



USAID
FROM THE AMERICAN PEOPLE



Volunteer Name: Joseph Mc Fadden

Country: Uganda

Country project: Oil seed crops CP

Assignment title: Farm Records

Host: Alito Jt. Farmers' cooperative
Society

Audience: Farmers, other volunteers,
USAID & CRS staff

Number of people : 148

Date: May 29 –June 8, 2017



Overview

- Assignment time & number of days
- Management & Its Interest in training
- How did it go
- Areas for Improvement
- Excellent interpreter
- Ongoing training - ToTs

Joe with some of the training participants



1. Assignment Objectives as in SOW

Technical Support Re:

- (1) Importance of & Type of Farm Records
- (2) Cash Inflow/Outflow and Sales Records and Preparing Inc Stat and Balance Sheet
- (3) Cost Benefit Analysis including P & L

2. Achievement of the assignment objectives

- (1) Farm Records – Farmers now understand type (Production Efficiency and Sales & Costs) and use of data
- (2) Farmers should now know how to determine status of total business by use of cash records & preparing Income statement. Also, understand Balance Sheet

Achievement Assigned Objectives (cont'd)

- (3) Cost Benefit Analysis including P&L
Farmers now know process and
decision making use of product gross
profit and need for analysis prior to any
major change in business

3. Recommendations to the host with regards to the assignment

(1) Farm Records – Set up for major crops

- Production – Units produced, area planted = Yield

Sales, Units & UGS and costs – need units for inputs

Labor – Name , area, products, time and amount

Inventory –if needed Ins, Outs, Balance

Calendar of farm activities

(2) Documentation

Need document/piece of paper with
details of every transaction for

Supporting transaction

Posting in a record

Recommendations to Host

(3) Cash Records for Total Business

- Need Cash Receipts and a Cash Payments Record
- Use double entry system – record cash change and type of receipt or purpose of payment
- Summarize total activity to prepare Income Statement

- (4) Financial Statements
 - Periodically prepare Income Stat, total business. At least once a year (1 Jan – 31 Dec)
 - Balance Sheet, not as important but should attempt, to show financial status of farm business

Recommendations to Host

(5) Cost Benefit Analysis-Current Crops

- Do analysis, Gross Profit major crops
- Sales value less variable costs, including owners time = Gross Profit (Loss) & percent, degree of profitability
- Use for decision making : Crops, quantities to produce/sell, pricing, costs

(6) Cost Benefit Analysis-Change in Business and Planning

- Before any major change, product mix, expansion, purchase eqpt, do written analysis to evaluate change
- Attempt to do Planning for next year, but emphasis on setting up records

Do Cash Flow Projections, coming period

4. Anticipated Impact

Setting up & use of data from farm and total business records should enable

- Better understanding of, and treating farming as a business
- Profit or loss data for products and for total business
- Better decision making and planning
- More profitable results for farmers

Joe with Alito technical team



5. Recommended future volunteer Assistance

- There is no apparent need for any future volunteer assistance; however, there is a continuing need for record keeping and related subjects training as there is close to 11,000 members in this coop. Coop ToT personnel do plan to continue this training

6. Recommendations to other non-host stakeholders

- No recommendations

Action plan for host recommendations

Recommendations	Specific Action	Responsible person	By When
2.Documentation	Need document/piece of paper for every transaction	Trained farmers with help of ToTs (Trainer of Trainers)	Immediately
3. Cash Receipts and Cash Payments records for all transactions	These two records should be set up using double entry system. Means recording every transaction twice. Example – cash paid, show amount of cash paid <u>and</u> purpose of payment, inputs, labor, etc	Trained farmers with help of ToTs	Immediately
4.Prepare Income Stat. for total business	Using summarized data from two cash records, prepare Income Stat at least once a year. Also, should understand and attempt to prepare a Balance Sheet	Trained farmers with help of ToTs	After data is available from records, do Income Stat at close of 2 nd 2017 season and at end of each season and end of year in 2018

Action plan for host recommendations

Recommendation	Specific Action	Responsible person	By when
5. Cost Benefit Analysis- Product Gross Profit	Prepare G/P analysis for major products. Sales value less variable costs including owners time/cost equals GP in UGS and degree of profitability in percentage .Use data for decision making	Trained farmers with help of ToTs	After data is available from records, do after second season in 2017 and continue after each season in 2018
6. Cost Benefit Analysis, Change in Business, and Planning	Before any major change in business(product mix, expansion, new equipment) do written projection of costs & benefits. Begin to do some planning for 2018, especially cash flow projection	Trained farmers with help of ToTs	Cost Benefit Analysis, do when situation occurs/ongoing. Attempt some planning for 2018 in late 2017, but do cash flow projections immediately

7. How can CRS improve future volunteer experience

- No comments as CRS handled the logistics of the assignment in a very satisfactory manner.
- I had excellent interpreter, Mr. Ogonya Hounter, a member/volunteer of Host. Should continue to use member of Host as interpreter, whenever possible.

Thank You!