

VOLUNTEER REPORT FORMAT

To be submitted to CRS at the end of volunteer assignment and shared with the Host

1.1 Assignment information

- a. a. Volunteer Name: William M. Clapham
- a. a. Host Organization: Lower Moshi Irrigators Association
- a. b. Assignment: TZ75 Farming as Business
- b. c. Dates of Assignment: April 10 - April 29, 2016
- c. d. Number of days worked: 18

1.2.1 Objective 1 in your SOW:

Train farmers: Juhudi na Pamoja Twaweza, Mkombozi na Amran, Wakulima na Msimamo, Bwawani na Tumaini, Songambele Amkeni na Mshikamano *record keeping for farm business.*

a. a. Progress with the objective

Farmers were trained (3 days per group; 5 groups) on the following:

Understanding direct production and overhead costs.

How to format and keep 3 journals for a) Purchase Records; b) Disbursement Records; and c) Sales Records.

Using Journal Records to generate a monthly income statement (Profit/Loss) for their farm.

Using cost account to determine the cost per unit of production and using this to determine break-even price and to use cost accounting as basis of determining enterprises or enterprise mix to pursue.

Importance of marketing crop, vegetable, livestock or value-added product on a cost per unit basis.

a. b. Expected impacts/results

Farmers that understand and use the tools taught will move past sustenance farming to farming and marketing as a businesses.

Cost accounting will be used to determine profitable enterprises, practices and break-even prices.

These skills and tools will allow farmers to evaluate the potentials of product value-addition using cost accounting.

Farmers will improve marketing skills, eg. selling on the basis of price per unit.

a.

b.

c. c. Recommendations

District Officers and Group Leaders identify and individuals that understand and can implement the financial tools that were taught and serve as mentors to other group farmers.

Implement financial tools to keep individual and group financial records.

Utilize cost accounting to assess existing and potential enterprise profit and loss.

Teach and employ home budgeting and farm enterprise budgeting.

Market all sales on a cost per unit basis -- maintain a strict standard!

1.3 Action Plan

Start keeping records in 3 journals	All trained farmers; Trained farmers train other farmers	Farmer group leaders, District Coop. Officers, Farmer Trainers, Extension Officers	Immediately
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Strengthen warehouse receipt systems to work as group to purchase inputs and sell together	All trained farmers. Farmers need to be trained by trained farmers	Farmer group leaders, District Coop. Officers, Farmer Trainers, Extension Officers	Immediately after harvest, May, 2016
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Start selling produce by certified units (liters, kg etc), price/unit	All farmers, trained and untrained; faithful middlemen	Farmer group leaders, District Coop. Officers, Farmer Trainers, Extension Officers	August 2016, onward
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Conduct training sessions with other farmers	Trained farmers	Farmer group leaders, District Coop. Officers, Ward/Village Extension Officers	Immediately 21/04/2016
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Look for markets; sell in bulk together	All farmers	Farmer group leaders, District Coop. Officers, Farmer Trainers, Extension Officers	September, 2016
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1.4 Number of people Assisted

- a. a. Through formal training
- a. a. Through direct technical assistance (Do not double count)
- a. b. Out of these above, number of host staffs
- b. c. Training/assistance by field

Category	Total	Males	Females	
Members/ owners	326*	65	261	
Employees				
Clients/ Suppliers				
Family Members				
Total	326	65	261	

*These number represent the total of 3 days. Each day represented a different aspect of farm business skills. Many participants attended all three days, some did not, and each day new participants attended.

1.5 Gender

- a. a. **What gender roles did you recognize in your host community? Did these roles play a part in your assignment? How?** I did not observe any differences in men's or women's farming roles. Women were the dominant gender attending the training and demonstrate the greatest potential for the business role of keeping a farm's books.
- a. a. **How might CRS or the host organization improve opportunities for the women in this host or host community?** Focus on the women to keep the farm journals, income ledgers, and to do the cost accounting. Farm business requires time, discipline and persistence. Additionally, better records are kept when one person is responsible to do that.

1.6 Value of volunteer contribution in \$

- a. a. **Hours volunteer spent preparing for assignment:** 80 hours
- a. a. **Estimated value of all material contributions volunteer contributed to host during assignment**

1.7 Value of hosts' contribution in \$ (Please consult the host as well)

- a. a. Meals
- a. a. Transportation
- a. b. Lodging
- b. c. Translation
- c. d. Other (Specify)

1.8 Host Profile Data:

Did you obtain any data that supplements or corrects the data in the existing host information as detailed in the SOW? Please list it. **NA**

1.9 Recommendations for CRS:

Village extension agents should attend all CRS farmer training--they are an important agent to reinforce training and skill adoption by farmers.

Work with the District Agricultural and Marketing Officials and future volunteers to stress the importance of market standards, particularly selling on the basis of price per unit. The CRS team in Dar Es Salaam is outstanding!

1.10 Press Release

FOR IMMEDIATE RELEASE

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Maxwelton Area Volunteer Travels to Tanzania to Share Skills with Local Farmers

Farmer to Farmer program promotes economic growth and Agricultural development in East Africa

William M. Clapham, a **Farm Business Specialist** from **Maxwelton, WV** travelled to **Tanzania** for **3** weeks to share his/her technical skills and expertise with local farmers. [Name]'s assignment is part of Catholic Relief Services' Farmer-to-Farmer (FTF) program that promotes economic growth, food security, and agricultural development in East Africa.

“The groups that I had the privilege to train were enthusiastic and anxious to learn and to use the business skills taught,” said Clapham.

Funded by the U.S. Agency for International Development (USAID), the five-year program matches the technical assistance of U.S. farmers, agribusinesses, cooperatives, and universities to help farmers in developing countries improve agricultural productivity, access new markets, and increase their incomes.

In **Tanzania**, **Clapham** worked with the **Lower Moshi Irrigators Association** in **farm business and record keeping** training and giving technical assistance to **farmers** to enable them to **move past subsistence farming and farm as a business**. Up to 125 beneficiaries were reached.

Clapham's volunteer assignment is one of nearly 500 assignments that focus on agriculture, food security and nutrition in Ethiopia, Tanzania, Kenya and Uganda. This is the first time CRS has been involved in the 28-year-old Farmer-to-Farmer Program funded by the U.S. government.

CRS is partnering with five U.S. institutions to tap into the rich diversity of the U.S. agriculture community: the National Catholic Rural Life Conference, Foods Resource Bank, National Association of Agricultural Educators, American Agri-Women, and the University of Illinois' College of Agricultural, Consumer and Environmental Sciences.

The U.S. volunteers will travel to East Africa for anywhere from one to six weeks, their expenses covered by USAID.

“One thing we are certain of is that this program will be beneficial not just to the farmers in East

Africa, but also to the volunteers from America,” said Bruce White, CRS’ director for the program. “It’s going to make the world a little bit smaller for everyone involved.” For more information, visit farmertofarmer.crs.org

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***Catholic Relief Services** is the official international humanitarian agency of the Catholic community in the United States. The agency alleviates suffering and provides assistance to people in need in nearly 100 countries, without regard to race, religion or nationality. For more information, please visit crs.org or crsespanol.org.*