



**USAID**  
FROM THE AMERICAN PEOPLE



Volunteer Name: Lisa Haynes

Country: Uganda

Country project: UG104- Recordkeeping

Host: Twezimbe Area Co-operative  
Enterprises

Venue: Kiryamusunku, Ntiba, Tufungize,  
Kiryajjobo, Ntewte progressives &  
youth, Bwakedde Butya

Audience: Farmers and coop members

Number of people : 147

Date: 30 May 2017- 7 June 2017

# 1. Assignment Objectives as in SOW

- Types of farm records and the importance of keeping farm records
- Calculation of Cash inflow and outflow records/sales records
- Profit and Loss records

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- Cost Benefit Analysis –for Gross profit analysis and enterprise selection
- Farm planning- developing and use of a farm calendar to maximise resource allocation
- Basics of farm financial management  
(Financial Definitions, basic accounting rules and records, preparing financial statements)

## 2. Achievement of the assignment objectives

Farmers were taught to keep:

- farm map
- production records
- expenses log
- harvest log
- labor log
- sales records

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- Farmers were taught how to do profit/loss records monthly to better predict cash flow.
- Farmers were shown a simple profit/loss statement and advised to keep all receipts for purchases as well as log sales to allow P& L statements to be generated.

## 2. Achievement of the assignment objectives

- Enterprise selection was discussed. Diversity of crops was also emphasized.
- Farm planning and use of calendar were discussed.
- Basic accounting definitions were not discussed as they seemed beyond the scope of farmers interest.

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

- Provide templates for different records to interested farmers
- Follow up
- Help with recordkeeping

## 4. Anticipated Impact

- Better decision making
- Better use of time
- Farm improvement
- Potential higher incomes



## 5. Recommended future volunteer Assistance

- Armyworm control training
- Composting

# Action plan for host recommendations

| Recommendation                                      | Specific Action  | Responsible person | By when   |
|---|--|--------------------|-----------|
| 1. Provide templates for farmers that will use them | Print out templates in correct language                      | Co-op or CRS       | Soon      |
| 2. Help with cash flow                              | Addition of monthly budgets                                  | Co-op              | As needed |
| 3. Help with enterprise selection                   | Help with addition and separating out expenses by enterprise | Co-op              | As needed |
| 4. Help with P&L                                    | Help with addition of P&L by growing season                  | Co-op              | As needed |
| 5. Farm Planning                                    | This will require overall help on all recordkeeping systems  | Co-op              | As needed |
| 6.  |  |                    |           |

## 7. How can CRS improve future volunteer experience

- Reassurance that it is ok to be late

***Thank You!***