



USAID
FROM THE AMERICAN PEOPLE



Cultivating
Entrepreneurship

AGRO-INPUTS PROJECT

Quarterly Progress Report

Year 2: October 1, 2013 - December 31, 2013



January 29, 2014

Prepared for review by the United States Agency for International Development under USAID Cooperative Agreement No. AID-388-A-12-00005, Bangladesh Agro-Inputs Project, implemented by CNFA.

This report is made possible through the generous support of the American people through the United States Agency for International Development (USAID). The contents are the responsibility of CNFA and do not necessarily reflect the views of USAID or the United States Government.

Agro-Inputs Project in Bangladesh

Quarterly Progress Report
Year 2: October 1, 2013 - December 31, 2013

USAID Cooperative Agreement

AID-388-A-12-00005

Implemented by CNFA

Submitted to:
USAID/Bangladesh
Anar Khalilov, AOR

Table of Contents

Acronyms	1
Project Background.....	2
Summary of Progress in the Quarter.....	4
Intervention 1: Establish Agro-Input Retail Network.....	7
Intervention 2: Market Information Systems.....	20
Intervention 3: Quality Control and Standards and Regulatory Constraints	24
Intervention 4: Strengthening Local Organizations.....	26
Monitoring and Evaluation (M&E).....	27
Project Management, Mobilization, and Cross-Cutting Themes.....	28
Key Issues of Interest.....	30
Key Constraints.....	31
Summary of Key Activities Next Quarter	32
Annex 1: Feed the Future indicators.....	35
Annex 2: Custom and cross cutting indicators	37
Annex 3: Lower-level output indicators – Interventions 1 through 4.....	39
Annex 4: Sub-Grants	44
Annex 5: Financial and Expenditure Summary	45

Acronyms

AAPI	Accelerating Agriculture Productivity Improvement
AIP	Agro-Inputs Project
AIRN	Agro-Inputs Retailers Network
AIS	Agricultural Information Service
AOR	Agreements Officer's Representative
AVAS	Association of Voluntary Actions for Society
BADC	Bangladesh Agricultural Development Corporation
BCPA	Bangladesh Crop Protection Association
BFA	Bangladesh Fertilizer Association
BIDS	Bangladesh Institute for Development Studies
BMT	Business Management Training
BPRSSP	Bangladesh Policy Research and Strategy Support Program
BSA	Bangladesh Seed Association
CASEED	Center for Agri-research and Sustainable Environment and Entrepreneurship Development
CLA	CropLife Asia
CPPs	Crop Protection Products
DAE	Department of Agricultural Extension
EDDR	Environmental Due Diligence Review
FTF	Feed-the-Future
FO	Field Officer
GIS	Geographic Information System
GLC	Gender Lens Committee
GOB	Government of Bangladesh
IPM	Integrated Pest Management
LOP	Life of Project
M&E	Monitoring and Evaluation
MOA	Ministry of Agriculture
MOU	Memorandum of Understanding
OCA	Organizational Capacity Assessment
OCD	Organizational Capacity Development
PERSUAP	Pesticide Evaluation Report and Safer Use Action Plan
SPRING	Strengthening Partnerships, Results and Innovations in Nutrition Globally
SSA	Spatial Systems Associates
STTA	Short-Term Technical Assistance
TOT	Training of Trainers
USAID	U.S. Agency for International Development
WEAI	Women's Empowerment in Agriculture Index

Quarterly Progress Report - Quarter 1, Year 2: October 1, 2013 – December 31, 2013

Project Background

Key Project Details

Title:	Agro-Inputs Project (AIP) in Bangladesh
Start Date:	September 17, 2012
Project Duration:	Five Years
Type of award:	Cooperative Agreement No. AID-388-A-12-00005
Award Amount:	\$14,028,602
Main Implementer:	CNFA
Sub Implementers:	Spatial Systems Associates

Project Objective and Interventions

The objective of the U.S. Agency for International Development (USAID) Agricultural Inputs Project (AIP) is to improve the supply of quality agricultural inputs through input retailers. Its central effort is the creation of a sustainable Agro Input Retailers Network (AIRN) through Intervention 1. Interventions 2- 4 are designed to work in concert and holistically with Intervention 1. AIP's four interventions are:

- 1) Establishment of an Agro-Input Retailers **Network**;
- 2) Development of **Market Information Systems**;
- 3) Setting **Quality Control Standards** for inputs and lessening **Regulatory Constraints**; and
- 4) **Strengthening Local Organizations** towards direct implementation.

The creation of AIRN will leverage 3,000 Government of Bangladesh (GOB)-registered retailers to be certified in 20 Feed-the-Future (FTF) districts, to supply quality, unadulterated agricultural inputs to over 1 million farmers. Amongst the 3,000 retailers, 300 will be women-owned, and who will be established by matching grants and other technical assistance. All retailers will be supported to make informed business decisions for efficient, ethical, and science-based operations.

Market information systems will create and distribute an Ag-Inputs Monthly Price outlook bulletin primarily on seeds, fertilizers and plant protection products. The bulletin will be underpinned by a Geographic Information System (GIS). This will depict visual representation of input distribution networks, transportation infrastructure, client concentrations, cropping patterns, product and price trends, and other important information.

Improving quality control standards and regulatory constraints will involve working with industry associations and the GOB to develop industry standards for each of the major crops, and building capacities of associations to assert their voice to the GOB. AIRN will conduct "Business Ethics Audits" of certified retailers for transparency and consistency.

AIP will build the capacity of local organizations so that they are brought up to USAID's standards as potential future implementers of AIP and other related activities. This will be made possible through capacity building and providing financial assistance to the organizations such as business associations, NGOs, microfinance institutions, research institutes and government agencies.

Introduction

This report presents AIP's activities and outputs for its first Quarter of Year 2, (October 1 through December 31, 2013). Quarter 1 (Q1) of Year 2 (Y2) was unique in AIP's short history for the severity of political tumult and ensuing civil disturbance, manifested by large numbers of general strikes and road/rail/waterway blockages. The resultant negative impact has been far reaching and is well known. It spanned all projects' work in Bangladesh, not just that of AIP, and has affected the country's economy at large. To illustrate how far-reaching disruptions have extended into AIP's fabric, the Chair of one company with whom AIP works was detained November 9, and remains remanded at the end of the quarter for alleged political activity. Face-to-face meetings with Bangladeshi persons and organizations are vital for AIP's implementation. The inability to travel freely and safely in much of the quarter deeply affected AIP's and AIRN's ability to plan for and stage meetings and events. Nonetheless, substantial and meaningful progress was made, and we are proud to present our accomplishments in this report.

Summary of Progress in the Quarter

In the first quarter of Y2, AIRN membership drives were planned for six *upazillas*: Barisal Sadar Barisal Babugonj, Barisal Wazirpur, Khulna Dumuria, Khulna Fultala, and Faridpur Sadar. At quarter's end a total of 116 retailers had joined AIRN. In the next quarter, along with continuing drives in these *upazillas*, AIRN membership drives will take place in six new *upazillas*: Khulna Dighalia, Khulna Batiaghata, Jessore Bagherpara, Jessore Chaugachha, Faridpur Saltha and Jhalokati Sadar. In addition to materials on member services, an AIRN membership application form, AIRN membership certificate, and *Astha* Seal of Quality agreement form have been finalized and are in use. At quarter's end, USAID approved a modified *Astha* logo and a new AIRN logo.

AIP finalized its fourth Memorandum of Understanding (MOU) with private companies, with Lal Teer Seed Co. Limited.

Recruitment for an AIRN Supply Chain Advisor (ASCA) position began. Interviews of the finalists will be conducted during the first month of Q2 with employment of the individual commencing within the quarter. Two Field Officers (FO) joined AIRN in the last week of September, with the remaining four joining in October. AIP and AIRN designed and delivered a thorough three-day initial orientation program for FOs, organized in the AIP Khulna Office.

A scope of work was developed to invite expressions of interest from a 3rd party to train AIRN member retailers. The SOW was designed that the winner of the tender will interact with male and female (potential) retailers, AIP and AIRN staff, and the Gender Lens Committee (GLC), and come up with realistic training approaches for women retailers. This will take in the extension of highly nutritious crops' inputs.

Two Gender Lens Committee meetings took place in Q1- on October and November 18. Both were conducted at AIP's Khulna Office. AIP's Gender Specialist has played a pivotal role in pushing this activity forward, and by her efforts the members of the GLC are now well-conversant in the five domains of Women's Empowerment in Agriculture Index (WEAI). A topic of priority is AIP's plans for grant-making to create women-owned agro-inputs' retailers, and strategies to identify potential grantees have been shared with future partner NGOs (PNGOs); these three PNGOs are GLC members.

The four tools drafted in the previous quarter for grant making by AIP (Grants Manual, Grants Application, Grants Agreement, and Grants Tracker) were improved by an international STTA at quarter's end, and will be finalized early in the next quarter. In preparation for constructing sub-recipient contracts for partner NGOs a program description was developed. AIP's Grants Specialist moved on to another organization at the very end of the quarter, and efforts are underway to replace her.

For development of a Directory of Input Supply Companies and Wholesalers and master list of GoB-registered retailers, in Q1 AIP selected the Nielsen Company

(Bangladesh) Ltd., a Bangladeshi survey research company, through a competitive bidding process. The subaward contract was submitted in December to USAID for concurrence.

Concrete planning began in Q1 for domestic study tours for AIRN member retailers. A detailed Scope of Work was prepared for a third party to train retailers who are not in the supply chains of the four companies with which the project has MOUs (and are thereby trained by the companies themselves).

Several meetings were held with the MOA's Agricultural Information Service (AIS), and at their request, a formal Memorandum of Understanding was effected in Q1. This enables AIP to avail AIS's Community Radio by jointly developing short programs (e.g. safer use of pesticides, quality seed and fertilizers), work towards AIS's e-books' improvement, and work with AIS to acquire and develop agriculture and agro-inputs' printed material for AIRN members. Content for newspaper announcements on AIRN membership drives was developed for use in local newspapers preceding AIRN membership drives. Protocol was developed to air messages about AIRN through AIS's community radio. Unit costs for radio production and broadcasting were defined with AIS and, talking points for short programs' content are under development for proper use of seed, fertilizer, and pesticides. Programs are conceived to be of interactive interviews with members from BCPA, BSA, BFA, and AIRN. A total of 15 e-books in soft copy form have been collected from AIS. A dedicated AIP team began the process of reviewing and evaluating each of the e-books to gauge their usefulness and thoroughness for improvement and updating. AIP will then decide on how to work with AIS to produce three additional e-books on the use and storage of seed, the safer use of pesticides, and fertilizer use rates for food crops.

For the GIS system which underpins AIP's Market Information System, the development of base layers in Q1 concentrated on administrative boundaries, for which old LGED data has been updated to include new *upazilla* boundaries. Point data concentrated on coordination with AIP's M&E team for coding AIRN member retailers' IDs. AIRN Field Officers were trained to use GIS and GPS applications with their provided Samsung GALAXY Note 8 tablets. They are now capable of collecting GPS data, both with real-time (online) and using stand-alone GPS (offline). AIP's sub-implementer, Spatial Systems Associates (SSA), focused on application development, data quality assessment, and several administrative tasks in Q1. Time was spent evaluating data obtained through USAID from the Government of Bangladesh and researching the availability of third party ortho-imagery to replace the standard basemap service currently being used in the applications.

Strong progress was made in Q1 towards planning AIRN's Agricultural Fair. Political unrest made it difficult to plan as scheduled, and the timing was initially shifted to February 2014. AIP now acknowledges that the event must occur later in the year. Q1 was a learning process through which AIP gained an understanding of the magnitude of tasks required to plan such an event well. This experience revealed how a working partnership with an event organizer should be modeled; defined major preparation

activities and the time they take; and provided insight into expected expenditures and expected income from stall rental and other vendors, service charges, etc. Internal AIP meetings in Q1 also focused on elements of a theme for the Fair.

The project-targeted collaborative initiatives for establishing demonstration plots has been delayed, as AIP is not permitted to co-finance Demonstration Plots (and associated Field Days) until the PERSUAP is approved. Although Syngenta, Bayer CropScience, Lal Teer and Global Agrovet submitted their detailed demonstration plans, only Syngenta continued as per the plan with their own finance and modalities.

AIP made advances in regulatory standards' improvement for seed in Q1. AIP's activities in the MOA's Seed Health Standards Committee contributed to the review of the seed health standards proposed by experts from the research institutes and private sector, who are also members of the committee. To collect and consider the current Pesticide Ordinance, Pesticide Act, Pesticide rules, quarantine procedure, and pesticide container disposal rules, two meetings were held in Q1 in the Plant Protection Wing of DAE. On the basis of technical guidance during Q1 from AIP's AOR, adjustment of the AIP Coordination on Policy, Legal, and Regulatory Constraints strategy was made. Once developed and agreement is reached amongst the involved private and public sectors, any proposed policy revisions will be submitted to USAID for its review and further action as it may deem appropriate -- including forwarding these revisions, etc. to the BPRSSP. AIP will continue its coordination activities with BPRSSP and IFPRI in conformity with the guidance provided by the AOR.

Russell Williams joined the AIP team in October as Senior Capacity Building Advisor (SCBA). Prior to his arrival and in Q4 of Year 1, AIP tendered for a third party group to perform both Organizational Capacity Assessments, and Organizational Capacity Development of at least three existing national associations (BSA, BCPA and BFA). Following arrival of the SCBA, an initial draft sub-agreement was prepared. The sub-agreement is under revision and will be finalized during Q2 and submitted to the project's AOR for review and concurrence.

AIP completed its draft Year 2 Implementation plan in September, and it was approved after revision on December 18.

The previous awarded sub-awards that had continued into the quarter were completed in the quarter. These were awarded to perform field surveys in connection with the Gender Assessment, and were performed by Ashroy Foundation of Khulna, the Association of Voluntary Actions for Society (AVAS) of Barisal, and *Banchte Shekha* of Jessore. The development of three new sub-awards to entirely new groups continued in the quarter. The first, concerning the preparation of a Directory of Companies and Wholesalers and enlisting GoB-registered agro-inputs' retailers in the FTF zone, was submitted for USAID review in mid-December. The other two (training of AIRN retailers, and Organizational Capacity Assessment and Development of Business Associations), neared preparation completion at quarter's end. AIP's M&E section began preparatory work to outsource third party PIRS data collection through a sub-award.

AIP completed its first Gender Assessment in the quarter, which was designed to identify specific actions that could effectively address gender equity constraints in the agricultural inputs sector within the scope of the project.

AIP's Environmental Due Diligence Review (EDDR) was substantially revised and subsequently approved in mid-November. AIP's PERSUAP went through substantial revisions as well, and at quarter's end it is with USAID for approval. Environmental training materials have been developed in Q1 for safe use practices at the shop level for the *Astha* holders, a comparison of good and bad practices regarding safety at retailer shop level has been incorporated with the training materials. Training materials for the training of sub-awardees of AIP regarding CFR-216 environmental compliance were also developed to make them acquainted with USAID environmental compliance.

Intervention 1: Establish Agro-Input Retail Network

1.1a Establish the Agro Input Retailers Network (AIRN)

1.1.1 Selection of 90 out of 122 *Upazillas* in 20 FTF Districts

In the first quarter of Y2, AIRN membership drives were planned for six *upazillas*: Barisal Sadar Barisal Babugonj, Barisal Wazirpur, Khulna Dumuria, Khulna Fultala, and Faridpur Sadar. With the continuous political unrest, most of these events were deferred to January 2014; only one event was organized in Barisal Sadar. In October AIRN and AIP had internally targeted to formally join at least 500 retailers into AIRN by the end of Q2. A total of 116 members had joined by the end of the quarter. In the next quarter, along with continuing drives in these *upazillas*, AIRN membership drives will take place in 6 new *upazillas*: Khulna Dighalia, Khulna Batiaghata, Jessore Bagherpara, Jessore Chaugachha, Faridpur Saltha and Jhalokati Sadar.

1.1.2 Assessments of Private Sector Agricultural Input Companies

In Q1, AIP finalized its fourth Memorandum of Understanding (MOU)- with companies, in this case with Lal Teer Seed Co. Limited- to improve supplies of quality agricultural inputs through retailers. Three MOUs were signed previously with Syngenta Bangladesh Pvt. Ltd., Bayer CropScience, and Global Agrovet. Each of the MOUs provides that the respective companies will train a specified number of retailers, establish demonstration plots of their products, and conduct related field days in the southern districts by December 31, 2014. These trained retailers will be the potential members of AIRN and may be *Astha* Seal of Quality certified. Under all present MOUs, AIP has the obligation to conduct supply chain assessments. Three companies remain to be assessed: Global Agrovet, Bayer CropScience and Lal Teer Seed.

In Q1 a Scope of Work for the AIRN Supply Chain Advisor (ASCA) position was drafted and appropriately circulated and advertised. In excess of 500 candidates responded. A Screening Matrix was prepared and utilized in initial candidate vetting, ultimately resulting in 6 finalists being selected for interviews. Interviews of the finalists will be

conducted during the first month of Q2 - Y2 with employment of the individual commencing within the quarter.

The ASCA's initial task will be to devise a rating system to be utilized in assessing input suppliers in 3 input industry sectors (seed, fertilizer, crop protection products). The system will first be utilized by the ASCA in the assessment of the agro-inputs' companies with whom CNFA has entered into partnership through MOUs. The ASCA Assessments will examine the reliability and accuracy of companies' internal self-regulating procedures. The aim is to examine and rate the soundness of companies' internal quality control mechanisms – not to rate or test their individual products.

The ASCA's second task will be to sample survey the FTF zone to identify the major products and companies by sales volumes. This will yield a list of agro-input products – those of major usage and the associated companies. This list will be used to as the basis for a third task, which will be to proceed to assess such supply companies.

Lists of assessed companies and their ratings will be posted in AIRN member shops which have the *Astha* Seal of Quality. It is envisioned that companies with confidence in their products will want to be included as the list develops.

Information forthcoming from the Supply Chain Assessments will also serve as additional sources of information for policy issue identification, to advance issues to the GoB and to the Bangladesh Policy Research Strategy Support Program (BPRSSP).

1.1.3 Identify Training Needs of Retailers

Assessment of the training needs of retailers has been ongoing since Year 1, during which AIP devised means to train agro-inputs retailers through agro-input supply companies. In Year 2 AIP is refining needs assessments' and trainings' contents as the program poises itself to train retailers who are not in the supply chains of (and thereby trained by) private sector agro-input supply companies. In Year 2 both the refined needs assessments and the trainings will be conducted by a third party. In Q1, a scope of work was developed to invite expressions of interest from 3rd parties to train AIRN member retailers. The SOW was designed that the winner of the tender will interact with male and female (potential) retailers, AIP and AIRN staff, and the Gender Lens Committee (GLC), and come up with realistic training approaches for women retailers. This will take in extension of highly nutritious crops' inputs. The 3rd party will also review the content of the curriculum developed in Year 1 for agro-inputs business management, and of CropLife Asia's curriculum for safe use of pesticides, and will identify training needs for retailers for generic agronomic practices. These elements will be combined to make a set of tailor-made training modules, which will be used to train AIRN member retailers.

1.1.4 Working Purpose, Objectives, and Modalities of AIRN

During Q4 of Y1, a short-term technical assistance (STTA) assignment was completed to evaluate agricultural input retailers' business models to determine constraints and opportunities that could be addressed through services provided by an Agricultural Input

Retailers Network (AIRN). This included an assessment and comparison of the existing business models for selected agricultural input retailers, and an assessment of potential services and specific niche that could be provided by AIRN to strengthen retailer businesses. In Q1 the Agro-Input Retailers Profile Survey Report of this STTA (which was performed by the Senior Capacity Building Advisor, who later joined AIP in October) was reviewed to consider insight obtained after beginning activities as AIP's SCBA. A Power Point presentation was prepared as a tool to present and discuss the report's major findings, newly added observations, conclusions, and recommendations to the AIRN and AIP staff. Presentations will be conducted during Quarter 2.

Taking into account input from the aforementioned STTA, several key strategic documents were finalized in Q1: AIRN membership criteria, *Astha* Seal of Quality criteria, and AIRN and *Astha* membership services. A selection of these services includes the following:

- Improving member retailers' reputation and visibility as suppliers of quality products and services by earning the *Astha* Seal of Quality;
- Providing support for offering embedded services to farmer customers;
- Access to training on the handling, storage, field application, and disposal of agriculture chemicals, as well as business management training;
- Increasing marketing opportunities through field demonstrations of quality products;
- Access to results of assessments of companies' internal quality control regulation procedures to identify trusted suppliers;
- Attending Agriculture Fairs/Exhibitions to maximize visibility.

Materials required to run AIRN membership drives have been translated into *Bangla*. In addition to materials on member services, an AIRN membership application form, AIRN membership certificate, and *Astha* Seal of Quality agreement form have been finalized and are in use. At quarter's end, USAID approved a modified *Astha* logo and a new AIRN logo as pictured below:



Modified *Astha* logo



New AIRN logo

Table 1. Member services of AIRN members and *Astha* holders

Services		For AIRN Members	For <i>Astha</i> Holders
Maximize Your Profit	Receive support to provide embedded services to farmer-customers: attract customers to buy from retailers who give correct advice while selling the right quality products	X	√
	Receive printed agronomic and agro-inputs information for	X	√

Services		For AIRN Members	For Astha Holders
	farmer-customers		
Increase Your Knowledge	Attend technical capacity development training on use of best agriculture inputs to get the best crop yields	√	√
	Attend technical capacity development training on handling, storage, field application, and disposal of agriculture chemicals	√	√
	Attend business development training for maximizing profits while doing ethical business	√	√
	Attend training on inventory management	√	√
	Listen to guest speakers on thematic topics	√	√
	Develop a business plan to access credit	X	√
Gain More Visibility	Receive an AIRN membership certificate	√	√
	Improve member retailers reputation and visibility to both farmers and input companies/wholesalers as suppliers of quality products and services by earning the 'Astha' logo (AIRN certification of a shop that sells trusted, quality products)	X	√
	Increase retailers' outreach, sales and marketing opportunities through field demonstrations of quality products	X	√
	Attend Agriculture Fairs/Exhibitions to maximize visibility	√	√
	Exposure and promotion through media (print and electronic)	X	√
Strengthen Your Linkages	Strengthen business connections with input supply companies	√	√
	Access to financial institutions for borrowing	X	√
	Access to results of assessments of companies' internal quality regulation: which companies can you trust?	X	√
Influence Policy	Unite together with a common voice in policy and quality standards through advocacy dialogues targeting government stakeholders, in order to improve the business environment	√	√
Expand Gender-Balanced Entrepreneurship	Support women member retailers by providing matching grants by AIRN to make necessary improvements of agro-inputs businesses (both existing and start-up businesses)	√	√
	Receive specialized knowledge building of women retailers on nutrient-dense crops and their inputs	√	√

As the *Astha* holders sell quality inputs, they will be provided with additional services such as printed agronomic and agro-inputs information for farmer customers, eased access to financial institutions for loans, and improvement of member retailers' reputation and visibility through media exposure and promotion.

1.1.5 AIRN Structure and Members

Two Field Officers (FO) joined AIRN in the last week of September, with four more joining in October. AIP and AIRN designed and delivered a thorough three-day initial orientation program for FOs, organized in the AIP Office in Khulna. The orientation program subject matter included the following:

- I. **General**
 1. USAID, Feed the Future, and CNFA: context and general understanding
 2. Selected portions of Y2 Implementation Plan
 3. AIRN and *Astha*: why, criteria, membership services
 4. AIP's Objective
- II. **FOs' Roles and Responsibilities**
 1. Membership drives
 2. *Upazilla* chapter meetings and future governance
 3. Monthly Price Outlook Bulletin data collection
- III. **MoUs with Companies**
 1. Why, and how they led us to where are today
 2. Four companies and concentrations of trained retailers
 3. 25 *upazillas* – where we are and 6 *upazillas*' histories
- IV. **AIRN Membership Drives**
 1. Strategy (when, where, how) of membership drives
 2. Six *upazillas*
 3. Concentration of 4 companies' retailers who are trained
 4. Catching up of trained Syngenta retailers
 5. How AIRN will join retailers into AIRN who are *not* in the supply chains of companies with which AIP has MoUs
 6. Relevant tools and processes
- V. **M&E: what and how FOs will do**
 1. Retailers' registers
 2. FOs' templates
 3. Tablets' use in M&E: how to collect and preserve field data, orientation of Excel sheets
- VI. **Tablet use**
 1. Care, use in GIS app and M&E, phone, word processing, camera, etc.
 2. Hardware package use
 3. Software use: GIS point data app, M&E forms, word processing, spreadsheet, Email app, GPS app, Retailer point data and M&E data
- VII. **Admin and Finance**
 1. Financial paperwork
 2. Motorcycle insurance coverage and security
 3. Health/life insurance explanation
 4. AIP inventory responsibility
 5. Adjust travel voucher
 6. Motorcycle logbook
- VIII. **Creation of women agro-input retailers through AIRN**

Four male Field Officers were equipped with motorbikes and two female Field Officers were equipped with step-through motorbikes. Two Field Officers were posted in Khulna, two in Barisal, one in Jessore, and one in Faridpur.

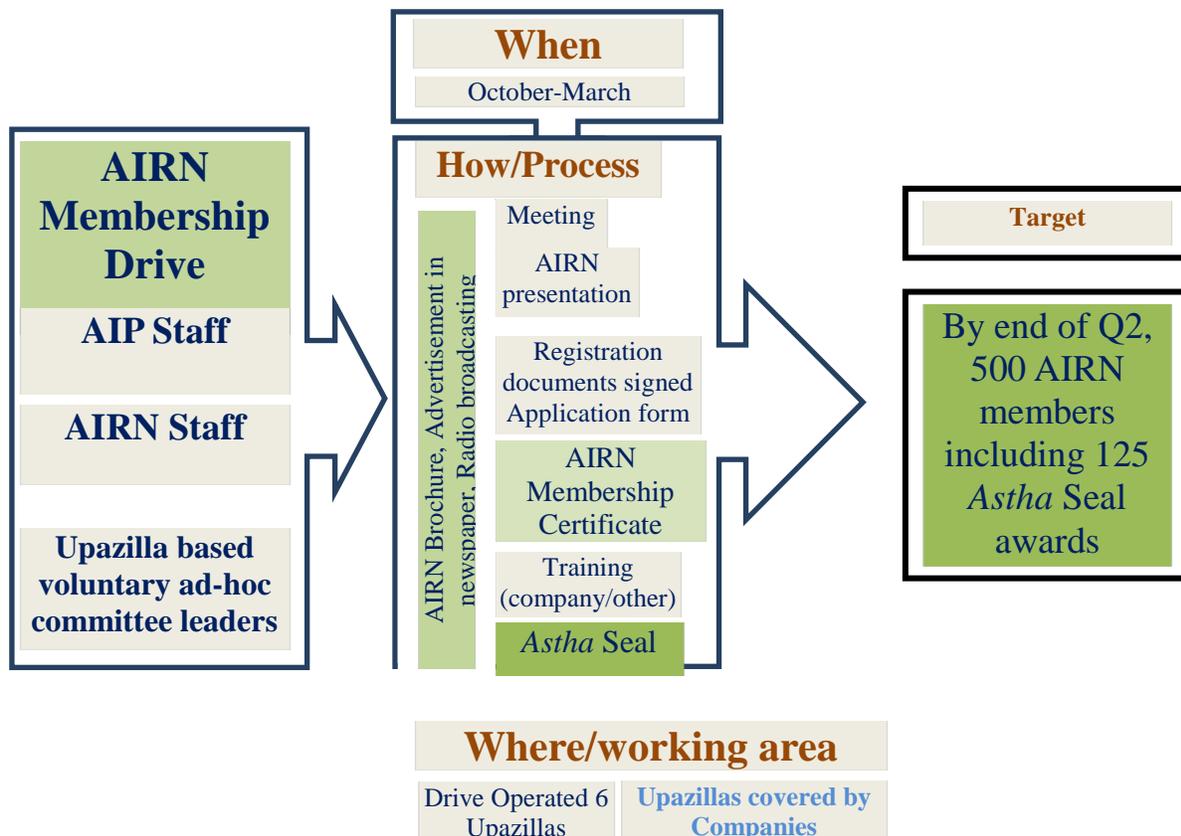
In contrast to the vision in the AIP Y2 implementation plan, and based on a strategic discussions held in October, all *upazilla* AIRN chapter governance formation will be postponed until:

- AIRN legally incorporates centrally
- Formation of the AIRN Advisory Board
- Selection of *upazilla*-level volunteer representative to call to meetings to draft by-laws
- Development of (central) AIRN by-laws
- Development of AIRN's business plan: set dues, with dues and services divided between central and *upazilla* level

1.1.5a AIRN Membership Drive

Strategic sessions continued in Khulna with the new AIRN Coordinator and AIP staff to develop the AIRN formation tools, and strategies to approach *upazillas* in which stocktaking had already taken place. After the approval of *Astha* and AIRN logos by USAID, all tools to launch the drive have been developed, including the following: standard presentation to new *upazillas*, AIRN membership application, AIRN membership certificate, *Astha* agreement, *Astha* signboard, and Field Officers' readiness.

The below flow chart illustrates the main features of membership drives:



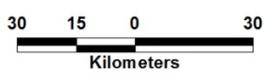
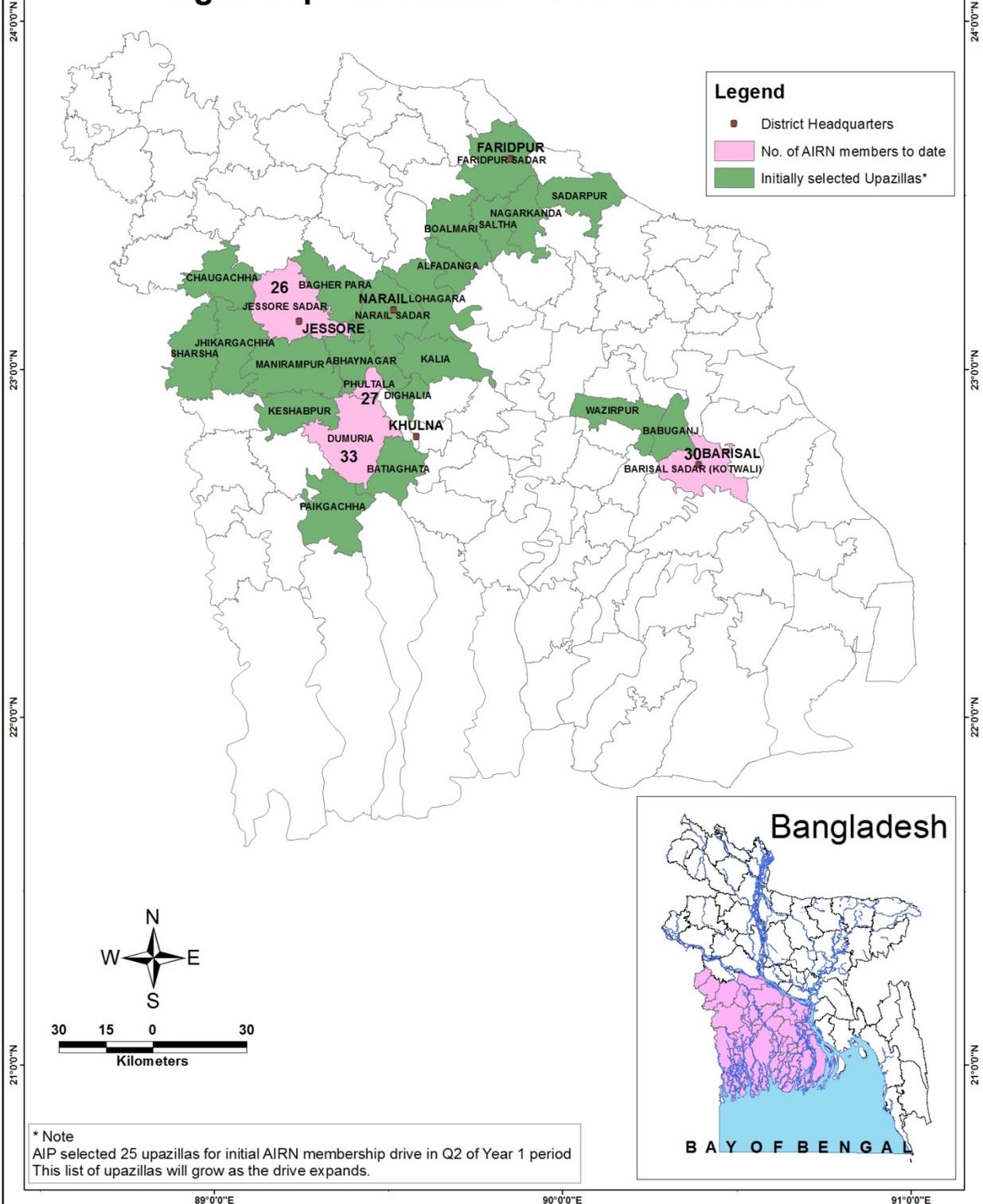
In Q1 a total of 30 retailers were awarded AIRN membership certificates in Barisal Sadar. In the same quarter, 27 retailers from Khulna Fultala, 33 from Khulna Dumuria and 26 from Jessore Sadar applied for AIRN membership; certificates will be distributed during Q2. Additionally, ad-hoc committees will be formed in Barisal Babugonj, Barisal Wazirpur, Khulna Dumuria and Faridpur Sadar and certificates distributed during Q2. In Barisal Sadar, 3 Syngenta trained retailers signed the *Astha* Seal of Quality agreement. 10 additional Syngenta trained retailers are expected to be awarded the *Astha* Seal of Quality from Barisal Babugonj, Barisal Wazirpur, Jessore Sadar and Khulna Dumuria during Q2.

See the map on the following page for numbers of joined AIRN members at quarter's end, by *upazilla*:



Agro-Inputs Project

Signed up AIRN members as of 12/31/2013



* Note
AIP selected 25 upazillas for initial AIRN membership drive in Q2 of Year 1 period
This list of upazillas will grow as the drive expands.



1.1.6 Credit Guarantee Fund

USAID announced a larger program for a credit guarantee to BRAC Bank and has urged the AIP to look into possibilities of aligning its \$250,000 credit guarantee with that of BRAC Bank. The AIP-Senior Agribusiness Advisor held discussions in Q1 with BRAC Bank officials, with the findings being that BRAC currently provides:

- Loan range: 2-15 *lakh* (c. \$2,500 - \$19,400)
- Interest rate: 13%
- Processing Fee: 2.5% + VAT
- Loan tenure: 18-36 months
- Age Limit of lender: 21-60 years
- Proper and updated business license
- 2 years of business experience
- No collateral is required

Note: USAID has certain restrictions for this loan facility for procurement of pesticides.

The AOR-USAID called a joint meeting of Implementing Partners with BRAC officials in December 2013 but due to the continuation of political unrest, the meeting was postponed to a yet to-be-determined date.

1.1.7 Gender Lens Committee (GLC)

In Q1 two Gender Lens Committee meetings took place- on October and November 18. Both were conducted at AIP's Khulna Office. AIP's Gender Specialist has played a pivotal role in pushing this activity forward, and by her efforts the members of the GLC are now well-versed with the five domains of Women's Empowerment in Agriculture Index (WEAI). A topic of strong interest is AIP's plans for grant-making to create women-owned agro-inputs retailers, and strategies to identify potential grantees have been shared with future partner NGOs (PNGOs); these three PNGOs are GLC members.

Other outcomes of the two GLC meetings are as follows:

- GLC member's roles and responsibility were finalized and are functioning accordingly;
- A list of USAID-funded projects working in the same PNGOs' geographical reach was developed, and a list of PNGO's working areas was drawn up to identify synergies with AIRN *upazillas*;
- Profiles of 60 potential women grantees were created by the three PNGOs, along with the identification of 53 potential women grantees who work with IFDC-AAPI;
- Materials produced by USAID-funded projects for coordination of nutrition messaging have been collected by GLC members: leaflets, posters, and brochures;
- A strategy to hire Female Master Trainers from three PNGOs (Ashroy Foundation, *Banchte Shekha*, and AVAS) was developed by GLC members. These Master Trainers will be employed by the third party trainer of retailers (see 1.1.3 above). Five CVs have been selected and shortlisted. Candidates have been invited for

discussion and short presentations in order to select two out of five. A Scope of Work for Female Master Trainers has been developed;

- Actions have been identified to address the recommendation from First Gender Assessment report.

1.1.8 Creation of Women Retailers through AIRN

The approach to implementation of grants for women retailers, to be overseen by three (to be) sub-awarded NGOs, changed on the basis of key discussions that took place in October: internal within AIP and with USAID, and with the (to be) partner NGOs. The result of these discussions is that the partner NGOs will *not* perform procurement of grants-in-kind (capital items for shops' setting up), nor the delivery of capital items. This change was decided in order to remove them from handling grants' financing and to avert potential conflicts. AIP will instead handle these functions. Partner NGOs' scopes of work will however take in the identification of grantees, assisting them with applications and grant agreements, and business strengthening follow up and other tasks. The need to strengthen partner NGOs in finance and procurement will also be reduced. The four tools drafted in the previous quarter for grant making by AIP (Grants Manual, Grants Application, Grants Agreement, and Grants Tracker) were improved by an international STTA at quarter's end, and will be finalized early in the next quarter. In preparation for constructing sub-recipient contracts for partner NGOs a program description was developed. AIP's Grants Specialist moved on to another organization at the very end of the quarter, and efforts are underway to replace her.

AIP received positive responses from the three potential partner NGOs to take up roles in grant implementation. AIP will effect formal sub-agreements after approval of its Grants Manual from USAID.

AIP's Gender Specialist collected names of potential and interested women who implement activities in the Accelerating Agriculture Productivity Improvement activity (APPI) who want to expand their businesses to include agro-inputs' retail sales besides fertilizer pellets.

1.1.9 Strengthen Agricultural Input Wholesale Associations

1.1.9.1 Directory of Input Supply Companies and Wholesalers

In Q1 AIP selected The Nielsen Company (Bangladesh) Ltd., a Bangladeshi survey research company and member of the New York-based Nielsen Worldwide, through a competitive bidding process. The Nielsen Company was selected over other bidders due to its ability to successfully to carry out similar tasks for USAID and other donors' projects, as well as because of its superior proposed technical approach/methodology. The company also provided the most competitive cost proposal.

In mid-December AIP submitted all of the relevant documents/papers including the checklist of compliance documents to USAID for approval and is awaiting the response.

The output of the assignment will be twofold: first, to produce a master list of GoB-registered input retailers functioning in the 20 FTF districts; second, a directory of companies and wholesalers who channel agricultural inputs to and within the FTF zone. The survey results, e.g., basic profile of the retailers, companies and wholesalers, and types of inputs sold including location will be plotted on GIS. Hard copies of the directory of companies and wholesalers will be made for use by *Astha* certified retailers and wholesalers.

1.1.9.2 Capacity Development of BSA, BFA, and BCPA

The capacity building of BSA, BFA and BCPA aims to improve business ethics and members services via a comprehensive organizational assessment and development of each organization's governance, administration, fiscal and financial management, and other fields. The assessment of the quality of each association's member services will be added to the assignment of an external party who will perform Organizational Capacity Assessment (OCA), and incorporate the resultant conclusions as to their improvement in the Organizational Capacity Development (OCD) of these three business associations (see Intervention 4).

1.2 Trainings/Seminars/National and International Study Tours

Planning began in Q1 for domestic study tours for AIRN member retailers. This began with formalizing an internal planning process, which includes the following:

- The specific objectives and expected output of the study tour,
- The selection criteria for AIRN participants
- Consideration points for selecting women retailers in future
- Visit venues and participant numbers

A process was followed whereby the planning document was drafted and elaborated upon, changed, and finalized by circulation amongst AIRN and AIP staff.

1.2.1 Development of Training Modules

Though four partner companies were poised to deliver trainings to retailers through AIP's assistance in module development prior to Q1, the companies were not able to move forward due to political unrest in the country, and their trainings of retailers has been postponed. AIP used this time to further refine their modules as follows:

- Syngenta added two more hours of agribusiness management as part of their existing retailers training.
- Bayer CropLife Science added 40% more time of agribusiness management and safer and judicious use of pesticides in their retailers training. They also agreed that they will include a one-hour session for environmental safety practices at the retailers' shop level; AIP will provide the materials of that session.
- AIP developed a common training *Bangla* name (*Krishi Upakoron Satik Babohar O Bikroy Bishok Retailer Proshikon*). In English, this means "Appropriate Use and

Sales of Agricultural Inputs Training.” AIP also developed a common banner and certificate design for the four companies.

- The retailers’ training modules will follow a common sequence aligned with the Master Trainers’ session guide.

Also see 1.1.3 about development of training modules for retailers who are not in the supply chains of the four companies.

1.2.2 Master Trainers’ Selection, TOT, and Trainings

A detailed Scope of Work was prepared for a third party to train retailers who are not in the supply chains of the four private sector companies with which AIP has MOUs (and are thereby trained by the companies themselves). This section reports on elements of this SOW.

A core of five Master Trainers will be selected by the third party, and an additional two female Master Trainers have been identified by the Gender Lens Committee. The Master Trainers will be certified as competent by AIP staff before training delivery. 20 to 25 participants will be selected for each training batch at the *upazilla* level. Trainees will be nominated and selected by AIRN, with the cooperation of the GLC in cases of female trainees. All 122 *upazillas* within the 20 FTF Districts will be covered. Initially 40 batches of trainings will be conducted to cover 1,000 trainees. All Master Trainers and the 3rd party’s key staff will receive a ½ day training from AIP on “Environmental Compliance,” which is a mandatory part of the sub-award agreement. Adapted training content for women retailers will be a combination of agri-business management training, agronomic use of inputs, high nutrition dense crops for Nutrition Improvement, and safer use of agro-inputs modules.

AIP encountered obstacles to coordinating with the four companies during the political turmoil of Q1. The table below accounts for delays in retailer trainings that were to have been conducted by the four companies:

Table 2. Track record for delaying retailers’ trainings by companies due to political unrest

Name of the Company	Actual Schedule for Retailers Training	Causes of Delaying Retailers Training	Number of Days/ Months delayed	Expected Schedule for start/ re-start the retailers training	Companies Preparation	Remarks
Syngenta Bangladesh Limited	6 more batches of retailers’ training planned from 23 rd November to 17 th December 2013	Due to unavoidable political unrest in the country, they were unable to follow the schedule.	1.5 months	Yet not decided.	Hope to re-schedule from the latter part of January 2014	Syngenta Bangladesh Limited already completed 10 batches of retailers’ training. Syngenta added 2 hours sessions on agri-business management part after receiving TOT. Prepare a new re-schedule of 6 batches of

						retailer training just after the diminishing of political unrest in the country
Bayer Crop Science Limited	A total of 6 batches of retailers training planned during in October and November 2013	Due to unavoidable political unrest in the country, they were unable to follow the schedule.	2.5 months	As per plan they will start from January 2014. January: 1 batch February: 3batches April: 4 batches May: 1 batch July: 2 batches August: 2 batches October: 4 batches	Retailers' Training Module is almost complete, but yet not submitted to AIP.	Follow January 2014 plan and re-schedule 6 batches of just after the diminishing of political unrest in the country
Lal Teer Seed Limited	Partial retailers training planned in October 2013 (Not mentioned how many batches).	Due to unavoidable political unrest in the country, they were unable to follow the schedule.	2.5 months	Most of the training batches are planned from February to July 2014	1 st draft retailers' training module is completed and submitted to AIP, and AIP provided a professional feedback for improvement	The retailers' training module will be finalized by January 2014. Prepare a new re-schedule of retailer training just after the reduce of political unrest in the country
Global Agrovet Limited	Initially planned to conduct 6 batches of retailers' training 16 November to 13 December 2013.	Due to unavoidable political unrest in the country, they were unable to follow the schedule.	1.5 months	Tentative plan to conduct 4 batches of retailers training in March 2014	Final draft of retailer training module is submitted to AIP	Need to review the module by January 2014. From March 2014 re-schedule 6 batches of trainings just after the diminishing of political unrest in the country

1.3 Prepare and Distribute Brochures

The first AIRN brochure was developed in *Bangla* for use during membership drives; a limited number of the same in English were also prepared. It is designed to be mainly used in facilitated discussions. This is a “living” document and can change in future because it highlights the evolving objectives of AIRN, membership criteria, and AIRN member and *Astha* holder services.

Several meetings were held with the MOA's Agriculture Information Service (AIS), and at their request a formal Memorandum of Understanding was effected, which was signed in December. This enables AIP to avail AIS's Community Radio by jointly developing short programs (e.g. safe use of pesticides, quality seed and fertilizers), work towards AIS's e-books' improvement, and work with AIS to acquire and develop agriculture and agro-inputs' printed material for AIRN members.

1.3.1 Branding and Marketing Campaign for AIRN

After USAID approval of the new AIRN logo and modified *Astha* logo, these symbols were immediately incorporated into AIRN promotional materials such as brochures, AIRN membership applications and certificates, *Astha* agreements, *Astha* criteria to be

displayed in shops, and *Astha* signboards to be displayed in shops. To supplement the brochures and PowerPoint presentations during membership drives, flipcharts explaining AIRN objectives, criteria, and services were developed to be used by AIRN Field Officers. This work was preceded by conceptual work to finalize AIRN membership joining criteria, *Astha* seal of quality criteria, and AIRN and *Astha* membership services

Content for newspaper announcements on AIRN membership drives was developed for ready use in local newspapers preceding AIRN membership drives.

1.3.2 Public Awareness Campaign for Proper Use of Seed, Fertilizer, and Pesticides

Protocol was developed to air messages about AIRN through AIS's community radio. Unit costs for radio production and broadcasting were defined with AIS and, talking points for short programs' content are under development for proper use of seed, fertilizer, and pesticides. Programs are conceived to be of interactive interviews with members from BCPA, BSA, BFA, and AIRN.

1.3.3 E-Books' Improvement

After signing the MOU with AIS, 15 e-books in soft copy form have been collected from AIS. A dedicated AIP team began the process of reviewing and evaluating each of the e-books to gauge their usefulness and thoroughness for improvement and updating. AIP will then decide on how to work with AIS to produce three additional e-books on the use and storage of seed, the safe use of pesticides, and fertilizer use rates for food crops.

Intervention 2: Market Information Systems

2.1 Analysis and Distribution of Ag-Inputs Monthly Price Outlook Bulletin

No activities in the quarter took place for this activity, as two elements must be in place prior to the commencement of the Monthly Price Outlook Bulletin: first, AIRN member retailers must be of a sufficient number e.g 500 or more; second, a realistic approach to collect genuinely-useful information. Both are planned for the next two quarters, following the strategic discussions which took place in September. An AIRN Supply Chain Advisor will be hired in the second quarter of Year 2, and he/she will assess the internal regulatory procedures of the input companies with whom AIP has already signed MOUs (Syngenta, Bayer, Global, and Lal Teer). He or she would proceed to enlist the top products (anticipated to be approximately 60) in terms of their sales volume in the FTF program area. AIRN Field Officers will collect information on price, trends and quality features of these selected products every month through random sampling - by visiting five AIRN member retail shops per *upazilla* per month. This information will be posted in the Monthly Price Outlook Bulletin. The AIRN Supply Chain Advisor will proceed to perform assessments and ratings of the internal (self) regulatory quality procedures of companies whose products are on this list, and who

want their companies' quality rating advertised. The First Monthly Bulletin is expected to come out in the third quarter of Year 2.

2.1.1 GIS Development

GIS development in the quarter required tasks to be performed in Khulna (where AIP's GIS Specialist is posted) and in the USA (where AIP's sub-awardee Spatial Systems Associates is based). Coordination took place between the two locations for both task sets.

Khulna-based work in the quarter

Base layers' development in Q1 concentrated on administrative boundaries, for which old LGED data has been updated to include new *upazilla* boundaries. Point data concentrated on coordination with AIP's M&E team for coding AIRN member retailers' ID.

AIRN Field Officers were trained to use GIS and GPS applications with their provided Samsung GALAXY Note 8 tablets. They are now well capable to collect GPS data both with real-time (online) and using stand-alone GPS (offline).

USA-based work in the quarter

AIP's sub-implementer Spatial Systems Associates (SSA) focused on application development, data quality assessment, and several administrative tasks in Q1. Time was spent evaluating data obtained through USAID from the Government of Bangladesh and researching the availability of third party ortho-imagery to replace the standard basemap service currently being used in the applications.

The development tasks included the expansion of the field collection application to include more retailer attributes, as well as the addition of the ability to collect demo plot features. Long term application development planning was executed, included the prototype of an updated Javascript based viewer to better support the anticipated functionality toward the end of Year 2, and into the remaining years of the project. Development tasks also included the build-out of the security model to accommodate different username permissions to include proprietary, stakeholder, and management view-only access, in addition to the edit permissions granted to field officers. Testing of new Tablet devices was performed, as well as alternative solutions to field information collection.

Data quality assessment continued with evaluation of available administrative boundary datasets, and further refinements to the geocoding process were implemented to increase the accuracy in future geocoding tasks. This involved including Union-level feature aggregation, alias table development to accommodate for alternative spelling of administrative names, and creation of the address locator service.

Lastly, additional effort was devoted to identifying and securing an accurate road center line dataset, either to be acquired, or developed from satisfactory base imagery.

2.2 Agricultural Exhibitions

AIP had planned to organize the first Agricultural Fair in the month of December 2013 in Khulna. The political unrest made it difficult to plan well, and the timing was initially shifted to February 2014. AIP now sees that it must occur later in the year: Q1 was a learning process through which AIP understood the magnitude of tasks, and the time span tasks demand before which a Fair can be launched. One event management group was tapped for ideas twice, another event organizer group (who does more than just “manage”) was tapped for ideas through three meetings, and AIP also learned from the Bogra-based Rural Development Academy (RDA) through a visit. RDA stages one of the two present major agriculture trade fairs in the country. AIP staff met the RDA Agriculture Fair organizing committee members, and gained knowledge in the process, facilities, cost structure, income, and overall management of a fair. AIP subsequently again met with one potential event organizer (our cost projections indicate we should tender this) and decided to postpone the Fair to December 2014 to avoid unpredicted political disturbance and the monsoons. The lessons learned from a potential event organizer revealed how a working partnership should be modeled, the major preparation activities required and the time they take, expected expenditures, expected income from stall rental and other vendors, service charge, financial model, and overall management. AIP learned that Fair income from national companies of seed, fertilizer, and CPPs alone will not edge the Fair’s balance sheet anywhere near even, and that products and services to be displayed would have to embrace much more range in order not to sustain heavy losses, and to draw in sufficient crowds. AIP also examined the most suitable Fair venues in Khulna, which are Zia Hall and Hadis Park.

Internal AIP meetings in Q1 also focused on elements of a theme for the Fair, which are as follows:

- Display by companies and other players, state-of-the-art quality seed, fertilizers, crop protection products, aquaculture feed, agro-tech machinery (planting, seeding, seed cleaning, tractors, threshers, sprayers, soil processing, tillage, sowing, harvesting, irrigation etc.), and services that are environmentally safe and that support enhanced agricultural productivity;
- Attract large distributors, wholesalers, retailers, farmers, and other buyers of products to showcase and understand state-of-the-art environmentally sound, quality products;
- Promote innovation and development in quality seed, fertilizers, aquaculture feed and technologies, agro-tech machinery, environmentally sound, quality crop protection products, and enhancers;
- Learn about state-of-the-art products, resources, services and innovation in environmentally sound agriculture.

Participants will be sought from:

- Companies and large distributors of Seed, Fertilizer, and Crop Protection Products from industries’ membership associations; companies and large distributors of aquaculture feed and agro-tech machinery (planting, seeding, seed

cleaning, tractors, threshers, sprayers, soil processing, tillage, sowing, harvesting, irrigation etc.)

- New ventures, start-up companies, and businesses that offer innovative products and services
- Integrated Pest Management (IPM) initiatives, research and development, and field application
- Companies and ventures dealing in nutrient-dense and nutritious crops
- NGOs, projects, and other groups that promote quality agricultural inputs, and agricultural information technologies and ICT
- Companies and wholesalers of Personal Safety Equipment (PSE) and field crop applications to crop protection products

Participating pesticide-producing companies will be allowed to showcase only products that will be on the "allowed" list of pesticides in the forthcoming 2014 PERSUAP and that will be on its annual updates to the "allowed" list. GMO planting material will not be allowed by the project to be exhibited or promoted, as per the Feed the Futures Initial Environmental Examination. Fairs will also showcase alternatives to conventional crop protection products and pesticides, e.g. Integrated Pest Management.

2.3 Collaborative Demonstration Plots with Other FTF Programs

2.3.1 Identification of Collaborators and Plots

The project-targeted collaborative initiatives for establishing demonstration plots has been delayed as AIP is not permitted to co-finance Demonstration Plots (and associated Field Days) until the PERSUAP is approved. Although Syngenta, Bayer CropScience, Lal Teer and Global Agrovet submitted their detailed demonstration plans, only Syngenta continued as per the plan with their own finance and modalities.

2.3.2 Field Days

A total of 675 field days to demonstrate the impact of quality inputs to farmers by the companies with whom AIP has MOUs are currently anticipated. Three stages of Field Days per demo plot are envisioned as follows: i) demo setup ii) vegetative stage, and iii) final harvest stage were planned with the first stage to have taken place in this quarter. The first stage will be rescheduled following PERSUAP approval.

2.3.3 Demonstrations to Promote High Value Nutritious Crops and Technologies

50 newly established women-owned input retailers will be targeted in Year 2. They will be assisted in their development through matching grants. Initiatives will be taken to link them with inputs suppliers of quality nutrient-dense vegetables. Specialized demonstration plots will be established in collaboration with other FTF partners (such as the Strengthening Partnerships, Results and Innovations in Nutrition Globally- SPRING-program, HKI).

Intervention 3: Quality Control and Standards and Regulatory Constraints

3.1 Adherence to Industry Standards

Seed health

AIP's active and (GoB) officially-sanctioned participation by its Agro-input Quality Control and Standards Specialist in the MOA's Seed Health Standards Committee contributed in Q1 to the review of the seed health standards proposed by experts from the research institutes and private sector, who are also members of the committee. Four notified crops were selected to revise their seed health standards depending upon the extent of damage caused by causal organisms as well as their impact on commercial value. The committee thought as this is the first attempt to address and draw attention on seed health issues, it would be prudent to confine its review to these major crops, and gradually consider other crops.

Crops and causal organisms identified in Q1 to fix new seed health standards are as follows:

Crop	Seed-borne disease identified	Causal organism	Seed health standards (Parameter)
Rice	<i>Bakanae</i>	<i>Fusarium moniliforme</i>	Yet to be finalised
Wheat	Leaf blight	<i>Bipolaris sorokiniana</i>	"
Jute	Stem rot	<i>Macrofomona fhaseolina</i>	"
Potato	Bacterial wilt/Brown rot.	<i>Ralastonia solanacearum</i> (<i>Pseudomonas solanacearum</i>)	"
	Blackleg/Seed tuber soft rot	<i>Erwinia cartovora</i> subsp. <i>atroseptica</i>	"
	Scab	<i>Streptomyces scabies</i>	"

Two or three more meetings will be necessary to finalize the draft and forward the new developed seed health standards to the final approving authority, i.e. National Seed Board.

Crop Protection Products (CPP)

To collect and consider the current Pesticide Ordinance, Pesticide Act, Pesticide rules, quarantine procedure, and pesticide container disposal rules, two meetings were held in Q1 in the Plant Protection Wing of DAE. A proposed meeting with BCPA could not be held due to the political unrest which disrupted normal activity during the quarter. Existing standards for CPP's will be analyzed. For setting standards several dialogue/meeting/workshops will be held with close collaboration of the DAE's Plant Protection Wing (PPW), the BCPA, and other stakeholders in the next quarter. Policy issues thus identified will be channeled to USAID for consideration to channel to the Bangladesh Policy Research and Strategic Support Program

3.2 Certification and Business Ethics

The AIRN Coordinator, who joined in September, has been strategically concentrating his efforts on the immediate task of organizing and directing the AIRN membership

drive. The drive itself has been continually interrupted and frustrated for the inability of both retailers and AIRN staff to travel to drive venues. It is planned that he would begin the “top-down” formation of AIRN – both its Advisory Committee and its Business Ethics Committee - once the drive is sufficiently underway to be self-directed by seasoned and practiced Field Officers. AIRN has not reached this stage yet, due to the delays in membership drive resulting from the political environment in Bangladesh.

3.2a AIRN Certification

In order for AIRN to be registered as a legal corporate body, AIRN will first have to construct its by-laws. The construction of by-laws will follow the strategy of first, having a sufficient number of *upazilla*-level temporary representatives from whom to elicit common (to all of AIRN) by-laws. This activity has been delayed by the slow momentum of the membership drive resulting from the political instability in Bangladesh.

3.2b AIRN Business Ethics Committee

This activity was planned to commence after the drive was well underway. If, in the coming months, the drive becomes continually frustrated, AIRN plans to shift its attention to Dhaka, to have the AIRN Coordinator take up the formation of the Business Ethics Committee.

3.3 Monitoring

The International NGO Practical Action was originally envisioned as an option through which to avail their pilot Call Center in the DAE’s Agricultural Information Service, in which to include the AIRN Call Center. Practical Action’s cost expectations for this inclusion were far too high to be practicable. As such the AIRN will highly likely form its own center. This requires several elements first: enough *Astha* holders from whom to advertise the Call Center’s number and purpose; and having the AIRN Supply Chain Advisor (ASCA) in place and fully up to speed. The call center will be set up once the ASCA has undergone an assessment of the most commonly traded agro-input products in the FTF zone. The ASCA will respond to patterns of “bad” product that are reported to the Call Center, by approaching the concerned companies. It is also expected to publish the pattern and product of “bad” products reported, along with names of companies whose internal regulatory procedures are rated as sound by the ASCA.

3.4 Coordination on Policy, Legal, and Regulatory Constraints

On the basis of technical guidance during the reporting quarter from the USAID AOR in Q1, adjustment of the AIP Coordination on Policy, Legal, and Regulatory Constraints strategy was made. Once developed and agreement reached as among the involved private and public sectors, any proposed policy, etc. revisions will be submitted to USAID for its review and further action as it may deem appropriate -- including forwarding these revisions, etc. to the BPRSSP. AIP will continue its coordination activities with BPRSSP and IFPRI in conformity with the guidance provided by the AOR.

As an element of the project’s periodic evaluation of staff and respective responsibilities, the Policy and Enabling Environment Advisor position will be incorporated into revised responsibilities of the Agro-Input Quality Control and Standard Specialist. The “Agro-

Inputs Quality Control and Policy Advisor (AQCPA)” will report for supervisory purposes to the Senior Capacity Building Advisor (SCBA).

AIP staff committee participation and evaluation of the Seed sector’s policies, regulations and underlying statutes was begun during the quarter and will continue in Q2. It is anticipated that a revised “Seed Act” will be proposed and circulated for review during Q2. Review and potential regulatory modifications to the Seed Act are ongoing and expected to continue throughout Q2 and likely into Q3. Preliminary discussions regarding Crop Protection policies, regulations and statutes were undertaken during the quarter but substantive meetings delayed due to the political turmoil. Planning for Q2 includes reinitiating such discussions. Policy discussions will be initiated with BSA during the quarter with similar discussions begun with the BCPA before the beginning of Q3. Similar activity with regards to the fertilizer sector will follow completion of the seed and crop protection sector policy and related evaluations and recommendations.

Information forthcoming from the Supply Chain Assessments will serve as additional source of guidance in all future sector (seed, fertilizer, crop protection products) business constraints and technical quality control policy, etc. analysis.

Intervention 4: Strengthening Local Organizations

4.1 Organizational Capacity Assessment

During Q4, YR1 AIP tendered for a third party group to perform both Organizational Capacity Assessments, and Organizational Capacity Development of at least three existing national associations (BSA, BCPA and BFA). A total of 13 parties responded with bids. Three were shortlisted, and negotiations with the finalist concluded early in Q1. Following arrival of the SCBA, an initial draft sub-agreement was prepared. The sub-agreement is under revision and will be finalized during Q2 and submitted to the project’s AOR for review and concurrence. Upon AOR accord it will be formally executed with implementation as summarized below, to begin thereafter.

The sub-agreement specific objectives are to:

1. Identify each organizations initial strengths and capacity through a pre-award Organizational Capacity Assessment (OCA) and Planning.
2. Develop a detailed association-specific Organizational Capacity Development (OCD) Implementation plan.

Under the first objective, the subrecipient will conduct the first assessment with BSA followed by assessments of BCPA and BFA; lessons learned from the BSA capacity assessment will be incorporated into the next two association assessments. In addition to the assessment of each association’s capacity in OCA eight areas and related sub-areas, additional sub-areas which may be integrated in the final assessment tool to make the OCA fully contextual for the three associations include the following:

- a. Mission and strategic planning

- b. Representative Leadership
- c. The Role of General Members
- d. Association Financial Self-Reliance
- e. Advocacy
- f. Secretariat capability and operations
- g. Member Services

Following OCA, under the second objective of this assignment, the subrecipient will formulate time-bound, association-specific OCD specific technical assistance action plans so that management, financial accountability, procurement, operational procedures, etc. sufficient to comply with USAID pre-award standards are in place. Included within each association's action plans will be recommended revisions and/or additions to its member services.

4.2 Training Design

As noted above, the OCA self-assessment process is intended to identify the sufficiency of each organization's existing processes and procedures – including those specifically required to comply with USAID standards for direct implementation of future USAID projects. The OCA process will be structured to also assess both the adequacy and delivery of member services.

The resultant Organizational Capacity Development (OCD) action plan will be implemented over approximately 18 months following completion of each association's OCA and OCD plan finalization. OCD training will be association-specific based upon the results of the assessment, and associated debriefing, analysis and organization capacity development planning workshop, and will be developed and conducted in collaboration with CNFA. Skill-based and applied training workshops will be conducted with a core group of each association. Such core group will be selected in collaboration with the association and CNFA.

OCD implementation will include the following:

- Development of Mission and Vision statements which are shared and accepted.
- Long-term strategic planning with clear objectives and action plans.
- Development of the standard organizational and management policies and procedures necessary to potentially directly implement USAID projects in a transparent and accountable manner.
- Capacity development on Board management for central (national) and regional/divisional committee members and secretariat staff.
- Capacity development on advocacy/lobbying, networking and related communication.
- Skill development on project management, monitoring and reporting.

Monitoring and Evaluation (M&E)

During Quarter 4 of Year 1, AIP's M&E Unit has finalized the data collection formats and protocols for 13 Performance Indicators and 21 lower-level indicators, as per the M&E

Plan approved by USAID on June 20, 2013. These include three main templates: Formats 1 and 2 will be used to capture data from the direct beneficiaries (AIRN Retailers) by AIRN Field Officers, and Format 3 will capture mainly the lower-level indicators with a few performance indicators. Additionally a set of protocols (in a register) was developed to record day-to-day transactions of retailers, which they write themselves. A guideline has also been developed to support the data collection process by simplifying the key terms.

In the reporting quarter, M&E Unit has introduced two registers with the retailers who recently have been awarded the *Astha* Seal of Quality (SoQ) to record and preserve their sales and other embedded services provided to farmers, and the learning events they participate in. The AIRN retailers with *Astha* SoQ have started recording their activities in the prescribed documents in after awarding of the SoQ, in order to make them able to provide with the M&E data regularly, which is also a qualifying parameter to join AIRN.

AIP has also introduced tracking higher (from PMEP's PIRS 13 FTF and Custom Indicators, and lower level indicators in the previous reporting quarter (Q4 of Year 1). Cumulative and latest results are presented in **Annexes 1 and 2**.

Project Management, Mobilization, and Cross-Cutting Themes

1. Logistics

The Operations Team remained active throughout Q1 to inform all AIP and AIRN team members about prevailing security situations and their relationship with travel, with the aid of 'security alerts' issued by G4S, AIP's hired security provider. Staff movements were limited during much of the quarter, especially in December. All important and confidential documents were kept inside the fireproof file cabinet. AIP set up fire extinguishers in Barisal Office with an orientation to the staff on how to handle them, as was already done in Dhaka and Khulna Offices.

In this quarter, AIP issued motorbikes to the AIRN Field Officers.

AIP completed its draft Year 2 Implementation plan in September, and it was approved after revision on December 18.

2. Staffing

In Q1 AIP has filled all vacancies for AIRN Field Officers, and expects the AIRN Supply Chain Advisor to be hired in Q2. As part of capacity building process of FOs, Operations designed and delivered sessions, together with programmatic staff, in a 3 day-long orientation session organized in the Khulna Office. Apart from program aspects, AIP's operational, financial, procurement, HR, and administrative procedures were covered in the orientation.

AIP's Grants Specialist resigned in December and joined another USAID-funded Implementing Partner. Advertising, shortlisting, and interview setups were completed

for the AIRN Supply Chain Advisor. A strong attempt was also made in quarter to recruit for the vacant position of Policy and Enabling Environment Advisor; advertising, shortlisting, and interviews took place without a suitable candidate emerging. Through a careful review of the project planned activities and the HR resources available, AIP has decided to merge two positions centered in its Intervention 3 (Policy and Enabling Environment Advisor and Agro-Input Quality Control & Standards Specialist) into a new position entitled 'Agro-Inputs Quality Control and Policy Advisor'. Mr Russell Williams joined the AIP team in late October as its new Senior Capacity Building Advisor.

3. Sub-awards

The previous awarded sub-awards that had continued into the quarter were completed in the quarter. These were awarded to perform field surveys in connection with the Gender Assessment, and were performed by Ashroy Foundation of Khulna, the Association of Voluntary Actions for Society (AVAS) of Barisal, and *Banchte Shekha* of Jessore.

The development of three new sub-awards to entirely new groups continued in the quarter. The first, concerning the preparation of a Directory of Companies and Wholesalers and enlisting GoB-registered agro-inputs' retailers in the FTF zone, was submitted for USAID review in mid-December. The other two (training of AIRN retailers, and Organizational Capacity Assessment and Development of Business Associations), neared preparation completion at quarter's end. AIP's M/E section began preparatory work to outsource 3rd party PIRS data collection through a sub-award.

4. Communications and Public Relations

The AIP website (www.aipbd.org) is updated time to time with new project photos, field activities, and current news. In Q1 AIP signed an MOU with MOA's Agricultural Information Service (AIS) for joint work on messaging through AIS' community radio, e-books' improvements and additions, and access to their educational materials. Several meetings have been held with commercial event managers, to explore ways to conduct AIP's first Agricultural Fair which we project to take place in December '14. The new AIRN and *Astha* logos are being used in all AIRN promotional materials, and first AIRN brochure is being used in membership drives.

5. Gender

AIP completed its first Gender Assessment in the quarter, which was designed to identify specific actions that could effectively address gender equity constraints in the agricultural inputs sector within the scope of the project. Information was gathered via household surveys, focus group discussions, key informant interviews, a case study, and a WEAI/grants informative survey, following which AIP was able to draw several key conclusions about gender-related issues as they pertain to the women targeted as beneficiaries of the program. These conclusions were the bases of a number of recommendations presented in the Assessment.

6. Matching grants

See section 1.1.8 for a thorough account of matching grants' development progress.

7. Environment

AIP's Environmental Due Diligence Review (EDDR) was substantially revised and added to, and subsequently approved in mid-November. The approved EDDR has the key feature of the Environmental Mitigation and Monitoring Plan (EMMP), which summarizes the potential adverse impacts, mitigation measures, and indicators for mitigation, actors responsible for mitigation, and reporting frequencies for the activities identified to have impacts.

AIP's PERSUAP went through substantial revision and addition, and at quarter's end is with USAID. The draft PERSUAP has a similar Mitigation and Monitoring Plan for IPM and Pesticide Safety. The EMMP in the EDDR, and the PERSUAP's Mitigation and Monitoring Plan for IPM and Pesticide Safety, both detail comprehensive tasks to be carried out over the LOP of the AIP. These tasks will operate in parallel with and as part of AIP's four Interventions. The EMMP in the EDDR, and the PERSUAP's Mitigation and Monitoring Plan for IPM and Pesticide Safety must be merged into one operational document for ease of use by project actors. This merging will take place in Q2 after the PERSUAP's approval.

Training materials have been developed in Q1 for safe use practices at the shop level for the *Astha* holders, a comparison of good and bad practices regarding safety at retailer shop level has been incorporated with the training materials. Training materials for the training of sub-awardees of AIP regarding CFR-216 environmental compliance were also developed to make them acquainted with USAID environmental compliance.

Three Environmental Interns were hired in Q4 of Year 1 principally to share the large burden of evaluating potential Demonstration Plots. Anticipating the PERSUAP's approval, they were retained in Q1. In Q1 they have been used to analyze lists of "rejected" pesticides, and continually trained through different tasks and assignments to increase their knowledge base in the combined field of agriculture and environment.

Key Issues of Interest

- **Grants**

See section 1.1.8 for a thorough account of matching grants' development progress.

- **Sub-Recipients**

The previous awarded sub-awards that had continued into the quarter were completed in the quarter. These were awarded to perform field surveys in connection with the Gender Assessment, and were performed by Ashroy Foundation of Khulna, the Association of Voluntary Actions for Society (AVAS) of Barisal, and *Banchte Shekha* of Jessore.

The development of three new sub-awards to entirely new groups continued in the quarter. The first, concerning the preparation of a Directory of Companies and

Wholesalers and enlisting GoB-registered agro-inputs' retailers in the FTF zone, was submitted for USAID review in mid-December. The other two (training of AIRN retailers, and Organizational Capacity Assessment and Development of Business Associations), neared preparation completion at quarter's end. AIP's M/E section began preparatory work to outsource 3rd party PIRS and *Astha* retailers' audits through a sub-award.

- **Research & Technology**

The key area of interest for the AIP thus far is a creative application of a GIS system that will underpin market information systems. Good progress has been made; however, harnessing the GIS to genuine full use is not a given "blueprint." It will necessarily involve a creative path to make it useful as a strategic, decision-making tool.

- **Nutrition Integration**

Activities to integrate nutrient-dense vegetables into demonstration plots, associated with women retailers, will proceed once women retailers have begun to be established in Year 2.

- **Global Climate Change Mitigation**

Some input companies have developed hybrid (non-GMO) rice seed that is saline tolerant, and these varieties will be encouraged to be used in the upcoming Year 2 Quarter 2 demonstration plots.

Key Constraints

Hartals and *Abarodh*: Out of 63 potential working days in the quarter, a total of 37 days (59%) were marred by general commercial strikes (*hartals* – which also disrupt road traffic flow) and blockages of road, rail, and waterways i.e. *abarodh*) in and outside of Dhaka. This quarter was severely disrupted due to the inability to travel, as work related to meetings of any kind involves significant travel: e.g. inside of Dhaka with Business Associations, and in the FTF area for AIRN membership drives. The project partly mitigates disruption from *hartals* and *abarodh*, which mostly are staged during the working week, by performing field work during the respite of weekends. The 59% of disrupted working days includes 5 days of *abarodh* that fell on weekends. These, together with *hartals*, made weekend work and its planning extremely difficult. Altogether there were 11 days of *hartal*, 21 days of *abarodh* on regular work days, and five days of *abarodh* on weekends.

AIP submitted its PERSUAP on November 18 and had planned for its approval by December 31, to enable evaluation of potential demonstration plots. At quarter's end the PERSUAP is not yet approved. The project may work with companies that wish to do some vegetable demonstrations in early March (e.g. curcubits and early solanaceous crops), provided the PERSUAP is approved and the ability to travel freely will not be limited.

In future AIP will record which activities were delayed in the minutes of its review and planning meetings to keep this matter on record for any outside observers.

Summary of Key Activities Next Quarter

The coming quarter will – favorable travel conditions permitting – try to strongly advance AIRN membership and *Astha* certification. AIP and AIRN can plan about a month in advance, and January’s plan, and alternative plan (if strong travel restrictions are met) are in the below two tables:

Table 3: Planned AIRN membership drives, January 2014

Event	Date and time	Place
AIRN membership certificate distribution vent at Jessore sadar	01/03/14 – (14:00 – 17:00 hrs)	Conference Room, Café Monihar, Jessore
AIRN membership drive workshop at Dumuria (ad-hoc committee formation)	01/08/14 – (10.00-13.00 hrs)	Upazilla Parishod meeting room, Dumuria, Khulna
AIRN membership drive workshop at Babuganj (ad-hoc committee formation)	01/09/14 – (14:00 – 17:00 hrs)	Crop Seed Training Center, Khanpura, Babuganj, Barisal
AIRN membership certificate distribution event at Fultola	01/09/14 - (14.00-17.00 hrs)	Khondoker market, Fultola, Khulna
AIRN membership drive workshop at Wajirpur (ad-hoc committee formation)	01/14/14 – (14.00-17.00 hrs)	Upazilla parishod meeting room, Wajirpur, Barisal
AIRN membership drive workshop at Faridpur (ad-hoc committee formation)	01/16/14 - (10.00-13.00 hrs)	Upazilla parishod meeting room, Faridpur
AIRN membership certificate distribution event at Babuganj	01/19/14 – (14.00-17.00 hrs)	Crop Seed Training Center, Khanpura, Babuganj, Barisal
AIRN membership certificate distribution event at Dumuria	01/21/14 – (14.00-17.00 hrs)	Upazilla Parishod meeting room, Dumuria, Khulna
AIRN membership certificate distribution event at Wazirpur	01/21/14 – (14.00-17.00 hrs)	Wajirpur Upazilla parishod meeting room, Wajirpur
AIRN membership certificate distribution event at Faridpur sadar	01/28/14 – (14.00-17.00 hrs)	Upazilla parishod meeting room, Faridpur
AIRN membership drive workshop at Dighalia (ad-hoc committee formation)	01/27/14 - (10.00-13.00 hrs)	Upazilla Parishod meeting room, Dighalia Upazilla, Khulna
AIRN membership drive workshop at Bagherpara (ad-hoc committee formation)	01/29/14 - (10.00-13.00 hrs)	Upazilla Parishod meeting room, Bagherpara Upazilla, Jessore

Considering the present travel difficulties, Plan B has been developed to attempt continuous progress:

Table 4: Plan – B (revised event calendar of January 2104 for AIRN membership drive)

Event/activity	Date and time	Place
Individually AIRN membership certificate distribution at Jessore sadar	01/12/14 – 01/13/14	FO will distribute membership certificate individually to respective retailer’s shop/small group at local market, Jessore sadar
Individually AIRN	01/08/14 –	FO will distribute membership certificate individually

Event/activity	Date and time	Place
membership certificate distribution at Fultola Upazilla	01/09/14	to respective retailer`s shop/small group basis at local market, Fultola, Khulna
Meeting/discussion with potential retailers on formation of ad-hoc committee at Dumuria	01/14/14 – 01/15/14	Local venue, Dumuria, Khulna
Meeting/discussion with potential retailers on formation of ad-hoc committee at Babuganj Upazilla	01/15/14 – 01/16/14	Local venue at Babuganj bajar Barisal
Meeting/discussion with potential retailers on formation of ad-hoc committee at Wajirpur Upazilla	01/21/14 – 01/22/14	Local venue, Wajirpur, Barisal
Meeting/discussion with potential retailers on formation of ad-hoc committee at Bagherpara Upazilla	01/19/14 – 01/20/14	Local venue, Bagherpara Upazilla, Jessore
Meeting/discussion with potential retailers on formation of ad-hoc committee at Faridpur sadar	01/23/14	Local venue at Faridpur sadar, Faridpur

Award of a training mandate to a third party is anticipated early in the quarter, for training AIRN members who are not (and will not be trained by) in the supply chains of companies who will train their own retailers as part of AIP's MOU with them. Eight Master Trainers (MT) including at least three female MTs, will be selected in Q2 of Y2. Three Female Master Trainer will be identified by GLC members. By the end of Q2, these new female MTs will be trained in concert with the AIP Senior Training Specialist.

Demonstration Plots may proceed in the quarter, depending on favorable travel conditions and approval of AIP's PERSUAP.

Advertising, selection, and formalizing tasks of a 3rd Party event organizer for the Agriculture Fair will take place in the Q2. GIS development will take in a visit from Spatial Systems Associates to include a) internally to AIP settling AIRN retailer attributes; send these to Spatial Systems; b) Spatial updates these into the Android-based application for FOs' tablets before coming; c) Spatial brings it and loads it onto the 7 tablets; d) further train the Field Officers in its use; e) practice and pick up real data real time in the field. Spatial will also evaluate and upload new base layer datasets recently acquired from the University of Georgia's (USAID-funded) GIST and from the Pacific Disaster Center.

The Policy and Enabling Environment Advisor position will be incorporated into revised responsibilities of the Agro-Input Quality Control and Standard Specialist. The "Agro-

Inputs Quality Control and Policy Advisor (AQCPA)” will report for supervisory purposes to the SCBA.

Committee participation and evaluation of the Seed sector’s policies, regulations and underlying statutes was begun during the quarter and will continue in Q2. It is anticipated that a revised “Seed Act” will be proposed and circulated for review during Q2. Review of related potential regulatory modifications is ongoing and expected to continue throughout Q2 and likely into Q3. Preliminary discussions regarding Crop Protection policies, regulations and statutes were undertaken during the quarter but substantive meetings delayed due to the political turmoil. Planning for Q2 includes reinitiating such discussions. Policy discussions will be initiated with BSA during the quarter with similar discussions begun with the BCPA before the beginning of Q3.

A draft sub-agreement with a third party to conduct Organizational Capacity Assessments and Organizational Capacity Development will be finalized and submitted to the AOR for review and concurrence. The sub-agreement is to assess the organizational capacity and planning, and implement organization capacity development of BSA, BCPA, and BFA. Following accord from the AOR, OCA/OCD will commence with BSA and continue throughout the remainder of Y2 as BCPA and BFA are included in the process.

In Q2 of Y2, the Gender Lens Committee (GLC) will meet at least once per month (or more, if determined necessary) to begin carrying out its mandate. In the monthly meeting the GLC will monitor the effectiveness of matching grant awards, identify additional support women retailers who may participate, and identify additional market opportunities for women retailers.

The GLC will also focus on improving women’s empowerment according to the domains of the Women’s Empowerment of Agriculture Index (WEAI), as adapted by the AIP. Progress along these domains will be a central element of GLC discussions. It will also contribute to build the capacity of GLC members. In Q2 the GLC will select a broad range of primarily high-value and highly-nutritious vegetable crops aimed at promotion to female farmers and gardeners. Special attention will be given to include high yielding and stress tolerant varieties against various abiotic stresses.

Annex 1: Feed the Future indicators

Considering the level of achievements AIP made so far against 13 indicators (FTF and CUSTOM, in Annexes 1 and 2), the first full length reporting will take place from the next quarter (Y2 Q2 : January – March 2014). In only 2 of the 13 indicators could AIP gain progress: AIRN membership drives were disturbed by civil disorder (and thus AIRN members' ability to record many data fields that directly feed into these indicators); most trainings of retailers (by companies) could not progress; field demonstrations of agro-inputs' products were similarly disturbed (and the PERSUAP has not been approved). Assuming less political turbulence and an approved PERSUAP, AIP hopes to return back to implement its planned activities. The below table, Annex 1, presents only the FTF indicators, and none of the Custom indicators – these latter along with Cross Cutting Indicators, are reported in Annex 2.

#	Name of Indicator	Classifications	Unit of Measure	Disaggregated by		Baseline	Target and Achievement				
							Target Y 2	Achievement Y2 Q 1	Achievement Cumulative		
1	Gross Margin per unit of land, kilogram, or animal of selected product (crops/animals/fisheries selected varieties by country)	FTF Indicator # 4.5.4 (RiA)	US dollars per hectare	Type	Crop	TBD in Y2	TBD Y2	-	-		
2.	Number of MSMEs, including farmers, receiving business development services from USG-assisted sources	FTF Indicator # 4.5.2-37 (S)	Number	Size :	Micro	0			72	360	
					Small	0					
					Medium	0					
					Total	0	2,000	72	360		
				MSME Type	Seed	0					
					Fertilizer	0					
					Agro-Chemical	0					
					Mixed Variety	0			72	360	
				Total	0	2,000	72	360			
				Sex	Male	v				72	360
					Female	0					
Total	0	2,000	72		360						

#	Name of Indicator	Classifications	Unit of Measure	Disaggregated by	Baseline	Target and Achievement			
						Target Y 2	Achievement Y2 Q 1	Achievement Cumulative	
3.	Number of farmers and others who have applied new technologies or management practices as a result of USG assistance	FTF Indicators # 4.5.2-5 (RiA) (WOG)	Number of farmers	Type	New	0		-	-
					Continuing	0		-	-
					Total	0	171,500 ¹		
				Sex	Male	0		-	-
					Female	0		-	-
					Total	0	171,500		
4.	Number of Individuals who have received USG supported short-term agricultural sector productivity or food security training	FTF Indicators # 4.5.2-7 (RiA) (WOG)	Number	Type of individuals	Producers	0		-	-
					People in government	0		-	-
					People in private sector firms	0		13	41
					People in civil society	0		-	-
					Total	0	18,728 ²	13	41
				Sex	Male	0		13	39
					Female	0		-	2
					Total	0	18,728	13	41

¹ These year-wise figures are based on projections; the real targets will be assigned after taking first year implementation experience.

² These year-wise figures also based on projections; the real figures will be assigned after first year implementing experience and subject to approval of mandated environmental compliances.

Annex 2: Custom and cross cutting indicators

#	Name of Indicator	Classifications	Unit of Measure	Disaggregated by	Baseline	Target and Achievement			
						Target Y 2	Achievement Y2 Q 1	Achievement Cumulative	
Custom indicators									
1	Total sales of quality inputs by certified retailers annually	Custom	US dollar	Sex of retailers	Male	0			
					Female	0			
					Total	0	\$8.75 mil ³		
2.	Number of farmers purchasing from certified retailers	Custom	Number of farmers	Sex of farmers	Male	0			
					Female	0			
					Total	0	TBD ⁴		
3.	Number of Agro-Inputs Retailers in the Network	Custom	Number of retailers	Sex of retailers	Male	0			
					Female	0			
					Total	0	2000		
				Type of retailers	Seed	0			
					Fertilizer	0			
					CPP	0			
					Total	0			
4	Number of AIRN retailers with increasing application and adoption of quality standards for agricultural inputs	Custom	Number of retailers and farmers	Sex of retailers	Male				
					Female				
					Total		TBD		
				Sex of farmers	Male				
					Female				
					Total				
					Type of standards	Seeds			
Fertilizer									
Total									

³ Yearly target value is projected and can be quantified and therefore more exactly ascertained after first year implementing experience

⁴ All TBDs in place of values to be determined exactly ascertained after first year implementing experiences.

#	Name of Indicator	Classifications	Unit of Measure	Disaggregated by		Baseline	Target and Achievement		
							Target Y 2	Achievement Y2 Q 1	Achievement Cumulative
5	Number of retailers who adopted seal of quality (new)	Custom	Number of retailers	Sex of retailers	Male	0			
					Female	0			
					Total	0	TBD		
				Type of retailers	Seed	0			
					Fertilizer	0			
					CPP	0			
					Mixed variety	0			
				Total	0				
6.	Number of retailers who adopted seal of quality (on-going)	Custom	Number of retailers	Sex of retailers	Male	0			
					Female	0			
					Total	0	TBD		
				Type of retailers	Seed	0			
					Fertilizer	0			
					CPP	0			
					Mixed variety	0			
				Total	0				
7.	Number of Policies/Regulations/Administrative Procedures in each of the following stages of development as a result of USG assistance in each case: Stage 1: Analyzed; Stage 2: Drafted and presented for public/stakeholder consultation	Custom (adapted FTF # 4.5-24)	Number of policy/regulation/administrative procedure	Sector	Seed	0			
					Fertilizer	0			
					CPP	0			
				Stage	Total	0	4		
					Analyzed	0			
					Drafted	0			
				Total	0				
Cross cutting indicators									
8.	Strengthened organizational capacities of related local organizations	Cross cutting (CC)	Percent	None		0	-		
9.	Collaborative initiatives increased	CC	No. of event	Partner	Category	0			
				Activity	Type 1	0			
					Type 2				
				Total			TBD		

Annex 3: Lower-level output indicators – Interventions 1 through 4

Intervention 1, Year 2, Quarter 1 (projected for years 3 – 5)

Interventions	Targets and Achievements					Projected Targets		
	LOP Target	LOP Cumulative Achieved	Year 2 Target	Quarter 1 Achieved	Year 2 Cumulative Achieved	Year 3	Year 4	Year 5
Intervention 1: Establish Agro-Input Network								
1.1 AIRN Formation								
Improved capacity of leading input industry associations (BSA, BFA, BCPA, and AIRN) (# organization)	4	-	2	-	-	2	-	-
Develop new member services (# service)	12	-	5	-	-	5	2	-
Develop new strategic partnerships with multinational companies (# company)	12	4	2	-	-	3	3	-
Conduct policy dialogue events by assisted association with government officials (# policy dialogue)	32	-	8	-	-	8	8	8
Provide matching grants (\$1000) to women retailers (# woman retailer)	300	-	50	-	-	180	70	-
1.2 Trainings/seminars/national and international study tours								
Conduct AIRN business and technical training sessions (# session)	160	10	105	2	2	47	-	-
Retailers attend business and technical trainings (# retailer)	3,000	360	2,000	72	72	712	-	-
Conduct regional and local study tours (5 regional, 5 local) (# tour)	10	-	3	-	-	3	3	1
Retailers and other stakeholders participate in the study tours (at least 20% are women) (# participant)	125	-	35	-	-	42	40	8
New business models introduced and	8	-	2	-	-	2	2	2

Interventions	Targets and Achievements					Projected Targets		
	LOP Target	LOP Cumulative Achieved	Year 2 Target	Quarter 1 Achieved	Year 2 Cumulative Achieved	Year 3	Year 4	Year 5
adopted by input retailers (# module)								
New business models introduced and adopted by input wholesalers (# module)	3	-	-	-	-	-	2	1
Provide TOT on Business Management Training to master trainers (Male 5, Female 2) (# person)	7	22	7	-	-	-	-	-
Conduct 'Safe Use' training of trainer sessions for commercial trainers (# person)	20	24	7	13	13	-	-	-
Commercial trainers conduct training to AIRN, BSA, BFA, BCPA members (# participant)	3,015	360	2,000	72	72	730	-	-
Conduct safe use training to AIRN retailers (# participant)	3,000	360	2,000	72	72	712		
Conduct village sessions on garnering support from families and neighbours for women retailers (# session)	300	-	50	-	-	180	70	-
1.3 AIRN promotion – Prepare and distribute brochures								
Enhancement of existing best practices materials and creation of guides for key crops (# crop)	14	-	4	-	-	4	4	-
Distribute print materials on key crops (# copy)	10,000	-	2,500	-	-	3,000	3,000	1,500
Develop new educational publications (# publications)	23	-	6	-	-	6	6	5
Develop new materials by the private sector companies (# material)	9	-	2	-	-	3	2	2
Create AIRN Logo	1	1	-	-	-	-	-	-
Develop project brochure	1	1	-	-	-	-	-	-

Outputs, Intervention 2, Year 2, Quarter 1 (projected for Years 3 – 5)

Interventions	Targets and Achievements					Projected Targets		
	LOP Target	LOP Cumulative Achieved	Year 2 Target	Quarter 1 Achieved	Year 2 Cumulative Achieved	Year 3	Year 4	Year 5
Intervention 2: Market Information Systems								
2.1 Analysis and Distribution of Ag-Inputs Monthly Price Outlook								
Publish Ag-Input Monthly Price Outlooks (# outlook)	48	-	12	-	-	12	12	12
Distribute print version of Ag-Input Monthly Price Outlooks through retailers and others (# copy)	200,000	-	50,000	-	-	50,000	50,000	50,000
Utilize GPS to plot assigning unique identification number (# retailer)	3,000	-	600	-	-	1,800	600	-
2.2 Agricultural Exhibitions								
Facilitate annual exhibitions (# exhibition)	5	-	2	-	-	1	1	1
National companies participate in the exhibition (# company)	80	-	20	-	-	20	20	20
Multinational input supply companies participate in the exhibition (# company)	20	-	5	-	-	5	5	5
Exhibition of new products (# product)	100	-	25	-	-	25	25	25
2.3 Collaborative Demonstration Plots with other FTF Programs								
Organize demonstration plots (# demo. plot)	500	-	300	-	-	150	50	-
Farmers participate in demonstration plots (# farmer)	50,000	-	30,000	-	-	15,000	5,000	-
Results of demonstration disseminated through radio and other media outlets (# event)	15	-	5	-	-	5	5	-

Outputs, Intervention 3, Year 2, Quarter 1 (projected for Years 3 – 5)

Interventions	Targets and Achievements					Projected Targets		
	LOP Target	LOP Cumulative Achieved	Year 2 Target	Quarter 1 Achieved	Year 2 Cumulative Achieved	Year 3	Year 4	Year 5
Intervention 3: Quality Control and Standards and Regulatory Constraints								
3.1 Adherence to Industry Standards								
Develop, adopt, and monitor new input quality standards (# standard)	6	-	2	-	-	2	1	1
3.2 Certification and Business Ethics								
Create quality standards and business ethics monitoring committee (# Committee)	1	-	1	-	-	-	-	-
Certification of retailers (# retailers)	3,000	-	600	-	-	1,800	600	-
Smallholder farmers served by certified retailers (# smallholder farmer)	1,000,000	-	100,000	-	-	500,000	100,000	300,000
3.3. Monitoring								
Input companies participate in the Business Ethics Committee (# company)	3	-	3	-	-	-	-	-
Conduct audits annually by independent auditors on business ethics (# audit)	4	-	1	-	-	1	1	1
Retailers audited renewing certification each year (80% of the retailers) (# retailer)	2,400	-	-	-	-	480	1,440	480
3.4 Coordination of Policy, Legal, and Regulatory Constraints								
Identify policy constraints and present to policy dialogue group (# policy constraint)	8	-	4	-	-	4	-	-
Conduct Gender Assessment and Follow-up Gender Assessment	2	1	-	-	-	-	1	-
Form Program Advisory Committee consisting of public and private stakeholders (# committee)	1	-	1	-	-	-	-	-
Organize semi-annual meetings of Advisory Committee (# meeting)	8	-	2	-	-	2	2	2

Outputs, Intervention 4, Year 2, Quarter 1 (projected for years 3 – 5)

Interventions	Targets and Achievements					Projected Targets		
	LOP Target	LOP Cumulative Achieved	Year 2 Target	Quarter 1 Achieved	Year 2 Cumulative Achieved	Year 3	Year 4	Year 5
Intervention 4: Strengthening Local Organizations								
Provide sub-awards to local implementing partners (# partner)	30	-	10	-	-	15	5	-
Develop specific- technical assistance package for all local organizations (# package)	1	-	1	-	-	-	-	-
Value of sub-awards provided to local implementing partners	\$750,000					TBD		
Local organizations qualify to implement USG-funded programming (# organization)	3	-	-	-	-	-	2	1

Annex 4: Sub-Grants

Sub-awards were completed in Q1 for three women's NGOs to help collect data for the initial Gender Assessment; these are no longer in the below. The working relationship with Spatial Systems Associations continued through Quarter 1. This list is anticipated to grow in Q2:

Sub-awardee	Contact details
1. Spatial Systems Associates	Larry Newman Spatial Systems Assoc., Inc. 6345 Woodside Court Columbia, MD 21046 Suite 201 T: 410-423-1870 F: 410-423-1871 E-mail- info@spatialsys.com

Annex 5: Financial and Expenditure Summary