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Volunteer Name: Joseph Mc Fadden  
Country: Ethiopia  
Country project: Grain Crops Production  
Host: Metemamen MFI, Shashamene Branch  
Venues: Branch Office & four client sites  
Audience: Clients of the Host  
Number of people trained/assisted: 76 (27men  
and 49 women)  
Others  
Date/duration: 8/9/2015 -8/21/2015



# General Comments

- Limited training time and inconsistent attendance
- My prepared training material-Farmers & Other Businesses (Petty Trade)
- Real need, more training – time commitment and staffing. Provided my training material
- Training to Host Staff - Beneficial
- Recommendations – difficult to implement



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# 1. Assignment Objectives as in SOW

Training & Technical Support In:

- Basic Business Management & Planning
- Small scale IGA development
- Methods of scaling up small IGA's
- Household –level loan management



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## **2. Achievement of the assignment objectives**

- The major emphasis of the training was on Business Management & Planning and the trainees now have a better understanding of the need and steps required to do**
- Minimal time was spent on developing and scaling up small IGA's because of limited training time. Discussed importance and some possible ways**
- Short discussion of Loan Management and importance of Planning for loan need , timing, use and repayment**



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### 3. Recommendations to the host with regards to the assignment

- My Training – “scratched the surface” Much more training required - Shashamene Office Staff
- Need formal program – Dates, Locations, Training Material, Steps to Ensure Attendance
- Use applicable parts of my presentation
- Possibility – One on one training on specific issue such as loan repayment problem when client comes to office

# Recommendations – Client Needs & Subjects for Training

## Expand/Grow Existing Businesses Possibilities

- More selling locations
- High quality products & services
- Advertising
- Promotions to attract more customers
- Grow more/new crops on any unused land

# Recommendations – Client Needs & Subjects for Training

- Diversify – New Products , possibilities
- Expand selling season with a new product
- Combine-Other vendor with different product
- Purchase new products for resale



# Recommendations – Client Needs & Subjects for Training

- Implement Business Management Procedures For Current Activity
- Documentation for all transactions
- Record all transactions – Cash & Reason
- Prepare Income Statement-Profit or Loss
- Determine Assets & Obligations-Bal. Sheet
- Document Loan Needs, Use & How to Repay

# Recommendations - Client Needs & Subjects for Training

Implement Business Management Procedures Planning  
for Coming Season

- Financial Unit Sales, Revenues and Expenses Cash  
Flows
  - Include repayment of existing Loans and Interest
  - Shows Cash Available for Savings/Need for Loan
- Products to be Sold
  - Availability of product based on plan unit sales
  - Need for storage – avoid theft or spoilage
  - Disposal of unsold material - sell at discount or for waste

# Recommendations – Client Needs & Subjects for Training

## Steps for Starting New Business

- Compliance with local regulations
- Availability of Markets/Customers
- Marketing: Location, Pricing, Competition
- Financial Plan: Revenues, expenses, cash flows, need for borrowings
- Risks: weather, economic situation, new competition



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- 4. Anticipated Impact
- Business Management & Planning Immediate use not likely but have new understanding and should eventually make effort to do
- Development & Scale Up of IGA's Limited progress expected but awareness and further discussion by Host staff will provide incentive for implementing
- Loan Management Discussion should provide reminder of need and steps to improve management



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## **5. Recommended future Volunteer Assistance**

- **Possible need for Marketing and Business Management training for Host**
- **Handicraft clients, as requested by a member of Host staff**





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***Thank You!***