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## Scaling up community resilience to climate variability and climate change in Northern Namibia, with special focus on women and children (Score Project)

### SCORE Project Steering Committee

#### Minutes of the 2<sup>nd</sup> Meeting

Makalani Hotel, Tsumeb

**Date:** Tuesday, 09 February 2016

**Time:** 10h00-17h00

**Chairperson:** Mr. Teofilus Nghitila, Environmental Commissioner, MET

**Secretariat:** Reinold Reynie Kharuxab and Aron Hangula (SCORE Regional Project Coordinators, MET)

#### 1. Opening of the meeting

##### a. Welcome

Mr. Teofilus Nghitila, the Environmental Commissioner (EC) and National Project Director (NPD) opened the second SCORE Project Steering Committee (PSC) meeting by welcoming all the PSC members present. A special welcome was further extended to the United Nations Development Programme (UNDP), Deputy Resident Representative (DRR) and the Project Management Unit (PMU) staff attending for the first time.

The EC emphasized that SCORE is a very important project to the government, especially to the Ministry of Agriculture Water and Forestry (MwAF) and Ministry of Environment and Tourism (MET), the local communities within the seven (7) regions (Oshana, Oshikoto, Ohangwena, Omusati, Kavango (East and West) and Kunene) in which it is being implemented. There was a need to upscale crop production, to cope with the changing climate, hence the need to accelerate the

implementation of the SCORE project in these regions. The project's activities needs to be fast-tracked and to finalize the baselines where they do not already exist. The EC expressed complete confidence in the PMU and the Project Steering Committee (PSC) in ensuring that suitable guidance is given in the project implementation.

The UNDP-DRR, Ms Uzumi Murota, gave provided remarks in which she indicated that in future, she would like to visit the project sites, and also create good working relationships with all the project stakeholders.

#### **b. Apologies**

Apologies were noted from:

- Ms. Berfine Antindi (MWAFF-DAPEES, Rundu )
- Ms. Mildred Kambinda (MWAFF-DAPEES, Windhoek);
- Hon. Jason Ndakunda (Engela Constituency Councilor);
- Mr. Jona Kasheeta (MURD, Windhoek).

The attendance list is attached as Annex I of this document.

#### **c. Adoption of the agenda**

The agenda was adopted with one addition under Item A.O.B.: 5(c) External stakeholders. The adopted agenda is contained in Annex II of this document.

#### **d. Matters arising from the PSC1 Minutes**

##### ***1. Minutes of the 1<sup>st</sup> PSC meeting***

The minutes of the 1<sup>st</sup> PSC meeting were adopted with the following corrections:

- Page 2: Deletion of word repeated in the last sentence;
- Add a provision for the Chairperson's signature in future minutes after being revised and accepted by the PSC.

##### ***2. Matters arising from the PSCI Minutes***

Under agenda Item 8, 'Incorporation of Kunene in the Project' of the previous minutes, the PMU needed further guidance from UNDP with regard to the incorporation of Kunene Region as a beneficiary of the SCORE project as it was initially not part of the project design. During the inception workshop, participants felt the need to add the Kunene region to the project as it is highly affected by drought, and has vulnerable communities. There was also a call from the Minister of Environment and Tourism, and the Kunene Regional Governor for the region to be part of the project, this proposal was also endorsed by the Inception Workshop stakeholders and the PSC at its first meeting.

The PSC recommended that the PMU follow-up on the PSC decision by writing a formal letter to the UNDP/GEF informing them about the PSC recommendation, and the budgetary implications which will not be more than 15% of the total SCORE budget, hence no need to go back to the GEF Council.

***Action item 1:** PMU of write a formal letter to UNDP/GEF via the Office of the MET-PS informing them about the PSC decision on the Kunene Region at its first meeting.*

## **2. Update on Project Implementation of the SCORE Project**

### **a. Progress on the AWP 2015**

The highlighted the following issues with regard to the implementation of the project and some key challenges:

***Activity 1** (Smallholder adaptive capacity for climate resilient agricultural production practices strengthened):*

- *Design and develop region specific mentorship programmes and materials:* A potential service provider has been selected, contractual agreements will soon to be finalized;
- *Conservation agriculture:* Five (5) tractors and rippers were procured which will be deployed to the project zones and benefit 571 households per region;
- *Drip irrigation:* Three service providers will be contracted to provide the micro-drip irrigation systems and provide training within the project regions. The beneficiaries to be linked to the market via engagement of AMTA;
- *Baseline studies:* To fast-track the baseline studies and for the identification of villages and beneficiaries, a service provider will be contracted;
- *Monitoring and Evaluation (M&E):* A service contractor will be contracted to design the project's M&E tools at all levels.

***Activity 2** (Reduced vulnerability to droughts and floods through the restoration of wells and enhancement of floodwater pools for food security)*

- *Water harvesting and aquaculture farming:* The exercise to map flood prone areas was initiated with the engagement of MAWF-Hydrology, the preliminary assessment has not as yet been finalized;
- *Conservation agriculture:* The project supported the MAWF Comprehensive Conservation Agriculture Programme's stakeholder's conference, and the study tour to Zambia in collaboration with FAO;

***Activity 3** (Mainstream climate change into national agricultural strategy/sector policy, including adjustments to budgets for replication and up-scaling)*

- *Impact Assessment:* A meeting was held with UNAM on the modality of carrying out the Impact Assessment, it was decided that this activity be carried out in 2016 up to the end of the project cycle;
- *Mainstreaming strategy:* The PMU was involved the drafting of National Strategy for Mainstreaming Disaster Risk Reduction and Climate Change Adaptation into Development (2016-2020) focuses on the nexus between climate, disaster risk, development and poverty reduction in a context of global climate change which was led by the Food and Agriculture Organisation (FAO) and the Office of the Prime Minister (OPM).

*The key challenges faced by the PMU include the following:*

- The project bank account is not operational;
- Transport issues, the vehicles still have no diesel cards;
- How best to coordinate the Kunene Region in the project implementation;
- The role of project stakeholders in assisting the project to achieve its objective needs to be clarified to avoid further conflicts;
- Administrative challenges in line with UNDP requirements.

The following was discussed during the discussions which ensued:

*Tractors:* Concern was raised that distributing five tractors between the regions might not make an impact on ploughing services. The PMU clarified that the project is complimenting the ongoing efforts of the MAWF, hence the tractors will complement the already existing tractors from the ministry, other NGOs and private tractors. The project was not in the position to commit additional resources to acquire more tractors as this will compromise other project activities. Consultation was done with MAWF on the procurement of the tractors, and the project will use existing MAWF-DAPEES mechanisms to assist farmers with ploughing services. A tractor and a ripper for the Kunene Region was outstanding.

***Action item 2:***

- *PMU to make use of existing MAWF procedures in ploughing services;*
  - *Procurement of a tractor for the Kunene region depending on the availability of funds.*
- PMU to consult with MAWF-DAPEES for further action.*
- *Tractors to be registered and deployed to the regions.*

*Conservation Agriculture:* The seeds acquired in 2015 will be distributed to Lead Farmers, hence the available seeds will be used for the 2016 ploughing season.

***Action item 3: Lead Farmers to be identified and provided with CA seeds for the 2016 planting season.***

*Baseline study:* The baseline study will help inform targets and indicators for the project. The target is known (571 households), however it is not known which village or which households should

benefit, particularly for Kunene and some constituencies in other regions. The baseline study is also linked to impact assessment, and inform M&E.

*Mapping of flood prone areas:* It is important to have the flood prone areas, the water ponds, traditional wells and earth dams mapped out, identified and excavated. This needs to happen as soon as possible through collaboration with MAWF and MFMR. The restored wells and ponds must be linked to their usage, for example for irrigation and aquaculture. It was advised that the pond should be able to hold water for at least eight (8) months to be linked to aquaculture.

**Action item 4:** *PMU to select one constituency and find out where the traditional wells, earth-dams, and ponds are located, and hire people to excavate them and scale-up to other constituencies.*

*Role of CES:* Clarification was sought by CES represented, Mr. Andreas Tweendeni on the role of CES as a project stakeholder as they have not as yet received a contract to carry out activities under the project. The CES CEO was in constant communication with the PMU, however the role of CES was still not clear. The PSC recommended that the PMU, through the office of the NPD arrange a meeting with CES to further iron-out implementation issues.

**Action item 5:** *SCORE PMU to arrange a meeting with the CES CEO as soon as possible*

## **b. Financial Reporting for 2015**

Most of the budget spending was procurement related (Tractors, supporting MAWF with the National Comprehensive Conservation Agriculture Stakeholders workshop, supporting Regional Project Coordinators Offices, seed procurement for Lead Farmers, the FAO and SCORE CA study visit to Zambia).

*Table 1: 2015 budget delivery*

<b>Budget</b>	<b>Amount (USD)</b>
Approved budget 2015	USD 797,200.00
Expenses	USD 587,311.00
<b>Budget Balance</b>	<b>USD 209,889.00</b>
Overall Delivery	74%

The PSC decided that the budget balance for 2015 be bought over to the 2016 budget to mobilise activities which were not implemented in 2015. UNDP via the GEF will request clarification and inform the PMU.

**Action item 5:** *UNDP/GEF to advise the PMU on budget balance of 2015 to be brought over to the 2016 budget*

Table 1: 2016 project budget as per the Work plan

<b>Budget</b>	<b>Amount (USD)</b>
Approved budget 2016	USD 891,200.00
Expenses	USD 16,565.21
Committed funds	USD 13,561.66
<b>Budget Balance</b>	<b>USD 209,889.00</b>
Overall Delivery	3.5%

The PSC agreed that the 2015 budget delivery rate at 74% was very low, and it is expected to improve and be well over 90%. It is understood because the project was just starting off the spending will improve in 2016.

*c. Administrative issues*

The project was now fully staffed with all positions filled (Project Manager, Project Implementation Officer, Regional Project Coordinators (RPCs), Project Accountant/Administrator and Driver/Office Assistant). The team will be complemented by interns and United Nations Volunteers on a regular basis.

*Office space for the RPCs:* The PSC considered the recommendation by the SCORE Project Board (MET, UNDP and MAWF) to relocate the RPCs to the MAWF-DAPEES to ensure that they work closely with extension officers and for the sustainability of the project. After discussions, it was agreed that the RPCs will remain where they are as they have already created good working relations with the respective Regional Councils, and will on a regular basis inform MAWF-DAPEES on their ongoing activities.

*Promotional materials:* A significant part of the project budgets go towards promotional materials such as t-shirts, caps, and others. This is not encouraged as the project budget should be directed to priority activities on the ground.

*Travels:* Project staff should ensure that they implement project activities on the ground and not be on regular travels unrelated to the project. A maximum three (3) workshops/trips will be approved per year.

<b>3. Presentation of SCORE Project 2016 Annual Workplan and Adoption</b>
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The PMU presented 2016 Annual Workplan (see Annex III of this document).

The follow-up discussion were on the following:

*Self-help Groups (SHGs):* Clarity was sought on the activities are planned for the SHGs which are were a component of community-based adaptation activities which had worked successfully previously. Several SHG were formed in 2009 but these are long in existence, and none of the

selected project areas had SHGs. Hence activities are envisaged for the SHGs, need to be clearly defined as to what is targeted and to be achieved.

*On output 1.5:* MAWF should scale-up its activities in the implementation of this output as communities should not only be dependent on rain-fed agricultural production only but should be introduced to irrigation mainly via vegetable production. Farmers should be encouraged and assisted to have production tunnels (at least 5 per constituency), those with water and means to produce vegetables.

Namibia has one of the largest hydroponic production system in Southern Africa, we need to replicate what is being implemented in Okahandja.

***Action item 6:***

- *Identification of the type and size of production tunnels;*
- *Identification with the type of vegetables to be produced (this especially for farmers with water)*
- *Have the production tunnels installed for at least 5 farmers per constituency*
- *This should be part of the current work plan to enable farmers that are able to do so to engage in vegetable production.*

*Manure:* The project needs to carry out ground verification on the Okapuka manure in Okahandja to ensure that it is organic and accredited by MAWF. Most of the soils lack nutrients and most farmers will jump to the opportunity, however if this manure brings weeds it will be problematic. In addition to the transportation and distribution plan of manure should be clear.

***Action item 7: Project to verify Okapuka manure and other suppliers to assistant project beneficiaries in soil improvement.***

*Climate change:* The PSC indicated that climate change issues needs to be discussed at the highest level as a cross-cutting issue on all sectors of the economy. It was suggested that MET and UNDP takes it up to the highest level so that climate change is included at all levels of planning.

***Action item 8: UNDP and MET to address climate change related issues at the highest decision-making level provide regular feedback to the PSC***

*Livestock forage:* The project has good opportunity to also include the production of forage for livestock. This should be explored.

***Action item 9: Project to explore livestock forage***

*Impact indicators:* The workplan needs impact-based performance indicators, examples of good indicators include: (1) the number of households with gardens in production, (2) the number of people engaged in micro-finance after training.

**Action item 10:** *Change some of the indicators to indicate how many people will benefit from which activity*

*Fish farming:* The project will support already existing fish farms in the project zones, with fingerlings and technical support. The specific number of existing fish farms in each region is not known, this will be determined and the support given will be based on need. The project also aims to engage the Namibia Fish Consumption Trust to help link the established or supported farms to the formal markets. Fish farming contributes to food security and income generation, and there is a market, the Ministry of Fisheries and Marine Resources (MFMR), will assist with the linking of the producers to the market. The project should also address the issues of high evaporation rates from ponds, e.g. installing shade netting.

**Resolution 1:** *The SCORE project 2016 Annual Workplan was approved. A final revised work plan must be sent to the PSC for their perusal.*

#### **4. Presentation of the SCORE Project 2016 Budget**

The PMU presented the 2016 budget (see Annex IV of this document). It was decided by the PSC that:

- The funds for 2015 should be transferred to the 2016 budget;
- The PSC should ensure that the project increases its delivery rate.

**Resolution 2:** *The PSC approved the project budget, the PMU should share with the PSC amended budget.*

#### **5. Any other business**

##### **a. Development Aid From People to People (DAPP) on harnessing synergies on rural communities**

DAPP Namibia presented its main areas of development efforts such environmental education, community development and community mobilization to the PSC. The objective of the presentation was to look for areas of commonality with the SCORE project and synergies. The PSC took note of DAPP's presentation and possible areas of cooperation. The PSC that recommended that DAPP be clear on their proposal as to how they can work with the project, and in future, they like other similar organisations, may be invited submit proposals in the implementation of the project.

##### **b. UN's International Organisation for Migration presentation on collaboration to enhance data collection on environmental migration**



The UN Organization presented its areas of work and how it can support in terms of vulnerability assessments, impact assessments, and reviewing of questionnaires for baseline studies. The organization was however not in a position to send staff to the field for data collection. The PSC welcomed the presentation, and looked forward to working with the organization.

### **c. External stakeholders**

The project is involved with several external stakeholders, and hence a good working relationship should be established. Several project implementation guidelines need to be followed and the project will not be in a position to handout contracts without due diligence.

### **d. Additional issues discussed**

*Bank Account:* All the GEF funded projects have an option to open their own account and be responsible for their own procurement, provided several procedures are followed. This is currently being done with other GEF-funded projects such as PASS, NAFOLA and NAMPLACE, has thus far worked well. MET has been assessed as the accounting partner and thus qualify the SCORE project to have its own account. The project needs to have a quarterly work plan as the advances are only paid on a quarterly basis.

***Action item 11:*** *The PMU via the MET-PS to request advance payment as the project met all the prerequisites*

*Regional Coordinator and office for the Kunene Region:* The cost of staffing should not exceed 15% of the project budget, hence it is not possible to recruit a Regional Coordinator for the Kunene region, the already recruited RPC for Oshana, Omusati and Kunene will still handle the Kunene region and MAWF will attach one of its Kunene based technicians to work closely with the RPC. An intern for will also be on board to assist with the implementation.

***Action item 12:*** *PMU to report on the Kunene region working arrangement at the next PSC*

*Internship of NUST students:* The project should target the second phase of the internship period for NUST agricultural students in July 2016 for internships. There is a continuous availability of students, and unemployed graduates lacking experience that can be used. The project should also not limit itself to agricultural and accounting interns, but can also look at other aspects such as economics and communication.

***Action item 13:*** *The project to explore options of using various interns to fast-track implementation*

## **6. Close of the meeting and date for the next meeting**

The chairperson highlighted that there is a national agenda which is poverty reduction, and SCORE is an appropriate vehicle for this, if it can show best practices. There is a need to implement activities that will create tangible results, and the PSC should steer the project to achieve practical results, moving away from assessments and paper delivery. The chairperson applauded the commitment and interest from the stakeholders, and requested that a message be extended to the Regional Councilors that the project is on the ground and will be in their constituencies.

He thanked the members attending the meeting, the date of the next meeting will be announced later.

*The meeting was officially adjourned at 17h28.*

## **7. Certification of Minutes**

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Ms. Uazamo Kaura  
**Secretariat**

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Mr. Teofilus Nghitila  
**Chairperson**

**8. Annex**  
**a. Annex I: Meeting Agenda**

<b>Time</b>	<b>Agenda</b>	<b>Responsible Person</b>
<b>10.00 – 10.30</b>	1. Opening of the meeting: a. Welcome; b. Apologies; c. Adoption of the Agenda; d. Matters Arising from PSC1 Minutes	<i>Mr. Teofilus Nghitila, Environmental Commissioner: MET</i>
<b>10.30 – 11.30</b>	2. Update on the implementation of the SCORE Project: a. Progress on AWP 2015; b. Financial Reporting 2015; c. Administrative issues.	<i>Ms. Uazamo Kaura, Project Manager: SCORE</i>
<b>11.30 – 13.00</b>	3. Presentation of SCORE Project 2016 Annual Workplan and Adoption	<i>Mr. Panduleni Hamukwaya, Project Implementation Officer: SCORE</i>
<b>13.00 – 14.00</b>	<b>LUNCH</b>	
<b>14.00 – 15.00</b>	4. Presentation of the SCORE Project 2016 Budget	<i>Ms. Uazamo Kaura, Project Manager: SCORE</i>
<b>15.00 – 16.00</b>	5. Any Other Business a. Presentation by Development Aid From People to People (DAPP) on harnessing synergies on rural communities b. UN's International Organisation for Migration presentation on collaboration to enhance data collection on environmental migration c. External stakeholders	<i>All</i>
<b>16.00 – 16.30</b>	6. Close of the meeting and date for the next meeting	<i>Mr. Teofilus Nghitila, Environmental Commissioner: MET</i>

b. **Annex II :Attendance List**

No.	Name	Organization	Email	Contact
1.	Izumi Morota-Alakija	UNDP	<a href="mailto:izumi.morota@undp.org">izumi.morota@undp.org</a>	2046217
2.	Teofilus Nghitila	MET	<a href="mailto:nghitila@met.na">nghitila@met.na</a>	0811247793/ 06128427111
3.	Lucia Amutenya	Oshana RC	<a href="mailto:lamutenya@oshanarc.gov.na">lamutenya@oshanarc.gov.na</a>	0811283081/ 065220441
4.	Ambrosius Makongwa	Kavango RC	<a href="mailto:atmakongwa@kavangorc.gov.na">atmakongwa@kavangorc.gov.na</a>	0811497117/ 066266000
5.	Lesley Oaseb	MPESW	<a href="mailto:lesoas@gmail.com.na">lesoas@gmail.com.na</a>	0816685007/ 067220075/6
6.	Margaret Angula	UNAM	<a href="mailto:mangula@unam.na">mangula@unam.na</a>	0811292997/ 0612063894
7.	Phillipus Uusiku	Ohangwena RC	<a href="mailto:phillipusuusiku@gmail.com">phillipusuusiku@gmail.com</a>	0811283904/ 065264300
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9.	Elizabeth Mutota	Omusati RC	<a href="mailto:emutota@omusatirc.gov.na">emutota@omusatirc.gov.na</a>	0811280803/ 065251019
10.	Alex Meroro	Polytechnic	<a href="mailto:ameroro@nust.na">ameroro@nust.na</a>	0812302003/ 0612072030
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12.	Sylvanus Naunyango	MAWF	<a href="mailto:Nyango14@gmail.com">Nyango14@gmail.com</a>	0812584584/ 065251274
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15.	Mbeumuna Muhuka	Kunene RC	<a href="mailto:mmuhuka@gmail.com">mmuhuka@gmail.com</a>	0811461205/ 065273600
16.	Andreas Tweendeni	CES	<a href="mailto:aitweendeni@gmail.com">aitweendeni@gmail.com</a>	0812143398/ 065241977
17.	Lydia Shipuata	MGECW	<a href="mailto:shipuatalm@gmail.com">shipuatalm@gmail.com</a>	0812628834/ 065263047
18.	Martin Embundile	MAWF (Ongwendiwa)	<a href="mailto:EmbundileM@mawf.gov.na">EmbundileM@mawf.gov.na</a>	
19.	Emily Handunge	MAWF (Kunene)	<a href="mailto:ekhandunge@yahoo.co.uk">ekhandunge@yahoo.co.uk</a>	0812621331/ 065685087
20.	SCORE PMU			

c. **Annex III** : 2016 Work plan

Output	Activities	Sub-Activities	Products/Targets/Outputs	Key Performance Indicators (KPIs)
<b>Activity 1:</b> <i>Smallholder adaptive capacity for climate resilient agricultural production practices strengthened</i>				
<b>Output 1.1:</b> Smallholder advisory and mentorship programme that promotes drought resilient land management and crop production practices established to scale up good practice for 4,000 smallholder farmers	1.1.1. Design and develop region specific mentorship programmes and materials	1. Conduct a capacity needs assessment 2. Review the relevance of current training materials 3. Based on needs assessment, develop region specific training materials	1. Materials for the Mentorship and Advisory Programme of support services to the project beneficiaries developed taking into consideration existing materials and with an awareness component with other farmers who are not project beneficiaries 2. 5000 information toolkits/booklets on mentorship programme printed 4000 households representative in targeted constituencies trained	1. Mentorship and Advisory Programme materials developed 2. Number of information toolkits developed. 3. Number of households representatives in targeted constituencies trained
	1.1.2. (i) Development a criteria for the selection of beneficiaries (ii) Select participants for the advisory and mentorship programme	1. Finalise the selection criteria with MAWF-DAPEES, RC, TA and councillors 2. Select beneficiaries at local level		1. Criteria for the selection of project beneficiaries developed 2. No. of households selected 3. Baseline data developed
	1.1.3. Implement a mentorship programme	1. Organisation of the mentorship training programme within all the regions	1. Mentorship programme rolled out to conduct training of 210 (30 per region) Lead Farmers for 1 week (5 days), Lead Farmers to train project beneficiaries (60 per region)	1. No. of Lead Farmers trained 2. No. of project beneficiaries trained per region

<b>Output 1.2:</b> Community self-help groups formed in the project zones to promote implementation and replication of climate-smart methods	1.2.1. (i) Develop a criteria for the selection of self-help groups, (ii) Form self-help groups	1. Developing of a draft criteria in-house 2. Identifying existing SHG groups 3. Consultations 4. Consultancy advertised	1. Strengthening and empowering of existing SHG, 2. Selection and formation of new SHG	1. No. of existing SHGs empowered 2. No. of new SHGs formed
	1.2.2. Train the most active and suitable members of each self-help group		1. At least 210 (30 per region) of the most active SHG members undergo training	No. of most active SHGs members trained
<b>Output 1.3:</b> At least 300 trained farmers' field school leaders and coordinators in drought resilient land management practices serving 4,000 households	1.3.1.(i) Develop a criteria for the selection of Lead Farmers (ii) Identify and train Lead Farmers	1. Developing of a draft criteria in-house 2. Identification of existing groups 3. Consultations 4. Consultancy advertised	1. Selection of Lead Farmers 2. Training materials developed 3. 420 Lead Farmers trained (With the possibility of the same (all) farmers to be involved in all 3 groups (mentorship programmes, self-help groups and farmer field school))	1. Lead farmers selected. 2. Training materials for lead farmers developed. 3. No. of Lead farmers trained
	1.3.2. Development of farmer training curricula based on the technologies to be scaled up harmonizing with the mentorship programme and a demand-driven bottom-up approach	1. Consultations held 2. Consultancy advertised	1. Needs analysis conducted based on farmer's needs 2. Harmonised training curricula is developed (for Trainer of Trainers and trainees) 3. Training of 420 Lead Farmers	1. Needs Analysis conducted. 2. Training curricular for TOTs developed

<p><b>Output 1.4:</b> 4,000 smallholders plant their land in time to catch the first rains</p>	<p>1.4.1.(i) Pursue synergies and collaboration with existing programmes on the ground</p>	<p>1. Continue with the assessment of synergies and collaboration with existing programmes on the ground such as the Dryland Crop Production Programme 2. Assessment the sufficiency of implement and ploughing tools on the ground 3. Procured tractors and rippers for ploughing in project sites providing access to ploughing implements and service to 571 households per project zone to prepare land well before planting season 4. Train tractor drivers on basic mechanic training 5. Involve students from vocational centres 6. Engage AgriBusDev technology centres on how to repair and maintain equipment as most servicing is currently done in Otjiwarongo</p>	<p>1. Assessment the sufficiency of implement and ploughing tools on the ground conducted. 2. Tractors and rippers purchased used for ploughing in project sites and provide access to ploughing implements and service to 571 households per project zone to prepare land well before planting season 4. Tractor drivers trained on basic mechanic 5. Students from vocational centres involved 6. AgriBusDev technology centres engaged on how to repair and equipment maintained.</p>	<p>1. Sufficiency Assessment of implements &amp; ploughing tools conducted. 2 Tractors &amp; rippers purchased. 3. No of households prepared their land on time</p>
	<p>1.4.2. (i) Support the improvement of seed production in Namibia (ii) Improve seed distribution (iii) Support the development and</p>	<p>1. Consult DAPEES on the quantity and types of seeds required. 2. Consult DARD on the best way to increase seed production in Namibia. 3. Explore the</p>	<p>1. Seed distributed via VDCs project beneficiaries using vouchers (via MAWF) 2. Collaboration with MAWF on seed research and improvement of the production of seeds within</p>	<p>1. No. and type of seeds provided to project beneficiaries 2. No. of Lead Farmers supported</p>

	finalization of the National Seed Policy (2017).	best way/method of distributing seeds to the project beneficiaries	Namibia 3. Provision of seeds to Lead Farmers during training	
	1.4.3. Disseminate seasonal forecast and early warning information		1. EWS information disseminated as soon as it is available early to farmers using various media	EWS information disseminated
<b>Output 1.5:</b> Fresh vegetables' production through soil improvement and micro-drip irrigation practiced by 2,000 households, including 35% orphan-led households	1.5.1. Create an understanding of the benefits and challenges entailed by the production of fresh vegetables	1. Develop an information brochure on the vegetable production 2. School gardens (75 schools)	1. Information brochure on the challenges and benefits of vegetable production, translation into relevant project area languages	1. Information brochures on vegetable production developed & translated into local languages 2. No. of school gardens revived and producing
	1.5.2. (i) Adopt the drip and bucket irrigation system for vegetable gardens where appropriate (ii) Train farmers on the usage and maintenance of drip irrigation equipment.	1. Consult DAPEES on the appropriate micro - irrigation systems 2. Advertise the tender for the provision of the micro irrigation system including training of farmers on the usage and maintenance of the systems	1. Provision of a micro irrigation systems for vegetable production, soil and water improvement services to project beneficiaries where appropriate 2. Training of farmers on the usage and maintenance of the drip irrigation system 3. Training of farmers on market access and vegetation production	1. No. of micro irrigation systems provided. 2. Farmers trained on the usage & maintenance of micro irrigation systems. 3. No of farmers trained on market access & vegetable production. 4. No of farmers successfully producing, consuming and/or marketing (selling) vegetables
	1.5.3. Scale up soil improvement interventions that minimize soil erosion and water-related ecosystem services		1. Support soil manure provision through existing MAWF mechanism and previous CPP project beneficiaries 2. Explore soil improvement interventions and water-related ecosystem services	



	1.5.4. Scale up sunflower production		1. Provision of sunflower seedlings to project beneficiaries	1. No of sunflower seedlings provided to the beneficiaries. 2. No of farmers successfully growing sunflowers
	1.5.4. Promote the use of plastic buckets/containers for the watering of newly planted indigenous trees		1. Determine the type of indigenous trees for specific region using DOF information on agro-forestry 2. Procurement and promotion of the use of plastic buckets/containers 2. Share best practices with NAFOLA on hydroponics and acquire on an exploratory basis	1. No of plastic buckets procured. 2. No of farmers having adopted the use of bucket irrigation and successfully using the system for production
<b>Output 1.6:</b> Crop diversification away from traditional crop production for 75% of households	1.6.1. Scale up the production of regional specific crops such as sorghum, cactus and rice production for the diversification of livelihoods		1. Explore region specific diversified production: Consider sorghum production for Kunene, Kavango; Consider Cactus (omafauwena) production and rice production as possibilities for diversification 2. Crop diversification trials for 210 of targeted project beneficiaries	1. Number of farmers practicing crop diversification
<b>Output 1.7:</b> Savings and loan schemes are tested among smallholder farmers to promote replication and the scale up of adaptive practices and technologies	1.7.1 (i) Engage a micro-finance expert to develop a long-term microfinance strategy for the project (ii) Explore the rolling out a system for farmers to get loans for crop production inputs; (iii) Training of communities on their roles and		1. Conduct a meeting with micro-financing institutions to scope out Output 1.7 2. Develop a training programme for the training of communities on their roles and responsibilities on community banking 3. Train farmers on micro-financing and saving schemes 4. Explore the rolling out a system from where farmers can get loans for crop	1. Meetings with micro-financing institutions conducted 2. Training programme for communities on their roles & responsibilities on community banking developed. 3. Number of farmers trained on micro-financing and saving schemes.

	responsibilities on community banking.		production inputs (learn lessons from NNFU)	
	1.7.2 Review and evaluate the existing CES (CLUSA) supported savings groups		1. Report on the lessons learned from existing CES (CLUSA) supported savings groups 2. Micro-finance expert to look at other models (in Namibia & elsewhere) 4. Give recommendations to SCORE on best practices to implement	Report on the lessons learnt from CES (CLUSA) supported savings groups.2. Micro-finance expert's recommendations on the best models made available
	1.7.3 Introduce a savings approach to SHGs, link to access to seeds and other inputs		1. Introduction of saving scheme to SHG including for seeds and other inputs	% of SHGs using saving scheme
	1.7.4 Facilitate access to microloan schemes		1. Project beneficiaries are provided with information to access microloan schemes 2. Contact established with microloan institutions and agreements on micro lending established 3. At least 50% of project beneficiaries have access to microloan schemes	% of the project beneficiaries having access to microloan schemes
<b>Output 1.8:</b> Market linkages established for dryland products working with the private sector	1.8.1. Explore linkages with AMTA on the development of a project plan that establishes which value chains should be specifically pursued		1. Linkage with AMTA set up to continue the link of rural farmers to the formal market 2. Development of a project plan that establishes value chains 3. Consultation with CRIAA-SADC/GIZ and other	1. % of rural farmers in project areas linked to the formal market (AMTA)

	through the SCCF financed intervention		identities on the income from the marketing of indigenous plants such as eembeke ( <i>Ximenia americana</i> ) and marula)	
	1.8.2.(i) Facilitate market access and improve marketing expertise (ii) Scale-up support to communities to venture into the marketing of local products.		1. Support to project beneficiaries to venture into the marketing of local products scaled-up.	Number of beneficiaries supported to venture into the marketing of local products
	1.8.3. Facilitate training in grading, cleaning and packaging of products with AMTA		1. Training of project beneficiaries via AMTA on the grading, cleaning and packaging of products	No of beneficiaries trained on cleaning, grading & packaging
<b>Output 1.9:</b> Documentation of best practices	1.9.1. Set up local level monitoring, farmer's action research and formal evidence-based impact monitoring systems for all project interventions and innovations		1. M&E system set up 1. Initial meeting GIZ, FAO 2.Simple tracking tool to complement CA and other activities	1. Project M&E system developed. 2. Best practices documented
	1.9.2. Link to MAWF/DART agriculture research and other relevant research entities		Link to seed replication in 1.4.2 to be done in parallel.	
	1.9.3. Provide for research knowledge to be integrated into		1. Initiate consultations with DART, ME, UNAM and relevant research in parallel with	

	relevant policy processes (see Outcome 3).		Outcome 3.1, provide a report with recommendations	
<b>Activity 2: Reduced vulnerability to droughts and floods through the restoration of wells and enhancement of floodwater pools for food security</b>				
<b>Output 2.1:</b> Flood and drought control measures provided to smallholder farmers in flood-prone areas	<p>2.1.1.(i) Identify those project zones that are prone to floods and scope out flood and drought control measures including the study of existing baselines by the Africa Adaptation Project, consulting with MAWF-DWA-Hydrology; (ii) If baseline information is not available, hold consultations with: regional councils, constituency councillors, traditional authorities and relevant stakeholders to identify project zones.</p> <p>(iii) The identified prone areas should also be verified with local stakeholders.</p>		<p>1. Project mapping of drought vulnerability in Namibia</p> <p>Consult the survey for the sites, in partnership with the community, MAWF-DWA-Hydrology and data from Africa Adaptation Project 2. Identification and verification of project zones that are flood prone 3. Report on project zones - indication of the flood</p>	Drought vulnerable and flood prone areas mapped.

			prone areas, develop an operational area map	
	2.1.2. (i) Use local and indigenous knowledge in the restoration of traditional wells and enhancement of inland ephemeral floodwater pools for households in the project zones and to diversify livelihoods; (ii) Consider using Food for Work as an incentive measure to increase participation		1. Desktop study on the MCA document that assessed water infrastructure needs as a baseline document 2. Identification of wells taking into consideration sanitation, provisions in the Integrated Water Resources Management Plan and revised Sanitation Policy. 3. Training for project beneficiaries before restoration / construction of wells is undertaken 4. Increase participation in the use local people and indigenous knowledge in the restoration of 350 traditional wells in seven project zones using 'Food for Work' as an incentive measure to increase participation. 5. Materials for restoration of 8000 traditional wells in the seven project zones linked to the co-financing from the "Food/Cash for work programme" with guidance from an NGO 6. Enhancement of ephemeral water pools and digging of ponds in flood zones to bring in fish and provide food for the community during the rainy	Number of traditional wells constructed/restored

			<p>season 7. Use flood-prone areas crop diversification e.g. rice</p>	
	<p>2.1.3. Trained communities on the management of harvested water and multipurpose use the water for livestock, irrigation, fresh vegetable production or inland aquaculture</p>		<p>1. Conduct of training workshops through established institutional structures (Outcome 1) e.g. SHGs, FFSs and mentorship programme on multipurpose use of water as per Activity 2.1.3 (<i>need to identify what should be in the mentorship curriculum to be inclusive of all aspects</i>)</p>	<p>Inclusive training workshop conducted</p>

<b>Output 2.2:</b> Climate-smart Irrigation practiced	2.2.1. (i) Identify the sites where irrigation systems will be and the target groups; (ii) Consult DAPEES on the established procedures for setting-up irrigation systems; (iii) Consider the introduction of some of these techniques into the Green Scheme, Peri-urban horticulture and Dryland Crop Cultivation Programme as an entry point for mainstreaming climate smart agriculture (iv) Set up irrigation systems in project zones		1. Setting up the micro-irrigation systems in identified project zones and promote the use of harvested 2. Training of project beneficiaries to use and maintain systems 3. Consider the introduction of some of these techniques into the Green Scheme, Peri-urban Horticulture Programme and Dryland Crop Cultivation Programme as an entry point for mainstreaming climate smart agriculture.	Number of farmers practicing climate-smart agriculture
	2.2.2. Support the MAWF-Comprehensive Conservation Agriculture Programme to introduce relevant Conservation Agriculture practices to complement irrigation		1. Translation of MAWF CCAP into local languages used in project sites 2. Version of CA principles translated and printed	MAWF CCAP translated into local languages
	2.2.3. (i) Train farmers on the proper use and maintenance of irrigation systems; (ii) Train tractor drivers basic mechanic training (iii) Involve students from vocational centres)		1. Train farmers on the maintenance of the drip irrigation systems e.g. use of filters as per Activity 1.5.2.	% of farmers trained on the maintenance of the irrigation systems

	2.2.4. Set up a local level resource monitoring programme which applies farmers' basic research to be carried out with DAPEES extension services officials and Lead farmers e.g. at on-farm demonstration sites, and at Lead farmer's farms and replicated with other trainees in line with MAWF Comprehensive Agriculture System		1. Initial training and initiation Lead Farmers and DAPEES to set up local level monitoring, on-farm demonstration sites, and at Lead farmer's farms. 2. Replication of training with other farmers and trainees	Number of field demonstrations conducted
<b>Output 2.3:</b> Climate-smart fish farming practiced	2.3.1. Support existing fish farming in project zones (ii) Create awareness of aquaculture farming among communities, followed by training for community members.		1. Work with MFMR to support existing fish farms on project sites 2. Create awareness of aquaculture farming among communities 3. Support the training for community members on fish farming based on existing materials from MFMR	Number of farmers practicing climate-smart fish farming
	2.3.2. Provide farmers with much needed inputs for start-ups		Training to be incorporated in the mentorship programme curriculum	1. Communities trained on fish farming. 2. Communities provided with start-up inputs and practicing aquaculture.
	2.3.3. Engage the Namibia Fish Consumption Trust in the development of a market access strategy for each aquaculture		1. Engagement of MFMR and Namibia Fish Consumption Trust 2. Support the compilation of a document on "lessons learned" on	1. Lessons learnt report on community aquaculture compiled. 2. Community fish farmers trained and engaged in marketing of harvested fish



	investment (ii) Compile document on “lessons learned” on community aquaculture farms		community aquaculture farms in consultation with MFMR	
<b>Activity 3: Mainstream climate change into national agricultural strategy/sector policy, including adjustments to budgets for replication and up-scaling</b>				
<b>Output 3.1</b> Impact assessment carried out	3.1.1. A participatory monitoring and evaluation process is set up (linked to Outputs below)		Conduct an Impact Assessment for assessing the main factors causing vulnerability; determine indicators that best measure adaptation progress smallholder farming community; assess effectiveness of two adaptation measures in vulnerability; assess extent of replicability of the interventions to the smallholder farming communities in Namibia; quantify potential macro-impact of vulnerability reduction e.g. national level food security; and recommend for policies and measures to promote replicability	Baseline impact assessment conducted and report produced
	3.1.2. Establish treatment groups and control groups		1. Treatment and control groups established.	
	3.1.3. Project evaluation materials are developed		1. Project evaluation materials developed	Project evaluation materials developed
	3.1.4. The pilot questionnaire is tested		1. Testing of pilot questionnaire	

	3.1.5. Sampling and baseline data collection		1. Sampling and baseline data collection carried out	
	3.1.6. Preparation of policy implications directly linked to Outputs 3.4 and 3.5		Replicate through communication and awareness raising for other farmers. Specify policies, line ministries consider policy gaps and duplication	
<b>Output 3.2:</b> Results-based management (RBM) plan for climate-smart agriculture developed and monitored by the main stakeholder groups and led by the Regional Councils	3.2.1. Develop RBM plans with stakeholders.		1. Support RC let RDCC with the OPM 2. Support regular meetings.	Result based management for climate-smart agriculture d developed
	3.2.2. (i) Develop reporting and evaluation systems (ii) Plans are being implemented and progress is being tracked (iii) Provide a feedback and information sharing platform with stakeholders		1. Link to M&E: (i) Reporting and evaluation system developed (ii) Tracking of progress and plans (iii) Regular feedback and information sharing with stakeholders.	
<b>Output 3.3:</b> NNFU advocacy messages developed and delivered in policy to promote scale-up of climate-smart agricultural methods	3.3.1. Undertake a study to better understand behavioural change context especially amongst vulnerable groups and to develop a targeted advocacy campaign in consultation with MAWF-DAPEES		1. Study on better understand behavioural change especially amongst vulnerable groups undertaken and report 2. Developed a targeted advocacy campaign in consultation with DAPEES and NNFU	

	3.3.2. Facilitate the developing of advocacy messages and campaigns and their implementation		1. Advocacy messages developed replication through communication and awareness raising for other farmers for the extrapolation of benefits. 2. Ensure that child headed households are targeted group	
<b>Output 3.4:</b> Regional Councils, line ministries and other partners (Regional platforms - RIPs or their equivalents - led by RCs) include climate-smart agricultural methods, water harvesting, storage and other relevant climate resilience building practices, approaches, techniques and technologies in their annual plans and budgets				
	3.4.1. Plan the methods of developing and influencing strategy. This would be based on already established procedures and processes such as in MAWF, regional and national development planning processes		1. Based on existing information, methods and processes related to CSA, a plan of action to influence strategy is developed and implemented.	
	3.4.2. Facilitate consultations/dialogues		1. Support consultations dialogue (link to 3.2.1)	
<b>Output 3.5:</b> Policy recommendations and a replication plan are developed for continuation of good practice, presented at the project closure workshop and integrated into cross-sectoral and national development planning				
	3.5.1 Identify key policy opportunities for project interventions and integration of lessons learnt and mainstream project interventions into MAWF policies, projects and programmes		1. Mainstreaming of project interventions into MAWF policies 2. Projects and programmes evaluated with lessons learnt and consultation on the integration of policies 3. Consultation workshop on policy integration 4. Policy recommendations	1. Number of departments (OMAS) /institutions that have mainstreamed climate change into their policies, plans and strategies. 2. Number of national and /sectoral policies ,plans, strategies, programs or projects developed or adjusted to incorporate climate risks & vulnerability reduction

	3.5.2 Integrate lessons from the mid-term evaluation of SCORE project into NDP 5 planning		Link to activity 3.5.1	
	3.5.3 Consider the lessons drawn from the SCORE project for the MAWF programme proposal and for integration into MAWF operations and budget		Link to activity 3.5.1	
	3.5.4 Mainstream learning into other relevant sector instruments, including microfinance, disaster risk management, preparedness and others		Link to activity 3.5.1	
<b>Activity 4: Project Management Unit</b>				
<b>4.1 Field visits and consultations</b>	4.1.1 RPC and PIO regional site visits and community consultations			
	4.1.2 RPIO supervisory regional site visits			
<b>4.2 Awareness raising and consultations</b>	4.2.1 Regional workshops		1. Regional workshops	Change/improved in climate sensitive livelihoods in project intervention areas
	4.2.2 Continuation of regional consultations (RCs, DAPEES, etc.)		2. Continuous consultations and update with stakeholders	

	4.3.1 PMU monthly meeting			
	4.3.2 PSC meetings			
	4.3.3 Internship services			

d. Annex VI: 2016 Budget

<b>Activity 1: Strengthening smallholder adaptive capacity for climate resilient agricultural production practices</b>													
<b>Budget Codes</b>	<b>71200</b>	<b>71300</b>	<b>71400</b>	<b>71600</b>	<b>7210 0</b>	<b>722 00</b>	<b>7230 0</b>	<b>72400</b>	<b>72500</b>	<b>73400</b>	<b>74100</b>	<b>74500</b>	<b>75700</b>
<b>Contractual Services - Individuals</b>			36 000,00										
<b>International Consultants</b>	40 000,00												
<b>Local Consultants</b>		90 000,00											
<b>Contractual Services - Individuals</b>			100 000,00										
<b>Travel</b>				16 000,00									
<b>Materials and Goods</b>							50 000, 00						
<b>Professional Services</b>											24 000,00		
<b>Contractual Services - Companies</b>					40 000,0 0								
<b>Communications and Audio Visual Equipment</b>								7 000,0 0					
<b>Maintenance, Operation and Transport Equipment</b>										10 000,00			
<b>SUBTOTAL</b>	<b>40 000,00</b>	<b>90 000,00</b>	<b>136 000,00</b>	<b>16 000,00</b>	<b>40 000,0 0</b>	<b>0,00</b>	<b>50 000, 00</b>	<b>7 000,0 0</b>	<b>0,00</b>	<b>10 000,00</b>	<b>24 000,00</b>	<b>0,00</b>	<b>0,00</b>
<b>Activity 2: Reducing vulnerability to droughts and floods through the restoration of wells and enhancement of floodwater pools for food security</b>													
<b>Budget codes</b>	<b>71200</b>	<b>71300</b>	<b>71400</b>	<b>71600</b>	<b>7210 0</b>	<b>722 00</b>	<b>7230 0</b>	<b>72400</b>	<b>72500</b>	<b>73400</b>	<b>74100</b>	<b>74500</b>	<b>75700</b>
<b>Local Consultants</b>		356 000,00											

Travel				6 000,00									
Materials and Goods							27 000, 00						
Contractual Services: Companies					50 000,0 0								
Maintenance, Operation and Transport Equipment										10 000,00			
<b>SUBTOTAL</b>	<b>0,00</b>	<b>356 000,00</b>	<b>0,00</b>	<b>6 000,00</b>	<b>50 000,0 0</b>	<b>0,00</b>	<b>27 000, 00</b>	<b>0,00</b>	<b>0,00</b>	<b>10 000,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>
<b>Activity 3: Mainstreaming climate change into national agricultural strategy / sector policy, including adjustments to budget for replication and up-scaling</b>													
<b>Budget Codes</b>	<b>71200</b>	<b>71300</b>	<b>71400</b>	<b>71600</b>	<b>7210 0</b>	<b>722 00</b>	<b>7230 0</b>	<b>72400</b>	<b>72500</b>	<b>73400</b>	<b>74100</b>	<b>74500</b>	<b>75700</b>
Local Consultants		44 000,00											
Travel				20 000,00									
Miscellaneous Expenses												20 000,00	
International Consultants	10 000,00												
Local Consultants		54 000,00											
Travel				5 400,00									
Equipment						2 000, 00							
Suppliers									3 000,00				
Professional services											3 000,00		
Training, Workshop and Conferences													12 688,00
Contractual Services - Companies					60 000,0 0								
Maintenance, Operation and Transport Equipment										5 000,00			

<b>SUBTOTAL</b>	<b>10 000,00</b>	<b>98 000,00</b>	<b>0,00</b>	<b>25 400,00</b>	<b>60 000,00</b>	<b>2 000,00</b>	<b>0,00</b>	<b>0,00</b>	<b>3 000,00</b>	<b>5 000,00</b>	<b>3 000,00</b>	<b>20 000,00</b>	<b>12 688,00</b>
<b>Activity 4: Project Management Unit</b>													
<b>Budget codes</b>	<b>71200</b>	<b>71300</b>	<b>71400</b>	<b>71600</b>	<b>7210 0</b>	<b>722 00</b>	<b>7230 0</b>	<b>72400</b>	<b>72500</b>	<b>73400</b>	<b>74100</b>	<b>74500</b>	<b>75700</b>
<b>Travel</b>				10 000,00									
<b>Communication and Audio Visual Equipment</b>								10 000,00					
<b>Suppliers</b>									10 000,00				
<b>Professional services</b>											5 000,00		
<b>Miscellaneous Expenses</b>												10 000,00	
<b>Training, Workshop and Conferences</b>													5 000,00
<b>Maintenance, Operation and Transport Equipment</b>										5 000,00			
<b>Contractual Services - Individuals</b>			20 000,00										
<b>SUBTOTAL</b>	<b>0,00</b>	<b>0,00</b>	<b>20 000,00</b>	<b>10 000,00</b>	<b>0,00</b>	<b>0,00</b>	<b>0,00</b>	<b>10 000,00</b>	<b>10 000,00</b>	<b>5 000,00</b>	<b>5 000,00</b>	<b>10 000,00</b>	<b>5 000,00</b>
	<b>50 000,00</b>	<b>544 000,00</b>	<b>156 000,00</b>	<b>57 400,00</b>	<b>150 000,00</b>	<b>2 000,00</b>	<b>77 000,00</b>	<b>17 000,00</b>	<b>13 000,00</b>	<b>30 000,00</b>	<b>32 000,00</b>	<b>30 000,00</b>	<b>17 688,00</b>

4%      46%      13%      5%      13%      0%      7%      1%      1%      3%      3%      3%      2%

<b>TOTAL (NAD)</b>	<b>18,464,581.60</b>
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