



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

1.1 Assignment information

- a) Volunteer Name: Mary Albrecht
- b) Host Organization: DOKOLO ACE
- c) Assignment: UG62 Maize Agronomy
- d) Dates of Assignment: Nov. 10-Dec.1, 2015
- e) Number of days worked: 13 days

1.2.1 Objective 1 in your SOW

- a) Progress with the objective Pre planting with emphasis on cost analysis, fertilizer costs, spraying, micro-finance and payment for agro-inputs
- b) Expected impacts/results the farmers will be more knowledgeable about cost of raising maize.
- c) Recommendations¹ Train all coop members

1.2.2 Objective 2 in your SOW

- a) Progress with the objective Maize planting with emphasis on low tech tools
- b) Expected impacts/results Farmers will be able to create a row maker
- c) Recommendations Train all coop members

1.2.3 Objective 3 in your SOW

- a) Progress with the objective built a tool that spaces rows to the correct distances, correct depth and planting spacing is correct
- b) Expected impacts/results All coop members will be able to build and use a row maker
- c) Recommendations Train all coop members

1.3 Action Plan

Recommendation	Specific Action	Responsible person	By when
1. To train all the members in record keep procedures	The trainers will train 12,600 members in Record keeping	Each board member is specific area of responsibility	Jan. 16, 2015
2. The extension service will find a Lab that can test soil samples	The extension agent will find company to test samples and identify for testing for members	Bosco fang Moses	Jan. 20, 2016
3. The board and extension service will read manuals assembled by CRS	The board and extension will read and understand the	Board of directors and extension agents	Feb. 20, 2016

¹ **Note:** Only make not more than 6 recommendations. The most useful recommendations for hosts are ones that they can implement themselves with minimal expense. For example, a cooperative might change its financial reporting procedures or hold more regular meetings of its board. Broad recommendations on tax or credit reform, changes in government policy, or investment in large-scale equipment, are usually not within the host organization’s reach.



Volunteers on Coop Dev and maize production.	information in both manuals		
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1.4 Number of people Assisted

- a) Through formal training
- b) Through direct technical assistance: 101
- c) Out of these above, number of host staffs: 6
- d) Training/assistance by field

Category	Total	Males	Females
Members/ owners	95	65	30
Employees	6	5	1
Clients/ Suppliers			
Family Members			
Total	101	70	31

1.5 Gender

- a) What gender roles did you recognize in your host community? Did these roles play a part in your assignment? How? NONE
- b) How might CRS or the host organization improve opportunities for the women in this host or host community? NONE

1.6 Value of volunteer contribution in \$ 0

- a. Hours volunteer spent preparing for assignment
- b. Estimated value of all material contributions volunteer contributed to host during assignment

1.7 Value of hosts' contribution in \$ 802.2

- a) Meals \$ 417.51
- b) Transportation: \$ 0
- c) Lodging: \$ 0
- d) Translation: \$ 250.50
- e) Other (Specify): Stationary—\$ 29.82, Farmer Mobilization – \$ 44.73, Training venues- \$ 59.64

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. None

1.9 Recommendations for CRS:

1.10 Press Release—do not release information on us or our project to newspaper tv or radio