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USAID FAMILY FARMING PROGRAM

TAJIKISTAN

ANNUAL REPORT: OCTOBER 2012–SEPTEMBER 2013

NOVEMBER 2013

This publication was produced for review by the United States Agency for International Development. It was prepared by DAI.

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Program Title:	USAID Family Farming Program for Tajikistan
Sponsoring USAID Office:	Economic Growth Office
Chief of Party:	James Campbell
Contracting Officer	Luis Garcia
Contracting Officer Representative	Aviva Kutnick
Contract Number:	EDH-I-00-05-00004, Task Order: AID-176-TO-10-00003
Award Period:	September 30, 2010 through September 29, 2014
Contractor:	DAI
Subcontractor:	Winrock International
Date of Publication:	November 21, 2013
Author:	Family Farming Program Staff

The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

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ABBREVIATIONS

ADLE	Agricultural Development and Livestock Enhancement
APS	Annual Program Statement
AMFOT	Association of Microfinance Organizations of Tajikistan
CBO	Community-Based Organization
CO	Contracting Officer
COR	Contracting Officer's Representative
DF	Dehkan Farm
DWUA	Drinking Water Users Associations
FAO	Food and Agriculture Organization of the United Nations
FTF	Feed the Future
FFP	Family Farming Program
FSMS	Food Security Monitoring System
FWUA	Federation of Water Users Associations
GH	Greenhouse
Ha	Hectares
IWM	Irrigation Water Management
Kg	Kilogram
M&E	Monitoring and Evaluation
MFO	Microfinance Organization
MLRWR	Ministry of Land Reclamation and Water Resources
MOA	Ministry of Agriculture
NGO	Nongovernmental Organization
NEHEGE	Nutrition Enhancement Home Economics and Gender Equity
PEO	Program Environmental Officer
PMEP	Performance Management and Evaluation Plan
PRA	Participatory Rural Appraisal
PROAPT	Productive Agriculture Project (Tajikistan)
RFA	Request for Application
RFP	Request for Proposal
ROI	Return on Investment
STTA	Short-Term Technical Advisor/Assistance
TIPS	Exploratory Research and Trials of Improved Practices

TJS	Tajikistan Somoni
TOT	Training of Trainers
USAID	United States Agency for International Development
USD	United States Dollar
WIG	Women's Initiative Group
WFP	World Food Programme
WSG	Women's Saving Group
WUA	Water Users Association
WUG	Water Users Group

EXECUTIVE SUMMARY

BACKGROUND INFORMATION AND PROJECT OBJECTIVES

The original objective of the USAID Tajikistan Family Farming Program (FFP) was to promote inclusive agricultural sector growth and improved nutritional status (emphasizing women and children) consistent with USAID/Tajikistan's Feed the Future (FTF) Strategy, and to continue USAID-funded activities to promote equitable and sustainable access to irrigated water by creating new and strengthening existing water users' associations (WUAs).

The following report presents the major activities, challenges and accomplishments of the Family Farming Program in Year 3, from October 2012 to September 2013. In this period, FFP made significant contributions in the areas of water user association organizational development, direct crop and livestock extension support, nutrition education support, and improved access to finance. In August 2013, a contract modification revised FFP's scope of work to preserve the above objective, but re-focus activities on irrigation improvement for small holder farmers (less than 5 hectares) and mid-size holders (dehkan or family farms up to 20 hectares). Therefore, in the final months of Year 3, FFP phased out its agricultural and nutrition components according to the revised scope of work.

PROGRESS IN COORDINATION WITH HOST GOVERNMENT, OTHER DONORS, USAID-FUNDED PROJECTS

FFP has enjoyed good relations with its government counterparts. Years of diligent effort to create strong and more effective Water User Associations (WUAs) (through organizational capacity development and infrastructure improvements) gives FFP personnel considerable credibility with the relevant ministries and local officials.

Relationships with ministries and officials has been somewhat strained by the prospect that FFP plans to reduce the size and duration of grants in Year 4 to WUAs. The larger grants awarded in Years 1-3 are an important component of USAID's successful WUA development model for two reasons: grants fund essential infrastructure rehabilitation and grants provide WUA leaders an opportunity for experiential learning in project management. Local stakeholders and counterparts have high regard for USAID's WUA development model and have expressed concern that the model will be truncated in Year 4. Given this, FFP staff recently increased coordination with the World Bank so that the bank's PAMP II project can provide infrastructure funding to those WUAs that FFP organizes in Year 4. FFP is sharing its WUA development model and best practices for WUA organizing with the World Bank and their partner NGOs. USAID will benefit if ministries and officials see that the Bank successfully assists FFP-supported WUAs to complete infrastructure rehabilitation after FFP ends.

In preparation for closing the agricultural and nutrition components in Year 3, FFP shared village level contact information and technical materials with other FTF projects in order to make the startup of the nutrition education (Maternal and Child Health project) and agricultural extension (Farm Extension Support of Tajikistan) projects begin more swiftly.

SUMMARY OF CUMULATIVE ACCOMPLISHMENTS FOR YEAR 3

Water Users' Association Development

- Organized and registered 22 water user associations (WUA);
- Awarded \$1,145,594 grants and disbursed \$ 843,955 to WUAs to complete irrigation rehabilitation;
- Repaired or installed 155 water control gates, dredged 58,000 meters of drainage system, and cleaned 11,900 meters of irrigation canals;
- Facilitated training for the World Bank PAMP II project of FFP's WUA creation method;
- Conducted a needs and engineering assessment in 10 villages to identify impediments to intra-village water access, which FFP, WUAs and village committees will repair in Year 4.

Agricultural Development and Livestock Enhancement

- Prepared 17 crop and animal production guides, which will provide other projects or government agents extension material for farmers to improve production results;
- Facilitated demonstrations of new and improved agricultural techniques, new crop varieties, and new ways to improve soil fertility (76 sites); of ways to feed cows with fodder beets and increase milk production (42 sites); of improving onion and garlic production for increased income for small-scale farmers (70 sites); of simple seedling tunnels to increase production of onions, cabbage, cauliflower and broccoli for small home gardens (38 sites);
- Provided technical assistance and training at 40 greenhouses built by FFP in Year 2 and transferred to beneficiaries in Year 3, demonstrating how early harvest tomatoes and cucumbers can garner favorable prices and a ready market;
- Successfully distributed seeds, fertilizers, water pumps, plastic boxes and scales intended for demonstration activities to 1,069 farmers/FFP beneficiaries' individuals;
- Facilitated 565 training sessions and 128 Field Days promoting making aerobic composts for fertilizer, increasing child nutrition and animal feed, and growing second crops such as cabbage, cauliflower and broccoli.

Nutrition, Home Economics, and Gender Equity

- Conducted 364 activities (i.e., demonstrations, training and workshops, meetings, and educational sessions), including demonstrations on nutritious and diverse diets for pregnant and lactating women and complimentary feeding from children aged 2-5 years;
- 225 schoolchildren performed in "Nutrition Days" where more than 1,400 schoolchildren learned about balanced diets and the importance of fruits and vegetables in the daily meals;
- Developed technical and instructional materials on preparing and preserving nutritious foods and family budgeting as a practical guide for smallholder farmers.

Policy Reform and Advocacy

- Created key elements of a road map for development of national strategies for strengthening Water User Associations so WUAs can effectively engage in water sector reform. The key elements for support are provided as an annex to this report.

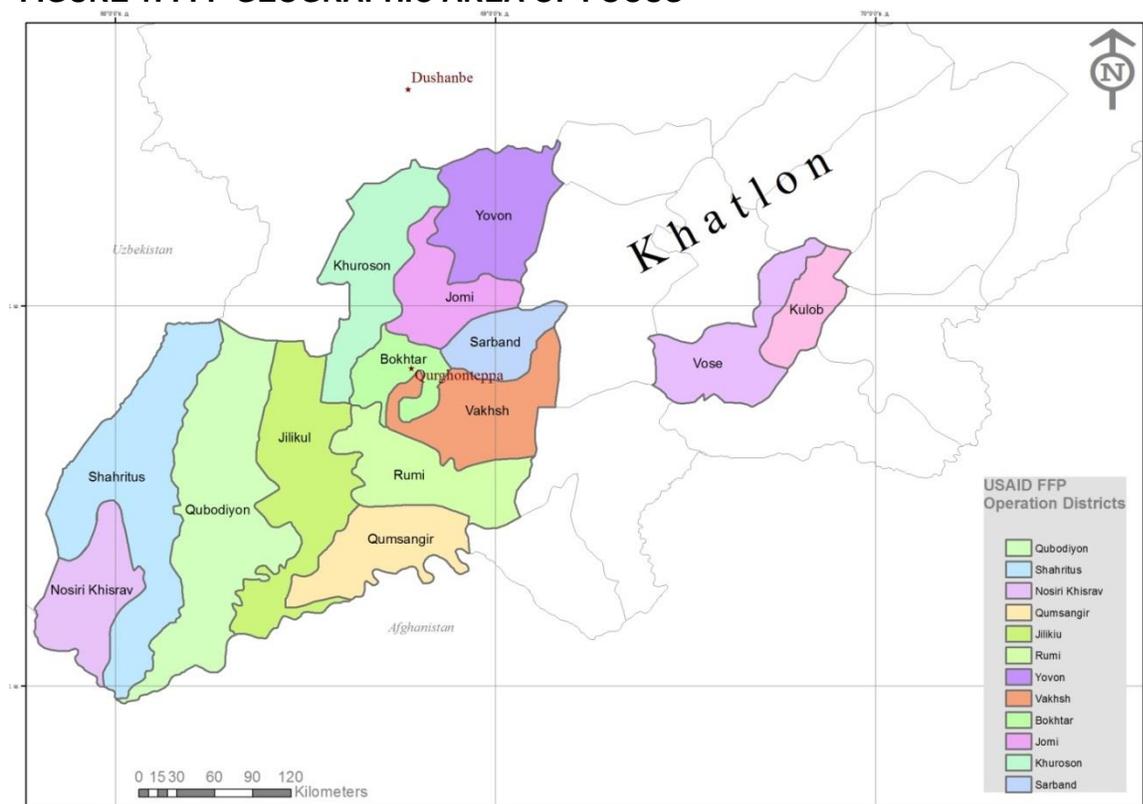
SUMMARY OF ADMINISTRATIVE, STAFFING, AND TECHNICAL CHALLENGES IN YEAR 3

The key challenge in Year 3 was the realignment of the project and staff to the modified contract, reduction in personnel, and new budget realities. The lengthy contract modification negotiation (February to August 2013) created a high level of uncertainty among staff regarding their job security and the available project resources, which presented significant management challenges and negatively affected the working environment. DAI managed these challenges professionally, to the extent possible. DAI reduced staff by almost 40% and realigned project activities, both of which were mostly completed the end of the third quarter, though the modification was not executed until the middle of the fourth quarter.

Technical challenges were also managed effectively for the most part. Some of the grants, when approved in the middle of the first quarter, did not allow sufficient time to complete rehabilitation action needed in the winter of 2012/13, so work had to be suspended until the winter 2013/2014. In addition, in some districts, authorities have made undue demands on volunteer Water User Association leaders, creating a difficult and unappealing environment for them to continue to lead the associations. For policy work, the lack of approval of irrigation sector reform by the Ministry of Land Reclamation and Water Resources creates a degree of uncertainty, as well as a lack of appropriate structures, such as irrigation basin coordination councils. This presents a challenge to FFP as policy dialogue and stakeholder participation is less relevant.

MAP OF WHERE WE WORK

FIGURE 1: FFP GEOGRAPHIC AREA OF FOCUS



1. IRRIGATION WATER MANAGEMENT (IWM)

WUA CAPACITY ACHIEVEMENTS

To achieve the Project's intermediate result of improved productivity of smallholder farms (IR A) by increasing water management skills and building organizations that can sustainably support improved water use management, the IWM staff organized 22 water user associations (WUA) this year. That brings the total number of WUAs established to date to 33. That figure does not include one drinking water association. By the end of Year 3 an additional four WUAs held General Assembly Meetings and began the process of obtaining official registration from the Government. An additional ten WUAs are in the organizational stage of the process. Nine more WUAs will begin organizing during the first quarter of Year 4. Two WUA offices were completed and three are underway.

WUA GRANTS/ REHABILITATION ACHIEVEMENTS

FFP helped WUAs install 155 water control gates and cleaned 58,000 meters of drainage systems and 11,900 meters of canals, during Year 3.

Grants Management Training (Phase 1):

- Grant overview;
- Examples and types of grants;
- Eligibility requirements;
- Application process and steps;
- Grant evaluation;
- Role of the FFP and grantee in the pre-award process.

Grants Management Training (Phase 2):

- Grant implementation process;
- Financial and technical reporting requirements;
- Procurement under grants;
- Causes for grant suspension or cancelation;
- Inventory and asset registration;
- Grants administration;
- The role of FFP and the grantee during grant project implementation;
- Marking and branding requirements.

CONSTRAINTS

The activities conducted during the Year 3 were critical to meeting the ambitious project goals. Some 26 WUAs were organized or are in the process of organizing during the year (22 have been established and registered). This put a tremendous strain on FFP's resources. Some of the WUAs were not able to install all of their gates due to on-going irrigation activities and the late delivery of some of their gates. To ensure that gates were ready for installation before the dry season, some grants were modified to allow FFP to procure the gates directly and provide them as grants in-kind.

The official registration process was delayed for some newly established WUAs. The procedures for obtaining official status are increasingly complicated and arbitrary, thus slowing the process.

During the year, several newly established WUAs experienced difficulty getting plots of land for the construction of their offices.

Three main difficulties will need to be addressed in the coming year to ensure the project objectives are met:

Procurement of control gates. The FFP has successfully negotiated very favorable cost and delivery schedules for control gates. As a result, many control gates will be ready in late October and the remainder will be ready no later than the end of December 2013. This will enable WUAs to begin installation in November and finish before the new irrigation season begins.

IWM staff and mobility. Mobility of all IWM staff is of critical importance. While this has not been an issue to date, any reduction in mobility as a result of budget modifications will have a direct impact on organizational efforts, particularly Association Organizers. Without adequate transportation organization of WUAs, as planned, cannot be accomplished.

Internet access. Adequate internet access is very important for WUA Organizers to ensure proper communication with other FFP office staff. Improved access will have a very positive impact for WUA organizational results. A recent change in the Project's internet service provider should improve the situation.

ACTIVITIES

1.1.1 Organize and create new WUAs

FFP continued staff development by providing two Training-of-Trainers for twelve Association Organizers on "WUA Capacity Building" to keep up and enhance their operational/technical capacity. Currently, FFP employs 14 Association Organizers, one Institutional Development Officer and one Institutional Development Specialist. Water Users Association/Community Organization Advisor, Bill Bell, returned to the United States in June 2013, having completed his assignment. During Year 3, FFP supported the organization of 22 Water Users Associations and initiated the establishment of 14 WUAs.

1. Training of WUA members is a vital part of the organizing process. FFP provided both formal and informal training on organizational development and capacity building. In

addition, FFP organized visits for new WUAs to older, established WUAs prior to their General Assembly Meeting—when members officially organize the WUA. These exchanges were particularly useful for potential WUAs to learn from experienced WUAs. Increasing numbers of local government officials also participated in these exchanges. See Table 2 and the Participant Training Report for further details.

2. Meetings with potential WUA Members and Other Meetings.

Keeping all WUA members and potential members abreast of information is critical to establishing a well-functioning WUA. In the past year 10,460 people were involved in formal and informal meetings. These included Core Groups, Bylaw Committees, Water Users Groups, General Assembly Meetings and meetings with representatives of local government authorities. Topics discussed included public awareness, roles and responsibilities of WUAs and WUA members, advantages of WUAs, structure of the organization, geographic boundaries of associations (organized along hydraulic boundaries), and the importance of open, democratic and accountable processes. Through this extensive interaction, potential members increased their knowledge of WUAs, which should result in many agreeing to form a WUA in Year 4.

TABLE 2. TRAINING ACTIVITIES BY TYPE

No	Training Activity	No. of Trainings	Average Attendance
	Informal	695	21
	Formal	161	20
	Cross- site visit	12	31
	TOT for NGOs	6	11
	Presentations	8	12
	Total	882	

Note: See training section of the report for details.

1.1.2 Assess institutional capacity of WUAs

A new tool (WUA-ACAT) for assessing the institutional capacity of WUAs was developed and introduced. This tool was created with the support of the M&E team, IWM and an M&E specialist from DAI Headquarters. This tool was tested, initially, by the Institutional Development Officer in coordination with the M&E team in the field. For an analysis of the data collected, please see the M&E section report.

1.1.3 Strengthen WUAs based on identified needs

This activity will be implemented in Year 4.

1.1.4 Implement irrigation system rehabilitation activities

During Year 3, approximately \$1,145,594 in grants was disbursed. The grants were provided to rehabilitate elements of the irrigation/drainage system (see Table 15 for details). In accelerate the level of rehabilitation activity during the non-irrigation season, FFP decided to procure water control gates directly, rather than providing using grants to WUAs for this purpose. RFQs were

initiated and approved in Year 3 (for more details see procurement section). The WUAs provided over 20% of the total cost as their contribution to the rehabilitation efforts. Grants now mainly focus on repairing control structures and cleaning canals and drains. However, due to the fact that there was only a narrow window available for construction activity due to water in the canals from March to September, only a few WUAs were able to install water control gates. The following are the most important works accomplished:

- 155 Control/Distribution gates installed;
- 58,000 meters of drainage system rehabilitated;
- 11,900 meters of canals cleaned and the physical condition improved.

GRANTS AND SUB-CONTRACTS

FFP grants continued to support WUAs' rehabilitation of irrigation systems in the project's target regions. In Year 3, 24 grants, including 23 Fixed Obligation Grants (FOGs) and 1 in-kind grant, were provided to 22 Water Users' Associations. The grants were awarded to support implementation of the FFP Irrigation Water Management Component linked to improving physical irrigation systems and building WUAs capacity. FFP provided financial assistance for rehabilitation of WUAs on-farm irrigation structures, which included installation of water gates, cleaning of drainage ditches, and repairing flume structures. In addition, grant funds were used for the construction of WUA offices and procurement of office furniture and equipment.

During Year 3, FFP received 28 grant applications totaling \$1,779,737 from newly-established WUAs. These were evaluated by FFP's grant review panel and 25 were submitted for USAID approval. Table 1 shows the status of grants during Year 3 of project implementation.

TABLE 3. UPDATE OF GRANT REQUESTS, IMPLEMENTATION AND COMPLETION

Grants Status Update		
Activity	Quantity or Amount	Remarks
Applications received	28	WUAs: Obchakoron, Chashmasoroni Vakhsh, Obi Vakhsh-1, Farovon, Selbur, Obi Shirin-D, Obi Khayot, Havaskor, Navruz, Jui Ravon, Nahri Kalon, Beshkent, Obi Vakhsh, Sitorai Subh, Gayrat, Nahri Dusti, Zarnisor-F, Nahri Yoron, Obi Ravon, Khingobi Bolo, Hazorchashma-RQ, Bahoriston, Qumsangir 2013, Obi Shirin-Z, Vatan-1, Jayhun, Safo-52 and Rudi Vakhsh-2013
Applications evaluated	28	WUAs: Obchakoron, Chashmasoroni Vakhsh, Obi Vakhsh-1, Farovon, Selbur, Obi Shirin-D, Obi Khayot, Havaskor, Navruz, Jui Ravon, Nahri Kalon, Beshkent, Obi Vakhsh, Sitorai Subh, Gayrat, Nahri Dusti, Zarnisor-F, Nahri Yoron, Obi Ravon, Khingobi Bolo, Hazorchashma-RQ, Bahoriston, Qumsangir 2013, Obi Shirin-Z, Vatan-1, Jayhun, Safo-52, Rudi Vakhsh-2013
Amount of evaluated grants	\$ 1,779,737	
Requests for FOGs approvals sent to USAID CO	6	WUAs: Obchakoron, Chashmasoroni Vakhsh, Obi Vakhsh-1, Farovon, Bahoriston, Hazorchashma-RQ
Requests for GIKs approvals sent to USAID CO	1	WUA Obi Ravon

Grants Status Update		
Activity	Quantity or Amount	Remarks
Requests for FOGs approvals sent to USAID COR	19	WUAs: Selbur, Obi Shirin-D, Obi Khayot, Havaskor, Navruz, Jui Ravon, Nahri Kalon, Beshkent, Obi Vakhsh, Sitorai Subh, Gayrat, Nahri Dusti, Zarnisor-F, Nahri Yoron, Obi Ravon, Khingobi Bolo, Qumsangir 2013, Obi Shirin-Z and Vatan-1
Requests for GIKs approvals sent to USAID COR	6	WUAs: Khingobi Bolo, Hazorchashma-RQ, Bahoriston, Qumsangir 2013, Obi Shirin-Z and Vatan-1
FOGs approved by USAID CO	4	WUAs: Obchakoron, Chashmasoroni Vakhsh, Obi Vakhsh-1 and Farovon
GIKs approved by USAID CO	0	
FOGs approved by USAID COR	19	WUAs: Selbur, Obi Shirin-D, Obi Khayot, Havaskor, Navruz, Jui Ravon, Nahri Kalon, Beshkent, Obi Vakhsh, Sitorai Subh, Gayrat, Nahri Dusti, Obi Ravon, Zarnisor-F, Nahri Yoron, Khingobi Bolo, Qumsangir 2013, Obi Shirin-Z and Vatan-1
GIKs approved by USAID COR	2	WUAs: Qumsangir 2013 and Obi Shirin-Z
Grants disbursements	\$ 843,955	

FFP's Grants Team conducted Phase 1 and Phase 2 grants management training for FFP staff and 164 members of 28 WUA Grants Management committees.

As a result of these training sessions, the WUAs were able to develop proposals for fixed obligation and in-kind grants. Twenty-two WUAs are in the process implementing their grant programs. These WUAs are following USAID regulations, including procurement, financial reporting, environmental compliance, branding and marking.

Four subcontracts totaling \$553,463.00 signed with selected companies to provide technical services and support for MFOs, to conduct financial literacy training for farmers, and establish 40 complex greenhouses and training programs for farmers in Khatlon Oblast were closed out in the reporting period. Subcontracts with AMFOT, Save the Children and Nuri Khatlon were successfully completed, whereas the Fixed Price Purchase Order with Bovari and Hamkori was terminated due to the Contractor's failure to comply with the terms of the agreement.

TABLE 4. SUBCONTRACTS DURING YEAR 3

#	Subcontractor	Grant Amount USD	Amount Disbursed USD	Amount Remaining USD	Program Description
1	AMFOT				Microfinance Institutional Strengthening and farmers Training
2	B&H				Access to Finance
3	Nuri Khatlon				Complex Family Green House
4	Save the Children Federation				Women's Saving Group Project
Total:					

PLANS FOR NEXT YEAR

FFP anticipates working on the following activities in Year 4:

- Develop a grants program consistent with USAID/Tajikistan's FTF Strategy;
- Conduct grants management training for interested parties in FFP targeted districts;
- Develop scopes of work with technical staff for the grant program and create RFAs as necessary;
- Prepare quarterly reports.

These will be described in further detail in the FFP Year 4 work plan.

1.1.5 Create and strengthen WUA Federations

The FFP GIS Specialist, together with IWM staff, identified four potential Federation Zones. Institutional Development and organizational activities will be implemented in Year 4.

Based on preliminary analysis, these will likely be the following:

- 1) Along the canal Qumsangir that runs across Vakhsh, Rumi, and Qumsangir districts;
- 2) Along the canal Jillikul that runs across Vakhsh, Rumi, Jillikul, and Qumsangir districts;
- 3) Along the canal in the Yovon district;
- 4) Along the Shurobod canal in A. Jomi district. This would combine six WUAs.

ACTIVITY 1.2 PREPARATION FOR SCALED-UP WUA DEVELOPMENT

To support the Government of Tajikistan and USAID in continuing WUA expansion, FFP agreed to coordinate its activities with the World Bank PAMP II. Given the critical importance of WUAs in irrigation sector reform, it is very important to use an approach that has been tested and proven effective.

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

FFP met with World Bank Representatives to discuss cooperation in FFP/World Bank overlap districts/areas. Currently, the World Bank is implementing its second "Public Employment for Sustainable Agriculture and Water Resource Management Project" (PAMP II). PAMP II will organize 40 WUAs. They anticipate issuing subcontracts to three NGOs to organize WUAs. FFP IWM Unit Staff agreed to provide Training of Trainers on "Organizing WUAs using our Community Organizing Method" and "Organizational and Leadership Skills Development" to five NGOs, ten staff (WUA Organizers and two Project Management Unit staff from PAMP II). Other institutional capacity development trainings will be provided by FFP for three selected NGOs selected by WB/PAMP II. Training of trainers will focus on:

- Organizational and leadership skills Development for WUA leaders (OLD). Module V (Part II) - "Communication";
- Financial Management and activities in WUA" (Parts I & II);

- Audit;
- Maintenance and operating plan of the irrigation system;
- Conflict management and resolution plan.

1.2.2 Analyze WUA development requirements

As a part of activity 4.1, WUA specialists Doug Vermillion reviewed the status of strengths and weakness of WUA formed by FFP. These are incorporated into the recommendations for the road map for WUA development, nationally, see Annex 11.

1.2.3 Pilot a WUA model through a local institution

It was determined that the WB process of supporting local NGOs to develop new WUAs would be an efficient model for this pilot effort. FFP training specialist, Saidali Aseov began a TOT program for NGOs selected for this purpose by WB. This three month long process of skills transfer was begun in September and will continue until December 2013. On the strength of their ability to master the process, they will be funded to continue this work by WB. Besides training of NGOs selected by the World Bank/ PAMP II, FFP organized site visits to WUAs established by FFP in the last 2.5 years that have the most experience. These NGOs teams were also introduced to the Federation of Water Users Associations “Sarob” in Qubodiyon district, which has long experience in water management as Federation. The team members were divided into smaller team to work alongside FFP WUA organizers to learn the participatory process and key intervals along WUA Organizational cycle.

ACTIVITY 1.3 RIVER-BASIN AND NATIONAL WUA REPRESENTATION

These activities were not scheduled in this time period.

ACTIVITY 1.4 INTRA-VILLAGE WATER ACCESS

Due to a lack of maintenance, irrigation/drainage structures have greatly deteriorated over the last 15 to 20 years. This led to inadequate water supplies in the rural areas of Khatlon region, not just for medium and large scale farming. It has also affected household farming, resulting in reduced crop yields, increased salinity and water logging. Intensive agricultural production on household plots can contribute significantly to achieving food security and nutritional objectives, but this requires reliable irrigation, which is not always possible given the state of villages’ current irrigation systems. To improve intra-village water access, FFP hired a Special Project Manager and an Engineer in Year 3. The activity will be implemented by three parties; FFP, WUAs and village committees.

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

USAID has been involved in irrigation water development projects in Tajikistan for more than nine years, including WUASP (2004-2011). A target of this assistance has been Khatlon Oblast’s four districts (Qubodiyon, Shahritus and N. Khusrav). The irrigation system in these districts fall under the Lower Cofarnigan Basin. As a result of earlier FFP support, these WUAs have more experience. Consequently, they were selected to pilot test this activity.

In August 2013, a preliminary assessment of intra-village irrigation problems was conducted in Qubodiyon, Shahritus and N. Khusrav districts. Having met with representatives of WUAs “Farovon”, “Obi Hayot”, “Jui Ravon”, “Nahri Kalon”, “Havaskor-1”, “Navruz”, “Vatan”, “Bishkent”,

“Chirik”, “Sayod” and “Qubod” and based on their recommendations we visited 32 villages that are served by these WUAs in these three districts. Besides the representatives of WUAs, during the assessment FFP involved also village committee members and active people of the villages and thus collected information about their irrigation problems. More importantly, FFP staff visited all the irrigation problem sources and sites, assessed their technical aspects, took pictures at the problem sites and discussed the proposed solutions.

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

The FFP work plan calls for ten villages to be identified and supported to carry out a pilot intra-village water access improvement program. FFP staff, in coordination with WUAs and the village committees, carried out detailed assessments of candidate villages and a final selection was made that includes six in Qubodiyon, two in Shahritus and two in N. Khusrav districts. FFP engineers, together with WUAs and Village Committee’ members then undertook a detailed assessment of the condition of the irrigation systems in these villages. The assessment identified the need for 22 new water control/distribution gates, two lifting mechanisms for existing water gates and two shutters for existing ones. FFP proposes to purchase these items and provide them as in-kind assistance. The WUAs and the village committees will then install them. WUAs and the village committees will contribute to the activity in the form of labor for installation and cleaning canals. The rehabilitation will be implemented in Year 4 during the non-irrigation season (November-February 2014).

TABLE 5. PROFILE OF VILLAGES TARGETED FOR INTER-VILLAGE IRRIGATION IMPROVEMENT

#	Number of Households	Total number of beneficiaries (village population)	Kitchen garden	Presidential land (hectares)	Dehkan Farms
1	400	2200	40	21	70
2	230	1140	60	25	210
3	200	1200	33	10	56
4	756	6684	142	65	130
5	240	1600	63	23	96
6	680	3500	80	117	180
7	610	3000	67		200
8	200	1100	41	36	90
9	100	550	15	25	80
10	130	689	22		27
TOTAL	3,546	21,663	563	322	1,139

1.4.3 Engage community in system rehabilitation

Public awareness of the need for this project has been increased as a result of hundreds of individual and group meeting with communities. The pilot communities found this activity very useful and they were actively involved in the assessment process.

In addition, along the community leaders, some of the village inhabitants took active part in technical feasibility study of the intra-village irrigation pilot projects.

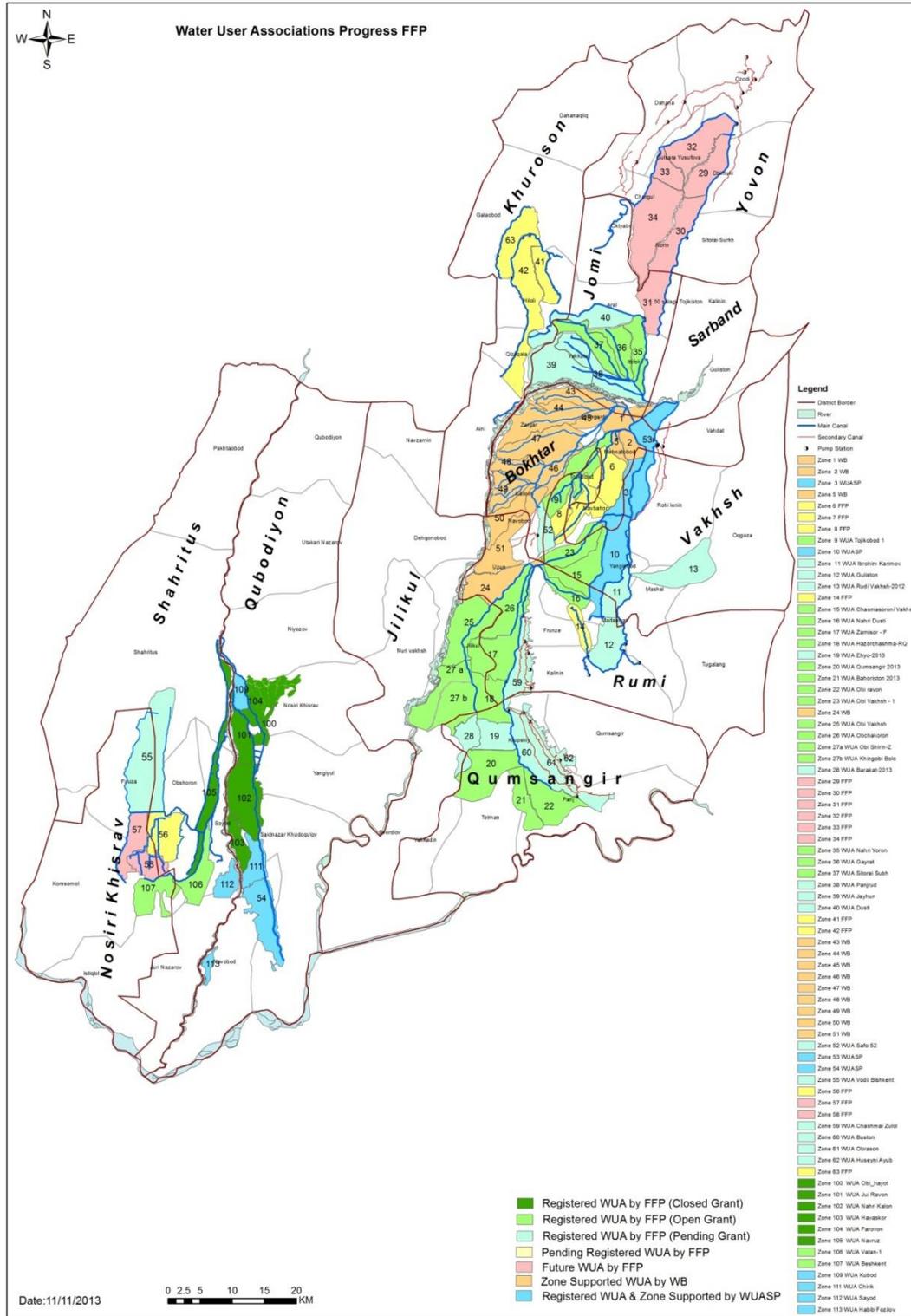
2. Meetings with potential WUA Members and Other Meetings.

Keeping all members and potential WUA members abreast of information is critical to establishing a well-functioning WUA. This year some 10,460 people were involved in formal and informal meetings including Core Groups, Bylaw Committees, Water Users Groups, General Assembly Meeting, Meeting with representatives of local government authorities etc. These meetings covered topics ranging from public awareness, roles and responsibilities of WUAs and WUA members, advantages of WUAs, structure of the organization, geographic boundaries of associations (organized along hydraulic boundaries), and the importance of open, democratic and accountable processes, etc. Through this extensive interaction, potential members have increased their knowledge of WUAs, which will result in many agreeing to form a WUA in the future.

3. Coordinate with Local Government Officials.

IWM staff met with district government officials and other local authorities throughout the year to create and maintain good relationships that will increase the sustainability of program activities. Having been informed of FFP's objective and of the progress of various WUA activities, officials from the Jamoat and District levels cooperated and supported the program significantly. FFP had meetings with 4,909 different local officials at the Oblast, District, Jamoat, Village, and Vodkhoz levels to promote establishment of WUAs. Major officials included the Deputy Minister of the MLRWR, Oblast Deputy Chairman, Oblast Head of Water Department, Chairmen of Khuroson, A. Jomi, Vakhsh, Rumi, Jillikul, Qumsangir, Qubodiyon, N. Khusrav, and their deputies as well as with the heads of the water departments of these districts and the Chairmen of Jamoats in eight districts. The FFP also held meetings with the Tax committees of nine districts.

FIGURE 2. LOCATIONS OF WUA CREATED BY FF AND PROSPECTIVE WORLD BANK WUA IN KHATLON PROVINCE.



2. AGRICULTURAL DEVELOPMENT AND LIVESTOCK ENHANCEMENT (ADLE)

ACHIEVEMENTS

Key achievements this year focused on demonstrating improved technical approaches to agricultural production, including greenhouse management and crop production (nutritional and market based), and introducing new (to Khatlon) technologies in fodder and livestock food production, storage, and feeding of dairy cattle. Marketing activities played an important role during the harvest season in assisting household “kitchen gardeners” and small dehkan farmers in accessing profitable markets with grading, sorting, and packaging products to receive the highest price possible for their goods. FFP assisted agricultural input dealers in opening for business in areas where none previously existed.

Group meetings, cooperating farmers, training sessions, demonstrations, and formal and informal field days all led to these impressive results.

The major achievements of the ADLE unit during this year included:

Extension Materials

- Prepared 17 ADLE Crop and Animal Production Guides, (see Table XX);

Demonstrations

- Established 457 nutrition-based crop plots at 76 sites, demonstrating new techniques, varieties, and species;
- Established 49 fodder plots in 42 sites, demonstrating improvements in feed production and feeding of cattle, leading to increased milk production;
- Established value chain-related demonstrations with cooperating partners at 70 sites with more than 100 crop plots, representing income generation for small-scale farmers. Established the locally demanded garlic variety “Dushanbe Purple” as a premium priced value chain crop, and at 88 sites promoted onions for early spring harvest;
- Four complexes of 10 greenhouses each, built in Year 2 were supported with on-going training. Early seedlings were planted, and early harvest tomatoes and cucumbers garnered favorable prices and a ready market;
- Installed 96 seedling tunnels for onions, cabbage, cauliflower, and broccoli to be used for late winter transplants. FFP distributed 100,000 (50,000 cabbage and 50,000 cauliflower) seeds for 38 demonstration plot sites to household farmers;

- Established four new demonstration plots for **silage** production at four sites, and 49 demonstration plots for livestock in 12 districts;
- Close out activities include: Transferred of greenhouses to beneficiaries, final training sessions and mentoring.

Training Sessions

- Provided technical training to 9,602 attendees (formerly referred to as individuals¹) in agriculture;
- Conducted 128 Field Days and training sessions to promote and teach the skills for a second crop. “Best Practices of Growing Cabbage, Cauliflower and Broccoli” had 2,152 participants (1,046 female and 1,106 male);
- Facilitated 30 trainings on “Best Practices of Feeding Peanut Hay”. Attendance was 626 small holder farmers (399 female and 227 male). Individual consultations on efficient usage of feed reserves for cattle were conducted for 104 household farmers (54 female and 50 male);
- Conducted training of trainers program on aerobic composting for ADLE agriculture technical staff;
- Conducted two workshops for research/demonstration site hosts in Qubodiyon and Qurghonteppa zones on participatory extension strategies. Participants included: 155 farmers (18 female and 137 male) and nine cooperating jamoat extension specialists;
- With the leadership of USAID ProAPT project, FFP participated in the *International Agro Expo Khatlon 2013* in Qurghonteppa city. ADLE staff distributed publications, extension materials and agricultural products from demonstration plots: vegetable seedlings, early onion and garlic. The Livestock staff demonstrated silage in plastic bags. Visitors, many of whom were household and small commercial farmers highly appreciated them.

ACTIVITIES

1. Preparation of ADLE Crop and Animal Production Guides

TABLE 6. ADLE CROP MANUALS AND ANIMAL PRODUCTION GUIDES

ADLE Crop and Animal Production Guides			
#	Subject/Crop	Subject/Crop in Tajik Title Номи зироат	Style
Crop Productivity			
1	Technology of Tomato	Самаранокии иктисодии парвариши помидор	Production Guide

¹ Previously, there was double counting of unique individuals who attended more than one training event during the annual work year.

ADLE Crop and Animal Production Guides			
#	Subject/Crop	Subject/Crop in Tajik Title Номи зироат	Style
Crop Productivity			
2	Technology of Beans	Самаранокии иктисодии парвариши луби	Production Guide
3	Technology of Sunflower for oil	Самаранокии иктисодии парвариши офтобпараст барои равган	Production Guide
4	Aerobic Compost Making	Ташкил кардани компост бо рохи азробики	Special Topic guide
5	Soil testing	Тартиби гирифтани намунаи хок барои ташхис	Special Topic guide
6	Technology of Small tunnel for seedling (1mx10m)	Технологияи парвариши ниҳоли сабзавот дар гармхонаи хурд (1X10)	Special Topic guide
7	Technology of Sweet pepper	Самаранокии иктисодии парвариши каламфури ширин	Production Guide
8	Pesticide usage/safety	Истифодабарии бехатарии захрхимикатҳо	Special Topic guide
9	Technology of Vegetable seedling preparation (tomato, cabbage, cauliflower, eggplant, sweet pepper, onion, broccoli)	Парвари ниҳолҳои сабзавот (помидор, карам, гулкарам, боимчон, каламфури ширин, пиёз, браколли)	Special Topic guide
10	GH management	Самаранокии иктисодии идоракунии гармхона	Special Topic guide
11	Technology of Pumpkin	Самаранокии иктисодии парвариши каду	Production Guide
12	Technology of Cucumber	Самаранокии иктисодии парвариши бодиринг	Production Guide
13	Technology of Fodder beet	Самаранокии иктисодии парвариши лаблабуи хуроки чорво	Production Guide
14	Technology of Lucerne	Самаранокии иктисодии парвариши люцерна	Production Guide
Livestock productivity			
15	Technology of Maize Silage making	Технологияи истехсол ва захира намудани силоси чуворимакка	Production Guide
16	Veterinary First aid	Кумаки якуминдараҷаи таъҷилии бойтори	Special Topic guide
17	Technology of Milk processing	Технологияи истехсол ва коркарди шир	Special Topic guide

2. Training and Field Days

Most of the household farmers of the Khatlon region have some practical knowledge and experience growing vegetables, but lack experience using tunnels or transplanting seedlings. They have limited knowledge of new disease-resistant varieties or higher-yielding varieties. Furthermore, input shops typically do not stock or sell proven improved varieties, because there is no clear demand for them since their advantages are not well known. Rural farmers in

Khatlon are not likely to adopt a new approach or technology without first seeing the advantages. Quality demonstrations are powerful tools for adoption by farmers.

Thus, ADLE staff and Nuri Khatlon, FFP's local NGO partner for construction and management of GHs, conducted training and field days.

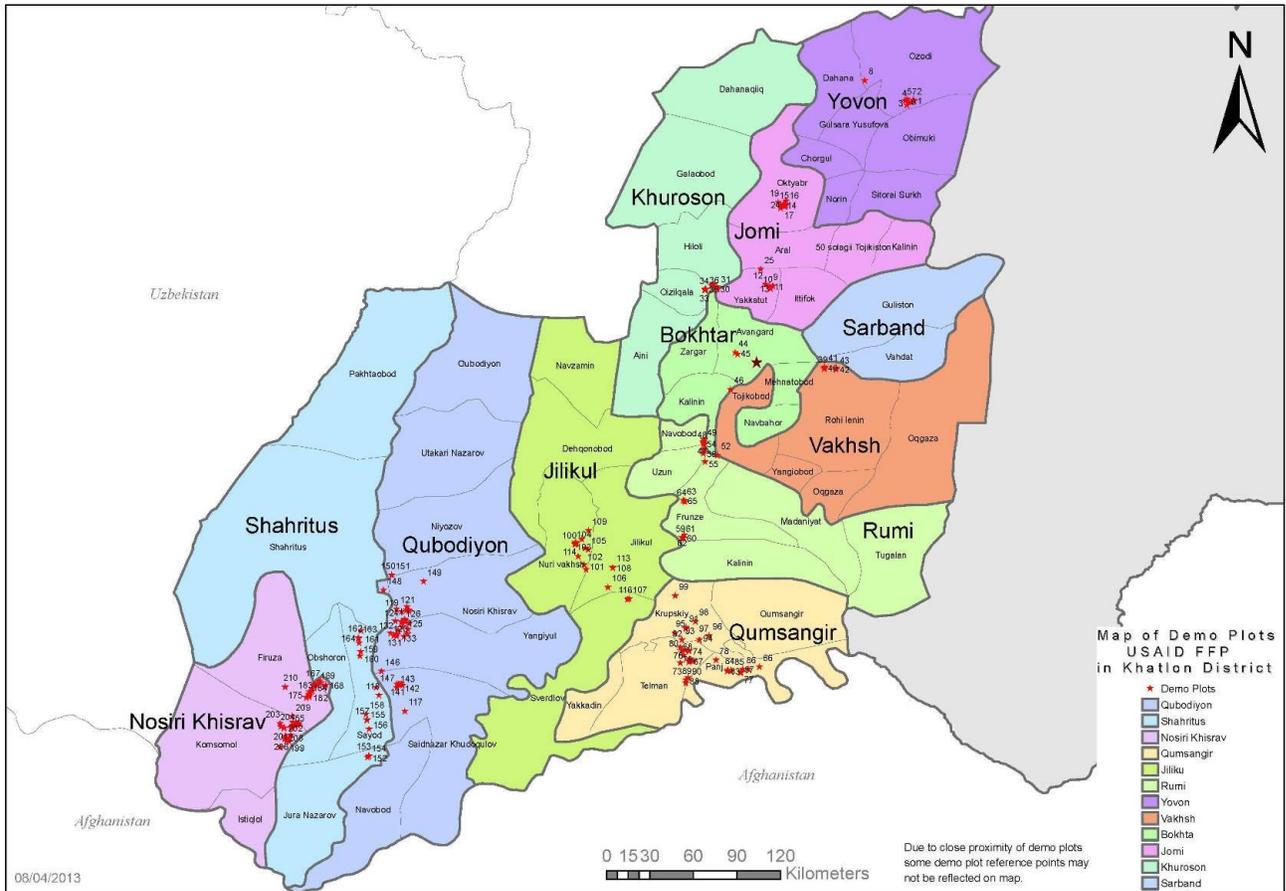
TABLE 7. TRAINING AND FIELD DAYS

#	Training Activity	Number of Training	Average Attendance
1	Field Day/Best Practices of Growing Peanut and Kidney Bean: seed & land selection, planting, watering, weed & pest control, harvesting, storage & marketing	31	20.2
2	Field Day/Training/Best Practices of Growing Cabbage, Cauliflower & Broccoli: seed & land selection, planting, watering, weed & pest control, harvesting, storage & marketing	128	16.8
3	Best Practices of Growing Fall Onion: seed & land selection, planting, watering, weed & pest control, harvesting, storage & marketing	30	19.9
4	Best Practices of Growing Onion in Greenhouses for seedlings: seed & land selection, planting, watering, weed control, ventilation	46	19.2
5	Field Day/ Training/Best Practices of Growing Onion: seed & land selection, planting, watering, weed & pest control, harvesting, storage & marketing	97	15.3
6	Peanut Hay Harvesting, Post-Harvest Handling and Incorporation into a Ruminant Feeding Program.	30	20.9
7	Participatory Extension	2	71.5
8	LLC Establishment and Registration	4	13.5
9	Seeds' Selection, Preparing Seeds and the Methods of Seeds Planting	5	16
10	Introduction to Commercial Greenhouse Growing: Construction, Seed & Crop Choice, Land Choice & Preparation, Seedling Growing, and Irrigation	6	14.2
11	Best Practices of Growing Silage in Households. Diet and Methods of Feeding Livestock	8	20
12	Cucumbers' Diseases and Pest Control	6	13.2
13	Tomato Diseases and Pest Control	2	11.5
14	Best Practices of Planting and Growing Tomatoes, Sweet Peppers, and Eggplant Seeds in Tunnel	19	14.9
15	Making compost	43	17.8
16	Introduction to Commercial Greenhouse Growing: construction, seed & crop choice, land choice & preparation, seedling growing, and irrigation	11	15.5
17	Seed Selection, Preparation and Planting	1	20
18	Tomato Diseases and Pest Control	6	12.8
19	Field Day/Best Practices of Planting and Growing Tomato, Sweet Pepper and eggplant seeds in tunnel	18	16.1
20	Pesticide application and its safety use	37	15.7
21	Best Practices of Growing Cucumber and Tomato in Greenhouses	27	11.9
22	Marketing and Prices	4	12.5
23	Tomato diseases and Pest Control	4	11.3
	Total	565	

3. Demonstrations

The primary purpose of a demonstration plot is to transfer knowledge in a way that adult learners prefer. Adult learner's best respond to methods that are informal, delivered by people who are culturally similar to them, and delivered in a setting most like their own. The ADLE methodology for technology transfer utilized locally recognized cooperating farmers to host demonstrations who in turn assisted with informal outreach in their village setting and with their neighbors. Formal training sessions and field days are incorporated into the demonstration site setting, in cooperation with the host farmer.

FIGURE 3. MAP AGRICULTURAL DEMONSTRATION SITES



3.1 Diversified Nutrition Garden Demonstrations

To improve the nutritional value in food grown in household plots and improve the quality of food consumed, the ADLE unit, in collaboration with the Nutrition unit, established 457 demonstration plots.² in 76 sites for nutritious and diverse vegetable crops (mostly new varieties) such as cucumber, pumpkin, sweet pepper, tomato, eggplant, carrot, red beet, coriander, dill, and onion. Households have had limited access to information on improved varieties or species of vegetables, the value of quality seeds, seedling and transplanting technology, and alternatives to disease and pest control such as integrated pest management. Farmers continue to use

² A "plot" is an individual crop planting. A "site" is an individual location and will typically have multiple plots of different crops.

“saved seed” from previous years’ plantings. Some have been in continuous use on the same field in the same areas for more than 20 years. These inbred and outdated seeds are not tolerant against diseases, give poor yields, and are not desired in the market.

3.2 Cabbage and Cauliflower Demonstrations

Cauliflower is a relatively new crop to be grown many locations in Tajikistan, though familiar in the market. Cabbage is widely grown and has a good market, but intensively growing seedlings and transplanting, was new to most participants. Cauliflower is becoming an important food and cash crop. New varieties of cabbage, “Vestri F1,” and of cauliflower, “Feramont F1,” were demonstrated. Both have a high consumer preference for large heads and accompanying higher production per plant. In order to introduce the new variety as a second crop, the project established 40 demonstration plots for household farmers. During the reporting period, the project distributed 100,000 (50,000 cabbage and 50,000 cauliflower) seeds to household farmers and assisted them in establishing seedbeds, from which the plantlets/seedlings were transferred into the field.

3.3 Spring Onion and Garlic Value Chain Demonstration Plots

Large-scale demonstration plots provided the public, including farmers inclined to expand and diversify their farming, an opportunity to review production on a larger scale and observe imported species—that they see in the local market—being grown. Farmer field days and outreach programs worked closely with farmers while incorporation of improved techniques for agricultural production, management and marketing, and engagement in adopting entrepreneurial production of the value chains supported the FFP strategy in “scaling up” production to meet the marketing threshold of significant size and capacity that is demanded by traders. As reported by growers and traders, there is inadequate storage capacity to retain onions harvested during the spring season and thereby avoid price “dip” sales during supply and demand swings.

3.4 Family-Owned Greenhouse (GH) Complexes

During this annual reporting period, forty GHs continued to receive support and training to advance productivity of their houses. Use of these GHs became more familiar to the farmers, as they utilized them for fall production of coriander and dill, early spring production of tomatoes and summer production of cucumbers, in some locations. Direct beneficiaries of these GHs totaled 420, primarily landless households (1.5 owners per GH, seven people per household). GHs and some supplies (plastic bins) were successfully given to the beneficiaries at the close of the ADLE component.

3.5 Peanut Demonstrations

Peanut oil for cooking is highly regarded worldwide and is recognized as a very high-value food crop. Peanuts improve soil fertility. The top residue is a valuable fodder for livestock. Peanuts have high protein, are widely accepted and do not have the lysine inhibitor that soybeans have, making them a good source of protein without the need for special cooking. FFP field efforts grew peanuts on 119 demonstration plots, and provided 1,000 kg of seeds for 10 hectares of demonstrations.

3.6 Aerobic composting

ADLE technical staff introduced aerobic composting to household farms on 43 demonstration sites, using crop residues, animal wastes, food garbage, village waste and biodegradable industrial wastes, like sawdust and cotton stalks. Compost will help increase soil organic matter to improve kitchen gardens' resistance to stress, such as drought, diseases and toxicities; improve retention and uptake of plant nutrients; and promote vigorous microbial activity. This will reduce crop risks, produce higher yields, and decrease farmers' expenditures on inorganic fertilizers.

3.7 Fodder Beet Production at the Household Level

The livestock section of the ADLE unit coordinated closely with the Nutrition unit in conducting training and discussions at Nutrition events. FFP livestock specialists are working hard to increase milk production through feed production, storage, animal health, and post-harvest handling and processing of milk. The livestock targeted activities include increasing the knowledge and potential to expand quality fodder production, especially fodder beets. They are very high yielding, are drought tolerant, and can grow well under low soil fertility conditions and low management practices. They can be stored from a summer harvest throughout the winter or fed immediately. The purpose of this effort is to increase winter milk production through better feeding of cows. The ADLE Livestock Component established 25 demonstration plots on fodder beets and conducted 25 field days for 411 participants (284 female and 127 male).

3.8 Livestock Winter Feeding.

FFP demonstrated utilization of fodder beets to improve winter milk production at 10 sites and corn silage production at four sites. The demonstrations showcased methods to supply feed and returns on investment (ROI) in milk yields. Interest and participation in the demonstration and research program were very high due to frequent winter fodder shortages. The table below shows favorable ROI in milk yields from cows fed fodder beet and corn silage, 1,880 percent and 151 percent respectively. These results are superior to commonly available winter feeds (straw and cotton gin byproducts).

TABLE 8. RATE OF RETURN OF FEEDING COWS FODDER BEETS FOR 15 DAYS IN WINTER

Feed	Milk production per 15 days (liters)	Milk sale price (liter)	Gross income (TJS)	Feed 15 days (kg)	Feed cost (per kg)	Total cost, (TJS)	Gross Margin, (TJS)	ROI (%)
Normal Mixed Winter Fodder	66.6	4	266.4	180	1.2	185	86.4	47
Fodder Beets	80	4	320	90	0.18	16.2	303.8	1880

TABLE 9. RATE OF RETURN OF FEEDING COWS SILIAGE FOR 15 DAYS IN WINTER

Feed	Milk production per 15 days (liters)	Milk sale price (liter)	Gross income (TJS)	Feed 15 days (kg)	Feed cost (per kg)	Total cost, (TJS)	Gross Margin, (TJS)	ROI (%)
Normal Mixed Winter Fodder	55.65	4	222.6	180	1.2	185	37.6	20
Corn Silage	69	4	276	180	0.61	109.8	166.2	151

4. Expert Consultations: Completion of Livestock Report

The consultant Nico Wageningen completed Phase 2 of the STTA Livestock Scope of Work and his final report was submitted and accepted. His recommendations were to promote two feed crops, namely fodder beet and corn silage, and to promote three livestock systems, sheep fattening, steer fattening and small-medium scale home poultry production.

PLANS FOR NEXT YEAR

Per the contract modification executed in August 2013, all ADLE activities will cease in 2014.

3. NUTRITION ENHANCEMENT/ HOUSEHOLD ECONOMICS/ GENDER EQUITY (NEHEGE)

ACHIEVEMENTS

During Year 3, the NEHEGE component conducted 364 activities, including demonstrations, training sessions, workshops, meetings, and educational sessions, as well as a breast-feeding campaign. The NEHEGE component engaged in scaling up ongoing activities and completing nutritional training for existing women’s groups (115 Women’s Saving Groups [WSG] and 39 Women Initiative Groups [WIG]), but did not launch new activities given component would end early per the contract modification.

The activities in Year 3 involved 1,872 adult participants, including 1,743 women and 129 men, who were educated on nutritious and diverse diets for pregnant and lactating women, the importance of breast feeding, and nutritious and diverse food for children under two years, as well as health, hygiene, and safe drinking water.

Two hundred twenty five schoolchildren (75 boys and 180 girls) also helped implement “Nutrition Days” at their school, educating other children about the importance of having fruits and vegetables in daily meals for a nutritious diet. In total, NEHEGE conducted seven “Nutrition Days” events, in which more than 1,400 schoolchildren participated as viewers of peer-led performances.

TABLE 10. LIST OF TRAINING SESSIONS CONDUCTED BY NEHEGE COMPONENT DURING YEAR 3

Training Topic	Number of activities	Average Attendance			
					Average
Education session on “Nutritious and diverse diets for pregnant and lactating women”	75				16
Education session on “Breast feeding, diverse and quality food for children under 2 years”	82				18
Education session on “Health & hygiene, safe drinking water”	86				17
Practical demonstrations on Nutritious and diverse diets for pregnant and lactating women	59				18
Practical demonstrations on Complimentary feeding to children from 2 up to 5 years	35				18
Practical demonstrations on Complementary Feeding to children from 6-24 months	20				17
“Healthy Nutrition Day” at schools	7				32

Working in collaboration with the ADLE agronomists, the NEHEGE component introduced new crops for home and school gardens. Broccoli was added in Year 3 to other crops FFP recommended to beneficiaries during the previous years as most nutritious.

CONSTRAINTS

At the beginning of the Year 3, NEHEGE and ADLE components started preparatory works on milk processing activity to be conducted with WIG. The staff collected information on the villages, women in the groups, and made a list of equipment and cost sharing details; however, due to the pending contract modification and then phase out of NEHEGE and ADLE components, this activity was discontinued.

ACTIVITIES

During the last quarter of Year 3, the NEHEGE component worked to develop a package of technical and instructional materials for delivery to USAID and its implementing partners, as well as to the Ministry of Health, and/or other relevant institutions. The status of each developed product is below:

Household garden poster – The poster encourages diversifying household gardens with ten nutritious crops (i.e., carrot, sweet pepper, broccoli, pumpkin, cabbage, cauliflower, dill, eggplant, spinach, and red beets). After it was developed, approvals were received from Ministry of Health and USAID. Once the whole package will be cleared with USAID, a number of copies will be printed and delivered to other Feed the Future projects and relevant institutions.

Recipe book on healthy (balanced) diet – The book has instructions and photos of five new and twelve existing recipes focused on complementary feeding for children under five and pregnant and lactating women. The materials were tested in the pilot districts and intended to be distributed and used for educational purposes by the Institute of Health, primary healthcare providers, schools, and extension workers. FFP submitted the book for USAID approval, and once cleared, will print and deliver copies to respective parties.

Food preservation and storage book – The book is a technical instruction manual on food preservation, which will assist organizations in developing training sessions on food preservation. The manual provides information on the methods and techniques of storing fruits and vegetables for the winter season. FFP submitted the manual for USAID approval, and once cleared, will print and deliver copies to respective parties.

Family budgeting book – The book is a practical guide for smallholder production financing and financial planning. The NEHEGE team worked with FFP's Economic Development Support Services staff to adapt the financial planning material for families and validate the guide with households in FFP's target zone. The guide is the design and layout process at the end of Year 3. Once finalized, it will be submitted to USAID for clearance, and copies will be printed and delivered to respective parties.

PLANS FOR NEXT YEAR

Per the contract modification executed in August 2013, all NHEGE activities will cease in 2014.

4. POLICY REFORM

ACHIEVEMENTS

In the fourth quarter, the following list of actions was developed to promote the development of Water User Associations (WUAs) and make them more effective within the context of the current Water (and irrigation) Sector reform. Draft versions of many of the items, guides, template documents, analyses, and recommendations, were prepared (see Annex 4). The scope of activities extends beyond WUA development because the actions of the Ministry of Land Reclamation and Water Resources (Min LRWR), the future Mirob (at national, basin and sub-basin levels), tax authority, and local government all have important impacts on the viability of WUA development. Both WUA and WUA Federations will be affected by external factors beyond their control. An initial list of tasks and technical inputs, practical guides were selected to promote WUA development.

CONSTRAINTS

The focus on policy and implementation of policy began with the conclusion of the contract modification, allowing only 13 months to address policy reforms affecting WUAs. Many of the efforts will require government involvement, which is often slow and constrained by a shortage of technical staff in the MLRWR at the national and oblast levels. Further, important components of the Project require that the Government of Tajikistan issue a new decree on water sector reforms, but as of September 30, 2013, the decree has not been promulgated.

ACTIVITIES IN YEAR 3 AND PLANNED ACTIVITIES FOR NEXT YEAR

4.1: DEVELOP A NATIONAL STRATEGY FOR WUA DEVELOPMENT

FFP has begun building ownership in the government by the exchanges and discussion with national ministerial officials on specific needs for specific efforts to develop WUAs and Federations. The key points for a roadmap of tasks needed to develop a national WUA development strategy are detailed in Appendix 11. Close and effective collaboration with the EU technical team has benefited the process, and will continue in Year 4. This will include hosting a moderated oblast or national level forum on the components of the strategy and investment planning. FFP will incorporate feedback on the plan in the final draft in May 2014.

4.2: CONDUCT WUA LEGAL AND REGULATORY ANALYSIS AND RECOMMEND UPDATES

An action item for the WUA development strategy is a review of the current WUA law and related laws and regulations. It was started by institutional expert, Doug Vermillion. A set of analysis points was created and will be reviewed by a local legal expert for recommendations on methods to make modifications in the law, or laws, or regulations. FFP will organize one or more workshops/roundtables with government authorities and farmer stakeholders to present recommendations and build support for legal and regulatory reform.

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

FFP actions are partially dependent on reform decrees being put into effect, which at the end of Year 3 had not occurred. Once the reform is officially approved, FFP will organize a series of roundtables to update ministry officials, WUAs and Federations.

4.4: DETERMINE A METHOD TO CALCULATE WATER DELIVERY COSTS

No actions with this sub-activity were planned for Year 3. STTA experts have been identified, to support the effort in the second quarter of Year 4.

TABLE 11. PROGRESS ON POLICY AND STRATEGY MILESTONES

Stage	Policy/Strategy Development Milestone	Weight	Score
Stage 1 Policy/Strategy Initiated	Donors groups propose that legislation is needed, or needs to be revised, on the issue defining and/or improving WUA and WUA Federations role in reformed water sector.	10	10
	Road-map drafted, and further studies/research are conducted on the issue and draft strategy is developed	10	0
Stage 2 Draft Policy/ Strategy Improved with Public Input	Draft strategy circulated for comment to the Government of Tajikistan and donor group (DCC)	10	0
	Civil society organizations (including WUA federations and Basin Coordination Councils, if they are created) formally review the draft reform strategy	10	0
	Open forums are held on the new WUA Strategy at coordination councils and/or at WUA Federation meetings	10	0
	WUA federations and/or Basin Coordination Councils share their analysis of draft policy/strategy and submit questions and recommendations to the MLRWR and other policy makers	10	0
	WUA federations and/or coordination councils advocate for policy/strategy to officially recognize WUA federations' role in irrigation system co-management and in expanded river basin approach to integrated water resource management	10	0
Stage 3 Policy/Strategy Finalized	WUA Policy Issues, including proposed revision to the WUA Law are areas introduced in the Ministry, legislative committee, or other governmental body	5	0
	Committee/Ministry discussion is held on the WUA Policy issues and proposals	5	0
	Hearings are conducted by committee/Ministry, at which time WUA federations and/or coordination councils advocate for policy/strategy to officially recognize WUA federations' role in irrigation system co-management and expanded river basin approach to integrated water resource management	10	0
Stage 3 Adoption	New WUA policy, embodied in revised law and Water Code is passed/adopted by full approval process	2	0
Stage 4 Implementation	Detailed policy guidance or action plan developed, at which time WUA federations and/or Basin coordination councils advocate for policy to officially recognize WUA federations' role in irrigation system co-management and expand the river basin approach to integrated water resource management	4	0
	Policy guidance or action plan publicly disseminated	1	0
	Administering agencies are informed and technical assistance provided so parties (WUAs, Mirops, BCCs, local government/ hukumat, etc.) can fulfill or enhance new roles/responsibilities	1	0
	Financial resources are allocated and disbursed, or identified, for implementation of new law, and rehabilitation of irrigation infrastructure, prior to transfers	1	0
	Organizational restructuring takes place; Mirop, Ministry separate	1	0
TOTAL SCORE: Baseline = 10			10

MONITORING AND EVALUATION

ACHIEVEMENTS AND ACTIVITIES

During the reporting period, the M&E Unit provided support to strengthen planning, monitoring, evaluating, and reporting—ensuring compliance with the FFP contract and USAID requirements. Key activities were implemented in Year 3 include:

1. Data Quality Assessment.

FFP is participating in a USAID data quality assessment (DQA) to verify the validity, reliability, timeliness, precision, and integrity of data analyzed and reported. A standardized DQA checklist was completed for each indicator under Group 1, below, and submitted to USAID. As a result, the PIRS were revised and a data management system for tracking the progress and quality of the data pertaining to the indicators listed below was developed. The second stage of DQA was conducted on June 25, 2013 jointly with the FFP COR. As a result, the PIRS were revised based on COR recommendations, Standard Operating Procedures were developed and data collection tools were fine-tuned.

2. Revised Activity M&E Plan

During the fourth quarter of Year 3, FFP's M&E Team revised the Activity M&E Plan based on the revised Scope of Work, as well as developed PIRS for the revised Activity M&E Plan. Due to contract modification and realignment of FFP, some program indicators were changed in order to better measure progress toward the new program objectives. Accordingly, new tools including the WUA-CAT and Policy Milestones were developed and the existing tools and methodologies were fine tuned for data collection that will be used for data collection while going forward.

3. Responded to Regional Inspector General Audit Information Requests

The Regional Inspector General fielded an audit team to USAID/Tajikistan to conduct a performance audit in June 2013. The audit team worked closely with FFP management and M&E staff to evaluate the project's performance.

4. The Following FFP Reports Received Technical Acceptance

- Baseline Study Report: January – March 2012
- Nutrition Survey Report: January 3 – March 7, 2012
- Recommended Practices and Support to Small Scale Livestock Production, May 31, 2013

5. Conducted studies/ assessments

M&E is leading assessments using a variety of qualitative and quantitative methodologies such as individual interviews, focus group discussions, and direct observation, as applicable. During the reporting period, the M&E team with the support of the program staff conducted a number of assessments (see Table 12).

TABLE 12. LIST OF ASSESSMENTS

Study	Timeframe	Study population
Impact of AMFOT trainings	December 2012–January 2013	Farmers from targeted districts of FFP
Assessment of effectiveness of demonstration plots	March 2013	Demonstration plots owners and jamoat representatives
Knowledge, Attitude and Practice Survey	June 2013	FFP targeted farmers received technical assistance and training

CONSTRAINTS

The delays in contract modification reflecting realignment to FTF was the greatest constraints that FFP faced. This led to the absence of an approved Activity M&E Plan, which in turn, created significant data quality issues.

PLANS FOR NEXT YEAR

TABLE 13. 2014 M&E ACTIVITIES

#	Activities	Delivery Date	Responsible
1	Continue with monitoring, data collection, analysis and reporting on FFP indicators	October 13 – September 2014	M&E specialists and FFP program staff
2	Continue updating the FFP MIS system	October 13 – September 2014	M&E specialists
3	Train FFP staff on data collection system and techniques	October, 2013	M&E specialists
4	Conduct Data Quality Assessment for Performance Indicators	October - November, 2013	M&E specialists
5	Rapid assessment of intra-village irrigation conditions	October-November 2013	M&E specialists
6	WUA Capacity Assessment	October – November 2013	IWM /M&E team
6	Conduct intra-irrigation assessment	TBD	M&E specialists and FFP program staff
6	Conduct end-line assessment	TBD	Outsourced

TABLE 14. 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
Number of Water User Associations supported, newly established, and continuing	60	0	0	11*	22
Percentage change in score on the Water User Association	Baseline + 10%	2,1 average	NA	NA	NA

Capacity Assessment Tool (WUA-CAT)	increase	WUA CAT score			
Percentage membership service fees collected by WUAs as related to the WUA budget	60%	30%			
Number of WUA federations created	4	0	0	0	0
Number of hectares under improved water management practices**	85,000	0	0	1,000	49,824
Number of hectares under new or improved/rehabilitated irrigation	65,000	0	0	2,316**	10,128
Number of farmers and others who have applied water management practices	9,800	0	0	0	9,251
Number of rural households benefiting directly from U.S. Government interventions	100,000	0			78,440
Number of individuals who have received USG supported short-term agricultural sector productivity or food security training	27,550	0			20,062
Number of Water Users associations that applied new technologies or management practices as a result of USG assistance	60	0		11	22

* One drinking water supply association is not included

** A memo explaining why hectares were significantly under reported in Year 2 is attached in Annex 8

*** 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
Number of villages in targeted districts that benefit from	10	0			0

improved village irrigation systems					
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 of poor water supply within their villages			
Number of grants made to villages to improve intra – village water supply	10	0			0
Change in irrigation frequency as measured by 'irrigation-days'	BL + 10%	2.9 days per week			

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
Number of WUA's represented at coordination council meetings	BL+10%	TBD			
Change in perception of coordination council members on WUAs representation	BL +15% improvement	TBD			

*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
Policy Milestone Score	BL+20%	10			

COMMUNICATIONS AND REPORTING

FFP has leveraged the media and has created publications to share FFP achievements and best practices during the year. The following section details those activities.

MEDIA COVERAGE

TABLE 15. FFP MEDIA COVERAGE

#	TV/ Radio	Lang.	Activity/ Participants	Interviewee/Position	Date/ Time of Broadcast	Broadcast Area*
1.	Oblast TV	TAJ	Nutrition Day at school #17, Vakhsh	Interviewee, Khursheda Isaeva, Nutrition Coordinator, talked about the goal and tasks of the training. Interviewee, Karimova Oliya, Head of WSG from Vakhsh district, talked about what she and her neighboring women learned from this training.	10/18/2012 at 8:00	Khatlon oblast
2.	National TV	TAJ	Nutrition Day at school #28, Qumsangir	Interviewee, Qalandarov Odinabek, teacher of school #28 talked about Nutrition Day impact, benefit and result of these kinds of activities for students. Schoolgirl from the named school was interviewed as well and shared what she has learned from the event.	12/18/2012	97% of the RT population
3.	Radio	TAJ	Education session with WSG on Breastfeeding, Jomi	Interviewee, Umrinisso Karimova, FFP Field Agent talked about the districts they work in, what they teach women. Interviewee Safargul Umarova, Women initiative group leader talked about what they learned from FFP activities. Interviewee Roziya Abdulloeva, medical nurse talked about importance of breastfeeding for children under 1 and complementary feeding	12/21/2012	3 million
4.	Radio	TAJ	Nutrition Day at school #10, N. Khisrav	Interviewee, Bozorova Narzigul, teacher of biology of school #10 talked about Nutrition Day impact, benefit and result of these kinds of activities for students. Interviewee, Tojjeva Nigina, FFP Field Agent talked about the goal and tasks of the event.	12/25/2012	3 million
5.	News Program on Jahonnamo TV	TAJ	Nahri Kalon office opening ceremony	Newscaster was talking about the activity and participants, but no interview was broadcasted.	12/13/12 at 9:00, 12/14/2012 at 6:00	97% of the RT population

#	TV/ Radio	Lang.	Activity/ Participants	Interviewee/Position	Date/ Time of Broadcast	Broadcast Area*
6.	National Radio Station at 102 FM	TAJ	Nahri Kalon office opening ceremony	Erkin Emomnazarov, FFP association organizer, talked about WUA opening process and number of WUAs organized so far.	12/14/2012 at 2:10 12/16/2012 at 2:10	1 million
7.	TV Jahonnamo	TAJ	Demonstration on complementary feeding	Interviewees: Imomov Rajabali, Leader of mahalla in the Yangiobod village.	1/19/13	97% of country
8.	TV Jahonnamo	TAJ	Opening ceremony of WUA Havaskor 1	Newscaster talked about the goals and tasks of WUAs.	2/8/13	97% of country
9.	Tajik State Radio "Sadoi Dushanbe"	TAJ	Opening ceremony of WUA Havaskor 1	Interviewees: 1) Saidov Khuja, Engineer of WUA Havaskor-1; 2) Sa'dullo Beknazarov, Chairman of Qubodiyon district; 3) Abdujabborov Abdurahim, local resident; 4) Mamlakat Abduqahorova, WUA Chairman.	2/11/13	1 million
10.	TV Jahonnamo	TAJ/ ENG	International agricultural fair	Interviewees: 1) Muminov Muhammadi, FFP Economist; 2) Rahmonov Qurbonali, greenhouse owner; 3) Haidarov Ainiddin, greenhouse owner.	3/1/13	97% of country
11.	Tajik State Radio "Sadoi Dushanbe"	TAJ	International agricultural fair	Interviewees: 1) Sangov Sharaf, Representative of Trade Chamber; 2) Murodov Faizali, Jamoat Head; 3) Abdulloeva Ughuloi, from Rumi district.	3/4/13	1 million
12.	TV Jahonnamo	TAJ	Opening ceremony of WUA Navruz	Newscaster talked about the goals and tasks of WUAs.	3/25/13, 3/26/13	97% of country
13.	Tajik State Radio "Sadoi Dushanbe"	TAJ	Opening ceremony of WUA Navruz	Interviewees: 1) Eshmurodov Alisher, WUA Chairman; 2) Nozirova Nazokat; 3) Sadriddinov Nuriddin, Deputy Chairman of Shahritus district.	3/20/13	1 million
14.	TV Jahonnamo	TAJ	General Assembly meeting	Newscaster of TV spot talked about the goals and tasks of the WUA, the importance of such activities, and about the participants in the event. Interviewees: Chairman of dehqan farm "Daler," Salomat Tabarova, talked about existing problems with irrigation water and plans for solving them though newly established WUA. WUA organizer from FFP, Dilovar Taghoimurodov, spoke about the principles of organizing WUAs.	7/1/2013 at 8:00 and midnight, and 7/1/2013 at 6:00	97% of country
15.	Tajik State Radio "Sadoi Dushanbe"	TAJ	General Assembly meeting	Interviewees: Shodimurod Saidaliev, Chairman of dehqan farm "Uyali," Rajabbek Nuraliev, Chairman of dehqan farm "Vohid," Kurbon Ikromov, Chairman of dehqan farm "Boboi Hafiz," talked about the reason why the association was established and their plans for solving problems related to irrigation.	6/28/2013 at 2:10 and 7/5/2013 at 2:10	1 million

#	TV/ Radio	Lang.	Activity/ Participants	Interviewee/Position	Date/ Time of Broadcast	Broadcast Area*
16.	TV Jahonnamo	TAJ	Opening ceremony of Juyi Ravon WUA	Newscaster of TV spot talked about the goal and task of organizing a WUA, as well as Juyi Ravon, WUA Chairman Madiyev Abdurahmon talked about the number of gates they installed, the canals, and drainages they cleaned in their area, which will help them to regulate the water supply. The representative of the water department in Qubodiyon Hukumat reported on the numbers WUAs established in their district and the progress they have made. He also noted the value and assistance that WUAs have.	7/24/2013 at 8:00, and midnight, and 7/25/2013 at 6:00	97% of country
17.	Tajik State Radio "Sadoi Dushanbe"	TAJ	Opening ceremony of Juyi Ravon WUA	Interviewees: Nusrat Sharipov, Deputy Chairman of Juyi Ravon WUA, talked about the training and new information they got from FFP staff and how they are going to manage water distribution; Juyi Ravon WUA Mirob Mirzorahim Dodojonov talked about the procedure for water distribution he manages in his area. Dilovar Taghoimurodov, FFP Institutional Specialist, talked about the principles of organizing WUAs and the process of organizing WUAs in cooperation with farmers.	7/26/2013 at 2:10	1 million

*Since FFP and the utilized media cannot measure media impressions, we are noting the number of people who have access to the media outlet.

CASE STUDY

Farmers Take Initiative

USAID program helps farmers solve irrigation issues and improve livelihoods



Water gates built by a water users association in Qabodiyon district

“Our farm is located in the tail of the Qabla canal. Before USAID’s help, we never had enough water for irrigation on our end. After USAID helped establish a Water Users Association, which manages water distribution and controls the water gates, we have much better access to water.”

- Ilhom Bubiev, Head of “Arabshoh” farm

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

CHALLENGE Equitable access to irrigation water is the most critical aspect of agricultural production across Tajikistan. In many areas people are only able to access water from canals that run along roads and between farms. These canals are in great need of repair. The result is an insufficient amount of water, or no water, which limits crop production. In other areas there is too much water resulting from poorly functioning drainage systems. However, farmers do not have enough money to properly operate and maintain their irrigation systems, causing many conflicts over distribution of the water.

INITIATIVE The USAID Family Farming Program to establish water users associations in southern Tajikistan to help farmers operate and maintain their irrigation canals and drainage systems. The primary goal of the program is to provide farmers with necessary training to develop management, planning, business and technical skills so that, through these associations, the farming community will have effective sustainable irrigation services. Water users associations develop bylaws based on democratic principles to elect association leadership run their associations.

RESULT Over the past two years, the USAID program organized 11 water users associations which serve 190,500 people in southern Tajikistan. Water users associations have helped farmers resolve many water distribution issues. Perhaps, the most important outcome of this initiative has been a change in farmers’ attitudes and opinions about themselves and what they can do to improve their lives when working together as a group. The skills and knowledge gained through training enables farmers to rehabilitate canals, drains and water control structures; increase their financial capacity; and manage potential conflict situations. The long-term result will be increased crop yields and improved product quality. Farmers are able to market increased yields to local and regional markets, and in some cases, to international markets.

IN TAJIKISTAN, WATER USERS ASSOCIATIONS HELP DIVERSIFY AGRICULTURE AND BUILD COMMUNITIES

March 28, 2013, Feed the Future | Newsletter

Mamlakat Abduqahorova has been successfully chairing the Havaskor-1 Water Users Association in rural Khatlon, Tajikistan since its formation a year ago, and is one of a select few women nationwide who lead such groups.

It's an important job, because the economy and food security in Abduqahorova's district depend in large part on its irrigation-fed agriculture system, which was developed during Soviet rule to support cotton crops.

The irrigation system was in need of serious upgrades in order to help farmers diversify agricultural production, as cotton is no longer profitable.

"No one wanted to take responsibility for its maintenance and improvement within the last 15 to 17 years," Abduqahorova says of the irrigation system. "People were too busy with their own problems and the government did not have enough funds."

In Tajikistan, Feed the Future improves farmers' access to irrigation water in part by helping water users associations better manage and operate their own irrigation systems. This includes planning fair and efficient distribution of water and performing necessary maintenance on irrigation infrastructure. As part of its Feed the Future activities in the country, the U.S. Agency for International Development (USAID) has helped form over 50 water users associations organized into four federations, benefitting over 200,000 people in Tajikistan.

These associations are not only essential to sustaining agricultural livelihoods, they also play an important role in community development – water users working together along irrigation canals build and share critical knowledge on water-borne diseases, food preservation, and children's nutrition. The associations also provide opportunities for women's participation and leadership.

"Working in the fields, women experience firsthand how lack of water affects the ability of crops to grow," says Abduqahorova. "Women with leadership skills are taking more initiative, organizing their own farms and employing other women on their farms."

Abduqahorova is committed to building irrigation management systems that can be effectively maintained in the long term. "We want to make Havaskor-1 sustainable," she says. "We'll continue maintenance of canals and rehabilitating water gates to provide the farmers conditions for better harvests. We put a lot of our time and effort into this process and as a result will never let it collapse again."



USAID / Tajikistan Chairwoman Mamlakat Abduqahorova leads her peers in maintaining irrigation canals in Khatlon, Tajikistan.



CASE STUDY

The greatest wealth is health!

USAID introduces rural Tajik students to nutritious and diversified foods



Students from a rural Tajikistan speak about foods they prepared during Nutrition Day.

The faces and hands of rural villagers in Tajikistan often appear dry and weathered—a result of hard work in the fields as well as undernutrition. Children, in particular, suffer from a lack of proper nutrients. Improving consumption of fruits, vegetables, dairy, and beans is a matter of building agricultural capacity and knowledge of healthy eating habits.

Telling Our Story
U.S. Agency for International Development
Washington, DC 20523-1000
<http://stories.usaid.gov>

CHALLENGE When visitors arrive in a remote village of Tajikistan, women, children, and elders typically greet a visitor with welcoming smiles and invitations to enjoy a cup of tea. Surveys show that rural diets are largely comprised of bread and sugar sweetened tea, which lack nutrients needed for a healthy diet.

Visitors will quickly note the relative scarcity of men in these villages, which is due to labor migration to Russia. Given the lack of jobs and economic opportunities in rural areas, cultivation of agricultural products is an essential income-generating activity. In most cases rural farmers sell their harvests to meet other immediate needs and may not see the food they grow as a potential source of much-needed nutrition for their families. In some cases, due to insufficient irrigation water, lack of agricultural inputs, and limited knowledge of new technologies, some farmers lose their harvests in spite of all their efforts and hard work.

INITIATIVE In order to raise awareness on consumption and preparation of nutritious food, USAID implemented a number of outreach activities in rural areas of Tajikistan. These events included "Nutrition Days" which were conducted in secondary schools to educate youth on the importance of diversified diets that include fruits and vegetables. Students responded with great enthusiasm and interest and were engaged through poetry readings, dramatic role playing, drawing, and cooking demonstrations. Students learned the importance of healthy eating, particularly the nutritional value of fruits, vegetables, milk products, and beans.

RESULT After the "Nutrition Days" events school director Ibrohimov Isroil noted "We can observe the impact of the event already. Some parents expressed their gratitude for conducting such an educational event and found it very effective in terms of creating behavioral change. They stated that their children now eat soups with vegetables and ask less for fried foods than they did before. Parents were very thankful to see their daughters preparing new recipes demonstrated at the 'Nutrition Day' that incorporate vegetables."



FIRST PERSON

One Teacher Feeds a Village

Gulbahor trains women in neighboring villages on food preservation, sharing knowledge she obtained at USAID trainings



Gulbahor Orzueva surrounded by her students

"I was preserving vegetables and fruits before, but I used to waste my product as I did not know the proper techniques. This new knowledge has enabled my family to have better access to nutritious foods over the winter as well as sell the surplus for additional income."

— Gulbahor Orzueva, secondary school teacher

Telling Our Story
U.S. Agency for International Development
Washington, DC 20523-1000
<http://stories.usaid.gov>

Gulbahor Orzueva is a 50-year old woman from Tajikistan, where she lives in a small house with her two sons and their families. As a young student she excelled in school and dreamt of attending college, but her parents did not approve and instead arranged for her marriage upon completion of secondary school. Like many young girls in rural Tajikistan, Gulbahor obeyed her parents and got married. Unfortunately, within a few years her husband abandoned her, leaving Gulbahor to raise two children on her own. She decided to return to her studies at night and eventually completed a diploma in education. She has since spent 24 years teaching and changing the lives of many children in her village.

In 2011, USAID launched a project in Gulbahor's village that focused on improving rural livelihoods. Under this program, a Women's Initiative Group was established, and Gulbahor was nominated as the leader. The goal the group was to connect rural women with shared interests and engage them in cooperative projects. Group members were trained in food preservation, complementary feeding for children, nutrition for pregnant/lactating women, and the importance of breastfeeding.

Gulbahor participated in the training on food preservation and learned new techniques for processing fruits and vegetables. After the training, she preserved more than 300 cans of food for both consumption and sale. She is now known as an expert in her village and shares this knowledge with women in neighboring villages helping others improve their food using the preservation techniques she learned through USAID.

During two and a half years of project activity, USAID has established 39 Women's Initiative Groups to promote improved nutrition and home economics. The members of the groups continue to share their new knowledge and skills with family and friends in neighboring villages. These skills enable rural women to not only generate additional income, but also to have better access to healthy foods during the winter months when employment is scarce and gardens are bare.

ENVIRONMENTAL COMPLIANCE

All activities during the Year 3 were conducted in compliance with environmental requirements. The Program Environmental Officer (PEO) made numerous trips to project sites with the ADLE and IWM teams. During the site visits the FFP PEO discussed the environmental issues with the WUA representatives and made recommendations to mitigate possible negative effects. As a result of the monitoring visits, the PEO prepared environmental compliance checklists and submitted them to the FFP Chief of Party as well as the MEO and COR for prior review and approval for rehabilitation works of irrigation and drainage networks in the WUAs in FFP target districts. In order to ensure better accountability and capture environmental monitoring activities by WUA members a monitoring and mitigation form was developed and shared with WUA engineers and other key members. Monitoring of ADLE activities including crop demonstration plots, tunnel greenhouses in target households in Khatlon province, and complex of greenhouses (CGHs) in Shahritus, Qubodiyon, Vakhsh and Bokhtar were continued and ended in August in accordance with the contract modification. During the visits, recommendations and advice were given to both farmers and field agriculture agents on best environmental practices. A number of Initial ER_Checklist reports were drafted and developed under this component and submitted to relevant FFP staff members. Moreover, a number of Final ER_Checklists were prepared for the completed projects and this process will be continued throughout next year upon completion of ongoing projects. The table below tracks the status of ER_Checklist reports.

Also during the reporting period a number of training sessions were conducted:

First, in early May, a training of trainers (TOT) session was conducted on “Pesticides - Environmental and Personal Safety” for the FFP ADLE Specialists. Based on the TOT training the handout materials were revised and adapted to the level of literacy of the target audience for the FFP project beneficiaries (small and big *dehkan* farms, demonstration plot owners and their family members). Further trainings were conducted for target beneficiaries in 12 districts of Khatlon region.

Second, through the current year the FFP PEO, in collaboration with the IWM component, conducted a series of training sessions on “recommendations on the maintenance of irrigation canals and drainage networks; and safety measures during construction of hydro technical facilities”. This training will be continued next year in 12 FFP target districts.

Monitoring of the project pesticide and fertilizer storage facility in Qurghontepa was continued until the end of its rental contract (July 2013). The facility was checked for environmental compliance. It fully met all the major requirements regarding the storage of Crop Protection Products.

Throughout the year FFP maintained good relationships with Nina Kavetskaya, MEO. During her visits to FFP target sites her recommendations and advice were taken into account and

addressed accordingly in a timely manner. ER Checklist reports were provided to Nina Kavetskaya prior to starting up the rehabilitation/construction activities under the project.

All the above-mentioned activities fall under the category of Negative Determination with Condition. Therefore, they must be performed in accordance with USAID Environmental requirements.

TABLE 16. FFP COMPONENT ACTIVITY ENVIRONMENTAL COMPLIANCE TRACKING

Project title	District	Activity/Intervention	Developed ER_Checklists	Progress Status
Water Management				
WUA "Nahri Kalon"	Qubodiyon	Cleaning irrigation canal Gate construction Office construction	√	Completed
WUA "Obi Hayot"	Qubodiyon	Cleaning irrigation canal Gate construction Office construction	√	Completed
WUA "JuyiRavon"	Qubodiyon	Cleaning drainage canals Cleaning irrigation canal Gate construction Office construction	√	Completed
WUA "Navruz"	Shahritus	Cleaning irrigation canal Gate construction Office construction	√	Completed
WUA "Havaskor"	Qubodiyon	Cleaning drainage canals Cleaning irrigation canal Gate construction Office construction	√	On-going
WUA "Selbur"	Kulob	Cleaning irrigation canal Gate construction Office construction	√	Completed
WUA "Obi Shirin"	Vose	Cleaning irrigation canal Gate construction Office construction	√	Completed
WUA "Farovon"	Qubodiyon	Cleaning drainage canals Cleaning irrigation canal Gate construction	√	On-going

Project title	District	Activity/Intervention	Developed ER_Checklists	Progress Status
		Office construction		
WUA "Obchakoron"	J.Rumi	Cleaning drainage canals Cleaning irrigation canal Gate construction Office construction	√	On-going
WUA "Chashmasoron"	Vakhsh	Cleaning drainage canals Gate construction Office construction	√	On-going
WUA "Obi Vakhsh-1"	Vakhsh	Cleaning drainage canals Gate construction Office construction	√	On-going
WUA "Beshkent"	N.Khusrav	Gate construction, rehabilitation, Office construction	√	On-going
WUA "NahriDusti"	J.Rumi	Cleaning drainage canals Cleaning irrigation canal Gate construction Office construction	√	On-going
WUA "Zarnisor-F"	J.Rumi	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Obi Vakhsh"	Jilikul	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Sitoraisubh"	A.Jom	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Ghirat"	A.Jomi	Gate construction, rehabilitation, Office construction	√	On-going
WUA "NahriYoron"	A.Jomi	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Obi Ravon"	Qumsangir	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Vatan-1"	Shahritus	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Ehyo-2013"	Qumsangir	Gate construction, rehabilitation, Office construction, cleaning drainage canal	√	On-going
WUA "Hazorchashma - 2013"	J.Rumi	Gate construction, rehabilitation, Office construction	√	On-going
WUA "Qumsangir"	Qumsangir	Gate construction, rehabilitation,	√	On-going

Project title	District	Activity/Intervention	Developed ER_Checklists	Progress Status
-2013”		Office construction, cleaning drainage canal		
WUA “Bahoriston -2013”	Qumsangir	Gate construction, rehabilitation, Office construction	√	On-going
WUA “Khingovi bolo”	Jilikul	Gate construction, rehabilitation, Office construction	√	On-going
WUA “Obi shirin-3”	Jilikul	Gate construction, rehabilitation, Office construction	√	On-going
WUA “Rudi Vakhsh”	Vakhsh	Gate construction, rehabilitation, Office construction Cleaning irrigation water reservoirs	√	On-going
WUA “Safo -52”	Vakhsh	Gate construction, rehabilitation, Office construction, cleaning drainage canal	√	On-going
WUA “Panjrud”	A.Jomi	Gate construction, rehabilitation, Office construction	√	On-going
WUA “Dusti”	A.Jomi	Gate construction, rehabilitation, Office construction	√	On-going
WUA “Jaihun”	A.Jomi & Khuroson	Gate construction, rehabilitation, Office construction	√	On-going
ADLE				
Greenhouse complex	Bokhtar Vakhsh Qubodiyon	Construction of GH, tomato; training Construction of GH, tomato; training Construction of GH, tomato, cucumber; training Construction of GH, tomato; training	√	Completed
HH crop demonstration plot	14 districts	Potato, onion, garlic, carrot; training	√	Completed
Fodder planted marginal land	8 districts	Distribution of alfalfa & fescue seeds; training	√	Completed
Garlic demonstration plots	12 districts	Distribution of garlic; providing various training	√	Completed

OPERATIONS

During the past year, FFP provided strong program operations, administrative and financial management support to achieve FFP's program targets. The Project made significant adjustments as a result of the major contract modification received by DAI in June 2013. Major achievements in supporting program operations include the following:

Qubodiyon office close-down. FFP effectively closed down its office in Qubodiyon district as a response to the modification, however, the guest house was retained so that it could be used by 11 staff members. It is being used heavily by FFP staff since the project is continuing to implement activities in Nosiri Khusrav, Qubodiyon, and Shahritus with WUAs.

New budget and modification implications. After receiving a modified scope of work and project budget, FFP senior management restructured the program and staff, which was discussed with FFP component managers.

Logistical and administrative support. The FFP operations unit successfully provided logistical and administrative support to the program activities. Within the reporting period, the unit executed a procurement plan by accomplishing program activities.

Financial management capacity. FFP built and maintained FFP financial management capacity with an enhanced accounting system, which allows program staff to easily track program expenditures against technical components.

Partial property disposition. In conjunction with USAID, FFP successfully disposed of Qubodiyon and unused equipment from other offices, starting in June 2013, to various governmental, nongovernmental, educational, and other types of institutions.

STTA support. FFP provided administrative and logistical support to eight STTAs within this reporting period to ensure timely implementation of activities and attainment of project goals.

Transitioning. In January 2013, James Campbell was appointed the new FFP Chief of Party. In addition, FFP transitioned from six LTTAs to one. William Levine, Bill Bell, Sanjay Rimal, Herschel Weeks, Daniel Macri, and Russell Williams completed their assignments with FFP.

At the same time, FFP confronted several administrative challenges during the past year including:

Staff reduction. Due to the change in the focus and reduced scope of the program, FFP was forced to reduce its staff by almost 40 percent.

ANNEX 1: ENTITIES AND THEIR RELATION TO WUAS

Entity	Definition	Status Related to the WUA	Roles and Responsibilities Related to the WUA	Voting Rights Within the WUA General Assembly
Dehkan Farmer (may be referred to as Dehkan Farm Manager)	A person who holds a certificate from the land committee for permission to engage in agriculture/land use rights. By law, the only entity who can belong to a Water Users Association (WUA).	Official	To operate and manage the designated farm area in a rational manner. Provide equitable water distribution (financial, etc.) to each of the Dehkan Farm (DF) shareholders. Pays water fees. A WUA member.	No, unless a representative of the WUG; will vote to select WUG representative
Shareholder (sub-certificate holder)	A person who is a member of a DF (shareholder, sub-certificate holder). By law cannot be a member of a WUA.	Semi-Official	Could complain to WUA if water distribution is unfair.	No
Presidential Land Sub-Certificate Holder	Any villager may hold this type of land, including DF shareholders.	Non-Official	Could be a member of an inter-village water committee, could informally approach WUA about water needs/problems. WUA representation only through DF. Should pay WUA fees in the future.	No
Village Householder (not farming)	A person living in a village in a WUA area who is neither a Dehkan Farmer nor shareholder, for example a teacher, merchant, etc.	Non-Official	Could be a member of an intra-village water committee.	No
Water Users Group (WUG)	Dehkan Farmers within a delineated area of a WUA area who select representatives to attend and vote in General Assembly (GA) meetings.	Official	Member-organized sub-units of the WUA, organized prior to the GA meeting, generally in logical hydrological and geographical units. Number of representatives should be proportionate to number of DFs, but alternate balances may be agreed to by members. DFs select their WUG representatives who have voting power.	N/A
WUG Representative	Dehkan Farmer within a WUG who are selected to attend GA meetings.	Official	Represent Dehkan Farmers sub-WUA zone, in a professional, fair, and equitable manner in all WUA official meetings. Selected by the group of Dehkan Farmers, within each WUG. Votes in GA meetings.	Yes
GA (see Article 13 of WUA Law)	Supreme body of the WUA that elects officials and makes policy decisions.	Official	Votes to adopt bylaws, fees, and board. Composed of all WUG representatives. Total number is generally 20–25 representatives per WUA.	N/A

Entity	Definition	Status Related to the WUA	Roles and Responsibilities Related to the WUA	Voting Rights Within the WUA General Assembly
Board of Directors (see Article 15 of WUA Law)	WUA members elected by WUG representatives; usually about 5–7 farmers.	Official	The Board of Directors provides guidance, advice, and direction to the WUA; it is charged with engaging with, and oversight of, the Executive Body. Voted in by the GA.	Yes
Chairman of Board of Directors (see Article 15 of WUA Law)	The member elected by WUG representatives to serve as head of the Board of Directors. Must be a Dehkan Farmer.	Official	Chairman provides leadership for the Board of Directors. Represents the WUA in all public and government meetings.	Yes
Executive Body	The operational unit of the WUA, Manager, Engineer, Accountant, Mirob, etc. These can be paid positions and do not necessarily have to be members of the WUA.	Official	The Executive Body is charged with operations and management of the WUA's irrigation/drainage system. Nominated and hired by the Board.	No, unless a member of the WUA
WUA Manager	The Manager oversees day-to-day operations of the Executive Body.	Official	The Manager is responsible for all daily activities of the WUA irrigation/drainage system. Hired by the Board, may recommend Accountant and Engineer.	No, unless a member of the WUA
WUA Accountant	Self-evident.	Official	Maintains WUA financial records. Hired by the Board.	No, unless a member of the WUA
WUA Engineer	Self-evident.	Official	Provides professional engineering inputs to daily operations of the WUA irrigation/drainage systems. Hired by the Board.	No, unless a member of the WUA
WUA Mirob	The Mirob is in charge of operations and management of the WUA irrigation/drainage system; also called Ditch Riders.	Official	Provides technical inputs to operate and manage canal structures to ensure timely and equitable water delivery, and takes action regarding maintenance requirements. May be hired by Manager, but overseen by the Board.	No, unless a member of the WUA
Audit Committee (see Article 16 of WUA Law)	Usually three members elected by GA to maintain financial control of the WUA. Must be Dehkan Farmers.	Official	Meets at least annually to report on the WUA financial status and any issues that must be resolved. Elected by the GA.	Yes
Conflict Management Committee (see Article 17 of WUA Law)	Usually 3 members elected by GA to address conflict issues. Must be Dehkan Farmers.	Official	Help prevent/resolve internal/external conflicts related to operations and management of the WUA irrigation/drainage system. Elected by the GA.	Yes

Entity	Definition	Status Related to the WUA	Roles and Responsibilities Related to the WUA	Voting Rights Within the WUA General Assembly
Intra-Village Committees	Committees that may be formed in villages within the WUA area to have interaction with the WUA. These are new entities whose role will be defined.	Non-Official	These committees will recommend improvements to village irrigation water supplies, kitchen gardens, and possibly presidential lands. They may approach the WUA to take actions to resolve particular problems through an approved representative. With FFP, they will largely implement the village irrigation grants within the villages, overseen by the WUA.	No

ANNEX 2: PROPOSED FFP WUA IMPLEMENTATION TIMELINE THROUGH SEPTEMBER 2014

Activities		Proposed FFP WUA Implementation Time Line through Sept 2014																																				Tot. # WUAs	Dist. Not overlap	Dist. overlap				
		FFP FY 2												FFP FY 3												FFP FY 4																		
		2011						2012						2012						2013						2013						2014												
		O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S							
For Rehab Works																																												
1	Kulob				1																																					1	1	
2	Qabodiyon	2			1		1			1																															3	8	8	
3	Qumsangir																					2	1	1															4	8	8			
4	Shahrituz				1																																			1	3	3		
5	Vakhsh										2																												2	1	1	6	6	
6	Vose				1																																					1	1	
7	N. Khusrav *									1						1																							1	1	1	6	6	
8	Rumi									1						1	1																							2	1	7	7	
9	Jilikul														1							1	1																		3	3		
10	Jomi															1	1	1																					1	2	6	6		
11	Yavon																													2	2	2										6	6	
12	Khuroshon																																							3		3	3	
13	Bokhtar																																						1	2	3	3	3	
Tot Est		2			2	2	1		1	4					1	1	2	2	1	3	2	6	3	1	7	5	2	3	3	6	1				61	26	35							
* Plus 1 Drinking Water Association																																						Project Close-out						
Districts overlap with World Bank Project		34 Organized												14 in progress												9 on a plan												4 Strengthening						

ANNEX 3: LIST OF COMMODITIES PROCURED AND REVISED INVENTORY

Note: This report will be forwarded to USAID under separate cover, because of the sensitive nature of the contents of this section.

ANNEX 4: LIST OF ALL REPORTS, ANALYSES, PRESENTATIONS, AND OTHER KEY DOCUMENTS PRODUCED DURING THE YEAR

#	Type of Document	Target Audience	Quantity Printed
ADLE Component			
1.	Handout: "Vegetable Production"	Farmers, Jamoat's representatives, teachers, household (H/H)	560
2.	Handout: "Garlic Production"	Farmers, Jamoat's representatives, teachers, H/H	559
3.	Handout: "Onion Production"	Farmers, Jamoat's representatives, teachers, H/H	560
4.	Handout: "Fodder Beet Production"	Farmers, Jamoat's representatives, teachers, H/H	565
5.	Handout: "Peanuts"	Farmers, Jamoat's representatives, teachers, H/H	500
6.	Handout: "Red Beans"	Farmers, Jamoat's representatives, teachers, H/H	500
7.	Handout: "Silage"	Farmers, Jamoat's representatives, teachers, H/H	120
8.	Plaques for Demonstration Plots— 20 x 30 cm	Farmers, Jamoat's representatives, teachers, H/H	50
9.	Signs for Demonstration Plots— 70 x 50 cm	Farmers, Jamoat's representatives, teachers, H/H	3
10.	CDs with Video on Compost Making	FFP field staff	20
Nutrition Enhancement/Household Economics/Gender Equity			
11.	Poster on Value of Vegetables	Farmers, Jamoat's representatives, teachers, H/H	
12.	Recipe Book	Farmers, Jamoat's representatives, teachers, H/H	
13.	Food Preservation Book	Farmers, Jamoat's representatives, teachers, H/H	
Access to Finance			
14.	Family Budgeting Book	Farmers, Jamoat's representatives, teachers, H/H	
WMI Component			
15.	Law of the RT on WUAs	WUA members	1,900
16.	RT Code "On Water"	WUA members	390
17.	"How to be Prepared for an Audit" Guide	WUA members	700

18.	Maintenance and Operating Plan of the Irrigation System	WUA members	700
19.	Organizational and Leadership Development Module for new WUA Organizers	WUA members	700
20.	Presentation on Organizational and Leadership Development Module for New WUA Organizers	WUA members	10
21.	Conflict Management and Resolution Plan	WUA members	700
22.	Handout Training Material "Organizing a WUA"	WUA members	1,400
23.	WUA Booklet	WUA members	1,400
24.	Financial Management Activities in WUAs	WUA members	500
25.	Entrance Plates for WUA offices	WUA	13
26.	Photo Banners for WUA offices	WUA	20
27.	Plates for Marking Water Gates	WUA	500

Reports/Analyses/Researches

#	Description	Date Finalized	Author
28.	FFP Project Survey Report	April 19, 2013	FFP staff
29.	Gender Survey Report	August 23, 2013	FFP staff
30.	Recommended Practices and Support to Small-Scale Livestock Production	May 31, 2013	Nico van Wageningen, Livestock Program Advisor, and the FFP Livestock Production Team

ANNEX 5: PERSONNEL SUMMARY

This report will be forwarded to USAID under separate cover, because of the sensitive nature of the contents of this section.

ANNEX 7: ACTION ITEMS FOR A ROADMAP FOR WUA DEVELOPMENT

Roadmap for WUA Development

Action Items for Technical Support	
Details	Responsibility/ Status
1. Prepare a guide for Acknowledgment of Irrigation Management Jurisdiction for WUAs that takes over on-farm irrigation and drainage networks. Description of responsibilities and authority of WUAs for these networks, and a guide for conducting an inventory of irrigation infrastructure. It will acknowledge either ownership or stewardship of infrastructure.	Doug Vermillion drafted this and it is under review and revision.
2. Prepare a guide for Irrigation Management Transfer Agreements. Applies to those parts of irrigation systems that were previously the responsibility of the vodhkoz, but are being transferred to WUA Federations or WUAs (such as secondary or primary canals). Defines the governance and direct financial responsibilities that are to be transferred. Needed to indicate responsible party for management (i.e., delivery of services), which may be done under supervision of the WUA Federation by hired staff, by a third party under contract, or even under agreement by the vodhkoz—a sort of reverse public-private partnership.	Doug Vermillion drafted this and it is under review and revision.
3. Prepare a short guide for How to Prepare an Irrigation Service Plan for the WUA at the on-farm level. Guide to preparing operational plans for water acquisition, distribution, delivery and drainage, maintenance and repairs, financing, and management support. Needs to be practical and relatively simple to understand and implement.	Doug Vermillion drafted this and it is under review and revision.
4. Prepare a list of training modules and curricula for WUAs and for irrigation sector reform more broadly. Recommended list of WUA training modules, training curricula, suggested participants, objectives, and outcomes. Some modules have been created by FFP and some will have not yet been developed, such as for Irrigation Management Transfer Agreements and Management of Pumping Stations (these would be recommendations for further technical input).	Doug Vermillion drafted this and it is under review and revision.
5. Prepare a list of topics for discussion meetings. As part of the development of a strategy, a set of meetings will be proposed to collect stakeholder input. Key topics and the meeting are for preparation of guides for irrigation sub-sector reform innovations and for a draft policy and strategy for the sub-sector. Some of these meetings should be in Dushanbe with key governmental, donor, and consultant experts, perhaps with a couple of farmers involved. Some other meetings should also be only with WUA representatives and consultant moderators, because of reluctance by farmers to criticize authorities.	Doug Vermillion drafted a list, which is under review.
6. Prepare a concept paper on how to designate the optimal boundaries for a WUA and a WUA Federation.	

Action Items for Technical Support	
The boundary designation should be primarily based on a hydraulic or hydro-management principle, but other factors might also have to be considered, such as practical scale of jurisdiction, and breaks in management intensity along canals.	Doug Vermillion will draft this in November.
7. Preliminary work on an annotated outline of an Irrigation and Drainage Policy for Tajikistan.	
An up-to-date policy does not exist. It is a logical next step following the wider water sector reform. FFP can prepare the annotated outline. Consequently, it would be best to delay this until after the Presidential Decree or Order comes out, which puts in force the major steps of the water sector reform. A draft could be provided to the Deputy Minister of the Ministry of Land Reclamation and Water Resources (MLRWR) for his consideration during the high momentum period of 90 days after the Decree comes out.	Jelle Bekma, Anwar Kamulidinove, and Doug Vermillion are preparing an annotated outline and expect to draft this, but not share it, until after the Presidential Decree.
8. Prepare a Strategy or Implementation Framework for Irrigation and Drainage Sector Reform and Development.	
Prepare an annotated outline for how the Irrigation and Drainage Policy can be implemented. Will include which parts of the strategy will be supported in what parts of the country by which donors and technical assistance agencies. It will be built on the draft Annex B of the Water Sector Reform Strategy, on institutional reform. A revision of the existing Implementation Framework into a Strategy for Irrigation and Drainage for the entire nation, not just places where donors have a current interest.	Jelle Bekma and Doug Vermillion
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 WUAs and/or WUA Federations.	
Creating operational (i.e., measurable) definitions of satisfactory performance for water delivery, maintenance, and 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.	Doug Vermillion and Jelle Bekma expect to draft this.
10. Prepare a guide for WUAs on How to Determine Input Requirements at Efficient Levels and Pragmatic Costs in order to Achieve Satisfactory Standards for Management Performance of Irrigation and Drainage Systems in Tajikistan.	
WUAs should understand and agree on operational definitions for satisfactory standards of irrigation governance, management (i.e., delivery of services and support services), and financing. These are carefully constructed statements about what the WUA intends to accomplish with its Irrigation Service Plan. These are objectives that are stated in such a way that their achievement or non-achievement is measurable. This serves as a guide for the rest of the Irrigation Services Plan in that all targets and activities are planned to achieve these satisfactory standards.	Jelle Bekma is expected to develop a first draft of this.
11. Conduct a study to determine the optimal allocation of funds from water fees collected between the WUAs, WUA Federations, and Miros.	
For sustainable WUA irrigation, a portion of the water service fees (currently collected by the vodhkoz) should be deducted before transfer to the Mirob when a WUA is established, and should be used by the WUA for operations and maintenance. The same principle should be allowed whenever a WUA Federation is established and operational. The principle of needs-based budgeting should become the basis for determined allocations at each of these levels.	FFP Activity 4.4
12. Prepare a guide on How to Prepare a Charter for a WUA and WUA Federation, as a founding document to use for legal registration.	

Action Items for Technical Support	
There is a need for a relatively short, standardized document that shows a WUA has agreed 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. It is an accepted founding document for this type of organization.	Doug Vermillion will draft this guide, probably in November.
13. Prepare a guide on How to Prepare By-laws for a WUA and WUA Federation, as their internal rules and regulations.	
Complementing the charter, the bylaws are not the founding document of the WUA or WUA Federation, but they are the internal rules and regulations for how the organization governs, arranges to provide its irrigation and drainage services and finances its cost, enforces rules, settles disputes, and handles management, meetings, assessing performance, and reporting. The experience of bylaws creation by FFP and other best practices need to be summarized in a new guideline for future WUAs.	Doug Vermillion will draft this guide, probably in November.
14. Make a report recommending how to move from the WUA Law of 2006 to an updated version to improve implementation, including what clarifications for interpretation and implementation are needed.	
There may be amendments, regulations, instructions, guidelines, and training modules needed for different aspects of the WUA Law.	Doug Vermillion has prepared a list for specialists.
15. Prepare a guide or manual on How to Establish and Develop a WUA and a WUA Federation.	
This should include clear methods for each step of the establishment process and utilize data from FFP and WUASP on average cost requirements to: Train WUA organizers; train WUA members; prepare charter and bylaws, 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.	Doug Vermillion can draft this after Mr. Saidili and Mr. Fakhridin provide detailed background information on all the steps.
16. Prepare a guide or manual on How to Implement Participatory Rehabilitation and Incidental Repairs and Improvements.	FFP.
Guide should explain how WUAs will identify priority rehabilitation works, with the help of project staff; how the WUA will prepare a grant proposal; how the proposal will be evaluated and approved; how the rehabilitation will be implemented; indicate the WUA cost contribution recommendations (through labor and materials); approval of work; and how a maintenance plan will be prepared.	
17. Prepare a guide on Why and How to Conduct an Irrigation Management Audit and How To Do Irrigation Management Consultations.	
Part one is an examination 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. The guide should look at the aspects of WUA governance, service provision, financing, and management support functions. The purpose is not to punish a WUA, but to identify what training, management consultations, or support services are needed (management consultations are periodic visits by a person appointed by the Mirob to a WUA or WUA Federation). These are people with experience or training in practical, but performance-oriented, irrigation management. They inspect the irrigated area of the WUA and consult with WUA officers to identify problems, challenges, and options for improvement. They share lessons learned with them from other WUAs. The guide will be a resource to the consultant to help the WUA prepare a short action plan for improved management, and monitor how well they are able to implement the plan.	Doug Vermillion can draft both of these and then pass them around for discussion and development.
18. Prepare a guide on How to Identify Changes and Improvements Needed in WUAs.	

Action Items for Technical Support	
This would include an examination of the status of WUAs that have already been established, but perhaps not in accordance with hydraulic boundaries and the latest policies about charters and bylaws, legal registration, membership, etc. How should WUAs that are nonfunctional be dissolved and reestablished?	Unassigned
19. Conduct an inventory assessment (using the guide for item 17) to determine for all WUAs and WUA Federations their status and needs for support services.	
Inventory would include all WUAs and WUA Federations that have ever been established, to what extent they function, what kinds of boundaries they have, what their weaknesses and strengths are, and what kinds of training, reorganization, management consultations, or other strengthening they need. Assessment identifies locations where there is a need to establish WUAs. This will be an important resource for planning a long-term program of establishing and developing WUAs around the country.	Unassigned

ANNEX 8: EXPLANATION FOR REASONS OF HECTARES UNDERREPORTED IN FY 2012

MEMORANDUM

DATE: November 20, 2013

TO: AVIVA Kutnick/USAID/Tajikistan

FROM: Dan Rathbun, Acting Chief of Party

RE: Explanation for reasons of hectares underreported in FY 2012 on FTF/FFP indicator “4.5.2(2): Number of hectares under improved technologies or management practices as a result of USG assistance (RIA) (WOG)”

FFP underreported the number of hectares under water management in FY 2012. As a result, the number of hectares reported in FY 2013, which included both FY 2012 and FY 2013 hectares, increased sharply. USAID has requested that FFP explain the reasons for the underreported results for indicator “4.5.2(2): Number of hectares under improved technologies or management practices as a result of USG assistance (RIA) (WOG).”

The explanation is as follows: In FY 2012, the number of hectares under improved water management was not counted correctly. The Activity M&E Plan, which includes the Performance Indicator Reference Sheets, could not be finalized until October 2013 due to delays in the contract modification. Furthermore, the standard operating procedures were not available for the same reason. Therefore, the FFP used FTF standard definitions. This created confusion among the FFP staff responsible for data collection, consolidation, and analysis.

In FY 2013, the Activity M&E Plan was finalized, the PIRs were revised to reflect FFP activities and the standard operating procedures were developed. The project staff was trained on the new data collection procedures. Consequently, for FY 2013, the system allowed the hectares covered, but not counted in FY 2012, to be counted.

ANNEX 9: TRAINING TABLE

Will be annexed to the report separately.

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