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THE GAMBIA OIC
FINAL PROGRAM PROPOSAL
ANUARY 1, 1982 - DECEMBER 31, 1982

Rev. Leon H. Sullivan
Founder & Chairman of the Board

Gary O. Robinson
Executive Director

I. Introduction

The Gambia OIC agricultural training and resettlement program for rural school leavers and village farmers began its fifth year of operation in FY 82. The project originally began in October 1977 when OICI was awarded a grant from USAID under the Bureau of Population and Humanitarian Assistance (No. AID/pha-G-1125) In August 1979, responsibility for funding and monitoring the program was transferred to the Africa Bureau of USAID with the country missions having overall authority for overseeing the progress of the program. The budgets were also to come out of Mission budgetary allocations.

Funds were made available to keep the program in operation through December 31, 1981. Now, there is a need for an extension to complete the obligations made in the original proposal such as the resettlement of trainees. The lack of adequate budget to accomplish the resettlement was due in large measure to the fact that expected government inputs were not forthcoming.

During FY 81, much has been done that has greatly increased the smooth progress of the program. A new Board of Directors was appointed by the Ministry of Agriculture and TGOIC staff have worked closely with the USAID Mission in Banjul to keep them closely informed of the project's progress and activities. A memorandum of agreement was finally signed in December 1980 between the Government of The Gambia and OICI.

In March 1981, OICI carried out a feasibility study for the redesign of the program under a Phase II as the original grant agreement was to end in September 1981. An extension budget was approved by AID until December 1981 to cover the necessary time required to process a new proposal. At this time, an extension phase out of OICI's programming has been suggested by AID/WA from January 1, 1982 to December 31, 1982.

The purpose of this proposal is then to comply with the request of AID/WA to submit an implementation plan of the identified activities as well as to phase out OICI assistance in December 1982.

II. The Gambia OIC Proposed Program Design - 1982

The proposed program for TGOIC during the calendar year 1982 represents the desires of AID/WA and is thus a continuation of the present program rather than the start up of new activities. The program for 1982 will primarily maintain the present accomplishments with a greatly expanded program in trainee resettlement.

Therefore, although no new trainees will be recruited and trained during the calendar year, the existing graduates will be resettled with an adequate package of equipment and supplies. Local staff will implement the extension activities for the graduate resettlements. The equipment at the center will be disposed of according to terms of the grant agreement. However, modest demonstration plots will be created for the workshops involving resettled graduates.

Following is a detailed description of the program components including an extensive explanation of the activities briefly described above:

A. Goal

The original project goal will remain as follows:
To strengthen and diversify the capacity of the rural labor force.

B. Purpose

Center graduates resettled on their own land and farming effectively through use of improved practices.



C. Objectives

The objectives of the extended program activities are as follows:

1. To continue to provide extension and technical assistance to GOIC former trainees.
2. To resettle GOIC graduates in the 1979, 1980 and 1981 classes.
3. To maintain staffing levels (both TCT and local) at minimum required.
4. To develop and initiate a phase-out plan.

D. Project Management

OICI will continue to manage the project as it has in the past.

1. Reports to USAID

- a) Quarterly -- Four quarterly reports shall be completed.
- b) Semi-Annual -- Two semi-annual reports will be submitted.
- c) Final Report -- One final report (end of project) will be completed.

E. Evaluation

OICI will participate in the end of project evaluation with AID/W.

F. Staff

The staffing during this period will be less than it was on December 31, 1981. At that time, there was one technical advisor and twenty-five (25) local employees.

1. Technical

OICI will retain one technical person, Program Advisor, with the project. His primary duties will be to provide guidance, technical assistance and management to the GOIC project in line with the stated objectives and output levels.

The Program Advisor will work with the local staff and Management Committee to ensure the effective implementation of the GOIC program design. He will possess a combined background and experience in both agricultural program management and extension delivery system. Other key duties to be performed by the advisor will be:

- a) To provide training and direction to the Board in OICI philosophy policies and procedures.
- b) To aid in developing work objectives, performance standards, planning tools, policies and procedures necessary to the needs of the GOIC program staff.
- c) To be the official representative of OICI in all matters pertaining to GOIC program.

- d) To advise local management and technicians in developing and maintaining the demonstration plots and animal husbandry unit.
- e) To maintain the development and implementation of on-going evaluation systems designed to measure program performance and results.

Fiscal Specialist (TDY)

One fiscal specialist from OICI Central Office will visit the training center two times during this funded period. Among the key functions performed by this specialist will be:

- a) To provide training and direction in establishing and maintaining the required OICI fiscal/administrative guidelines, procedures and systems.
- b) To aid in preparing fiscal MIS reports.
- c) To prepare the required financial statements and reports necessary for management to make intelligent and timely decisions.
- d) To advise the Board/Management Committee, especially the finance committee, on financial concerns and strategy for their resolution.

The length of each visit will vary depending on the needs but will not exceed 18 days during the year.

2. Local Staff

The local staff, with the aid of the program advisor, will administer the extension and resettlement activities. The local staff is under the direction of the program director, who is the highest local executive. The Director is directly responsible to the Management Committee.

OICI will provide a counterpart, the Program Advisor, to work very closely with the Director in implementing the program goals and objectives.

The Director's key administrative duties parallel those of the Program Advisor except that the Director is not a representative of OICI. Instead, the Director will represent the Management Committee of TGOIC.

To accomplish the program goals and objectives for the funding period, a total of twelve (12) Gambians are needed. The staff positions are seen in Exhibit I. These positions represent the minimum personnel needed to carry out the tasks delineated in this proposal.

Although on-campus training will not be continued during this period, the administrative and support personnel will be needed in the extension activities. The duties of the technical instructors in the previous years included teaching, supervising the demonstration components and off-site extension follow-up. During this period the majority of the instructors' time will be spent in resettling the trainees.

Some local key positions that were vacant at the end of last year will have to be filled. A case in point is the administrative services officer who maintains the financial records.

G. Management Committee

The Management Committee (Board of Directors) will continue its role as the policy making body for the local program. It is expected to meet at least once each quarter. The program advisor will train and motivate the Committee and its sub-committees of finance, program and personnel, in performing the required functions. This training will be at the rate of one session each quarter during the regular meeting of the committee.

This Committee will work very closely with GOG and the local community in developing community interest in the program. The Committee is the mechanism which assures that a "people to people" technique is employed in OICI projects. It provides a vehicle through which diverse leadership from the private and public sectors of the Gambia become actively involved in the program.

In its role as a policy making body, the Management Committee will be responsible for assuring compliance with conditions of financial assistance.

The general responsibilities of the Management Committee of the GOIC program are as follows:

1. To determine major policies and program directions.
2. To determine the organizational structure.

3. To select the top local executive and staff at the organization.
4. To appraise the performance of the executive to whom responsibilities have been delegated.
5. To authorize and appraise disbursement of local program funds.

III. Implementation Plan Calendar Year 1982

The budget request for the 1982 calendar year, January 1982 through December 31, 1982 is \$331,694. During this period, the proposed budget will be utilized to accomplish the following:

A. Resettlement of Former Graduates

There are approximately fifty-seven (57) former graduates that have not been resettled due to lack of financial assistance. The breakdown by year is as follows:

<u>Date Graduated</u>	<u>Number of Trainees not Settled</u>
December 1979	10
December 1980	17
December 1981	<u>30</u>
Total	57

OICI has developed financial resettlement cost estimates in the following areas:

- Groundnut/cereal production
- Bee-keeping
- Poultry keeping
- Vegetable production
- Rice production

The average cost per trainee per resettlement is \$1,000 depending upon the enterprise or combination of enterprises selected. The money will go toward the purchase of animal drawn equipment, seeds, fertilizers, insecticides, bee-keeping equipment, chicks, feed, medicine, poultry housing, and supplements. All items are to be purchased by the organization.

It is expected that GOIC will resettle fifty (50) trainees back on their individual farms during this period. Approximately twenty (20) trainees are already resettled.

Assistance Plan

The entire organization (GOIC) will be involved initially in evaluating trainee needs, aiding trainees in identifying land, the purchasing and placement of the needed resources, developing individual farm plans and technical assistance plans for each trainee.

Once the trainee resettlement package is in place, the technical instructors and other staff as required will visit each trainee at least once per week and twice per week during the following critical stages:

- Land preparation
- Planting
- Weeding
- Harvesting
- Marketing

The administrative and support personnel will provide assistance as needed. This includes the program director and training manager in managing controlling and directing the overall activities, the administrative services officer in fiscal management and purchasing, the needed inputs, the secretarial pool in typing and the farm laborer in the demonstration plots.

The GOIC Center will conduct on-campus, two day workshops for these trainees in May, July, September and November. These workshops will provide an opportunity for both trainees and staff to discuss problems, review progress, and make corrective actions for increased efficiency and effectiveness. In addition, each workshop will have structural topics to discuss. The following are some topics to be discussed:

- land preparation
- planting
- weeding
- pest control
- fertilization practices
- harvesting
- marketing
- dry season farming
- record keeping
- farm plans
- disease/pests of poultry

Other important topics may be added upon demand.

All visits to each trainee farm will be recorded and signed by both staff and trainee. Each trainee will be required to keep records of his production activities.

E. Transportation/Equipment Needs

Extension activities require that the staff must be able to get to the various villages in order to provide the extension services. In the past, GOIC extension (follow-up activities) have been limited due to a lack of reliable transportation. Therefore, it is imperative that this element be adequately provided. The 30 trainees who graduated in December 1981 are from all parts of the Gambia and thus more extensive travel than ever before will be required. The Center's two existing motorcycles are irreparable; however, the peugeot 504 can be repaired.

Transportation Needs

In order to carry out an increased effective and efficient extension activities during this period, GOIC will need the following:

1. Repair of Present Peugeot 504

This car will be needed to provide the staff with transportation to service those graduates who are settled more than 30 miles from the Center (60% of the trainees). Also, the 504 will be used to provide support services to the Center. The estimated cost to repair this vehicle into good condition is approximately \$4,000. The following major items are to be done:

- major overhaul of motor
- major overhaul of front end/steering mechanism
- new brake system

2. Purchase of One 80CC Motorcycle

One new motorcycle is needed to provide transportation of the staff for extension services to the former graduates within a 30 miles radius of the Center.

C. Evaluation/Reporting

It is anticipated that OICI will make an on-site evaluation of the project in November 1982. This will be done in close collaboration with all parties concerned, i.e., AID/Banjul, AID/WA, REDSO and GOTG. OICI in collaboration with TGOIC will provide all parties with: four quarterly reports, two semi-annual reports and one end of project report.

IV. Scheduled Accomplishments and Critical Factors for Success

A schedule by month, of the proposed accomplishments during this funding period is seen in Exhibit II. These activities will be the new means for accomplishing the project goal, purpose and objectives. The accomplishment of these actions within a twelve month period will depend upon a reasonable adherence to the following critical factors:

A. Proposal Approval by AID/W

It is very critical that AID/W approval of the proposed project be finalized by March 1, 1982. Without the approval of funds or availability of funds, certain critical actions cannot be initiated.

B. Budget

An adequate budget is necessary in order to initiate and successfully complete the proposed actions. The majority of the extension activities are centered on the June-October rainy season; therefore, resettlements, land preparation, and adequate staff must be fully provided before June 1982.

C. Transportation

The staff needs to be mobile in order to perform the extension services. The purchase of the motorcycle and the repair of the Center's car is of utmost importance. Without these critical elements actions cannot be performed.

D. Stability of the Management Committee (Board)

The existing members should remain constant so that training given will not be diluted or lost as occurred in 1980 when the original Board resigned at the request of the Government of the Gambia and was replaced by very competent but new members.

V. Audit

OICI will conduct an external audit of the GOIC program in December 1982.

OIC INTERNATIONAL, INC.
 THE GAMBIA PROJECT
 BUDGET PROPOSAL SUMMARY
 JANUARY 1, 1982 TO DECEMBER 31, 1982

LINE ITEM

U.S. Salaries/Benefits (see page B-2)	\$ 46,261
Allowances (see page B-3)	20,043
Travel & Transportation (see page B-4)	30,554
Other Direct Costs (see page B-5)	<u>9,130</u>
Sub-Total	<u>105,988</u>
Local Program Cost (see page C-1)	136,078
Indirect Cost*	<u>77,286</u>
Grand Total Requested from USAID	<u><u>\$319,352</u></u>

*OICI Central Office negotiated overhead cost calculated as follows:
 32.1% of total costs minus equipment costs.

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OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

LINE ITEM

U.S. Salaries (man-months)

Program Advisor 12

Fringe Benefits (30%)*

Total Salaries/Benefits

*Employer's contribution has been projected to 30% of gross salary relative to the following categories:

Hospitalization, Life, Accidental Death and Dismemberment and long term disability	11%
Pension	10%
F.I.C.A. & Unemployment tax	<u>9%</u>
TOTAL	<u><u>30%</u></u>

OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

ALLOWANCES SUMMARY

LINE ITEM

Temporary Housing Quarters*	\$ 1,360
Housing Quarters including utilities, maintenance & security (see page B-6)	8,827
Post Allowance (Post Class 5)	960
Overseas Differentials (25% of salary)**	<u>8,896</u>
Total Allowances	<u><u>\$20,043</u></u>

*Program Advisor end of project hotel accommodations
30 days x \$45.36/day = \$1,360

**According to USAID regulations, OSD is 20% for Banjul and
25% for Farafenni where the Advisor resides.

OIC INTERNATIONAL, INC.
 THE GAMBIA PROJECT
 BUDGET PROPOSAL
 JANUARY 1, 1982 TO DECEMBER 31, 1982
 TRAVEL AND TRANSPORTATION

<u>LINE ITEM</u>	
<u>Travel & Transportation</u>	
Flight Cost*	\$ 7,100
Excess baggage (22 lbs. each way x 2 = 44 lbs.)	<u>330</u>
Sub-Total	7,430
Shipment/Storage (see page B-8)	11,810
Domestic travel (see page B-9)	2,266
Local Travel (see page B-10)	<u>9,048</u>
Sub-Total	<u>23,124</u>
Total Travel & Transportation	<u><u>30,554</u></u>
*January 1982	
<u>Program Advisor</u>	
1 full fare Tuskegee/Phila/Banjul =	\$ 1,000
1 full fare Banjul/Phila/Tuskegee =	1,100
<u>Evaluation Officer</u>	
1 roundtrip fare Phila/Banjul/Phila =	<u>1,600</u>
Sub-Total	3,700
<u>Fiscal Specialist (TDY)</u>	
2 roundtrips Phila/Banjul/Phila during 1982 =	3,400
TOTAL	<u><u>\$ 7,100</u></u>

OIC INTERNATIONAL, INC.
THE GAMBIA PROJECT
BUDGET PROPOSAL
JANUARY 1, 1982 TO DECEMBER 31, 1982
OTHER DIRECT COSTS

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LINE ITEMS

Other Direct Costs

Bank charges (12 x \$27.75/mo)	\$ 333
Postage (12 x \$33.33/mo)	400
Telephone/Telegraph (12 x \$222/mo)	2,667
Resource materials	1,000
Office supplies	1,000
Printing/Reproduction	800
Office Rent (Banjul) (12 x \$175/mo)*	2,100
	<hr/>
Sub-Total	8,300
Contingencies (10%)	830
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Total Other Direct Costs	\$ 9,130
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*Contract is on a twelve-month period.

OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

HOUSING (QUARTERS)

LINE ITEM

U.S. Staff Position

Program Advisor

Housing (12 x \$325/mo) \$ 3,900

Utilities (11 x \$250/mo) 2,750

Maintenance (11 x \$50/mo) 550

Security (11 x \$75/mo) 825

Sub-Total 8,025

Contingency (10%) 802

Total Housing (Quarters) \$ 8,827

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OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

FLIGHT SCHEDULE - YEARLY TRIPS

<u>LINE ITEM</u>	<u>(man-months)</u>	<u>Round Trips</u>	
U.S. Staff Position			
Program Advisor	12	1	
Fiscal Specialist (TDY)	1	2	
Evaluation Officer (TDY)	<u>1/2</u>	<u>1</u>	
Totals	<u>13 1/2</u>	<u>4</u>	
Excess Baggage*			44 lbs.
Cost (\$7.50/lb x 44lbs)			\$330

*Program Advisor Only

OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

SHIPMENT/STORAGE

LINE ITEM

Shipment (Program Advisor)

Air personal effects (250 lbs each way x 2 x \$6/lb)	\$ 3,000
Surface personal effects (1500 lbs x 1 way x \$3/lb)	4,500
Car shipment (one car x 1 x \$3,500/car)	3,500

Storage (Program Advisor)

(2,500 lbs x \$.324 lb.)

Total Shipment/Storage

<u>810</u>
<u><u>\$11,810</u></u>

OIC INTERNATIONAL, INC.
 THE GAMBIA PROJECT
 BUDGET PROPOSAL
 JANUARY 1, 1982 TO DECEMBER 31, 1982
 TRAVEL (U.S.) DOMESTIC

LINE ITEMTravel U.S. Domestic

Program Advisor - Consultation & Proposal Preparation	
Orientation (Philadelphia)	
Per diem 15 days x \$75/day	\$1,125
Local travel (200 miles x .225/mi)	45
Debriefing (End of contract)	
Per diem (5 days x \$75/day)	375
Travel to Washington	
Per diem (3 days x \$75 x 1)	225
Subsistence (2 days x 2 persons x \$34.50/day)	138
Travel (6 trips x \$52/trip)	312
Taxi fare	46
	<hr/>
Total U.S. Travel	\$2,266

OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

LOCAL TRAVEL (GAMBIA)

LINE ITEM

U.S. Staff Position

Program Advisor

Per diem Banjul 4 days/mo x 12 x \$84/day)

\$ 4,032

Private vehicle mileage (4 roundtrips per month
Farafenni to Banjul x 250/miles/trip)

3,000

Fiscal Specialist (TDY)*

Per diem 24 days x \$84/day)

2,016

Total Local Travel

\$ 9,048

*Two trips during year at 12 days/trip.

OIC INTERNATIONAL, INC.
 THE GAMBIA PROJECT
 BUDGET PROPOSAL
 JANUARY 1, 1982 TO DECEMBER 31, 1982
 TRAVEL/TRANSPORTATION - FLIGHT SCHEDULE

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U.S. Staff Position	Staff	Beginning one way	roundtrip	Ending one way
Program Advisor	1	1		1
Fiscal Specialist (TDY)	1	--	2	--
Evaluation Officer (TDY)	1	--	1	--
Totals	3	1	3	1

OIC INTERNATIONAL, INC.

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THE GAMBIA PROJECT

BUDGET PROPOSAL

JANUARY 1, 1982 TO DECEMBER 31, 1982

SHIPMENTS

U.S. Staff Position	Storage	Air Personal Effects	Household Shipment	Car	Total
Program Advisor	810*	3,000	4,500	3,500	11,810

*All figures in pounds

THE GAMBIA PROJECT
LOCAL PROGRAM BUDGET SUMMARY
JANUARY 1, 1982 TO DECEMBER 31, 1982

C-1

LINE ITEM

Local Salaries & Benefits (see page C-2)	\$ 52,008
Travel and Transportation (see page C-3)	6,600
Other Direct Costs (see page C-4)	76,170
Commodities and Equipment (see page C-5)	<u>1,300</u>
Total Local Budget	<u><u>\$136,078</u></u>

THE GAMBIA PROJECT
LOCAL BUDGET PROPOSAL
JANUARY 1, 1982 TO DECEMBER 31, 1982
STAFF SALARIES AND FRINGE BENEFITS

LINE ITEM

<u>Staff</u>	<u>No. of Positions</u>		12 mo. salary
	Jan. - Mar.	3 mo. salary	
Program Director	1	\$ 1,297.5	\$ 5,190
Training Manager	1	1,162.5	1,163
Accountant	1	1,036.5	4,146
Bookkeeper	1	442.5	1,770
Student Services Coordinator	1	730.5	731*
Women's Group Coordinator	1	577.5	578*
Mechanic	1	730.5	731*
Technical Instructor	4	2,310	5,775**
Storeclerk	1	442.5	443***
Secretary	1	552	2,209
Drivers	2	802	3,208
Farm Laborers	3	760.5	2,282****
Watchmen	2	507	2,028
	20	\$11,352	\$30,254
Fringe Benefits (25%)		2,838	7,564
Sub-total		\$14,190*****	\$37,818
Severance Pay (3 mo. salary from April 1, 1982)			14,190*****
TOTAL			<u>\$52,008</u>

*Includes 1 staff person for 3 months and 0 for 9 months

**Includes 4 instructors for 3 months and 2 for 9 months

***Includes 1 storekeeper for 3 months and 0 for 9 months

****Includes 3 workers for 3 months and 2 for 9 months

*****Severance pay is calculated for 20 staff members: 8 to be discharged by the end of March and 12 at the end of December, 1982.

According to Gambia Government Labor Regulations, employers terminating permanent employees must provide a minimum of three month's pay. The Gambia OIC does not have any employees seconded from the Government.

THE GAMBIA PROJECT
LOCAL BUDGET PROPOSAL
JANUARY 1, 1982 TO DECEMBER 31, 1982
TRAVEL & TRANSPORTATION

C-3

LINE ITEM

Travel & Transportation

Staff per diem (\$120/nights x \$10/night)	\$ 1,200
Fuel & Lubricants (12 x \$300/mo)	3,600
Vehicle Maintenance (12 x \$125/mo)	1,500
Ferry fees (12 x \$25/mo)	<u>300</u>
Total Travel & Transportation	<u><u>\$ 6,600</u></u>

THE GAMBIA PROJECT
 LOCAL BUDGET PROPOSAL
 JANUARY 1, 1982 TO DECEMBER 31, 1982
 OTHER DIRECT COSTS

LINE ITEMOther Direct Costs

Janitorial Supplies	\$ 200
Insurance (vehicles)*	3,000
Audit (end of project)	3,000
Bank charges	400
Office supplies	1,000
Telephone/Telegraph	1,500
Postage	270
Printing/Reproduction	1,000
Infrastructure Maintenance	2,500
Trainee resettlement (57 x \$1,000/trainee)	57,000
Generator repair	400
Training supplies	1,000
Equipment maintenance (including office and farm)	900
Repair of Stationwagon	<u>4,000</u>
Total Other Direct Costs	\$76,170

*1 car, 1 pick-up, 5 ton truck and 1 motorcycle

THE GAMBIA PROJECT
LOCAL BUDGET PROPOSAL
JANUARY 1, 1982 TO DECEMBER 31, 1982
COMMODITIES AND EQUIPMENT

C-5

LINE ITEM

Motorcycles (1)	\$ 1,300
Total Commodities & Equipment	\$ 1,300

INITIAL ENVIRONMENTAL EXAMINATION

OR

CATEGORICAL EXCLUSION

Project Country: The Gambia

Project Title: The Gambia OIC Agricultural Training and Resettlement Program

Funding: FY (s) 82 \$319,352

IEE Prepared by: M. C. Foster, AFR/DR/SWAP

Environmental Action Recommended:

Positive Determination _____

Negative Determination _____

Categorical Exclusion:

This activity meets the criteria for Categorical Exclusion in accordance with Section 216.2 (C) and is excluded from further review because:

The activity proposed for AID financing is a \$319,352 amendment to an OPG for technical assistance to help The Gambia OIC, a PVO, to resettle 57 agricultural school graduates back on their own farms, and therefore qualifies for a Categorical Exclusion under Section 216.2(c)(2)(viii) of A.I.D. Regulation 16. The Government of The Gambia will supply to some of the graduates, along with seeds, tools, chicks, feed, medicines and other supplements, small amounts of fertilizers and insecticides purchased locally with their own funds and which are in common use in The Gambia Agricultural sector. Resettlement costs are not expected to exceed an average of \$1,000 per student. The students have been trained in the use of and are conscious of the effects of these items, and therefore no detrimental effects are expected to affect either the students or the environment.

Concurrence:
Bureau Environmental Officer

APPROVED John Hean

DISAPPROVED _____

DATE 3-17-82

Clearance: GC/AFR _____ Date _____

THE GAMBIA OIC
PROJECT DESIGN SUMMARY
LOGICAL FRAMEWORK MATRIX

NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
<p><u>Project Goal</u></p> <p>To strengthen and diversify the agricultural production capacity of the rural labor force.</p>	<p><u>Measure of Goal Achievement</u></p> <ol style="list-style-type: none"> 1. Degree of increase in trainee farm household income. 2. Degree of increase in agricultural production per employed person surveyed by the project. 3. Degree of reduction in rural underemployment and unemployment in target community. 4. Degree of increase in crop diversification within target population. 	<ol style="list-style-type: none"> 1. Statistical survey of trainees by GOIC and OICI staff. 2. Statistical Reporting Service statistics on rural household receipts. 3. Ministry of Economic Planning statistical data concerning: <ol style="list-style-type: none"> a. agricultural sector growth trends b. national employment by occupation and income level 	<ol style="list-style-type: none"> 1. That diversified Agricultural development continue to be GOG priority during 1982. 2. That climatic conditions are conducive to crop and livestock production. 3. That viable linkages with relevant GOG Ministries are made.
<p><u>Project Purpose</u></p> <p>Graduates of The Gambia OIC will be resettled on their own land and farming effectively.</p>	<p><u>End of Project Status</u></p> <ol style="list-style-type: none"> 1. 50 school leavers trained at GOIC resettled on their farms and have produced one crop season. 2. 88% of the trainees will be producing more than other comparable age farmers. 3. The trainees will understand the agricultural concepts taught at GOIC and apply them on their own land. 	<ol style="list-style-type: none"> 1. The Gambia MIS records on trainee follow-up activities. 2. Direct observations, follow-up reports, annual evaluation. 	<ol style="list-style-type: none"> 1. GOIC extension methods are acceptable and adoptable by the trainees. 2. There's no undue delay in receiving funds.

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THE GAMBIA OIC
PROJECT DESIGN SUMMARY
LOGICAL FRAMEWORK MATRIX.

JANUARY 1, 1982 - DECEMBER 31, 1982

NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	IMPORTANT ASSUMPTIONS
<p><u>Inputs</u></p> <p>OICI</p> <p>TCT (in person months) Program Advisor 12</p> <p>12 local staff (person months) short term (TDY) 168*</p> <p>(person months) 1</p> <p>Equipment/vehicles \$1,300**</p> <p>includes 24 person months due to local staff terminations after January 1, 1982.</p> <p>one Motorcycle</p>	<p><u>Magnitude of Inputs</u></p>	<ol style="list-style-type: none"> 1. GOIC/OICI MIS Fiscal Reports 2. External Audit 3. Joint Evaluation GOG, USAID and OICI 	<p>1. Funding will be timely and funds released on schedule.</p>

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THE GAMBIA OIC SCHEDULE OF ACTIVITIES
JANUARY 1, 1982 - DECEMBER 31, 1982

JANUARY, 1982

1. Submit January - December 1982 project proposal to USAID/W.
2. Program Advisor will re-contract and return to The Gambia.
3. GOIC staff complete the assessment of the trainee resettlement requirements.
4. Solicit bid estimates for the repair of the Peugeot 504 and the purchase of one motorcycles.
5. Local staff submit yearly work plans.

FEBRUARY, 1982

1. The Peugeot 504 major repairs are completed.
2. Identify sources to purchase trainee resettlement packages.
3. Recruit and hire local staff replacements
4. Conduct four staff developments sessions in budget preparation and planning.
5. Conduct one general staff meeting.
6. Quarterly meeting of the Management Committee.
7. Finalization of staff work plans.

MARCH, 1982

1. Begin purchasing trainees resettlement packaging items (implements, seeds, fertilizer, etc).
2. Purchase one motorcycle.
3. Final approval of The Gambia OIC 1982 budget by USAID/W.
4. Purchase the required training and office supplies.
5. Hold one general staff meeting.
6. A phase-out plan for GOIC submitted.

7. Individual trainee farm plan developed.
8. Conduct four staff development sessions in evaluation, program management, budget development and staff development.

APRIL, 1982

1. Inspect individual trainee land for resettlement.
2. Collect agro-economic data about villages for later comparison.
3. Prepare first quarterly report.
4. Repair center generator.
5. Quarterly scheduled maintenance of farm and office equipment.
6. Hold one general staff meeting.
7. Conduct four staff development sessions in planning, delegating authority, forecasting and controlling.

MAY, 1982

1. Final delivery of each trainee resettlement package to his farm.
2. Quarterly meeting of the Management Committee.
3. Hold one staff meeting.
4. Conduct four staff development sessions on accountability, writing reports and utilizing time effectively and efficiently.

JUNE, 1982

1. Fifty trainees begin planting on their farms.
2. Semi-annual maintenance of infrastructure done.
3. Hold one staff meeting.

JULY, 1982

1. Semi-annual and quarterly reports prepared.
2. Quarterly scheduled maintenance of office and farm equipment.

3. Hold one general staff meeting.
4. Conduct four staff development sessions in principles of management.

AUGUST, 1982

1. Mid-season evaluation of trainees farms.
2. Quarterly meeting of the Management Committee.
3. Hold one general staff meeting.
4. Conduct four staff development sessions on evaluation, management styles, proposal writing/development and organization.
5. Fiscal Specialist visit to the field.

SEPTEMBER, 1982

1. Conduct four staff development sessions in job interviewing, preparing resumes, phasing out process, interpersonal relationships.
2. Quarterly scheduled maintenance of office and farm equipment made.
3. Hold one general staff meeting.

OCTOBER, 1982

1. Prepare quarterly report.
2. Conduct four staff development sessions in MIS procedures, conducting meetings and fiscal monitoring.
3. Hold one general staff meeting.

NOVEMBER, 1982

1. Conduct joint OICI, GOG and AID program evaluation.
2. Quarterly scheduled maintenance of office and farm equipment.
3. Semi-annual scheduled maintenance of infrastructure.
4. Hold one general staff meeting.
5. Conduct four staff development sessions on procedure for taking inventory, project evaluation, budget review.
6. Quarterly scheduled meeting of the Management Committee.

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DECEMBER, 1982

1. Phase-out, end of project.
2. Program Advisor return to the USA and debriefing at Philadelphia.
3. Submit semi-annual, quarterly and final reports.
4. Conduct external audit.
5. Hold one general staff meeting.
6. Evaluate resettlement and outreach programs.
7. Final evaluation of local staff and phase-out.
8. Prepare final inventory.
9. Close all accounts and records.
10. Conduct one staff development session in phasing-out.
11. Fiscal Specialist final visit to the field.