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USAID FAMILY FARMING PROGRAM FOR TAJIKISTAN

QUARTERLY REPORT: YEAR FOUR – FIRST QUARTER

SEPTEMBER – DECEMBER 2013



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Contracting Officer Representative:	Aviva Kutnick
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ABBREVIATIONS

ADLE	Agriculture Development Livestock Enhancement
AO	Association Organizers
DAI	Development Alternatives Inc.
FTF	Feed the Future
FFP	Family Farming Program
GAFSP	Global Agriculture and Food Security Program (World Bank Irrigation Rehabilitation Project)
GIS	Geographic Information System
IWM	Irrigation Water Management
NGO	Non-governmental Organization
PAMP-2	Second Public Employment for Sustainable Agriculture and Water Resources Management Project (World Bank)
STTA	Short Term Technical Advisor
USAID	United States Agency for International Development
USAID/CAR/T	United States Agency for International Development/Central Asian Republics/Tajikistan
WUA	Water Users Associations
WUA CAT	Water Users Associations Capacity Assessment Tool
WUASP	Water Users Association Support Project (USAID funded, implemented by Winrock Intl., 2004-2011)

SECTION 1: OVERALL PROGRESS OF THE FAMILY FARMING PROJECT

HIGHLIGHTS

- During the reporting period, FFP helped established 13 WUAs, of which 12 completed registrations. Over the life of the project, 47 new WUAs have been established toward the target of 56 (new plus four to be strengthened).
- During the reporting period, 1,153 farmers attended Grant and WUA-related trainings, including 1041 men and 112 women.
- 12 WUAs completed leadership training using the five FFP training modules.
- FFP helped six WUAs to clear 2,800 meters of canal and 3,100 meters of drainage, as well as install nine gates, resulting in the improvement of 956 hectares of land in WUA areas.
- FFP awarded six Fixed Obligation Grants and seven Grants In-Kind for a total amount of \$478,718.
- Of \$1,980,865 approved grants over life of project, FFP disbursed \$403,181 this quarter, for a cumulative distribution of \$1,370,816. At present \$610,049 remains to be disbursed, while a total of \$688,565 is currently under USAID review.
- WUAs in four zones began to form Federations.
- ToT training for three NGOs to support a low-cost WUA model is in progress.
- Technical specifications for a grant proposal for an inter-village irrigation were completed.
- FFP created 14 individual agricultural extension materials on crop and livestock production.
- The Household Economics component team completed three household economics training modules.
- Recommendations were completed for a national WUA development strategy See “Suggested Items for an Irrigation Sector Reform and Development Road Map” in Annex 4.
- FFP prepared nine draft national documents to support a WUA development strategy.

ANALYSIS

The objective of the Family Farming Program is to improve agricultural productivity and the enabling environment by intensifying and enhancing support to WUAs at both the local and governmental level. FFP uses USAID'S bottom-up organizing process and nurtures a lower-cost, scalable model for WUA development through the development of training tools and materials that can be used by many organizations. For its final year of implementation, the project needs to improve farmers' awareness of and involvement in basin and sub-basin organizations through training at the water user federation level and roundtable reviews of the models for basin level organization. FFP must continue to rapidly provide WUAs with technical support and grants to repair and enhance field and village level irrigation systems.

At the governmental level, FFP will continue to provide technical advice and recommendations to support necessary agrarian reform in the irrigation sector.

FFP is fully on track to complete its targeted number of institutional developments by the next quarter, despite numerous obstacles. However, inaccessibility of the canals due to late usage by the water agency, significantly delayed infrastructure rehabilitation by Water User Associations (WUA). By the end of this past quarter, the canals emptied and WUAs could begin this rehabilitation of their water gates.

Grant development and disbursement kept pace with the institutional development process. However, a significant amount of grants are still under USAID contractor office review at the quarter's end (\$688,565). As water system rehabilitations can only be completed in the winter, these grants need rapid approval to complete planned winter rehabilitation work.

In an effort to enhance long-term sustainability of WUAs, FFP is working to complement the World Bank-funded PAMP-2 rehabilitation project. FFP revised its grant plan to increase allocations to WUAs established too late to implement water system rehabilitations this winter in order to ensure they set up stand-alone offices by project close that can then work with the World Bank program. FFP has also made progress in developing a low-cost model of WUA development that will enable its proven methodology for WUA institution building to be shared with the World Bank.

FFP developed a number of other tools and materials that capitalize on the knowledge gained over the past several years and can be used by organizations and future donor projects. The project created a WUA Capacity Assessment Tool that provides an objective method for measuring the institutional development process. It also developed extension materials that transfer knowledge gained in the projects' early years of implementation. Additionally, FFP prepared three field-tested home economics support materials that will be available to implementers of under-five childhood nutrition programs. These household-ready items will encourage the consumption of a diverse and nutritious diet through improved food preservation, storage, and cooking processes.

On the policy level, FFP is strengthening irrigation policy through the creation of guides and documents to support WUA development. A recent presidential decree reformed and separated regulatory and water delivery tasks of the Tajikistan government. As practical implementation takes time, the reform has complicated the FFP team's efforts to work with government authorities. However, it is also an opportunity for FFP to provide technical inputs and advice for the new agencies.

SECTION 2: 1ST QUARTER'S ACTIVITIES AND PROGRESS

ACTIVITY 1: IMPROVE WATER PROVISION FOR AGRICULTURE PRODUCTION THROUGH WATER USERS ASSOCIATIONS

ACTIVITY 1.1: WATER USER ASSOCIATIONS CREATED AND STRENGTHENED

1.1.1 Organize and create new WUAs

Activity Description: During the reporting period, the FFP facilitated the establishment and registration of 13 WUAs. This was achieved by organizing meetings, follow-up sessions, and trainings attended by over 2,200 attendees. A breakdown of the meetings by component is provided below in **Table 1**. Once established, each WUA completed leadership training through the five FFP training modules. FFP provided WUA Association Organizers with skills training to help them build the capacity of existing and newly established WUAs. FFP also organized training sessions to ensure that local farmers understood key WUA concepts, developed their own bylaws, and created a structure that fosters accountability and transparency. The farmers then elected officers through secret ballot and established audit and conflict resolution committees. During the reporting period, 1,138 farmers attended the institution building related trainings, including 1,028 men and 110 women.

Risks and Challenges: Many WUAs faced challenges of excessive pressure from the local authorities to collect water service fees, causing “volunteer fatigue” and loss of elected leaders. FFP’s IWM team held a number of meetings local government and WUAs in order to discuss and find possible solutions. Other challenges included the fact that the official WUA registration process takes longer than it should. Things like receiving permission and approval for WUA office construction have been extremely slow.

Actual Output: 13 WUAs were registered this past quarter. The overall project target is to form and strengthen 60 WUAs as of September 29, 2014. To date, 47 WUAs have been established (including one drinking water). **Figure 1** and **Table 2**, below, provide a summary of WUA activities for the quarter.

1.1.2 Assess institutional capacity of WUAs

Activity Description: To achieve the dual purpose of having a baseline against which to measure institutional development progress in FFP’s final year as well as a diagnostic assessment of WUAs’ most critical performance gaps to enable FFP to target capacity building support, FFP will guide WUAs through a self-assessment using the Water User Association Capacity Assessment Tool (WUA-CAT). FFP developed a WUA –CAT with the support and guidance of international M&E consultant and active participation of WUA Organizers in August 2013. During the reporting period, a baseline WUA-CA was conducted in 33 WUAs using a simple 1-4 scale scoring system, to identify the key nine areas of capacity (i.e., governance, service delivery, financial management, asset management, water management, advocacy, access to resources, risk management, and gender inclusiveness) that are strongest in WUAs

and those that need improvement. The results of the WUA CA were presented to WUA Organizers and other FFP staff in FFP annual session held in December 2013. The raw scores highlighted each WUA's performance gaps will enable the WUA leadership, FFP staff, and other advisors to target areas most needing improvement. The results of WUA-CA were also shared with each relevant WUA for records and self – assessment purposes. The FFP M&E team will conduct a baseline assessment for the newly created WUAs and train the local non-governmental organizations (NGOs) engaged in WUA creation through World Bank funding to use the WUA-CAT as a diagnostic tool and a means of quantifying a WUA's institutional development progress in the next quarter.

TABLE 1: BREAKDOWN OF INSTITUTION BUILDING ACTIVITIES BY IWM UNIT DURING THE QUARTER

№	Activity	October-13				November-13				December-13				Total: in Quarter			
		№	M*	F	Total	#	M	F	Total	#	M	F	Total	#	M	F	Total
1	Individual meetings: (Individual meetings with farmers and head of mahallas. To familiarize with communities people and discuss what is WUA and what are water sector reform, laws and project activities in Tajikistan)	0	812	45	857	0	466	13	479	0	820	44	864	0	2,098	102	2,200
2	Core group meetings: (To find/organize the interested communities people to mobilize the core group to start the institutional work after 3 weeks of project entered to the area)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3	Group meetings: (With all farmers to know the land areas and organize and small group to get more quantitative information's and sides reviews)	38	262	38	300	21	127	20	147	20	117	8	125	79	506	66	572
4	Meeting with local authorities: (To explain objectives of FFP project-funded by UASID and what are implementation plan at district level hukumat, jamoat and Vatkhoz before end of the project)	0	605	18	623	0	332	20	352	0	543	26	569	0	1,480	64	1,544
5	Bylaw committee meetings: (To elect representatives of communities or leaders for by law committee, who will work with project WUA organizer on the developing the draft by law of WUA in a month)	19	157	0	157	8	88	1	89	3	31	1	32	30	276	2	278
6	Water User Group meetings: (Decide how many water use group-based hydrologic areas to be organized. To explain the draft of by law and elect the representative to general assembly)	0	0	0	0	3	65	0	65	0	0	0	0	3	65	0	65
7	Informal meetings: (To organize meetings in sub zone depends on the needs of issues a raised)	15	261	6	267	24	396	10	406	41	587	30	617	80	1,244	46	1,290

8	Informal General Meetings: (With draft by-laws with all stakeholders to explain and agree on formations of WUA in their area)	2	108	7	115	1	55	2	57	0	0	0	0	3	163	9	172
9	General Assembly meetings: (Meeting of representatives of WUA members based on sub groups, this group will compose of 21 or 23 farmers based on sizes of WUA areas)	3	59	5	64	4	90	0	90	2	44	2	46	9	193	7	200
10	Special General Meetings: (For any needs any issues on newly formed WUA)	1	13	1	14	0	0	0	0	0	0	0	0	1	13	1	14
11	Meeting of the WUA board: (Monthly meetings on the implementation of WUA project, strategy on director level/project management level)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12	Opening Ceremony: (Officially opening of the office of newly facilitated WUA as official event)	2	79	18	97	0	0	0	0	0	0	0	0	2	79	18	97
13	Cross Site Visits: (To use existing WUA to demonstrate to newly organized WUAs management, where and what stages other WUAs are managing their activities and cooperating with local hukumats, what are the challenges has been faced)	2	53	0	53	0	0	0	0	0	0	0	0	2	53	0	53
14	Presentations: (WUA organizers, after 2.5 months will have status of progress presentation at FFP level what has been achieved how procedures of WUA formation went, what are the challenges has been faced and what are lesson learned)	1	15	0	15	5	71	1	72	2	33	0	33	8	119	1	120
	TOTAL:	83	2,424	138	2,562	66	1,690	67	1,757	68	2,175	111	2,286	217	6,289	316	6,605

***Note: These figures do not adjust for individuals attending multiple meetings or trainings.**

FIGURE 1: WUA STRENGTHENING DEVELOPMENT STATUS IN KHATLON OBLAST

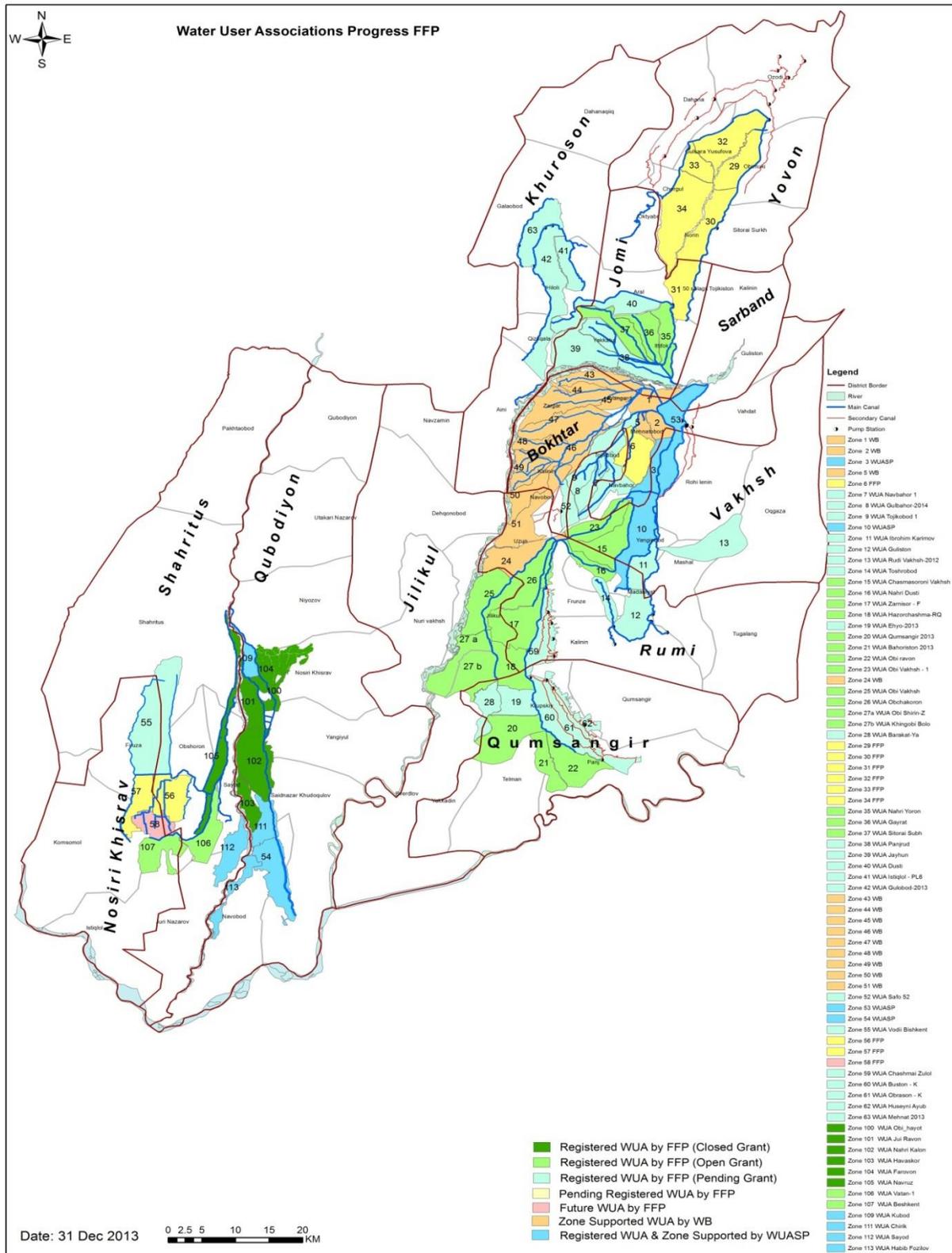


TABLE 2: INSTITUTIONAL DEVELOPMENT TIMELINE THROUGH FFP COMPLETION

No.	Name of WUA	Location / District	Date FFP Entered in Community	Actual or Target Date for WUA Registration	Target Dates for Office Opening Ceremonies
1	Obi shirin-D	Kulob	14-Nov-11	22-Feb-12	Done
2	Selbur	Vose	21-Nov-11	23-Mar-12	Done
3	Obi hayot	Qubodiyon	15-Dec-11	26-Feb-12	Done
4	Juyi ravon	Qubodiyon	12-Jul-11	27-Oct-11	Done
5	Nahri kalon	Qubodiyon	12-Jul-11	27-Oct-11	Done
6	Havaskor	Qubodiyon	29-Nov-11	27-Mar-12	Done
7	Farovon	Qubodiyon	17-Apr-12	6-Aug-12	Done
8	Navruz	Shahritus	18-Nov-11	28-Mar-12	Done
9	Vatan-1	Shahritus	28-Jan-13	5-Jul-13	1-Apr-14
10	Beshkent	N.Khusrav	28-Sep-12	22-Jan-13	21-Oct-13
11	Sangoba(Only drinking/water)	N.Khusrav	10-Apr-12	6-Jul-12	n/a
12	Vodii Bishkent	N.Khusrav	2-Jul-13	21-Nov-13	TBD
13	New WUA Zone	N.Khusrav	7-Oct-13	19-Feb-14	TBD
14	New WUA Zone	N.Khusrav	11-Nov-13	17-Mar-14	TBD
15	New WUA Zone	N.Khusrav	28-Jan-14	10-May-14	TBD
16	Obchakoron	J. Rumi	17-Apr-12	11-Aug-12	5-Apr-14
17	Nahri dusti	J. Rumi	13-Aug-12	14-Feb-13	15-Mar-14
18	Zarnisor-F	J. Rumi	27-Avg-12	7-Mar-13	15-Mar-14
19	Hazorchashma-RQ	J.Rumi	28-Jan-13	13-Jul-13	30-Mar-14
20	Chashmai Zulol	J.Rumi	10-Jun-13	29-Oct-13	20-May-14
21	Guliston S	J.Rumi	1-Jul-13	19-Nov-13	TBD
22	Toshrobod	J.Rumi	5-Aug-13	13-Dec-13	TBD
23	Chashmasoroni Vakhsh	Vakhsh	17-Apr-12	3-Aug-12	10-Feb-14
24	Obi Vakhsh-1	Vakhsh	17-Apr-12	3-Aug-12	10-Feb-14
25	Tojikobod 1	Vakhsh	15-Apr-13	17-Sep-13	10-Jun-14
26	Ibrohim Karimov	Vakhsh	15-Apr-13	re-registration 16-Aug-13	10-Jun-14
27	Rudi Vakhsh - 2012	Vakhsh	1-Apr-13	re-registration 9-Jul-13	10-Jun-14
28	Safo - 52	Vakhsh	15-Apr-13	30-Jul-13	25-May-14
29	Mehnatobod-1	Bokhtar	23-Sep-13	Reregistration: 23-Jan-14	TBD
30	Navbahor 1	Vakhsh, Bokhtar	5-Aug-13	Reregistration: 6-Dec-13	TBD
31	Gulbahor- 2014	Bokhtar	1-Sep-13	27-Dec-13	TBD
32	Obi Vakhsh	Jilikul	13-Aug-12	Reregistration: 7-Mar-13	15-Feb-14

No.	Name of WUA	Location / District	Date FFP Entered in Community	Actual or Target Date for WUA Registration	Target Dates for Office Opening Ceremonies
33	Obi shirin-Z	Jilikul	16-Jan-13	Reregistration: 31-May-13	15-Jun-14
34	Khingovi bolo	Jilikul	16-Jan-13	Reregistration: 13-Jun-13	15-Jun-14
35	Nahri yoron	Jomi	7-Nov-12	27-Apr-13	17-May-14
36	Ghayrat	Jomi	7-Nov-12	Reregistration: 27-Feb-13	14-Jan-14
37	Sitorai subh	Jomi	7-Nov-12	5-Mar-13	24-Oct-14
38	Panjud	Jomi	27-Mar-13	5-Aug-13	25-Jun-14
39	Jayhun	Jomi, Khuroson	27-Mar-13	31-Jul-13	25-Jun-14
40	Dusti-2013	Jomi	27-Mar-13	7-Aug-13	27-Jun-14
41	Istiqlol - PL6	Khuroson	1-Aug-13	Reregistration: 5-Dec-2013	TBD
42	Gulobod-2013	Khuroson	1-Aug-13	24-Dec-13	25-Jul-14
43	Mehnat 2013	Khuroson	1-Aug-13	Reregistration: 17-Dec-2013	TBD
44	Ehyo-2013	Qumsangir	28-Jan-13	17-Jul-13	25-Jun-14
45	Qumsangir-2013	Qumsangir	14-Jan-13	28-Jun-13	23-May-14
46	Bahoriston - 2013	Qumsangir	4-Feb-13	31-May-13	23-May-14
47	Obi ravon	Qumsangir	4-Feb-13	Reregistration: 23-May-13	5-Apr-14
48	Barakat-Ya	Qumsangir	8-Jul-13	28-Nov-13	30-Jul-14
49	Buston - K	Qumsangir	10-Jun-13	1-Nov-13	10-Jul-14
50	Obrason-K	Qumsangir	10-Jun-13	22-Nov-13	10-Jul-14
51	Husen - Ayub	Qumsangir	10-Jun-13	22-Nov-13	11-Jul-14
52	New WUA Zone - 29	Yovon	19-Nov-13	30-Feb-14	TBD
53	New WUA Zone - 30	Yovon	19-Nov-13	25-Feb-14	TBD
54	New WUA Zone - 31	A.Jomi	19-Dec-13	30-Mar-14	TBD
55	New WUA Zone - 32	Yovon	19-Nov-13	30-Feb-14	TBD
56	New WUA Zone - 33	Yovon	23-Dec-13	15-Apr-14	TBD
57	New WUA Zone- 34	Yovon	19-Dec-13	30-Mar-14	TBD

Risks and Challenges: It considerable effort and time to give a clear explanation of the purpose of the WUA-CAT to WUA leadership and members, but they now view it as a useful self-assessment and not with a suspicion that they might need to guard against bad scores.

Actual Output: A tested capacity assessment tool. Average score for 33 WUAs is 2.3 Change in score on the Water User Association Capacity Assessment Tool (WUA-CAT) of Baseline + 10 percent increase by end of project

1.1.3 Strengthen WUAs based on identified needs

Activity Description: FFP provided WUAs with support in two major areas: financial skills development and irrigation management. For the first, FFP's Financial Management Specialist assisted WUAs to develop internal operational manuals and financial policies for their organizations. He also assisted WUAs in developing accounting policies which will ensure associations' compliance with national law and accounting standards. In the area of irrigation management, FFP is arranging for an expatriate short-term Irrigation Water Management Specialist to develop a practical curriculum for irrigation management and maintenance. The specialist, Mohan Reddy, is scheduled to arrive in-country next quarter and conduct on-farm training within numerous WUAs and one WUA Federation.

Risks and Challenges: None of note.

Actual Output: 23 hands-on trainings were delivered to WUAs on financial management, bookkeeping, and audits. Training in irrigation management is scheduled for next quarter.

1.1.4 Implement irrigation system rehabilitation activities

Activity Description: FFP worked with WUAs to clean and drain canals, as well as install water gates in their respective areas. Rehabilitation activities occurred in six WUAs with the members participating in cost-sharing as prescribed. The World Bank indicated to FFP staff that the WUAs (such as those engaged with FFP that have a track record of active membership and engaged leadership) will be highly competitive for PAMP-2 funding. FFP is closely coordinating with the World Bank project at the PMU level both in Dushanbe and within the operational districts.

Risks and Challenges: The number of gates installed was less than forecast due to irrigation in water canals being shut off much later than expected. The weather conditions in the next quarter will dictate when the canals are refilled, and it is expected that regular rains (without excessive cold) will delay the time when the canals are refilled. When the canals are refilled, it will halt the works. Dry warm conditions will accelerate the refilling, as water will be needed for early crops and wheat.

Actual Output: 2,800 meters of canal and 3,100 meters of drainage were cleaned. Nine gates were installed in WUA areas. 956 hectares of land were improved as a result of these cleaning/rehabilitation works. **Table 3** provides specific details on each project.

TABLE 3: SUMMARY OF REHABILITATION WORKS COMPLETED DURING OCT – DEC 2013

Item	Drain	Canal	Gate	Ha	Office construction	WUA	# Contract
Cleaning of 1300m of canal		1,300		100		WUA "Navruz"	G-Dus-016
Finishing office construction				-	1	WUA "Sitorai Subh"	G-Dus-023
Cleaning of 1800m of drainage	1,800			62		WUA "Nahri Dusti"	G-Dus-025
Cleaning of 1300m drainage	1,300			72		WUA "Vatan-1"	G-Dus-040
Installation of 9 water gates & rehabilitation of water distribution structure			9	672		WUA "Obi Shirin-D"	G-Dus-015
Cleaning of 1500m canal &		1,500		50		WUA "Navruz"	G-Dus-016

Item	Drain	Canal	Gate	Ha	Office construction	WUA	# Contract
rehabilitation of irrigation network collapse							
Completion of office construction				-	1	WUA "Ghayrat"	G-Dus-024
TOTAL	3,100	2,800	9	956	2		

1.1.5 Create and strengthen WUA Federations

Activity Description: FFP identified and finalized the locations and boundaries for new WUA Federations, ensuring that WUAs can more actively participate in joint management of canals. The organization of WUA Federations is now in progress. The IWM team also started some additional institutional development and financial management capacity building of an existing WUA Federation “Sarob” which covers eight WUAs in N. Khusrav district. This federation is being supported to manage the grant for the intra-village irrigation effort, since it spans eight different WUAs.

FFP also provided new Federation support in the following areas:

- Twelve WUAs along the Qumsangir canal that runs across Vakhsh, Rumi, and Qumsangir districts.
- Five WUAs along the Jillikul canal that runs across Vakhsh, Rumi, Jillikul, and Qumsangir districts.
- Six WUAs along the central canal in Yovon district.
- Six WUAs along the Shurobod canal in A. Jomi district.

Risks and Challenges: Some WUAs are still involved in their own start-up and organizational processes and have not had sufficient time to complete the “organizational maturation” necessary to become involved in the Federations. This is most apparent in Yovon district, where WUA organization is ongoing.

Actual Output: WUAs agreed upon the groupings and boundary locations for four new WUA Federations that will be established and strengthened in 2014.

ACTIVITY 1.2: PREPARATION FOR SCALED-UP WUA DEVELOPMENT

To support the Government of Tajikistan and USAID in continuing WUA expansion, FFP will develop a strategy and cost-effective model for facilitating the expansion of WUAs nationwide. Given the critical importance of WUAs in irrigation sector reform and the number of WUA development models that have proven to be unsustainable, it is essential that future organizing efforts use an approach that has been tested and proven effective.

1.2.1 Assess successful WUA development models and identify low-cost alternatives that maximize reliance on local partners

Activity Description: In order to assess successful WUA development models, FFP created a WUA Capacity Assessment Tool (WUA-CAT) that provides an objective method for measuring the institutional development process. Additionally, FFP identified a low-cost model for

replication through the World Bank’s PAMP-2 project. This project builds the organizational capacity of local NGOs. FFP will provide the World Bank with an introduction on how to use the WUA-CAT and ask them to evaluate the capacity building progress by the fourth quarter of the year.

Risks and Challenges: Both the World Bank and the Ministry’s Project management Unit experienced delays in tendering and selecting NGOs, which forced this activity to continue into the second quarter. These NGOs are now implementing the model in several districts.

Actual Output: These are detailed in Activity 1.2.3.

1.2.2 Analyze WUA development requirements

Activity Description: Policy Advisor Douglas Vermillion reviewed the status of WUAs in Khatlon province, identified needs, and prepared draft implementation documents to strengthen WUAs in anticipation of irrigation sector reform.

Risks and Challenges: See 4.1

Actual Output: Preliminary recommendations for a national strategy for WUA development that includes WUA development requirements are made in “Suggested Items for an Irrigation Sector Reform and Development Road Map” (see **Annex 4**).

1.2.3 Pilot a WUA development model through a local institution

Activity Description: To test the model of having local organizations develop sustainable WUAs, FFP provided training to three NGOs selected by the World Bank PAMP-2 project to use the organizational model used by FFP, with adaptations recommended from the analysis conducted in Activity 1.2.1. The World Bank covered the training related costs and WUA development cycle. FFP specialists conducted “Training of trainers” for NGO trainers and assisted with their curricula.

Risks and Challenges: There were delays by the World Bank and the Ministry’s Project management Unit in tendering and selecting NGO, which forced this activity to continue into the second quarter.

Actual Output: ToT training for three NGOs on WUA model in progress. During the past reporting period, FFP provided 22 days of training to six external Association Organizers of three NGOs selected by World Bank PAMP-2. In total, 12 WUA Association Organizers were trained in one or more types of sessions. Seven of the eleven steps/modules to provide capacity to these NGOs were completed, with the remaining four scheduled for March-April 2014. See **Table 4** for work plan.

TABLE 4: COMPLETED AND PLANNED TOT TRAININGS FOR PAMP II NGOS

No	Name of trainings	Days	FFP Training Dates	Number of participants	Comments
1	Introduction meeting to discuss preparation and logistics	N/A	August 05, 2013	12 including PIU/PMUU staff 10	USAID, WB, PMU, FFP field experts and NGOs
2	Developing WUAs by using the Community Organization Model (4 days -ToT and 1 day -	5	August 12-16,		1 day Cross site visit to FWUA “Sarob” in Qubodiyon district

No	Name of trainings	Days	FFP Training Dates	Number of participants	Comments
	Cross Visit)		2013		(August 14, 2013)
3	Participate in the integration and social assessment of the irrigation systems in service area. Formal and informal meetings and trainings, individual and group meetings and interviews (in FFP project zones).	12	August 19-30, 2013		The team will be grouped into three smaller teams and each will join FFP WUA Organizers to practically learn WUA organizational steps.
4	"Organizational and leadership skills Development for WUA leaders" (OLD). Module I-IV (Part I)	5	September 2-6, 2013		
5	Presentations (small test to identify best suited NGOs to continue with field activities for WB projects)	1	September 10, 2013	10	Venue and panel will be agreed closer to the date
6	NGOs start Integration and WUA establishment process in new WUA potential zones by WB project	N/A	September 11-30, 2013		WUA General Assembly Meeting; Selection of Board of director, budget, staff hired, technical plans and etc.
7	"Organizational and leadership skills Development for WUA leaders" (OLD). Module V (Part II) - "Communication"	2	December 4-5, 2013		Participated in the General Assembly Meeting of WUA "Toshrobo" in J.Rumi district by FFP project; Selection of Board of director, budget, staff hired, technical plans and etc. (12/5/13, t:14:00-16:00)
8	"Financial Management and activities in WUA" (Part I&II)	2	March 5-6, 2014	8 NGO members	
9	"Audit" training	1	March 26, 2014		
10	"Maintenance and operating plan of the irrigation system"	1	April 16, 2014		
11	"Conflict management and resolution plan"	1	April 17, 2014		
TOTAL:		30			

1.2.4 Develop and finalize instructional modules

Activity Description: In the quarter, FFP will develop appropriate and applicable curriculum as part of the pilot with PAMP-2–selected NGOs, such as training/reference materials on the basic principles of WUA organization, a guideline for the organizing process, and training materials for new Association Organizers.

Risks and Challenges: Staff departures.

Actual Output: Planned for the 4th quarter of this year.

ACTIVITY 1.3: RIVER-BASIN AND NATIONAL WUA REPRESENTATION

1.3.1 Assess the WUA functions needed at river basin- and national-level and identify models for each

Activity Description: During the next two quarters, FFP will assess basin-and national-level organizations in other countries and circumstances and identify and recommend an appropriate

functional model for Tajikistan. This will be achieved through support from consultant Douglas Vermillion. The project will validate findings by inviting stakeholders—including WUA/Federation members, local government officials, water supply representatives, and others—to roundtable workshops to review proposed models and provide feedback. FFP will also incorporate participant responses and recommendations in a final deliverable as a strategy document that outlines an approach for Tajikistan to create and multiply effective river basin-and national-level WUA organizations.

Risks and Challenges: Government action implementing the Sector Reform may be delayed, and this activity is very depends on.

Actual Output: None planed this quarter.

1.3.2 Support the establishment of Coordination Councils

Activity Description: During this quarter, the government of Tajikistan announced an anticipated water sector reform. This process split the regulatory duties for water delivery into the Ministry of Energy and Water Resources and the Agency for Land Management and Irrigation. The Agency’s composition and structure was not detailed, but it appears that there will be a sub-basin structure organized. FFP still awaits the completion of the operational structure of the Agency.

Risks and Challenges: Significant progress still needs to be made by the government for FFP to provide assistance in developing Coordination Councils.

Actual Output: No activities were planned for the first quarter.

ACTIVITY 1.4: INTRA-VILLAGE WATER ACCESS

1.4.1 Identify villages with reported irrigation difficulties and investigate severity of issue

Activity Description: FFP identified villages within eight WUAs. The results of the assessment revealed that the major intra-village problem is lack of gates in the critical locations. FFP then identified 10 villages that will be supported through grants aimed at rehabilitation and improvement of irrigation water. Within these 10 villages, a random survey of households was conducted. This indicated that all household had a ‘kitchen garden’, and 80% depended on canal water for irrigation. About 43% indicated they did not always get water as required, and that in August 21% had not received water in a month. Another 22% said that they were getting one irrigation per week, but that 41% and 37% said three or two irrigations per week, respectively, were necessary. Overall, 43% rated the supply of irrigation water in their village as poor or very poor. WUA were widely recognized (75%) as the main manager of water in their village (for irrigation).

Risks and Challenges: Similar challenges as to those experienced in grant making efforts. See 1.1.4.

Actual Output: Completed a survey of villages among WUAs established last year.

1.4.2 Conduct detailed site assessment to determine how to rehabilitate systems most in need of repair

Activity Description: The Intra-Village Engineer completed site assessments and cost estimations.

Risks and Challenges: Similar challenges to 1.4.1.

Actual Output: Specific rehabilitation plans in Qubodiyon, Shahritus and N. Khusrav districts, for 10 villages completed.

Risks and Challenges: The WUAs still are not completely comfortable working with WUAF, but are accepting the recommendations from FFP to organize their activities this way.

Actual Output: 10 villages were identified,

1.4.3 Engage community in system rehabilitation

Activity Description: Since intra-village areas spans multiple WUAs, FFP needed to determine whether each WUA should receive a small grant or if one organization would receive a larger grant. FFP decided the existing federation would be best to work through, as it supports services to its member WUAs. The final project has eight WUAs under Sarob WUA Federation to channel the grant (GIK plus FOG amount of 55,000 USD). These funds will improve and build the capacity of the federation in management and services provision. The actual rehabilitation works will start from February, 2014 after final approval of grants from USAID.

Risks and Challenges: WUAs still need further guidance and explanation of and clarification about the role of the WUA Federation.

Actual Output: Grant proposal and technical specifications completed, but administrative documents from the Sarob WUA Federation are still needed in order to complete a qualified grant document.

ACTIVITY 2: RESEARCH, OBTAIN, TEST AND DISSEMINATE APPROPRIATE AGRICULTURAL TECHNOLOGY

A substantial number of extension publications were completed during the quarter, providing a valuable resource for farmers and extension professionals to improve crop production. These booklets and guides inculcate on-farm experience in the early years of the project and will be a substantial source of practical training material.

ACTIVITY 2.1: DEVELOP TECHNICAL AND INSTRUCTIONAL MATERIALS

Activity Description: The Agriculture Development Livestock Enhancement team finalized field extension pieces and submitted them for final approval to USAID. FFP will provide these documents so both relevant USAID implementing partners (such as Farmer Advisory Services in Tajikistan Project) and the Academy of Sciences once final approval is received.

Risks and Challenges: None anticipated

Actual Output: FFP created 14 individual extension materials on crop and livestock production. These are now being finalized with USAID.

TABLE 5: ADLE CROP AND ANIMAL PRODUCTION GUIDES

#	Subject/Crop	Tajik Title Номи зироат	Style
Crop Productivity			
	Technology of Tomato	Самаранокии иктисодии парвариши помидор	Handout
	Technology of Beans	Самаранокии иктисодии парвариши луби	Brochure
	Technology of Sunflower for Oil	Самаранокии иктисодии парвариши офтобпараст барои равган	Brochure
	Aerobic Compost Making	Ташкил кардани компост бо рохи азробики	Brochure
	Soil Testing	Тартиби гирифтани намунаи хок барои ташхис	Handout
	Technology of Small tunnel for seedling (1mx10m)	Технологияи парвариши ниhoли сабзавот дар гармхонаи хурд (1X10)	Handout
	Technology of Vegetable seedling preparation (tomato, cabbage, cauliflower, eggplant, sweet pepper, onion, broccoli)	Парвари ниhoлхои сабзавот (помидор, карам, гулкарам, боимчон, каламфури ширин, пиёз, браколли)	Handout
	GH management	Самаранокии иктисодии идоракунии гармхона	Handout
	Technology of Pumpkin	Самаранокии иктисодии парвариши каду	Handout
	Technology of Cucumber	Самаранокии иктисодии парвариши бодиринг	Handout
	Technology of Fodder Beet	Самаранокии иктисодии парвариши лаблабуи хуроки чорво	Handout
Livestock Productivity			
	Technology of Maize Silage making	Технологияи истехсол ва захира намудани силоси чуворимакка	Handout
	Veterinary First Aid	Кумаки якуминдараҷаи таъҷилии бойтори	Handout
	Technology of Milk Processing	Технологияи истехсол ва коркарди шир	Handout

ACTIVITY 3: IMPROVE HOME ECONOMICS

ACTIVITY 3.1: DEVELOP TECHNICAL AND INSTRUCTION MATERIALS

Activity Description: FFP designed several instructional products related to household economics this quarter. The “*Household garden poster*” encourages a diversified household garden with 10 nutritious crops: carrot, sweet pepper, broccoli, pumpkin, cabbage, cauliflower, dill, eggplant, spinach, and red beets. A manual, “*Recipes for healthy diet (balanced diet) and food diversity*,” provides instructions and illustrations for 5 new and 12 existing recipes focused on complementary feeding for children under five and pregnant and lactating women. A second manual, “*Food preservation and storage guide*,” provides instructions on food preservation and assistance in developing training packages on food preservation, including drying fruits and vegetables. These items will be provided to other USAID implementing partners and the Ministry of Health and/or other relevant ministries. Work on the “*Households finance guide*” continues.

Risks and Challenges: None noted.

Actual Output: FFP produced three household economics training items.

ACTIVITY 4: SUPPORT RESEARCH AND ADVOCACY FOR POLICY REFORMS THAT ENHANCE FOOD SECURITY

FFP began supporting the development of WUA through specialized technical input from STTAs. These consultants created a set of recommendations for actions and guides to promote the development of WUAs in Tajikistan. One specialist noted that the WUAs need tools to plan both their internal management, as well as interact with the recently created Agency for Land Maintenance and Irrigation. In addition, the consultants prepared technical inputs for an updated WUA law with a specialist in WUA law contracted to create a draft revision.

ACTIVITY 4.1: DEVELOP A NATIONAL STRATEGY FOR WUA DEVELOPMENT

Activity Description: FFP received a number of technical inputs from STTA Policy Specialist Max Goldensohn and expatriate policy specialist, Douglas Vermillion. The follow documents were received and will be translated in the next quarter to begin getting stakeholder input and the vetting process.

- Water Users Association By-laws: Draft
- Water Users Association Charter: Draft
- Guide for Preparing an Irrigation Management Transfer Agreement in Tajikistan: Draft
- Guide for an Irrigation Service Plan Prepared by a Water Users Association in Tajikistan: Draft
- Guide for Multi-year Water Supply Agreements: Draft
- Annual Water Service Contracts between a Water Supply Agency or Utility and a Water Users Association: Draft
- Policy on Irrigation and Drainage for the Republic of Tajikistan: Draft
- Recommendations for Irrigation Service Standards with Needs-based Budgeting and Payment: Draft
- Potential Training Modules for Water Users Associations and the Irrigation Management Agency in Tajikistan: (Outline of Modules and Methods): Draft

These guides and recommendations offer practical means and tools to assist WUAs in interacting with the new agencies and ministries resulting from sector reform. During the next quarter, FFP will also solicit governmental input through the Donor Coordination Councils and its various working groups, especially any working groups the ministry can assign. This will include hosting a moderated Oblast- or National-level forum on the components of the strategy and implementation tools.

Risks and Challenges: The government of Tajikistan put water sector reforms into effect, assigning water sector regulation to the Ministry of Energy and Water Resources. However, the final composition of the independent agency (now Agency for Land Maintenance and Irrigation) was not clear by the end of the quarter, and presents difficulties in how to interact with it. The

departure of one of FFP's key personnel, the IWM Coordinator, also reduced the team's ability to review drafts and make recommended changes.

Actual Output: Preliminary recommendations for a national strategy for WUA development are outlined in "Suggested Items for an Irrigation Sector Reform and Development Road Map", see Annex, and the guides listed above.

ACTIVITY 4.2: CONDUCT WUA LEGAL AND REGULATORY ANALYSIS AND RECOMMEND UPDATES

Activity Description: FFP engaged an expatriate and national STTA Legal Advisor (Steven Hodgson) to review inputs and recommendations for WUA law updating in December 2013. The deliverables are expected early in the next quarter.

Risks and Challenges: The departure of a Key Personnel, IWM Coordinator reduced pre-analysis input to the Legal Advisor.

Actual Output: None during this quarter

ACTIVITY 4.3: PREPARE WUAS TO INTERACT WITH A BASIN-LEVEL MANAGEMENT STRUCTURE

Activity Description: FFP is preparing recommendations on regulatory measures as a part of its recommendations for an update to the WUA law. These tasks will be supported by an expert in irrigation association management in conjunction with activity 1.4.3 in March or April 2014.

Risks and Challenges: The departure of a Key Personnel, IWM Coordinator, reduced FFP's ability to prepare for this activity.

Actual Output: None planned for this quarter.

ACTIVITY 4.4: DETERMINE A METHOD TO CALCULATE WATER DELIVERY COSTS

Activity Description: Guidelines prepared by Doug Vermillion outline the parameters to begin this process of calculating water delivery costs. Search for suitable candidates to provide addition input has begun.

Risks and Challenges: None of note.

Actual Output: None were planned for this quarter.

SECTION 3: GRANTS SERVICES

1.0 CONDUCT GRANT TRAINING

Activity Description: During the reporting period, the FFP grants team work focused on providing support to Activities 1.1 and 1.4 of the Irrigation and Water Management component. Following the USAID model for WUA development, the project awarded WUAs with grants for rehabilitation of irrigation systems, office construction, and procurement of office and construction equipment. In order to ensure effective implementation of the grants provided by the Project, the FFP grants team conducted nine trainings (Phase 1 and Phase 2 trainings as indicated in the table below) for WUAs leadership in grants management and administration, which contributed to successful completion of grants milestones.

In addition, under the leadership of the Grants Manager, the grants team worked on developing WUAs’ internal capacity in the form of a Phase 3 training set (see **Table 6**). This training will enable WUAs to become stronger organizations capable of implementing grants independently and in full compliance with USAID policies and procedures.

Grants awarded to WUAs initially maintain strict elements of coordination and control. Over time, the capacity of these organizations will be institutionally strengthened through FFP grants training as they will gain increasing control over technical activities and implementation which will empower these local organizations to provide ongoing and sustainable services to the water irrigation sector in Tajikistan.

TABLE 6: GRANTEE TRAINING

WUA Grant Management and Financial Procedures Training
Grants Management Training (Phase 1 Guide To Preparation Of USAID Grant Documents)
<ul style="list-style-type: none"> • Six (6) Grant Management Trainings Phase 1 for WUAs: Buston, Chashmayi Zulol, Huseyini Auyb, Obrason, Tojikobod-1, Ibrogim Karimov, Vodii Beshkent, Ehyo-2013, Barakat Ya, Panjrud, Dusti 2013
<ul style="list-style-type: none"> • The total number of participants is 53 people
Grants Management Training (Phase 2 How To Implement Your USAID Grant)
<ul style="list-style-type: none"> • Three (3) Grant Management Trainings Phase 2 for WUAs: Panjrud, Jayhun, Dusti 2013, Khingobi bolo, Bahoriston 2013, Hazorchashma RQ
<ul style="list-style-type: none"> • The total number of participants is 30 people
On-Site Training, Mentoring and Monitoring (Phase 3)
<ul style="list-style-type: none"> • Finance Management • Procurement training • Filing and record maintenance training • Training on milestones’ reporting

Actual Output: WUA leaders are better equipped to manage the full grant cycle.

2.0 COMPLETE GRANT CYCLE FOR WUAS AND INTRA-VILLAGE WATER SYSTEMS

Activity Description: During the report period, the grants team continued supervising the grants for each WUA that FFP strengthens. The team uses two types of grant mechanisms: Fixed Obligation Grants and In-Kind Grants. During this period, grants were awarded to the following WUAs: Bahoriston 2013, Khingobi Bolo, Obi Ravon, Hazorchashma RQ, Dusti 2013, Panjrud and Jayhun.

FFP has completed 28 grant milestones in the quarter (see Annex 3, leaving 167 milestones to be completed. Most of the later milestones will need to be completed during the winter when the canals are dry.

Actual Output: Six Fixed Obligation Grants and seven Grants in Kind were awarded for the total amount of \$478,718.

SECTION 4: MONITORING AND EVALUATION

Monitoring and Evaluation (M&E) efforts included environmental, training, and other programmatic monitoring with an aim to:

- Systematically monitor activities in a timely fashion
- Systematically monitor and evaluate results indicators based on Activity M&E plan in a timely fashion;
- Identify programming successes and challenges in order to fine-tune the program interventions;
- Contribute to communications products, policy dialogue and other information dissemination;
- Systematically feed into USAID reporting requirements.

During the reporting period, the M&E team revised the Activity M&E plan to align with the recent contract modification. The new Activity M&E plan defines the data collection process, indicator definitions, methodology and frequency of data collection, and end of projects targets. The M&E team reviewed program indicators at each level - output, outcome and impact - jointly with FFP technical teams. Each of the indicators and expected results will be monitored during the program cycle to verify and document progress toward reaching stated targets. The team also developed an M&E matrix to outline types of indicators, sources of data, method of data collection, frequency of data collection, baseline data, targets and responsibility for data collection components. This enables the M&E team and FFP-dedicated staff to systematically collect on data and report on indicators in a timely fashion.

1.0 REVISION OF ACTIVITY M&E PLAN

Activity Description: By September 2013, the M&E team completed a FFP Activity M&E plan in conjunction with USAID. The M&E plan was revised based on USAID comments and resubmitted for approval in December 2013. This document defines final performance indicators found in the Results Framework. For each indicator, the Activity M&E plan outlines a unit of measure, data source, acquisition methodology, and provides a precise indicator description. The Activity M&E plan was presented and discussed with all FFP staff during the FFP annual session held in December 2013 to ensure that there is broad ownership of the document .

Actual Output: Partial of Activity M&E, then a Revised M&E Plan.

2.0 CONDUCT ASSESSMENTS

Activity Description: The quality of indicators and data used in reporting to USAID is required to be reassessed no less than once every three years per ADS 203.3.5. The quality of data is a particular concern for FFP given the importance of measuring improvements and in project

management decision-making. During the reporting period, M&E team conducted a data quality assessment for the following FFP/FTF standard performance indicators, see Table below.

Next quarter focusing on FTF indicators, FFP will conduct a formal Data Quality Assessment. The assessment will utilize USAID-recommended tools such as the Data Quality Assessment Checklist, and will include suggestions for any needed improvements in quality assurance.

TABLE 7: DATA QUALITY ASSESSMENT FFP/FTF DURING THE QUARTER

#	USG #	Indicator	Status	1 st DQA	Date Finalized
8	4.5.2(7)	Number of individuals who have received USG supported short-term agricultural sector productivity or food security training	Completed	October 2013	November 2013
9	4.5.16,17,18	Gross margin per unit of land, kilogram, or animal of selected product (crops/animals selected vary by country)	Completed	October 2013	In progress
10	3.1.9(1)	Number of people trained in child health and nutrition through USG-supported programs	Completed	October 2013	November 2013
11	4.5.1(28)	Hectares under new or improved/rehabilitated irrigation (Riau) (WOG)	Completed	October 2013	November 2013

The general data quality issues were the following:

- The PIRS for indicators (4.5.16,17,18 and 3.1.9(1)) were not adjusted to project activities
- The methodology for data processing was not documented in the past

While revising the Activity M&E plan, the M&E team adjusted all the PIRs for indicators to the project activities and developed Standard Operation Procedures on data processing for each indicator.

Risks and Challenges: The M&E team faced challenges in assessing data collected and reported by staff of the ADLE and Nutrition components, due to these staffs' contracts coming to end as a result of the recent contract modification.

Actual Output: Completed data quality assessment checklists and submitted to USAID for approval.

2. 1. CONDUCTED INTRA-VILLAGE ASSESSMENT

Summary of intra-village assessment

FFP conducted Intra-village assessment in ten prioritized villages of three districts (Qubodiyon, Shahrituz and N.Khusrav) in Khatlon region during September 25th – October 4th, 2013. Overall, 295 interviews were conducted in randomly selected households. The survey revealed the following:

Land ownership

- 100% (n= 295) have a kitchen garden, 52% (n=156) have presidential land, 22.6% (n=66) have deckhand farms, 2.4% (n=7) of households have rented land and 0.33% (n=1) of households use the land of their relatives;

Access to water

- 79.7% (n=235) of households reported that the main source of irrigation water in their villages is self-flow canal and 20.3% (n=60) of households mentioned a pumped canal;

Quality of Water Delivery for Irrigation

- 43.1% (n=127) of households reported that water is not always delivered when required;
- 36.3% (n=107) of households noted that water is not always delivered in the required quantity;
- 28.5% (n=84) of households mentioned that the drainage canals are not well maintained;
- 15.3% (n=45) of households noted that the irrigation canals are not well maintained;
- 13.2% (n=39) of households mentioned that pumps are not reliable and in good condition;
- 12.9% ((n=86) of households noted that water quality is poor and 9.5% of households mentioned that irrigation water fees are too high.

Frequency of irrigation water delivery

- 20.7% (n=61) of households reported that last month (august) the irrigation water was not delivered at all;
- 22 % (n=65) of households noted that they get the irrigation water once per week;
- 23.1% (n=68) of households reported that get the irrigation water two times per week;
- 2.7% (n=8) of households reported that get irrigation water three times per week.

Amount of water should be received

- 40.7% (n=120) of households mentioned that at least three times a week to have the irrigation water;
- 37.3% (n=110) of households noted to have irrigation water at least two times in a week;
- 19.3% of households mentioned that two hours each time is enough for irrigating the household plot.

Overall rate of irrigation water supply within the village

- 29.8% (n=88) of households rated the current water supply very poor;
- 13.6% (n=40) of households rated as poor;
- 12.5% (n=37) of households rated as acceptable;
- 40.3% (n=119) of households rated as good;
- 3.7% (n=11) of households rated as excellent;

- 50.5% (n=149) households did not see any improvement of the water supply within the village over the last 12 month.

Existence of WUA

- 79% (n=233) of households mentioned that they have a WUA in their villages that manages the irrigation water in the village;
- 20% (n=59) of households did not know;
- 44.1% (n=130) of households mentioned that they are the member of the WUA.

Irrigation Water Management

- 75.9% (n=224) of households mentioned that a WUA is considered as a main water management point in their villages;
- 5.1% (n=15) of households mentioned the governmental water management department (Vodkhoz).

Level of satisfaction

- 27.8% (n=82) of households were very satisfied with WUAs operation;
- 31.8% of households were partially satisfied;
- 14.8% of households were dissatisfied with WUAs operation in their villages;
- 25.4% of households did not know.

Water fees payment

- 83.4% (n=246) of households are paying irrigation water fees;
- 14.2% (n=42) of households reported that they do not pay water fees;
- 2.45 (n=7) were not aware of irrigation payment fees.

Irrigating land by gender

- 83.4% (n=246) of households mentioned that mainly men are responsible for irrigating land in the households;
- 13.2% (n=39) of households mentioned that women are irrigating the land;
- 3.4% (n=10) of households mentioned that children are irrigating the kitchen garden.

3.0 TRAIN FFP STAFF ON DATA COLLECTION SYSTEM AND TECHNIQUES

Activity Description: In December 2013, FFP M&E team conducted an orientation for technical staff on the Activity M&E plan. This ensured that all team members understand the significance of indicators, what each indicator means, and what data collection requirements for which they are responsible. Dedicated FFP staff, including the WUA Organizers, was trained on the data collection tools being used, the frequency required for collection, and how the data

from the indicators will be used by all FFP stakeholders. During the training, a particular emphasis was made to largely eliminate the multiple counting of training participants using the revised training attendance sheets completed by WUA organizers.

Risks and Challenges: In some settings, with larger numbers of attendees, it is difficult for FFP staff to determine if individuals have been at previous trainings or should be counted as a new participant.

Actual Output: Revised M&E tool that indicates ‘First Training’ or ‘Follow-on Training.’ FFP staff trained to use the tools for data collection.

4.0 CONDUCT ENVIRONMENTAL RISK MITIGATION EFFORTS

Activity Description: All activities in the reported quarter were conducted in compliance with environmental requirements. The Project Environmental Officer made multiple trips to project sites to monitor activities related to Water Management component. In order to ensure better accountability and capture environmental monitoring activities by WUA members, the M&E team developed a Monitoring and Mitigation Form that it shared with WUAs engineers and other key members. During the reporting period, the following activities of the IWM component were monitored and checklists were submitted to Nina Kavetskaya/USAID/CAR Mission Environmental Officer, Almaty for review and approval:

TABLE 8: ENVIRONMENTAL REVIEWS

Environmental Review Completed and Expected	
ER Checklists were reviewed and approved by MEO Officer	
"Barakat -Ya"	- Water control gate installation, office construction, cleaning drainage canal NDC*
"Chashmai Zulol"	- Water control gate installation, office construction NDC
"Ibrohom Karimov"	- Water control gate installation, office construction, cleaning drainage canal NDC
"Tojikobod-1"	-Water control gate installation, rehabilitation, office construction, cleaning drainage canals NDC
"Buston"	- Water control gate installation, rehabilitation, office construction, cleaning drainage canal NDC
"Obrason"	- Water control gate installation, rehabilitation, office construction, cleaning drainage canal NDC
"Khuseyni Ayub"	- Water control gate installation, rehabilitation, office construction, cleaning drainage canal NDC
ER Checklists completed and submitted to FFP COP for review :	
"Guliston"	- Water control gate installation, office construction NDC
"Istiqlof PI-6"	- Office construction, including provision of office equipment/machines NDC
"Gulobod"	- Office construction, including provision of office equipment/machines NDC
Expected in Next Quarter	
ER Checklists for another seven WUAs are expected to be ready to review	
*All the above-mentioned activities fall under category of Negative Determination with Conditions (NDC).	

5.0 COMMUNICATIONS PLAN

TABLE 9: COMMUNICATIONS ACHIEVEMENTS AND PLANS

FFP Communications Activities		
FFP Activity	Communication Activities Planned	Accomplished during Q1 Year 4
Activity 1.1.1 Organize and create new WUAs	60 WUAs offices (equipment, furniture etc.) will be branded with USAID identity, as well as	"Sitorai Subh" WUA office equipment, furniture, water gates construction

FFP Communications Activities		
	water gates, construction equipment, generator, welding unit etc.	equipment, generator, welding unit etc. were branded with USAID logo
	Conduct opening ceremonies for about 30 newly organized WUAs	"Sitorai Subh" WUA office was launched
	Produce 330 caps with USAID identity	70 caps with USAID identity were produced and distributed to FFP staff for visibility of the USAID efforts
	Write four success stories on achievements and impact of FFP activities; these shall follow USAID "Telling Our Story" guidelines and formatting (e.g. success story, case study, first person, before & after, photo & caption, best practice and video & story).	One success story was developed, and will be provided to USAID for review and approval
	Develop 30 press releases/one pagers on the WUAs opening office buildings	One Page Fact Sheet were developed and distributed to press and guests during the opening ceremony of "Sitorai Subh" WUA office
	Organize media coverage of 10 WUA office opening ceremonies	Media coverage of opening ceremony of "Sitorai Subh" WUA office was organized. The information was covered by oblast TV and newspapers.
	Hire media company to produce 3-4 minute video spot on the impact of WUAs	Media company was selected and the script for the film was drafted.
Activity 1.1.5 Strengthen WUAs based on identified needs	Water gates, construction equipment and any other facilities provided to 4 existing WUAs to be strengthened will be branded with USAID identity	Nine Water gates, to WUAs were branded with USAID identity
Activity 1.1.4 Implement irrigation system rehabilitation activities	Excavator granted to Federation will be will be branded with USAID identity	Planed for a following quarter
Activity 1.4.3 Engage community in system rehabilitation	Rehabilitated sites will branded with plates including information about completed works	The information on rehabilitation works completed by each WUA is displayed in the office of each WUA
Activity 2.1: Develop technical and instructional materials	Ten or more of crop production, livestock production and/or food utilization practices will be branded with USAID identity and handed over to Ministry of Agriculture of RT	Technical and instructional materials on crop production, livestock production and/or food utilization practices have been developed and provided to USAID for review and final approval
Activity 3.1: Develop technical and instruction materials	Develop household garden poster	Finalized, printed out. Printed and soft copies will be handed over to USAID and USAID implementing partners, as well as to Ministry of Health of RT
	Develop booklet of recipes for healthy diet (balanced diet), and food diversity	Finalized, printed out. Printed and soft copies will be handed over to USAID and USAID implementing partners, as well as to Ministry of Health of RT
	Develop booklet on food preservation and storage improvements and techniques to reduce post-harvest losses	Finalized, printed out. Printed and soft copies will be handed over to USAID and USAID implementing partners, as well as to Ministry of Health of RT
	Produce guide for smallholder production practical financing and financial planning	The handbook was developed and is in the process of designing. Next quarter it will be submitted to USAID approval.

OPERATIONS

During this reporting period, FFP strove to provide strong program operations and administrative and financial management support to achieve FFP's program targets. Major achievements in supporting program operations include the following:

- **Involvement of trainees.** FFP involved six trainees in the project activities. These trainees are students from the local universities studying English language, Finance and other subjects. They are receiving training at the project and, at the same time, assisting staff members with administrative and logistical work. This arrangement is mutually beneficial and is helping FFP to stay on top of its logistical and administrative tasks.
- **Logistical and administrative support.** FFP successfully provided logistical and administrative to the program activities. Within the reporting period, the unit timely executed procurement plan by allowing program activities to be accomplished as planned. In particular, FFP Operations unit facilitated the process of production and delivery of the water gates to WUAs.
- **STTA support.** FFP supported administration and logistical support of several STTAs (Max Goldensohn, Douglas Vermillion and Dr. Mohan Reddy) during this reporting period.
- **VAT Exemption Status:** FFP submitted its request along with supporting documents to the State Tax Committee for Value Added Tax. The request is being processed.
- **Staff changes.** FFP replaced the Grants Manager, Irrigation Water Management Unit Manager, Chief Procurement/ Administrative Officer and other project staff and ensured that FFP objectives and milestones are being met.

ANNEX 1

TABLE 10: LIST OF FFP INDICATORS

ACTIVITY 1: IMPROVE WATER PROVISION FOR AGRICULTURE PRODUCTION THROUGH WATER USERS ASSOCIATIONS

Intermediate Result A: Improved productivity of smallholder farms

Sub IR A2: Improved water provision for production of agricultural goods for market sale and home consumption

Indicator	LOP Targets	Baseline	Year 1 Results	Year 2 Results	Year 3 Results	Year 4 Q 1 Results
Number of Water User Associations supported, newly established, and continuing	60	0	0	11	22	13
*Percentage change in score on the Water User Association Capacity Assessment Tool (WUA-CAT)	Baseline + 10% increase	2.3 for WUAs established in Y2 and Y 3				
*Percentage membership service fees collected by WUAs as related to the WUA budget	60%	65%				
Number of WUA federations created	4					0
Number of hectares under improved water management practices	90,000	0	0	26,304	49,764	20,168
Number of hectares under new or improved/rehabilitated irrigation	65,000	0	0	2,316**	10,128	956
*Number of farmers and others who have applied water management practices/	9,800	0	0	38,894	9,251	
Number of rural households benefiting directly from U.S. Government interventions	100,000	0		22,340	51,100	22,773
Number of individuals who have received USG supported short-term agricultural sector productivity or food security training	27,550	0		20,945 (ADLE)	29,153 (ADLE +IWM)	1,138

*Indicators to be reported on an annual basis

**Hectares revised according to engineer's analysis

Intermediate Result A: Improved productivity of smallholder farms

Sub IR A2a: Improved intra- village water distribution

Indicator	LOP Targets	Baseline	Year 1 Results	Year 2 Results	Year 3 Results	Year 4 Q1 Results
Number of villages in targeted districts that benefit from improved village irrigation systems/ Number of grants made to villages to improve intra – village water supply	10	0	0	0	0	10 villages identified
*Perceived change in improvements in intra-village water supply	60% of respondents perceive a favorable change in water supply over the previous year	43% of respondents reported poor water supply within their villages				
*Change in irrigation frequency as measured by 'irrigation-days'	BL + 10%	3 times in a week	0	0		

*The progress will be measured on annual basis

Intermediate Result A: Improved productivity of smallholder farms

Sub IR A2b: Support to water sector reform at sub-basin level

Indicator	LOP Targets	Baseline	Year 1 Results	Year 2 Results	Year 3 Results	Year 4 Q1 Results
*Number of WUA's represented at coordination council meetings	BL+10%	TBD	0	0		
*Change in perception of coordination council members on WUAs representation	BL +15% improvement	TBD	0	0		

*The data on these indicators will be collected during the first coordination meeting

ACTIVITY 4: SUPPORT RESEARCH AND ADVOCACY FOR POLICY REPORTS THAT ENHANCE FOOD SECURITY

Intermediate Result A: Improved productivity of smallholder farms

IR A2b: Sub IR A2b: Support to water sector reform at sub-basin level

Indicator	LOP Targets	Baseline	Year 1 Results	Year 2 Results	Year 3 Results	Year 4 Q1 Results
Policy Milestone Score	Stage 2	Stage 1				

ANNEX 2.

TABLE 11: GRANT MILESTONE PROGRESS

Milestone Progress by Water User Associations as of January 6, 2014																								
#	FOG #	WUA	Grant award date	Milestones																				Status
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
8	G-DUS-009	Obchakoron	23-Jan-13						Jan	Jan						●	Jan						ongoing	
9	G-DUS-010	Chashmasoroni Vakhsh	13-Oct-13						Jan														ongoing	
10	G-DUS-012	Obi Vakhsh-1	13-Mar-12						Jan	Jan													ongoing	
11	G-DUS-013	Farovon	13-Jan-02		●					Jan	Jan		Jan		Jan								ongoing	
12	G-DUS-014	Selbur	6/12/201					Jan	Jan	Jan		Jan	Jan										ongoing	
13	G-DUS-015	Obi Shirin -D	1-Sep-13										●										ongoing	
14	G-DUS-016	Navruz	22-Jan-13					Jan				●	●	Jan									ongoing	
15	G-DUS-017	Nahri Kalon	6-Apr-12																				ongoing	
16	G-DUS-018	Jui Ravon	12-Jan-13										Jan	Jan									ongoing	
17	G-DUS-019	Havaskor	9-Jan-13						Jan	Jan													ongoing	
18	G-DUS-020	Obi Hayot	6-Apr-12										Jan										ongoing	
19	G-DUS-021	Beshkent	15-Mar-13									Jan	Jan										ongoing	
20	G-DUS-022	Obi Vakhsh	13-Mar-12				●	Jan															ongoing	
21	G-Dus-023	WUA "Sitorai Subh"	15-Apr-13					●								●							ongoing	
22	G-Dus-024	WUA "Gayrat"	15-Apr-13				●	●															ongoing	
23	G-Dus-025	WUA "Nahri Dusti"	23-Apr-13			Jan								●	Jan								ongoing	
24	G-Dus-026	WUA "Zarnisor-F"	23-Apr-13			●						Jan											ongoing	
25	G-Dus-027	WUA "Nahri Yoron"	7-Jun-13			●																	ongoing	
26	G-Dus-028	Obi Ravon	28-Aug-13	●	●																		ongoing	
27	G-Dus-029	Obi Ravon GIK	28-Aug-13																				ongoing	
28	G-Dus-030	Khingobi Bolo	13-Aug-12	●	●																		ongoing	
29	G-Dus-031	Khingobi Bolo GIK	13-Aug-12																				ongoing	
30	G-Dus-032	Hazorchashma	6-Dec-13	●	●																		ongoing	
31	G-Dus-033	Hazorchashma GIK	6-Dec-13																				ongoing	
32	G-Dus-034	Bahoriston	2-Dec-13	●	●																		ongoing	
33	G-Dus-035	Bahoriston GIK	2-Dec-13																				ongoing	
34	G-Dus-036	Quimsangir-2013	8-Nov-13																				ongoing	
35	G-Dus-037	Quimsangir-2013 GIK	8-Nov-13																				ongoing	
36	G-Dus-038	Obi Shirin-Z	28-Aug-13	●																			ongoing	
37	G-Dus-039	Obi Shirin-Z GIK	28-Aug-13	Jan																			ongoing	
38	G-Dus-040	Vatan-1	12-Sep-13	●	Jan	●																	ongoing	
39	G-Dus-041	Vatan-1 GIK	12-Sep-13																				ongoing	
40	G-Dus-042	Jayhun FOG	9-Dec-13	●																			ongoing	
41	G-Dus-043	Jayhun GIK	9-Dec-13																				ongoing	
42	G-Dus-044	Rudi Vaksh-2013 FOG	Not Approved																				RCO	
43	G-Dus-045	Rudi Vaksh-2013 GIK	Not Approved																				RCO	

Milestone Progress by Water User Associations as of January 6, 2014																									
#	FOG #	WUA	Grant award date	Milestones																		Status			
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		19	20	
44	G-Dus-046	Safo-52 FOG	Not Approved																				RCO		
45	G-Dus-047	Safo-52 GIK	Not Approved																				RCO		
46	G-Dus-048	Dusti-2013 FOG	9-Dec-13	●																			ongoing		
47	G-Dus-049	Dusti-2013 GIK	9-Dec-13																				ongoing		
48	G-Dus-050	Panjrud FOG	9-Dec-13	●																			ongoing		
49	G-Dus-051	Panjrud GIK	9-Dec-13																				ongoing		
Legend		Jan = Planned January			Previously completed							●	Completed this 1st Quarter (Oct-Dec 2013)							Not yet complete					
		Feb = Planned February										①	Jan												
		Mar= Planned March										②	Feb												

ANNEX 3.

TABLE 12: GRANT DISBURSEMENT

Grant #	Grantee	Location	Grant Program Description				
			Grant Amount in USD	Amount Disbursed during Q1/Y4 in USD	Total Amount disbursed in USD	Amount Remaining in USD	
G-DUS-001	WFP		\$68,760		\$68,760	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-002	Nahri kalon	Qubodiyon	\$25,153		\$25,153	\$0	Rehabilitation of irrigation infrastructure and office construction
G-Dus-003	WUA 'Jui Ravon'	Qubodiyon	\$45,929	\$6,889	\$45,929	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-004	Obi Hayot	Qubodiyon	\$14,680		\$14,680	\$0	Rehabilitation of irrigation infrastructure and office construction
G-Dus-005	WUA 'Havaskor'	Qubodiyon	\$47,809		\$47,809	\$0	Rehabilitation of irrigation infrastructure and office construction
G-Dus-006	WUA 'Navruz'	Shahritus	\$48,447	\$2,427	\$48,447	\$0	Rehabilitation of irrigation infrastructure and office construction
G-Dus-007	WUA 'Obi Shirin-D'	Kulob	\$21,457	-	\$21,457	\$0	Rehabilitation of irrigation infrastructure and office construction
G-Dus-008	WUA 'Selbur'	Vose	\$49,318	-	\$49,318	\$0	Rehabilitation of irrigation infrastructure and office construction
G-Dus-009	WUA 'Obchakoron'	J.Rumi	\$85,227	\$5,856	\$70,230	\$14,997	Rehabilitation of irrigation infrastructure and office construction
G-Dus-010	WUA 'Chashmasoroni Vakhsh'	Vakhsh	\$93,273	\$5,516	\$80,483	\$12,790	Rehabilitation of irrigation infrastructure and office construction
G-Dus-012	WUA 'Obi Vakhsh-1'	Vakhsh	\$87,874		\$50,618	\$37,256	Rehabilitation of irrigation infrastructure and office construction
G-Dus-013	WUA 'Farovon'	Qubodiyon	\$92,044	\$4,509	\$67,685	\$24,359	Rehabilitation of irrigation infrastructure and office construction
G-Dus-014	WUA 'Selbur'	Vose	\$31,520		\$23,630	\$7,890	Rehabilitation of irrigation infrastructure and of construction

							equipment
G-Dus-015	WUA 'Obi Shirin-D'	Kulob	\$49,331	\$2,900	\$48,942	\$389	Rehabilitation of irrigation infrastructure and of construction equipment
G-Dus-016	WUA 'Navruz'	Shahritus	\$43,106	\$6,777	\$36,396	\$6,710	Rehabilitation of irrigation infrastructure and of construction equipment
G-Dus-017	WUA 'Nahri Kalon'	Qubodiyon	\$38,933		\$36,790	\$2,143	Rehabilitation of irrigation infrastructure and of construction equipment
G-Dus-018	WUA 'Jui Ravon'	Qubodiyon	\$21,894		\$20,214	\$1,680	Rehabilitation of irrigation infrastructure and of construction equipment
G-Dus-019	WUA 'Havaskor'	Qubodiyon	\$42,492		\$31,729	\$10,763	Rehabilitation of irrigation infrastructure and of construction equipment
G-Dus-020	WUA 'Obi Hayot'	Qubodiyon	\$25,180		\$24,777	\$403	Rehabilitation of irrigation infrastructure and of construction equipment
G-Dus-021	WUA 'Beshkent'	N. Khusrav	\$47,009		\$37,519	\$9,490	Rehabilitation of irrigation infrastructure and office construction
G-Dus-022	WUA "Obi Vakhsh"	Jilikul	\$44,711	\$7,095	\$33,873	\$10,838	Rehabilitation of irrigation infrastructure and office construction
G-Dus-023	WUA "Sitorai Subh"	A. Jomi	\$47,033	\$9,368	\$42,175	\$4,858	Rehabilitation of irrigation infrastructure and office construction
G-Dus-024	WUA "Gayrat"	A. Jomi	\$47,703	\$15,130	\$37,944	\$9,759	Rehabilitation of irrigation infrastructure and office construction
G-Dus-025	WUA "Nahri Dusti"	J. Rumi	\$46,530	\$3,237	\$17,617	\$28,913	Rehabilitation of irrigation infrastructure and office construction
G-Dus-026	WUA "Zarnisor-F"	J. Rumi	\$46,236	\$3,684	\$22,568	\$23,668	Rehabilitation of irrigation infrastructure and office construction
G-Dus-027	WUA "Nahri Yoron"	A. Jomi	\$48,361	\$3,829	\$24,086	\$24,275	Rehabilitation of irrigation infrastructure and office construction
G-Dus-028	WUA "Obi Ravon"	Qumsangir	\$40,625	\$8,888	\$8,888	\$31,737	Rehabilitation of irrigation infrastructure and office construction
G-DUS-029	Obi Ravon (GIK)	Qumsangir	\$58,273	\$58,273	\$58,273	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-030	Khingobi Bolo	Jilikul	\$29,684	\$7,933	\$7,933	\$21,751	Rehabilitation of irrigation infrastructure and office construction

G-DUS-031	Khingobi Bolo	Jilikul	\$28,172	\$28,172	\$28,172	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-032	Hazorchashma RQ (FOG)	Qumsangir	\$64,269	\$4,453	\$4,453	\$59,816	Rehabilitation of irrigation infrastructure and office construction
G-DUS-033	Hazorchashma RQ	Qumsangir	\$48,145	\$48,145	\$48,145	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-034	Bahoriston (FOG)	Qumsangir	\$75,436	\$8,960	\$8,960	\$66,476	Rehabilitation of irrigation infrastructure and office construction
G-DUS-035	Bahoriston	Qumsangir	\$24,124	\$24,124	\$24,124	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-036	Qumsangir 2013	Qumsangir	\$45,216			\$45,216	Rehabilitation of irrigation infrastructure and office construction
G-DUS-037	Qumsangir 2013	Qumsangir	\$25,421	\$25,421	\$25,421	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-038	Obi Shirin-Z	Jilikul	\$30,527	\$3,663	\$3,663	\$26,864	Rehabilitation of irrigation infrastructure and office construction
G-DUS-039	Obi Shirin-Z	Jilikul	\$16,023		\$16,023	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-040	Vatan-1	Shahritus	\$45,062	\$10,364	\$10,364	\$34,698	Rehabilitation of irrigation infrastructure and office construction
G-DUS-041	Vatan-1	Shahritus	\$21,615	\$21,615	\$21,615	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-042	Jayhun	Jomi	\$30,602	\$4,544	\$4,544	\$26,058	Rehabilitation of irrigation infrastructure and office construction
G-DUS-043	Jayhun	Jomi	\$25,616	\$25,616	\$25,616	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-048	Dusti-2013 (FOG)	Jomi	\$34,720	\$4,133	\$4,133	\$30,587	Rehabilitation of irrigation infrastructure and office construction
G-DUS-049	Dusti-2013 (GIK)	Jomi	\$18,201	\$18,201	\$18,201	\$0	Rehabilitation of irrigation infrastructure and office construction
G-DUS-050	Panjrud (FOG)	Jomi	\$41,899	\$6,234	\$6,234	\$35,665	Rehabilitation of irrigation infrastructure and office construction
G-DUS-051	Panjrud (GIK)	Jomi	\$17,225	\$17,225	\$17,225	\$0	Rehabilitation of irrigation infrastructure and office construction
Total:			\$1,980,865	\$403,181	\$1,370,816	\$610,049	
Total Available Under Contract			\$3,800,000				
Total Under USAID Review			\$688,565				
Total Available to Grant			\$1,130,570				

ANNEX 4.

SUGGESTED ITEMS FOR A WATER USER ASSOCIATION DEVELOPMENT ROAD MAP

Douglas L. Vermillion

Draft 6 October 2013

After interviews with farmers and water user association (WUA) leaders, government officials, WUA organizers on staff with the USAID Family Farming Program (FFP), and Tajik and international water experts, Doug Vermillion developed the following list of actions to promote effective irrigation sector reform in Tajikistan. FFP's Chief of Party Jim Campbell and short term policy advisor Max Goldensohn provided inputs to these recommended actions. The scope of activities extends beyond only WUA development because the actions of the Ministry of Land Reclamation and Water Resources, the future Mirob (at national, basin and sub-basin levels), tax authority, and local government all have important impacts on the viability of the WUA. WUAs and WUA Federations will have growing influences on their external environments in the future, so getting stakeholder buy-in early is prudent. Also, there will be advantages to linking DAI's work on Water User Associations development to broader irrigation sector reform activities.

It is proposed that the following draft documents, guides, concept notes and recommendations be drafted and then reviewed either through established working groups or through one-on-one communications with stakeholders concerned with the irrigation sector of Tajikistan. These include Government officials, Tajik consultants, and water-related staff of key donor organizations including USAID, EU, UNECE, SDC, GIZ, and FAO.

The following list of actions is roughly in order of recommended sequence. It is structured this way to address doubts expressed by many interviewed that *how* the reform ideas can be implemented is unclear and possibly impractical. As a result, I suggest developing these guides to address how practically to support reform. Also, interviewees indicated that once the anticipated Presidential Decree or Order is issued, there will be sudden momentum to move ahead quickly. Therefore, it would seem beneficial to prepare several practical guides and concepts such as those listed below to prepare. Who will develop these guides and review them needs to be determined.

1. Finalize a Guide to Acknowledge WUAs' Jurisdiction for Irrigation Management for those WUAs that take responsibility for on-farm irrigation and drainage networks.

The guide will include a description of responsibilities and authorities of WUAs managing these irrigation networks. It will guide WUAs in how to conduct an inventory of irrigation infrastructure and acknowledge their ownership or stewardship of infrastructure.

This has been drafted and is under review and revision.

2. Finalize a Guide for Developing an Irrigation Management Transfer Agreement

Parts of irrigation systems, such as secondary or primary canals, were previously the responsibility of the vodhkoz but these parts are in some cases being transferred to WUA Federations or WUAs. The transfer includes governance and financial responsibility for the canals. The WUA Federation may select and supervise who implements management of the system (i.e., delivery of services). Management of the system could be made the responsibility of hired staff, a third party under contract, or even by the vodhkoz if mutually agreed—a sort of reverse PPP.

This has been drafted and is under review and revision.

3. Prepare a short Guide for WUAs on How to Prepare an Irrigation Service Plan at the on-farm level.

This guide should include sections on operations (water acquisition, distribution, delivery and drainage), maintenance and repairs, financing, and management support. It should be relatively simple to understand and implement.

This has been drafted and is under review and revision.

4. Prepare Training Modules and Curricula for WUA and for irrigation sector reform more broadly

Modules will include learning objectives and outcomes, recommended participants, and the basic curricula to achieve learning objectives. Several modules have already been developed and used. Others, such as for Irrigation Management Transfer Agreements and Management of Pumping Stations, need to be developed.

This has been drafted and is under review and revision.

5. Prepare a List of Proposed Meetings in Dushanbe and Topics for Discussion

The proposed meetings will focus on and provide input to a draft policy and strategy for irrigation sub-sector reform. The agenda will include key topics for sub-sector reform innovations, and key governmental, donor and consultant experts will be invited, perhaps with a few farmers represented as well. Separate meetings should include only WUA representatives and consultant moderators.

This has been drafted and is under review and revision.

6. Prepare a concept paper on how to designate the optimal boundaries for a Water Users Association and a Federation of Water Users Associations.

The concept paper should base recommendations for optimal boundaries primarily on a hydraulic or hydro-management principle, but it may include other factors for consideration, such as where practical scale of jurisdiction and where breaks in management intensity occur along canals.

Draft not yet scheduled.

7. Preliminary work on an annotated outline of an Irrigation and Drainage Policy for Tajikistan.

Preparing the annotated outline (between 5 and 10 pages) is the first step. This can then be submitted to the Deputy Minister of the Ministry of Land Reclamation and Water Resources for

his consideration during the high momentum period of 90 days after the President makes a decree about irrigation water management.

Three consultants—Jelle Beekma, Anwar Kamulidinove and Doug Vermillion—are preparing the annotated outline and expect to finish the quarter. The outline will be shared only after the Presidential Decree reforming the Ministry LRWR.

8. Prepare a Strategy or Implementation Framework for Irrigation and Drainage Sector Reform and Development.

After preparing the annotated outline, developing a strategy or framework make the Irrigation and Drainage Policy actionable, providing clarification on “what, how, where, and when”, including which donors and technical assistance agencies could focus on what parts of the strategy in what parts of the country. It will be built on the draft Annex B of the Water Sector Reform Strategy, on institutional reform.

Consultants Jelle Beekma & Doug Vermillion expect to revise the existing Implementation Framework to make it become a Strategy for Irrigation and Drainage for the entire nation, not just places where donors have a current interest. Issuance would wait until after the Irrigation and Drainage Policy is issued.

9. Prepare a concept note on preparing, implementing and concluding service agreements between Basin or Sub-basin Mirob and Scheme Mirob or between Scheme Mirob and WUA and/or WUA Federations.

This note will provide operational (i.e., measurable) definitions of satisfactory performance for water delivery, maintenance, financing and management support/dispute resolution activities; preparing a needs-based and pragmatic budget and fee; assessing performance and making final payment for services rendered and assessed.

This has been drafted and is under review and revision.

10. Prepare a “How-to” Guide on Determining Efficient Input Requirements to Achieve Satisfactory Management Performance of Irrigation and Drainage Systems in Tajikistan.

This guide will include technical standards for inputs such as staff, equipment and volume of materials. It will include financial standards such as efficient unit costs and management costs. The norms would become building blocks for preparing pragmatic and transparent budgets.

Draft not yet scheduled.

11. Conduct a study to determine the optimal allocation of funds from water fees collected between the WUA, WUA Federation and Mirob.

When a WUA is established, a portion of the water fees collected should be deducted for transfer to the Mirob and likewise a WUA Federation, when established. The principle of needs-based budgeting should become the basis for determining allocations at each of these levels. This would need the inputs from an organization that can do this study.

A SOW for this study is not yet scheduled.

12. Prepare a Guide for Developing a Charter for WUAs and/or WUA Federations, as a founding document for legal registration.

This is guide will explain that charters are a relatively short document to confirm the WUA agrees to the laws and regulations of the Government pertaining to its mandate, responsibilities and authority. It also identifies the location, membership and infrastructure under the jurisdiction of the WUA.

This has been drafted and is under review and revision.

13. Prepare a Guide for Preparing By-laws for WUAs and/or WUA Federations, as their internal rules and regulations.

By-laws are not the founding document of the WUA or WUA Federation, but they are internal rules and regulations for how the organization governs, provides irrigation and drainage services, and finances its cost, enforces rules, settles disputes, handles management, and assesses performance and reporting.

This has been drafted and is under review and revision.

14. Make a report recommending how to move from the WUA Law of 2006 to an updated version, including what clarifications are needed for interpretation and implementation.

This report will highlight amendments, regulations, instructions, guidelines, training modules needed to implement different aspects of the WUA Law as well as other legal and regulatory measures directly affecting WUAs. This internal report will be used to guide a legal specialist to make recommendations for an updated WUA law.

FFP has prepared a list of issues related to the WUA Law of 2006. Consultant Doug Vermillion and a Tajik Legal Specialist prepared an internal report.

15. Prepare a Guide or Manual for Establishing and Developing a Water Users Association and a Federation of Water Users Associations.

This guide should include clear methods for each step of the development process. It will utilize data from FFP and the prior WUA Support Program on average cost requirements to:

- Train WUA Organizers;
- Train WUA members;
- Prepare charter and by-laws,
- Elect and train WUA Executive Board officers and audit and dispute resolution committee members;
- Prepare a WUA Irrigation Service Plan, budget and Irrigation Service Fee;
- Identify, prioritize, plan and implement participatory rehabilitation.

Other manuals will be collected and reviewed so that we can learn from DAI and others' best practices.

Requires input from Mr. Saidali and IWM Coordinator to provide detailed background information on all the steps, for completing in the second quarter.

16. Prepare a Guide or Manual for Implementing Participatory Rehabilitation and Incidental Repairs and Improvements.

This guide will explain how the WUA will identify priority rehabilitation works, prepare a grant proposal, implement the rehabilitation, provide a 20% cost share (through labor and materials), and develop a maintenance plan. The guide will also include best practices for evaluating and approving infrastructure-related grant proposals.

Draft not yet scheduled.

17. Prepare a Guide for Conducting Irrigation Management Audits and Irrigation Management Consultations.

The guide for audits will outline procedures for periodic examinations of a WUA or WUA Federation, including an assessment of how well it is abiding by its Irrigation Management Transfer Agreement and how well it is able to prepare and implement its Irrigation Service Plan. It will look at the aspects of WUA governance, service provision, financing and management support functions. The purpose is not to punish, but to identify what training, management consultations or support services are needed.

The second guide for management consultations will recommend periodic visits by a Management Consultant appointed by the Mirob to a WUA or WUA Federation. These people have experience and practical training in performance-oriented irrigation management. They will inspect the irrigated area of the WUA and consult with WUA officers to identify problems, challenges and options for improvement. They will share lessons learned from other WUAs and help WUAs prepare action plans for improving management. Management consultants will return later to see how well they are able to implement the plan.

Draft not yet scheduled.

18. Prepare a Guide for Identifying Changes and Improvements Needed in WUAs

This guide will answer, "How should WUA that are non-functional be dissolved and re-established?" It will include recommend steps to examine WUAs established not in accordance with hydraulic boundaries and the latest policies about charters and by-laws, legal registration, membership, etc.

Draft not yet scheduled.

19. Using the Guide for #17 above, conduct an inventory to status all WUA and WUA Federations' need for support services

This inventory will include all WUA and WUA Federations that have been established and determine to what extent they function, what boundaries they have, their weaknesses and strengths, and what training, reorganization, management consultations or strengthening they need. Also, it will identify where additional WUAs are needed. This will be an important resource for planning a long-term program of establishing and developing WUAs around the country.

Responsibility is yet to be determined.

ANNEX 5.

SUCCESS STORY SUBMITTED



USAID
FROM THE AMERICAN PEOPLE

TAJIKISTAN

SUCCESS STORY

Raising Rural Incomes and Addressing Undernutrition

The USAID Family Farming Program assists farmers to grow new crops that are both nutritious and profitable.



The USAID Family Farming Program

Sufiyeva Mahinoy proudly demonstrates the cabbage she collected from her plot

"MY NEIGHBORS ARE CONSTANTLY VISITING MY PLOT AND ARE EXTREMELY IMPRESSED WITH MY RESULTS. I SHARED SEEDLINGS WITH THEM AND WILL CONTINUE TO GROW THESE CROPS NEXT YEAR. I AM GLAD I WAS ONE OF THOSE WHO INTRODUCED NEW CROPS IN OUR VILLAGE."

-MS. SUFIYEVA MAHINOY

Cabbage and cauliflower are in high demand and are more lucrative than the maize and wheat Ms. Mahinoy planted before. Successfully growing and selling these new crops has increased her household income and allowed her to purchase essential items for her family.

*U.S. Agency for International Development
www.usaid.gov*

Sufiyeva Mahinoy and her family of six live in southern Tajikistan. Her only source of income is a small vegetable plot—commonly referred to as a “kitchen garden”—which is attached to the home. In the past, Ms. Mahinoy has grown tomatoes, cucumbers, corn, and wheat on this plot, though yields have been poor due to low quality seeds, lack of fertilizer, and limited knowledge of agricultural practices.

Like many people in rural Tajikistan, Ms. Mahinoy does not have access to a larger tract of land where she can produce food for consumption and sale. As a result, the variety, quality, and amount of crops grown in kitchen gardens throughout rural Tajikistan play a central role in families’ nutrition and material wellbeing. USAID seeks to directly address high rates of rural poverty and undernutrition in rural Tajikistan through improving agricultural practices on small plots and teaching about healthy crops that are not commonly grown. USAID has established demonstration plots where small-scale farmers like Ms. Mahinoy are introduced to new varieties of nutritious and lucrative crops and are trained on simple but effective improved agricultural practices.

On the demonstration plot in Ms. Mahinoy’s village USAID provided training and inputs for growing cabbage and cauliflower—neither of which had been previously cultivated by local villagers but command a good price in the local market. Ultimately, the farmers in Ms. Mahinoy’s village were able to apply the new knowledge acquired through USAID’s training and as a result had good yields—which thereby increased family incomes and the availability of nutritious food. Ms. Mahinoy was very happy with her first harvest of cabbage and cauliflower. She kept a portion for her family which provided more nutritious food, and had a large enough surplus to sell at the local market. With this additional income she was able to buy much-needed clothes for her children to wear during the harsh winter ahead.

ANNEX 6.

QUARTERLY TRAINING REPORT (SUBMITTED AS A SEPARATE DOCUMENT)

USAID FAMILY FARMING PROGRAM

ADDRESS

MAIN OFFICE:

734034 Dushanbe, Tajikistan
1st passage, 9th F. Shahobova Street,
Phone: +992 (37) 224 15 78
Fax: +992 (37) 224 15 79
ffp_information@dai.com

FIELD OFFICE:

Bokhtar

Jamoat Oriyon, 35 Qizil Askar Street
+ 992 (930) 880 30 22