

PROJECT DESCRIPTION

Boryormu Community Farmers Cooperative Capacity Building 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

SAMJAC Agro Industry provides agricultural extension, production inputs, and processing and marketing services to low income farmers in Margibi County. To date, most agricultural support projects have been of short duration focused on helping local residents to return and resettle in their communities, rather than strengthening and improving farmers' capacity to engage in sustainable farming activities. Little emphasis has been placed on helping farmers involved in similar production activities to pool their efforts, share experiences and form collective positions to access training, technical assistance, production inputs, or markets. As a result, farmer productivity and incomes are low, and farmers are not able to take advantage of the markets in Monrovia and the surrounding area for their products.

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

Farmers will provide labor and land to the Project.

IV. Project Goal

The goal of the Project is to improve the standard of living of low income farmers in Margibi County, Liberia.

V. Project Purpose

The purpose of the Project is to increase the member farmers' revenues from food product sales facilitated by the Cooperative Organization, net of commissions and service fees applied by the Cooperative Organization, from 0 to:

- A. US\$ 30,000 in Project Year 1; and
- B. US\$ 71,000 in Project Year 2.

VI. Outputs

The Project will result in the creation of a Cooperative Organization comprised of farmers in Garmaymu and Bolorla villages to facilitate members' ability to produce and market cassava, pepper, peanut and other food products as indicated by the following.

- A. The gross value of food product sales facilitated by the Cooperative Organization will increase from 0 to:
 - 1. US\$ 39,000 in Project Year 1; and
 - 2. US\$ 81,900 in Project Year 2.
- B. The Cooperative Organization will be registered and operational by Year 2 of the Project.
- C. The number of cooperative members will increase from 0 to 30 by the end of Year 1 of the Project.
- D. The Cooperative Organization will cover all of its operating costs by the end of Project Year 2.

VII. Activities

- A. Training and Technical Assistance
 - 1. SAMJAC will organize individual farmers into a functional, registered cooperative society that promotes and facilitates food crop production and marketing. SAMJAC 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 agricultural extension officers to promote increased agricultural production for 18 months of the Project.
 - 2. SAMJAC will work with farmers and facilitate processes to organize farmers 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. SAMJAC will make bridge funds available to the farmers organization when the organization is registered and functional to facilitate equitable and timely payments for produce to members. SAMJAC will organize exchange visits for group leaders with other farmers cooperatives to facilitate exchanges in both technical production and leadership/management issues. SAMJAC will document the processes and results and submit them to ADF.
 - 3. SAMJAC 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. SAMJAC

will work with at least 30 low income farmers from Garmaymu and Bolorla villages, Margibi County, to organize a cooperative society. SAMJAC will empower individual farmers to enlarge their farm sizes through training, access to markets, and provision of basic hand tools and planting materials.

4. SAMJAC will conduct on-farm demonstrations where Cooperative members will be trained in improved production and post-harvest methods for cassava, hot pepper and peanut.
5. SAMJAC staff or consultants will provide business development training to the farmers, cooperative management training to members of the Cooperative, and safety and environmental training to select Cooperative members responsible for the milling center. SAMJAC will work with the Cooperative 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, SAMJAC will provide an introduction to organic farming principles and methods, and promote erosion control. SAMJAC will promote practices that include green manuring, use of cover crops, and crop rotation or association using leguminous plants.
6. SAMJAC will 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. SAMJAC will facilitate preparation and conduct of the activities of the General Assemblies with the assistance of the ADF Partner organization. SAMJAC 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;
 - c. development and testing of financial policies and operational procedures manuals to guide day to day operations that will be reviewed and adopted by the cooperative's General Assembly; and
 - d. development of a three-year business plan to guide the further development of the cooperative.
7. SAMJAC 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. SAMJAC will work with the Cooperative to obtain land from Garmaymu and Bolorla villages, where they will construct a milling shed with storage and office space for use by Cooperative members. Ownership of the facilities constructed under the Project will vest in the respective cooperative at the end of the Project. SAMJAC will equip the milling site with an engine-driven cassava mill, scales, and wheelbarrows.

2. SAMJAC will work with farmers and facilitate processes to organize farmers 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. SAMJAC will organize exchange visits for group leaders with other farmers' cooperatives to facilitate exchange on both technical production and leadership/management issues. SAMJAC will document the processes and results and submit them to ADF.
3. SAMJAC will ensure that an ADF-approved signboard is procured and installed at the Cooperative milling site. The signboard will be made of metal sheets, printed on both sides, with dimensions at least two feet by four feet.

VIII. Roles and Responsibilities of the Parties

SAMJAC 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.