need to organize themselves to achieve greater impact. COPDA has since assisted seventy farmers, including sixty women, in two communities to organize informal farmers associations and has identified eighty farmers in two additional communities who want to establish farmers associations. Farmers in these areas currently produce cassava as their main surplus food crop, but are unable to access profitable markets due to high transport costs for fresh cassava and limited production capacity for processed cassava products such as farinha and gari. As a result, farmers are often obliged to accept extremely low prices for their goods or leave their crops to spoil when they are unable to find buyers.

III. Funding**A. ADF Contribution**

The financial plan for ADF's contribution is set forth in Appendix A-1 to this Agreement. The 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 cause ADF's contribution to exceed the obligated amount specified in Article 4, Section 4.1 of the Agreement.

B. Grantee Contribution

COPDA will contribute office space in Nimba County and Monrovia, vehicles, and land for demonstration farming sites for use during the Project.

IV. Project Goal

The goal of the Project is to improve the standard of living of poor farmers in Nimba County, Liberia.

V. Project Purpose

The purpose of the Project is to increase the incomes of members of the four farmers associations through sales of cassava and cassava products from 0 to:

- A. US\$ 7,000 in Project Year 1; and
- B. US\$ 14,000 in Project Year 2.

VI. Outputs

The Project will result in the creation of four farmers associations to facilitate members' ability to produce and market cassava and cassava products as indicated by the following.

- A. The value of cassava and cassava product sales through farmers' associations will increase from 0 to:
 - 1. US\$ 17,250 in Project Year 1; and
 - 2. US\$ 34,500 in Project Year 2.
- B. Four farmers marketing associations will be functional by Year 2 of the Project.
- C. The number of association members will increase from 70 to 150 by the end of Year 1 of the Project.
- D. The farmers associations will cover all of their operating costs by the end of Project Year 2.

VII. Activities

- A. Training and Technical Assistance
 - 1. COPDA will organize individual farmers into four functional, registered Farmers Development Associations (FDAs) that promote and facilitate food crop production and marketing. COPDA will recruit qualified and experienced staff to implement the Project with assistance from the ADF Partner to ensure the hiring processes meet ADF's requirements. These will include: (1) a half-time project coordinator and finance officer for eighteen months of the Project; and (2) two agriculture extension officers to promote increased agricultural production for 18 months of the Project.
 - 2. COPDA will conduct a baseline survey and mobilization visits for awareness/sensitization by Project communities and stakeholders, local leaders and farmers during the first three months of the Project. COPDA will work with at least 150 cassava farmers in four communities from ZorTapa and Gbelley-Geh Districts, Nimba County, to organize four FDAs. Each FDA will have a membership of approximately 35 to 40 farmers who currently produce cassava for marketing. COPDA will empower individual farmers to enlarge their farm sizes through training, access to markets, and provision of basic hand tools and planting materials.
 - 3. COPDA will establish two farm demonstration sites where FDA members will be trained in improved cultivation and storage methods for plantain, eddoes, yam, and hot pepper.

4. COPDA staff or consultants will provide business development training to the farmers, cooperative management training to members of the FDAs, and safety and environmental training to select cooperative members responsible for the milling center. COPDA will work with the FDAs to take any necessary actions to prevent or swiftly address any environmental problem such as erosion or soil degradation that may result from the Project. In addition to basic awareness of environmental issues to be included in the farmers' training package, COPDA will establish disposal centers on farm demonstration sites and cooperative centers for waste and unused ADF-approved chemicals, if any, provide an introduction to organic farming principles and methods, and promote erosion control. COPDA will promote practices that include green manuring, use of cover crops, and crop rotation, or association using leguminous plants.

5. COPDA will work with farmers and facilitate processes to organize farmers into farmers associations for better business results; facilitate meetings among buyers, farmers, and other stakeholders to address fair pricing of the farmers' products; provide information on prevailing prices on the market; encourage joint marketing or pooling by farmers; establish business links with buyers; and encourage farmers to produce high quality products for better prices. COPDA will organize exchange visits for group leaders with other farmers' cooperatives to facilitate exchange on both technical production and leadership/management issues. COPDA will document the processes and results and submit them to ADF.

6. COPDA will work with the FDAs to organize General Assembly sessions during the Project to create awareness among members, elect leaders, set rules and regulations to govern the associations, and plan and review activities and reports. COPDA will facilitate preparation and conduct of the activities of the General Assemblies with the assistance of the ADF Partner organization. COPDA will ensure:
 - a. governance training for the board, management committee members, and members of newly established internal management committees to reinforce the separation of functions and provide clarity about their respective roles;
 - b. financial and accounting training for the management team to strengthen their capacity to manage the assets and general business transactions of the FDAs;
 - c. development and testing of financial policies and operational procedure manuals to guide day to day operations that will be reviewed and adopted by the FDAs' General Assemblies; and
 - d. development of three year business plans to guide the further development of the FDAs.

7. COPDA will carry out a participatory assessment with stakeholders at the end of the Project to assess its impact on individual farmers and their communities.

B. Produce Buying and Marketing

1. COPDA will work with the FDAs to obtain land from the local communities in ZorTapa and Karnplay villages, where they will construct a milling shed with storage space and a large diameter well with a handpump in each of the two villages for use by the FDA members. Ownership of the facilities constructed under the Project will vest in the respective FDAs at the end of the Project. COPDA will equip the milling sites with engine-driven cassava mills and wheelbarrows. COPDA will cede ownership of the mills and millhouses to the FDAs before the end of the Project.
2. COPDA will ensure that two ADF-approved signboards are procured and installed at the two community milling sites. These signboards will be made of metal sheets, printed on both sides, with dimensions of two feet by four feet.

VIII. Roles and Responsibilities of the Parties

COPDA has primary responsibility for ensuring that the Project's activities are properly implemented. Within the organization, the board of directors will be the highest decision making body, subject to review by the general assembly. Day-to-day management of Project activities will be carried out by the management committee. ADF's Partner in Liberia will provide technical support and guidance.

IX. Monitoring and Evaluation

Within sixty days of the effective date of this Agreement, the Grantee, working with the ADF Liberia Partner, will form a monitoring and assessment committee composed of a representative cross-section of the Grantee organization. The committee will provide the Partner with input for the Project monitoring plan. In addition, during implementation the committee will be responsible for ensuring that the Project follows the implementation plan and that problems identified through monitoring and evaluation are adequately addressed in a timely manner.