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MALAWI AGROFORESTRY

COMMUNITY-BASED MONITORING AND EVALUATION OF

AGROFORESTRY, SOIL CONSERVATION AND LEGUME CROP DIVERSIFICATION PRACTICES

INSTRUCTION MANUAL FOR NGO PROGRAMMES

OPTION A: FARMER VILLAGE-BASED SURVEY

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1.0 INTRODUCTION

The CBM&E approach for village-based NGO agroforestry, soil conservation and crop diversification programmes has been adapted from the community-based monitoring and evaluation system developed by the MAFE Project, with support from the Department of Land Resources Conservation, PROSCARP and the Planning Division of the Ministry of Agriculture for site-based programmes.[1]

The system focuses on key indicators to provide an accurate picture of the tree planting, crop diversification and vetiver multiplication activities that are being promoted by NGO's during the current season. In addition, it aims to provide an assessment of new targets for these programmes for the following season.

Monitoring is organised in four simple, integrated components as follows:

a) **Farmer Adoption Inventory and Registration List** – comprises a complete listing of all farmers participating in the tree planting, soil conservation and crop diversification programmes in the current season.

b) **Individual Farmer Surveys** to quantify tree planting activities around the homestead, along boundaries and in woodlots, to evaluate tree planting with crops and to appraise legume crop, individual vetiver nursery planting and contour vetiver hedge establishment in the field. These surveys should be conducted at the start of the season in January or February.

c) **Analysis of Survey Results** – the results of the farmer surveys are analysed and extrapolated to estimate village and site-level achievements in tree planting, soil conservation and crop diversification.

d) **Community Assessments** (a) to evaluate benefits, problems, and recommendations related to the current season's program (b) to evaluate germplasm multiplication achievements this season, and (c) to set targets for the next season. The community assessment should be conducted after the harvest in June or July.

The M&E procedure to be undertaken is outlined in stepwise fashion below, with the relevant data sheets for data entry and analysis attached in consecutive order in **APPENDIX 1.**

The M&E procedure outlined in this manual assumes the following two-pronged institutional structure for the purpose of aggregating collected data: village and site/area. It is assumed that a number of villages constitute a site or area. To generate numerical results such as number of trees planted, **farmers are selected for interview from all villages in the site/area from participant lists**. Average farmer results are extrapolated to the village level which are then aggregated to site/area level.

[1] See MAFE Publication No. 24.

2.0 REGISTRATION, SAMPLING AND SITE/AREA INVENTORY

- Step 1: On **SHEET 0** note the total number of farmers undertaking any practice in each village, and the number of farmers undertaking different practices by gender. Use extra consecutively numbered sheets as required.

- Step 2: On **SHEET 1**, make a complete list of all the villages for the site/area targeted under your current programme. Number each village in consecutive order in the space provided. Use as many pages of **SHEET 1** as required, numbering each page consecutively.

- Step 3: On **SHEET 2** list the names of all farmers participating in the tree planting, soil conservation and crop and tree legume programmes being promoted, by village. The total number of farmers for each village should match the number in the left-hand column on **SHEET 0** for the same village. Tick the relevant practices in which they are participating. Use as many pages of **SHEET 2** as necessary.

- Step 4: **SHEET 2** will be used to determine the names of the farmers to be visited during the homestead and field sample surveys. Farmers will be selected on a village basis, **with a minimum of three farmers per village**, as follows: for villages with 60 or more participating farmers, select every 20th name listed; for villages with less than 60 participating farmers, divide the total number by 3, using the resulting number to select the minimum of 3 farmer names (e.g. $24 \div 3 = 8 \Rightarrow$ select every 8th farmer). List the selected farmer names and their villages in consecutive order, and the relevant practices they are undertaking, on **SHEET 3**. Use as many pages of **SHEET 3** as required, numbering each page consecutively.

At the end of **Step 4** you will have a list of farmers from all villages within the site/area to be visited during the individual homestead and field surveys.

3.0 INDIVIDUAL FARMER SURVEYS

Four sample surveys have been designed to generate a representative evaluation of tree planting activities around the homestead and in the field, individual vetiver nursery planting and contour vetiver hedge establishment in the field, and crop and tree legume planting. **Note that only those surveys relevant to the programmes being implemented should be conducted.**

3.1 Homestead/Boundary/Woodlot Tree Planting Survey

Tree planting around homesteads, along homestead and field boundaries and in woodlots (at the homestead or in fields) is in high farmer demand. To capture information on this practice adequately, all farmers listed on **SHEET 3** will be interviewed to document the nature and extent of tree planting around the homestead, along boundaries and in woodlots, excluding live fences and live structures e.g. sheds/toilets/kholas etc. Distinguish surviving trees planted this season from earlier plantings to monitor the dynamics of planting and felling trees. Ignore any natural trees i.e. those not planted but growing naturally.

⇨ <u>Step 5:</u> Conduct the **Homestead/Boundary/Woodlot Tree Planting Survey** in January/February with **each farmer listed on SHEET 3.** Explain the purpose of the visit and information required, i.e., to quantify tree planting activities in the form of homestead, boundary or woodlots, and to learn what is working in order to improve plans and targets for the next season. Ask which species were **planted this season (new trees).** Ask for numbers of surviving new trees by species, relying on recall by farmers. Repeat the questions for data on surviving trees from **planting before this season (old trees).** Ignore live fences and structures and natural trees. Classify all fruit trees as FT. Make a joint walk around the homestead and fields as a physical check, but do this by showing interest in the farmer tree planting, not to verify responses. Record survey results on **SHEET** 4.

3.2 Trees Planted with Crops Survey

Tree planting in crop land, particularly dispersed systematic interplanting of *Faidherbia albida* (msangu) and other species, is in high demand by farmers. To capture this information adequately, all farmers listed on **SHEET 3** will be interviewed to document the nature and extent of trees planted with crops.

As for the homestead/boundary/woodlot survey, information will be restricted to old and new planted trees, with natural trees being ignored, **apart from msangu**. Leave information on tree legumes (e.g. *T.vogelii*) to the crop and tree legume survey.

⇨ <u>Step 6:</u> Conduct the **Trees Planted with Crops Survey** in January/February with **each farmer listed on SHEET 3.** Explain the purpose of the exercise is to quantify <u>**tree planting activities with crops only**</u>, and to learn what is working in order to improve plans and targets for the next season. Ask which species were **planted this season (new trees).** Then ask for numbers of surviving new trees by species. Repeat the questions for information on surviving trees from **planting before this season (old trees).** Exclude live fences and structures and ignore natural trees **apart from msangu.** Classify all fruit trees as FT. Record survey results on **SHEET 5.**

3.3 Crop and Tree Legumes Survey

A number of NGOs are promoting a range of grain legume crops to encourage crop diversification. In addition, a number of fast-growing leguminous trees, particularly *Tephrosia vogelii*, are being extended in the form of low-cost soil fertility improvement practices. For this CBM&E exercise, **crop and tree legume information will be restricted to that issued in the current season by the particular NGO programme in question.**

To capture information adequately, all farmers listed on **SHEET 3** will be interviewed to document the nature and extent of their grain and tree legume and activities this season. Break down area planted by practice, variety or species, planting method, and condition (see **Table 1**).

Table 1: Crop Legume and Undersowing

Practice	Form of measurement
1. **Crop legumes** e.g. groundnuts, pigeon peas, beans, soyabeans, cowpeas	Length x width, by planting method and condition
2. **Tree Legumes** Undersowing Improved fallow	Length x width, by planting method and condition

➪ Step 7: Conduct the **Crop and Tree Legume Survey** in January/February with **each farmer listed on SHEET 3, in the field.** Explain that the purpose of the exercise is to evaluate crop and tree legume activities in the field, and to learn what is working in order to improve plans and targets for the next season. Indicate that information will be collected for 2 different practices (see **Table 3**). **Note that information will be collected only on legumes issued this season under the particular programme being evaluated.** Ignore all other crop and tree legumes. For each practice, ask which variety (crop legume) or species (tree legume) was planted **this season**. Make a note whether the crop legume is interplanted or pure stand. Pace the length and width of the area planted and convert to square metres for an approximation of the area. Note the overall condition of the legume only. Record survey results on **SHEET 6**.

3.4 Individual Vetiver Nurseries and Contour Vetiver Hedge Survey

The establishment of contour vetiver hedges (CVH) is one of the most widespread soil and water conservation technologies being promoted in Malawi. A shortage of planting material has resulted in the extensive promotion of individual vetiver nurseries. To capture information adequately, all farmers listed on **SHEET 3** will be interviewed to document the nature and extent of their individual vetiver nursery and CVH establishment.

➪ Step 8: Conduct the **Vetiver Survey** in January/February with **each farmer listed on SHEET 3, in the field**. Explain that the purpose of the exercise is to evaluate nursery establishment and CVH installation in the field, and to learn what is working in order to improve plans and targets for the next season. Indicate that information will be collected for old and new (planted this season) nurseries and hedges. Pace the length of each hedges, converting to metres. Then calculate the area conserved for each village using the formula indicated on the sheet. Pacing the length and width of each nursery converting to square metres. Note the condition of hedges and nurseries. Record survey results on **SHEET 7**.

4.0 ANALYSIS OF HOMESTEAD AND FIELD SURVEY RESULTS

This section describes a simple procedure to analyse the survey results generated from **Steps 5–8** above. The results are analysed to give village-level estimates which are then extrapolated to site/area-level.

- ⇨ Step 9: Analyse homestead/boundary/woodlot tree planting survey results using a separate, consecutively numbered **SHEET 8** for each village. The instructions on the sheet explain how the survey results can be translated into village-level estimates of old and new trees planted in the form of homestead/boundary/woodlot planting. Then, using **SHEET 9**, follow instructions on the sheet to aggregate **SHEET 8** results to site/area-level.

- ⇨ Step 10: Analyse the survey results of trees planted with crops using a separate, consecutively numbered **SHEET 10** for each village. The instructions on the sheet explain how the survey results can be translated into village-level estimates of old and new trees planted with crops. Then, using **SHEET 11**, follow instructions on the sheet to aggregate **SHEET 10** results to site/area-level.

- ⇨ Step11: Analyse crop and tree legume and vetiver survey results using a separate, consecutively numbered **SHEET 12** for each village. The instructions on the sheet explain how the survey results can be translated into village-level estimates of crop and tree legume area planted, area of vetiver nursery established and area conserved by CVH. Then, using **SHEET 13**, follow instructions on the sheet to aggregate **SHEET 12** results to site/area-level.

5.0 COMMUNITY ASSESSMENT

Community assessment will be conducted at the village-level and will involve meeting with and talking to one group of farmers per village, **selecting every third village (with a maximum of 10 villages selected per site/area)**, with participating farmers selected by the village in question. The objectives of the assessment are threefold:

- focus group interviews to empower the community with tools to assess their own achievements and needs and to make extension support services more effective and responsive based on information provided by farmers. This will include farmer perceptions on both benefits and problems.
- community meetings and records to assess germplasm multiplication achievements for the current year.
- community meetings to produce recommendations with new season targets for all programmes based on real farmer interests and priorities.

5.1 Focus Group Interviews

Conduct the focus group interviews shortly after the harvest in June/July. The first task is for each selected village to identify one focus group to discuss benefits, problems and recommendations for each subject matter (see **SHEETS 14-23**). Details on the formation and composition of focus groups are described below. This will be followed by an analysis and summary of the results of the community assessment (see **SHEETS 14-24**). This information, combined with results of the individual farmer surveys, will then be discussed with the villages to evaluate overall achievements for the current season and to set targets for next season.

Introduction on how to conduct focus group discussions

Conduct discussions in focus groups with each village. Such group exercises need to be streamlined and well organised. The extension worker will document group assessments.

Do not hold group discussions as formal interviews by asking questions corresponding to the list of responses on **SHEETS 14-23**. Rather, strive to solicit frank and honest responses with participation from all members of the group. Do this by introducing the purpose of the exercise: for example **"to review achievements, problems and recommendations from a village perspective so that future activities can be more effective and responsive to identified needs"**. After discussing the purpose of the exercise, introduce the subject matter in a general context to avoid posing leading questions that could bias the responses. Introductory questions are suggested below on each topic area to help spark dynamic discussions:

- **Benefits: "What benefits or impacts, if any, have you seen from implementing the practice/technology?"** Note the benefits responses for each topic/practice, and ask the group to rate each response as **Poor**, **Fair** or **Good**. Note that you must always record a response for the first two topics in this section which are "**Benefits seen**" and "**Farmer interest**".

- **Problems: "What problems, if any, have you encountered from implementing the practice/technology?"** Note a **Yes** if a particular problem is raised. After the interviews fill in any blank responses as a **No**.

Guidelines on group formation, function and follow-up actions

1. Each focus group should comprise about 10 people, consisting of both men and women.
2. The village will identify the composition of each group to accurately represent the views of the village. Groups should be well balanced to avoid domination by individuals due to their stature, age or sex. Each group should include several knowledgeable practitioners on **all the programmes being discussed**. Non-practitioners may be included to obtain perceptions about reasons for non-adoption.
3. The concept is to get groups to vocalise their views on the subject matter without asking leading questions that may bias the response. **The extension worker's primary job is to listen and to take notes**.
4. Note responses in the appropriate boxes of the form.

→ Step 12: Explain the purpose of the focus group interviews to each selected village in the site/area, and request each of them to identify one focus group per village. Ensure that each group includes farmers who as a unit are knowledgeable and participating in all programmes being implemented in the village in question.

- ⇨ Step 13: Conduct the interviews with each group, recording results on **SHEETS 14-23**. Use the same set of sheets for all selected villages in the site/area, identifying villages by number from **SHEET 1**. Put an X through any sheets that are not relevant to the programmes being promoted in the village in question.

- ⇨ Step 14: Analyse interview data for each site/area on the relevant **SHEETS 14-23** by calculating the satisfaction levels and problem intensities. Transfer these indicators onto **SHEET 24** for a site/area-level summary of the interview results.

5.2 Germplasm Multiplication

- ⇨ Step 15: Jointly assess germplasm achievements for **all villages** within the site/area for the current season. List details related to communal vetiver and tree nurseries and tree seed collection by village on **SHEET 25a and 25b**. Use village numbers from **SHEET 1** for identification.

5.3 New Season Targets

- ⇨ Step 16: Meet with **all villages** to present and review the results of the homestead and field tree planting surveys (**SHEETS 8 & 10**), the crop and tree legume and CVH surveys (**SHEET 12**), the focus group interviews (**SHEETS 14-23**), and the germplasm achievements (**SHEET 25a & 25b**). Based on the achievements, problems and benefits encountered in the current season, set working targets for the next season for germplasm multiplication, tree planting and soil conservation practices, using **SHEETS 26a&b, 27, 28 and 29. Ensure that the villages understand that targets are set subject to germplasm availability.**

APPENDIX 1: LIST OF MONITORING AND EVALUATION DATA SHEETS

SHEET	SUBJECT MATTER
0	VILLAGE LIST
1	VILLAGE ADOPTION INVENTORY
2	FARMER REGISTRATION LIST
3	VILLAGE SAMPLE SURVEY LIST
4	HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING SURVEY FORM
5	TREES PLANTED WITH CROPS SURVEY FORM
6	CROP AND TREE LEGUME SURVEY FORM
7	VETIVER SURVEY FORM
8	SURVEY RESULTS 1: HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING Village Level
9	SURVEY RESULTS 2: HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING Site/Area-Level
10	SURVEY RESULTS 3: TREES PLANTED WITH CROPS Village Level
11	SURVEY RESULTS 4: TREES PLANTED WITH CROPS Site/Area-Level
12	SURVEY RESULTS 5: CROP & TREE LEGUMES AND VETIVER Village-Level
13	SURVEY RESULTS 6: CROP & TREE LEGUMES AND VETIVER Site/Area-Level
14	COMMUNITY ASSESSMENT 1. GUIDELINES AND TREE SEED COLLECTION
15	COMMUNITY ASSESSMENT 2. TREE NURSERIES
16	COMMUNITY ASSESSMENT 3. VETIVER NURSERIES
17	COMMUNITY ASSESSMENT 4. CONTOUR AND BOX RIDGES
18	COMMUNITY ASSESSMENT 5. GULLY RECLAMATION, RAISED PATHS/BORDERS
19	COMMUNITY ASSESSMENT 6. CONTOUR VETIVER HEDGES
20	COMMUNITY ASSESSMENT 7. UNDERSOWING/IMPROVED FALLOWS
21	COMMUNITY ASSESSMENT 8. TREES PLANTED WITH CROPS
22	COMMUNITY ASSESSMENT 9. CROP LEGUMES
23	COMMUNITY ASSESSMENT 10. HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING
24	COMMUNITY ASSESSMENT 11. SUMMARY Site/Area Level
25a & b	GERMPLASM MULTIPLICATION ACHIEVEMENTS – Village and Site/Area Level
26a & b	GERMPLASM MULTIPLICATION TARGETS – Village and Site/Area Level
27	TREE PLANTING TARGETS – Village and Site/Area Level
28	SOIL CONSERVATION TARGETS – Village and Site/Area Level
29	CROP AND TREE LEGUME TARGETS – Village and Site/Area Level

VILLAGE ADOPTION INVENTORY

SHEET 0

NGO:	Page:
Site/Area:	Date:

Instructions: list by village in the site/area (1) the total number of farmers undertaking any practice (allow for farmers doing more than one practice) (2) the number of farmers undertaking different practices by gender (3) use village numbers from SHEET 1 (4) use additional consecutively numbered sheets if necessary.

	Total Farmers Any Practice	Tree Planting			Soil Conservation			Crop/Tree Legumes		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
Village No:										
Village No:										
Village No:										
Village No:										
Village No:										
Village No:										
Village No:										
Village No:										
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Village No:										
Village No:										
Village No:										
Total										

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VILLAGE LIST

SHEET 1

NGO:	**Page:**
Site/Area:	**Date:**

Instructions: (1) **list and number** the names of all villages in the site/area (2) use additional sheets as necessary but **continue the numbering sequence**.

Village No:	
Village No:	
Village No:	
Village No:	
Village No:	
Village No:	
Village No:	
Village No:	
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Village No:	
Village No:	
Village No:	
Village No:	
Village No:	

FARMER REGISTRATION LIST

SHEET 2

NGO:	Page:
Site/Area:	Date:

Instructions: (1) List the names of all farmers participating in tree planting, soil conservation and crop and tree legume programmes by village in the site/area (2) number each farmer consecutively (3) **the total number of farmers for each village should match the number in the left-hand column on SHEET 0 for the same village** (4) use as many sheets as required.

				Tick relevant practices		
No.	Farmer Name	M/F	Village	Tree Planting	Soil Conservation	Crop/Tree Legume

VILLAGE SAMPLE SURVEY LIST

SHEET 3

NGO:	Page:
Site/Area:	Date:

Instructions: Select farmers from **SHEET 2** on a **village basis** as follows: (1) for villages with 60 or more participating farmers, select every 20th name listed (2) for villages with less than 60 participating farmers, divide the total number by 3, using the resulting number to select a minimum of 3 farmers per village e.g. 51/3 = 17 which means visiting every 17th farmer on the list (3) list their names in consecutive order and tick relevant practices being undertaken (4) use as many sheets as required.

No.	Farmer Name	M/F	Village	Tick relevant practices		
				Tree Planting	Soil Conservation	Crop/Tree Legume

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HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING SURVEY FORM SHEET 4

NGO:	Village:	Page:
Site/Area:		Date:

Instructions: (1) visit the homestead & fields of every farmer listed on **SHEET 3** (2) **record information on number of living trees planted in the form of homestead/boundary/woodlots (also fruit orchards),** split into new and old plantings (3) ignore natural trees (4) classify all fruit trees as FT (5) start a new sheet for each village.

Farmer Name	M/F	Species	New / Old (N/O)	No. Trees

Scientific	Local
Acacia galpinii	Nkhungu
Acacia polyacantha	Mthethe
Albizia lebbeck	Mtangatanga
Afzelia quanzensis	Msambamfumu
Azadirachta indica	Nimu
Bauhinnia thoningii	Chitimbe
Erythrina abyssinica	Muwale
Faidherbia albida	Msangu
Gliricidia sepium	Gliricidia
Khaya nyasica	Mbawa

Scientific	Local
Melia azaderach	Indya
Moringa oleifera	Chamwamba
Senna siamea	Keshya wa milimo
Senna spectabilis	Keshya wa maluwa
Sesbania sesban	Jelejele
Terminalia sericea	Napini
Toona ciliata	Sendrella
Ziziphus mauritiana	Masawo
Ziziphus mucronata	Kankhande
FT	**All fruit trees**

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TREES PLANTED WITH CROPS SURVEY FORM

SHEET 5

NGO:	Village:	Page:
Site/Area:		Date:

Instructions: (1) visit every farmer listed on **SHEET 3** (2) record information on **number of living trees planted with crops**, split into new and old plantings (3) ignore natural trees **apart from msangu** (4) classify all fruit trees as FT (5) start a new sheet for each village.

Farmer Name	M/F	Species	New / Old (N/O)	No. trees

Scientific	Local
Acacia galpinii	Nkhungu
Acacia polyacantha	Mthethe
Albizia lebbeck	Mtangatanga
Afzelia quanzensis	Msambamfumu
Azadirachta indica	Nimu
Bauhinnia thoningii	Chitimbe
Erythrina abyssinica	Muwale
Faidherbia albida	Msangu
Gliricidia sepium	Gliricidia
Khaya nyasica	Mbawa

Scientific	Local
Melia azaderach	Indya
Moringa oleifera	Chamwamba
Senna siamea	Keshya wa milimo
Senna spectabilis	Keshya wa maluwa
Sesbania sesban	Jelejele
Terminalia sericea	Napini
Toona ciliata	Sendrella
Ziziphus mauritiana	Masawo
Ziziphus mucronata	Kankhande
FT	**All fruit trees**

CROP AND TREE LEGUME SURVEY FORM

SHEET 6

NGO:	Village:	Page:
Site/Area:		Date:

Instructions: (1) visit every farmer listed on **SHEET 3** (2) record which practices are being undertaken **this season with seed issued by the programme this season only,** the variety of crop legume or species of tree legume, and whether it is intercropped or pure stand (3) pace length and width of the area planted to the crop or tree legume (4) note the condition of the legume (5) calculate the area in square metres, and (6) start a new sheet for each village.

Farmer Name	M/F	GL, US, IF	Variety/ Species	Intercrop/ Pure stand	Length (paces)	Width (paces)	Condition (1-3)	Area (m^2) = length x width x 0.56

Codes for Practices in the Field: GL = crop legumes; US = undersowing; IF = improved fallow

Condition codes: 1=poor; 2=fair; 3=good

Planting codes: IC = intercrop; PS = pure stand

Tree Legume Species	Code
Tephrosia vogelii	Tv
Sesbania sesban	Ss

Crop Legume	Code	Crop Legume	Code
Groundnuts	Gn		
Beans	Bn		
Soyabeans	Sb		
Pigeon Peas	Pp		
Cowpeas	Cp		

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VETIVER SURVEY FORM

SHEET 7

NGO:	Village:	Page:
Site/Area:		Date:

Instructions: (1) visit every farmer listed on **SHEET 3** (2) record the length of each CVH split into old and new, and slope of land the hedge is on, convert paces to metres to calculate the area conserved in square metres for the total length of old and new CVH by land slope in each village, and (2) pace the length and width of each individual vetiver nursery, split by old and new, converting to square metres (3) note the condition of the hedge or nursery (4) **start a new sheet for each village.**

Note: - Only apply this survey to individual farmer vetiver nurseries NOT to communal nurseries

Farmer Name	New/Old N / O	Land Slope (Steep, Medium or Flat)	Length Paces	Length Metres	Condition (1-3)	Area Conserved (m^2)

	New/Old (N/O)	Length (paces)	Width (paces)	Condition (1-3)	Area planted (m^2) = length x width x 0.56

CVH Vertical Inter-Hedge Width:	Area Conserved = tot. length of CVH x Vertical Inter-Hedge Width	
5m for **Steep** slopes 10m for **Medium** slopes 15m for **Flat** slopes	Metres = no. paces x 0.75	**Condition codes:** 1=poor; 2=fair; 3=good

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SURVEY RESULTS 1: HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING at Village Level

SHEET 8

NGO:	Village:	Page:
Site/Area:		Date:

PART A: FARMERS	From SHEET 0	From SHEET 3	Households with Old Trees		Households with New Trees		Estimated Total HH with Homestead Trees	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
Type of Planting	Total No. Participating Farmers in Village	Total No. Farmers Surveyed from Village	HH with Old Trees	% Old tree HH (c / b)	HH with New Trees	% New tree HH (e / b)	HH with Old Trees (a x d)	HH with New Trees (a x f)
Homestead Planting								

PART B: TREES	Old Trees			New Trees			Old + New Trees
	(i)	(j)	(k)	(l)	(m)	(n)	(o)
Species	No. survey trees	Avg No./ HH (i / b)	Est. Total Trees (a x j)	No. survey trees	Avg No./ HH (l / b)	Est. Total Trees (a x m)	Total Old & New Trees (k + n)
Total number of trees							

Instructions: Follow the calculations as shown:

e.g. (1) % old tree HH (d) = c / b

e.g. (2) HH with old trees (g) = a x d

The data for (a) comes from **SHEET 0** and is the total number of farmers in the village participating in any of the technologies being evaluated.

The data for (b) is the total number of farmers surveyed from the village participating in any of the technologies being evaluated.

Calculate data for (c), (e), (i) and (l) by summing across household data from **SHEET 4.**

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SHEET 8

SURVEY RESULTS 2: HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING at Site/Area Level

SHEET 9

NGO:	Page:
Site/Area:	Date:

Instructions: (1) Sum total numbers surviving old and new trees from **SHEET 8** by species for each village within the site/area (2) use village numbers from **SHEET 1.**

	Old Trees Estimated Total Trees Planted											New Trees Estimated Total Trees Planted										
Species	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Site/Area	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Site/Area
Total number of trees																						

02/09/2000

SHEET 9

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SURVEY RESULTS 3: TREES PLANTED WITH CROPS at Village Level

SHEET 10

NGO:	Village:	Page:
Site/Area:		Date:

PART A: FARMERS	From SHEET 0	From SHEET 3	Households with Old Trees		Households with New Trees		Estimated Total HH with Trees Planted in Fields	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)
Type of Planting	Total No. Participating Farmers in Village	Total No. Farmers Surveyed from Village	HH with Old Trees	% Old tree HH (c / b)	HH with New Trees	% New tree HH (e / b)	HH with Old Trees (a x d)	HH with New Trees (a x f)
Tree Planting in Fields								

PART B: TREES	Old Trees			New Trees			Old + New Trees
	(i)	(j)	(k)	(l)	(m)	(n)	(o)
Species	No. survey trees	Avg No./ HH (i / b)	Est. Total Trees (a x j)	No. survey trees	Avg No./ HH (l / b)	Est. Total Trees (a x m)	Total Old & New Trees (k + n)
Total number of trees							

Instructions: Follow the calculations as shown:

e.g. (1) % old tree HH (d) = c / b

e.g. (2) HH with old trees (g) = a x d

The data for (a) comes from **SHEET 0** and is the total number of farmers in the village participating in any of the technologies being evaluated.

The data for (b) is the total number of farmers surveyed from the village participating in any of the technologies being evaluated.

Calculate data for (c), (e), (i) and (l) by summing across field data from **SHEET 5.**

02/09/2000

SHEET 10

SURVEY RESULTS 4: TREES PLANTED WITH CROPS at Site/Area Level

NGO:	Page:
Site/Area:	Date:

Instructions: (1) Sum total numbers surviving old and new trees by species from **SHEET 10** for each village within the site/area (2) use village numbers from **SHEET 1.**

	Old Trees											New Trees										
	Estimated Total Trees											Estimated Total Trees										
Species	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Site/Area	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Site/Area
Total number of trees																						

02/09/2000

NGO:	Village:	Page:
Site/Area:		Date:

Instructions: Using a separate sheet for each village, for each variety, practice and planting method:

For each crop and tree legume, by planting method : (1) sum area planted from **SHEET 6** (2) note % of area in good condition from **SHEET 6** (3) calculate area planted per farmer (4) estimate total area planted.

For vetiver nurseries and contour vetiver hedgerows: (1) sum area planted/conserved from **SHEET 7** (2) note % of area in good condition from **SHEET 7** (3) calculate area planted/conserved per farmer (4) estimate total area planted/conserved.

From **SHEET 0** (a) Total No. Participating Farmers in Village	From **SHEET 3** (b) Total No. Farmers Surveyed from Village

Note 1:- The data for (a) comes from **SHEET 0** and is the total number of farmers in the village participating in any of the technologies being evaluated.

Note 2:- The data for (b) is the total number of farmers surveyed from the village participating in any of the technologies being evaluated.

Practice by Variety and Species	Pure Stand/Improved Fallow				Intercrops/Undersowing			
	(c) Area Planted/Conserved (ha)	(d) % of Area in Good Condition	(e) Average Ha /farmer (c / b)	(f) Est. Tot. Area Planted or Conserved (ha) (e x a)	(g) Area Planted (ha)	(h) % of Area in Good Condition	(i) Average Ha /farmer (g / b)	(j) Est. Tot. Area Planted (ha) (i x a)
Total Crop Legumes								
Total Tree Legumes								
Vetiver Nurseries								
CVetiver Hedge Conservation								

21.

SURVEY RESULTS 6: CROP AND TREE LEGUMES AND VETIVER at Site/Area Level

SHEET 13

NGO:	Page:
Site/Area:	Date:

Instructions: (1) Sum total area from **SHEET 12** for each village within the site/area by crop variety, tree species, planting method and practice (2) use village numbers from **SHEET 1.**

	Pure Stand/Improved Fallow Estimated Total Area Planted or Conserved (Ha)											Intercrop/Undersowing Estimated Total Area Planted (Ha)										
Practice by Variety and Species	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Total Site/Area	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Total Site/Area
Total Crop Legumes																						
Total Tree Legumes																						
Vetiver Nurserie																						
CVetiver Hedge Conservatio																						

02/09/2000

SHEET 13

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NGO:	Date:
Site/Area:	

GUIDELINES ON GROUP FORMATION, DISCUSSIONS AND FOLLOW-UP ACTIONS

1. One group per village (selecting every third village up to a **maximum of 10 per site/area**) of about 10 people comprising both men and women. Cover all relevant topics within each group.
2. The village will identify the composition of each group to represent the views of the community. Groups should be well balanced to avoid domination by individuals. Membership should contain knowledgeable practitioners as well as non-practitioners
3. Introduce the purpose of the exercise as "to review achievements, problems and recommendations to improve future support services".
4. The concept is to get groups to vocalize their views on the subject matter without asking leading questions that may bias the response. This means not asking questions corresponding to the list of responses on **SHEETS 14-24**. Only use sheets relevant to the activities you are promoting in that village.
5. Facilitate open contributions from all members. The team's primary job is to listen and to note the group's responses in the boxes provided.
6. **Use one set of sheets per site/area, use village numbers from SHEET 1, and forward copies of the summary sheet to management.**

Tree Seed Collection

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number P's	Analysis: Number F's	Analysis: Number G's	Analysis: Totals
Benefits seen														
Farmer interest														
Cash returns														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Training/demonstrations													
Extension Support/Follow-up													
Collection/Handling													
Labour/mgt intensity													
Late/poor collection or handling													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

NGO:	Date:
Site/Area:	

Tree Nurseries

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:
Benefits seen										
Farmer interest										
Cash returns										
Grand Totals per Response										
Satisfaction Level (No. P, F & G responses divided by total)										

Analysis			
Number			Totals
P's	F's	G's	

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:
Extension support										
Awareness/understanding										
Timeliness of inputs delivered										
Quantity of inputs delivered										
Training/demonstrations										
Extension Support/Follow-up										
Establishment/Implementation										
Community participation										
Labour/mgt intensity										
Termite/pest/animal damage										
Drought / water shortage										
Fire damage										
Late/poor implementation										
Quality of seed/germplasm										
Grand Totals per Response										
Problem Intensity (No. Y and N responses divided by the total)										

Analysis		
# Yes's	# No's	Total

3. VETIVER NURSERIES

NGO:	Date:
Site/Area:	

Vetiver Nurseries

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number P's	Analysis: Number F's	Analysis: Number G's	Analysis: Totals
Benefits seen														
Farmer interest														
Cash returns														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Timeliness of inputs delivered													
Quantity of inputs delivered													
Training/demonstrations													
Extension Support/Follow-up													
Establishment/Implementation													
Community participation													
Labour/mgt intensity													
Termite/pest/animal damage													
Drought / water shortage													
Fire damage													
Late/poor implementation													
Quality of seed/germplasm													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

NGO:	Date:
Site/Area:	

Contour and Box Ridges

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number: P's	Analysis: Number: F's	Analysis: Number: G's	Analysis: Totals
Benefits seen														
Farmer interest														
Crop response positive														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Training/demonstrations													
Extension Support/Follow-up													
Establishment/Implementation													
Community participation													
Labour/mgt intensity													
Access to/supply of line levels													
Late/poor implementation													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

NGO:	Date:
Site/Area:	

Gully Reclamation, Raised Paths/Borders

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number P's	Analysis: Number F's	Analysis: Number G's	Analysis: Totals
Benefits seen														
Farmer interest														
Crop response positive														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Training/demonstrations													
Extension Support/Follow-up													
Establishment/Implementation													
Community participation													
Labour/mgt intensity													
Access to/supply of line levels													
Late/poor implementation													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

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6. CONTOUR VETIVER HEDGES

NGO:	Date:
Site/Area:	

Contour Vetiver Hedges

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:
Benefits seen										
Farmer interest										
Crop response positive										
Grand Totals per Response										
Satisfaction Level (No. P, F & G responses divided by total)										

Analysis			
Number			Totals
P's	F's	G's	

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:
Extension support										
Awareness/understanding										
Timeliness of inputs delivered										
Quantity of inputs delivered										
Training/demonstrations										
Extension Support/Follow-up										
Establishment/Implementation										
Community participation										
Labour/mgt intensity										
Termite/pest/animal damage										
Drought/water shortage										
Fire damage										
Quality of germplasm										
Late/poor implementation										
Grand Totals per Response										
Problem Intensity (No. Y and N responses divided by the total)										

Analysis		
# Yes's	# No's	Total

NGO:	Date:
Site/Area:	

Undersowing/Improved Fallows

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number P's	Analysis: Number F's	Analysis: Number G's	Analysis: Totals
Benefits seen														
Farmer interest														
Cash returns														
Crop response positive														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Timeliness of inputs delivered													
Quantity of inputs delivered													
Training/demonstrations													
Extension Support/Follow-up													
Establishment/Implementation													
Community participation													
Labour/mgt intensity													
Termite/pest/animal damage													
Drought/water shortage													
Fire damage													
Quality of seed													
Late/poor implementation													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

COMMUNITY ASSESSMENT

8. TREES PLANTED WITH CROPS

SHEET 21

NGO:	Date:
Site/Area:	

Trees Planted with Crops

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number: P's	Analysis: Number: F's	Analysis: Number: G's	Analysis: Totals
Benefits seen														
Farmer interest														
Cash returns														
Crop response positive														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Timeliness of inputs delivered													
Quantity of inputs delivered													
Training/demonstrations													
Extension Support/Follow-up													
Establishment/Implementation													
Community participation													
Labour/mgt intensity													
Termite/pest/animal damage													
Drought/water shortage													
Fire damage													
Quality of seed													
Late/poor implementation													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

NGO:	Date:
Site/Area:	

Crop Legumes

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: Number P's	Analysis: Number F's	Analysis: Number G's	Analysis: Totals
Benefits seen														
Farmer interest														
Cash returns														
Crop response positive														
Grand Totals per Response														
Satisfaction Level (No. P, F & G responses divided by total)														

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Analysis: # Yes's	Analysis: # No's	Analysis: Total
Extension support													
Awareness/understanding													
Timeliness of inputs delivered													
Quantity of inputs delivered													
Training/demonstrations													
Extension Support/Follow-up													
Establishment/Implementation													
Community participation													
Labour/mgt intensity													
Termite/pest/animal damage													
Drought/water shortage													
Fire damage													
Quality of seed													
Late/poor implementation													
Grand Totals per Response													
Problem Intensity (No. Y and N responses divided by the total)													

3/

10. HOMESTEAD/BOUNDARY/WOODLOT TREE PLANTING

NGO:	Date:
Site/Area:	

Homestead/Boundary/Woodlot Tree Planting

BENEFITS: Ask group what benefits they have seen, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. ALWAYS mark a response for the first two categories.

RESPONSES: P=Poor; F=Fair; G=Good

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:
Benefits seen										
Farmer interest										
Cash returns										

Analysis			
Number			Totals
P's	F's	G's	
Grand Totals per Response			
Satisfaction Level (No. P, F & G responses divided by total)			

PROBLEMS: Ask what problems have been encountered, if any, and note responses in the boxes provided. Do not ask questions specific to the topics listed. After the interview, fill blank responses as a No.

RESPONSES (Yes or No)

	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:	Village:
Extension support										
Awareness/understanding										
Timeliness of inputs delivered										
Quantity of inputs delivered										
Training/demonstrations										
Extension Support/Follow-up										
Establishment/Implementation										
Community participation										
Labour/mgt intensity										
Termite/pest/animal damage										
Drought/water shortage										
Fire damage										
Quality of seed										
Late/poor implementation										

Analysis		
# Yes's	# No's	Total

11. SUMMARY at Site/Area Level

NGO:	
Site/Area:	Date:

Instructions: Transfer the Satisfaction Level %'s and Problem Intensity %'s from **SHEETS 14-23** onto **SHEET 24**

Topic	Satisfaction Level (%)			Problem Intensity (%)	
	P's	F's	G's	Y's	N's
Tree Seed Collection					
Tree Nurseries					
Vetiver Nurseries					
Contour/Box Ridges					
Gully Reclamation, Raised Paths/ Borders					
Contour Vetiver Hedges					
Undersowing/Improved Fallow					
Trees Planted with Crops					
Crop Legumes					
Homestead Planting					

Satisfaction Level
P = Poor (not satisfied)
F = Fair (okay)
G = Good (satisfied)

Problem Intensity
Y = Yes (there is a problem)
N = No (there is no problem)

GERMPLASM MULTIPLICATION **1. ACHIEVEMENTS - Village and Site/Area Level (a)** **SHEET 25a**

NGO:	
Site/Area:	Date:

Instructions: For all villages in the site/area (1) assess germplasm achievements jointly with extension staff and the community using **SHEETS 25a & b** (2) use village numbers from **SHEET 1.**

	Village:			Village:			Village:			Village:			Village:		
Type of Planting Material	No. HH	No. Nurseries	Ha/Seedlings/ kg	No. HH	No. Nurseries	Ha/Seedlings/ kg	No. HH	No. Nurseries	Ha/Seedlings/ kg	No. HH	No. Nurseries	Ha/Seedlings/ kg	No. HH	No. Nurseries	Ha/Seedlings/ kg
Communal Vetiver Nurseries															
Tree Nurseries															
Sp1															
Sp2															
Sp3															
Sp4															
Sp5															
Sp6															
Sp7															
Sp8															
Sp9															
Sp10															
Sp11															
Sp12															
Total															
Tree Seed Collection															
Sp1															
Sp2															
Sp3															
Sp4															
Sp5															
Sp6															
Sp7															
Sp8															
Total															

GERMPLASM MULTIPLICATION

2. ACHIEVEMENTS - Village and Site/Area Level (b)

SHEET 25b

NGO:	
Site/Area:	Date:

Instructions: For all villages in the site/area (1) assess germplasm achievements jointly with extension staff and the community using SHEETS 25a & b (2) use village numbers from SHEET 1.

	Village:			Village:			Village:			Village:			Village:			Total Site/Area		
Type of Planting Material	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg
Communal Vetiver Nurseries																		
Tree Nurseries																		
Sp1																		
Sp2																		
Sp3																		
Sp4																		
Sp5																		
Sp6																		
Sp7																		
Sp8																		
Sp9																		
Sp10																		
Sp11																		
Sp12																		
Total																		
Tree Seed Collection																		
Sp1																		
Sp2																		
Sp3																		
Sp4																		
Sp5																		
Sp6																		
Sp7																		
Sp8																		
Total																		

GERMPLASM MULTIPLICATION

3. TARGETS - Village and Site/Area Level (a)

SHEET 26a

NGO:	
Site/Area:	Date:

Instructions: For **all villages** in the site/area (1) assess next season germplasm targets jointly with extension staff and the community and list on **SHEETS 26a & b** (2) use village numbers from **SHEET 1.**

	Village:			Village:			Village:			Village:			Village:		
Type of Planting Material	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg
All Vetiver Nurseries															
Tree Nurseries															
Sp1															
Sp2															
Sp3															
Sp4															
Sp5															
Sp6															
Sp7															
Sp8															
Sp9															
Sp10															
Sp11															
Sp12															
Total															
Tree Seed Collection															
Sp1															
Sp2															
Sp3															
Sp4															
Sp5															
Sp6															
Sp7															
Sp8															
Total															

GERMPLASM MULTIPLICATION

4. TARGETS - Village and Site/Area Level (b)

SHEET 26b

NGO:	
Site/Area:	Date:

Instructions: For all villages in the site/area (1) assess next season germplasm targets jointly with extension staff and the community and list on SHEETS 26a & b (2) use village numbers from SHEET 1.

	Village:			Village:			Village:			Village:			Village:			Total Site/Area		
Type of Planting Material	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg	No. HH	No. Nurseries	Ha/Seedlings/kg
All Vetiver Nurseries																		
Tree Nurseries																		
Sp1																		
Sp2																		
Sp3																		
Sp4																		
Sp5																		
Sp6																		
Sp7																		
Sp8																		
Sp9																		
Sp10																		
Sp11																		
Sp12																		
Total																		
Tree Seed Collection																		
Sp1																		
Sp2																		
Sp3																		
Sp4																		
Sp5																		
Sp6																		
Sp7																		
Sp8																		
Total																		

TREE PLANTING **5. TARGETS - Village and Site/Area Level** **SHEET 27**

NGO:	Site/Area:
Site/Area:	Date:

Instructions: For **all villages** in the site/area (1) assess next season tree planting targets jointly with extension staff and the community and list on **SHEET 27** (2) use village numbers from **SHEET 1.**

	Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Total Site/Area	
Tree Species	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings	No. HH	No. Seedlings
Sp1																						
Sp2																						
Sp3																						
Sp4																						
Sp5																						
Sp6																						
Sp7																						
Sp8																						
Sp9																						
Sp10																						
Sp11																						
Sp12																						
Sp13																						
Sp14																						
Sp15																						
Sp16																						
Sp17																						
Sp18																						
Sp19																						
Sp20																						
Total																						

SOIL CONSERVATION

6. TARGETS - Village and Site/Area Level

SHEET 28

NGO:	
Site/Area:	Date:

Instructions: For all villages in the site/area (1) assess next season tree planting targets jointly with extension staff and the community and list on **SHEET 28** (2) use village numbers from **SHEET 1.**

	Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Total Site/Area	
Practice	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha
Contour ridging																						
Box ridging																						
Contour vetiver hedges																						
	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number	No. HH	Number
Gully reclamation																						
Raised paths/borders																						

CROP AND TREE LEGUMES **7. TARGETS - Village and Site/Area Level** **SHEET 29**

NGO:	
Site/Area:	Date:

Instructions: For **all villages** in the site/area (1) assess next season crop and tree legume targets jointly with extension staff and the community, subject to seed/budget availability, and list on **SHEET 29** (2) use village numbers from **SHEET 1.**

	Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Village:		Total Site/Area	
Crop and Tree Legumes	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha	No. HH	Ha
Groundnuts																						
Beans																						
Soyabeans																						
Pigeon Peas																						
Cowpeas																						
Tephrosia vogelii																						
Sesbania sesban																						