

Volunteer Report

Assignment Information:

Volunteer Name:	Lynda D. Swenson
Host Organization:	NAMUNGALWE AREA COOPERATIVE ENTERPRISE
Assignment: UG01	Farm business development and management skills training
Dates of Assignment:	FEBRUARY 26 – MARCH 17, 2014
Days worked at Iganga:	12

Objectives:

Business planning to 50-60 RPO farmers and 25 staff through:

- Enterprise selection
- Cost benefit analysis
- Determination of break-even prices
- Risk management in agricultural production
- Business principles (price, product, place, promotion, people, competitors, customers etc.)
- Development of a business plan

Progress:

9 sessions were held: 6 1-day sessions at each RPO and 1 3-day session for RPO Trainers. **163** individuals participated in the RPO sessions; **24** individuals were in the TOT.

Expected impacts/results

All individuals have a basic knowledge of the Business of Farming. The TOT participants are committed to continuing the training at their RPOs.

Recommendations:

One RPO needs to complete the legal registration process.

Five RPOs need to develop a Mission Statement; these must be approved by General Assembly meetings.

All RPOs and NACE need to develop 3 to 5 Vision Statements to plan for the next 2 to 3 years. These must be approved by General Assembly meetings.

2 RPOs need to develop a depository banking relationship.

Business management training to 25 cooperative staff on:

- Record keeping
- Basic book-keeping
- Importance of monitoring and evaluation
- Simple report writing (production report, financial report) etc.

Progress:

This was superseded by a request from the NACE Manager and Board to train RPO members to be trainers and continue with the Business of Banking classes after the volunteer left. 10 training modules (1 hour or less each) were developed.

Expected impacts/results

The Trainers know that each RPO must conduct sessions immediately: Mission Statement, Vision Statements, and Strategic Plans. The Trainers know that the Financial Statements can be conducted in team teaching mode.

Recommendations:

These topics are important, especially to the “accountants” in each RPO. If possible, bring these individuals along with the VSLA Board members to training sessions on the topics listed above. Many of the general RPO membership are not literate and would not gain insight from the detail of record keeping/bookkeeping/accounting in my opinion.

Deliverables from the Scope of Work

The anticipated deliverables include:

- Trainings conducted and people trained
- Training guidelines/manuals developed
- Debriefing with USAID and in-country group presentations after assignment
- Volunteer feedback
- Field trip report and expense report
- Outreach event after return to the US

Assess your success in fulfilling the deliverables.

- 6 1-day RPO sessions and 1 3-day TOT; 163 participants
- 10 modules developed and delivered to each of the TOT participants
- Debriefing on Monday, March 17th. Debriefing with District Officers (Cooperative, Production, and others) on March 14th.
- Volunteer feedback given
- Trip Report and Expense Report to CRS Uganda office on March 17th.
- Outreach to be coordinated by Jim DeHarpporte, Regional Director CRS West.

Number of people Assisted

- Through formal training
- Through direct technical assistance (Do not double count)
- Out of these above, number of host staffs – **2 staff who acted as Interpreters**
- Training/assistance by subject/field:

Subject/Topic/field	Males	Females	Total
Mission, Vision, Strategic Initiatives – RPO Development			
SWOT and Ansoff Matrix			
Elements of Business Plan and Project Plan			
Financial Statements and Projections			
Bank Loan basics			
Total	88	75	163

There were 6 1-day training sessions – one for each RPO – plus 3 days of Training of Trainers. TOT was only available to RPO members who had attended a training session.

Gender

- a) What gender roles did you recognize in your host community? Did these roles play a part in your assignment? How?

There were females in all sessions. I am aware of one female chairperson (Bonanzer) which also had the strongest female members. In the other RPOs, the females were less assertive but did participate when I requested. All TOT participants made presentations. There were 11 females in TOT.

- b) How might CRS or the host organization improve opportunities for the women in this host or host community?

Continue to stress participation in all training sessions. Host a “female symposium”.

Value of volunteer contribution in \$: ~\$50

- a. Hours volunteer spent preparing for assignment: 20+
b. Estimated value of all material contributions volunteer contributed to host during assignment: Markers, pens, candy, Accountants’ graph papers

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

- a) Meals: \$25
b) Transportation: Car hire for volunteer’s transport: \$292
c) Lodging:
d) Translation: \$146
e) Other (Specify): Transport and phone calls to mobilise farmers for training sessions: \$80; Printing: \$5.

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.

There are 6 RPOs but 1 is not fully registered. Namunkanaga RPO has received a ground nut grinding machine from the Ugandan government. Bonanzer VSLA makes 6 month Ag loans as well as business loans (the other VSLAs make 3 month business loans).

Badru’s office has significant computer hardware which he utilizes for NACE. His statistics are among the best I have seen in Africa.

Recommendations for CRS:

Business cards for volunteer/staff to hand out.

Fairway Hotel is fine; rooms in the Annex (500’s) will be quiet; strong internet; tv; walk to city; good breakfast; excellent staff. Apricot Hotel was ok but remote; no internet; no tv

Mum Resort in Iganga was marginal; money is being spent on the new wing so all maintenance on the old rooms has stopped; no internet; 1 tv channel; kitchen did not serve on several days; flooding during the rains; remote from Iganga town