



Description

This template contains the framework for communicating project status information to FIRE PROGRAMME. This template will enable you to keep stakeholders apprised of the status of your project.

Version Control

Version	Description	Author	Date
1.0	Initial version	DECI	
1.1	Amended version	AKΣ Consulting	May 2014

PART 1:
GUIDELINES OF THE REPORT

PLEASE READ CAREFULLY

Reporting guidelines

FIRE PROGRAMME Reports should focus on reflecting on the lessons learned during the project implementation, while documenting what was achieved with the money and time invested during the life of the project.

FIRE PROGRAMME understands that reporting can be a demanding, time-consuming exercise that if conducted for the benefit of the funding agency alone, might overlook aspects of project implementation of great relevance for the project team and their future work.

FIRE PROGRAMME encourages recipients to experience the benefits of developing reports for their own use, by identifying the main area(s) where the project team wants to focus their evaluation efforts to gain a deeper understanding of the project implementation for the benefit of the project team and the organization as a whole.

FIRE PROGRAMME requires two types of reports -financial and technical- to be submitted to the FIRE PROGRAMME secretariat:

- **Progress report:** FIRE will use this document for internal monitoring purposes (not for public distribution) focusing on processes and operational issues, providing context for project implementation and revised timeframes. Progress reports should be short, concise (maximum 20 pages long excluding guidelines, project factsheet information and content table). Findings documented as part of the progress report, as part of the progress reports will be used by the FIRE secretariat to promote the supported project. Only selected content from the technical report will be use for promotion purposes. Recipients are encouraged to define the ways they want to use the reports for their own benefits. Progress reports are reviewed and approved by the FIRE Steering Committee to be able to process disbursements as per the signed contract. No disbursements will be processed until progress reports are submitted, reviewed and approved.
- **Final report:** FIRE will use this document for public distribution. Recipients are encouraged to define the ways they want to use the reports for their own benefits. Is important that the project team defines uses and users in the progress report, so the final report can focus on that. FIRE secretariat will help to facilitate the use of the report findings, by identifying other opportunities aligned with your requirements. The final reporting is an opportunity to synthesize and assess the activities conducted as part of the grant, while reflecting on the project's management, limitations, and achievements during the project lifecycle. It should include a review of the findings included in the progress report. Short, concise (maximum 30 pages long excluding guidelines, project factsheet information and content table). Findings documented as part of the final report, as part of the progress reports will be used by the FIRE secretariat to promote the supported

project. Final technical reports will be edited by AFRINIC Communications Unit to be made available for the general public for download on the FIRE PROGRAMME website.

Reports must be submitted by email to fireprogram@afinic.net using the following **template**, as per the proposal originally approved for funding.

Please **do not modify the template** layout and use the structure provided to guide your reporting process. All the *Tips* coloured boxes at the beginning of every section in the template will be removed by AFRINIC from your reports before public distribution.

Please use only Heading 2 and below for formatting your project report, so when you update the Table of contents all requested information is easily located throughout the document. *Heading 1* has been used when designing this template, to define the sections requested by FIRE PROGRAMME.

FIRE PROGRAMME Grant Recipients are encouraged to share the progress of the project through fireprogram@afinic.net mailing list, where current recipients are subscribed.

FIRE PROGRAMME encourages project teams to document project activities using other forms of information sharing, such as blogs, wikis, collaborative tools, social media feeds, etc. The reports should include a brief description of the communications strategy implemented by the project team. Please share the links for additional documentation efforts conducted as part of your technical reports.

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Tips for effective reporting

Reports are a tool to learn from the project implementation, to describe the change experienced by the project team, project beneficiaries and partnering organizations, share information, promote accountability and transparency.

They provide evidence of the project development and implementation helping others to understand the rationale behind the project, the challenges faced, the processes and procedures involved, the solutions provided, the lessons learned, among other uses.

Other donors, sponsors and investors used them as a tool to allocated new funding to organizations, award prizes, etc. so is in your best interest to produce good quality reports.

- Project leader should **inform all members of the project team** about the reporting requirements so everyone can effectively contribute.
- Discuss with your project team what the theory of change behind your project is. What behaviours, processes, procedures, and relationships do you expect to change through your project implementation? What do you want to achieve through the project activities? What do you want to learn through the project implementation? Who is going to use the findings?
- Discuss with your project team **who would be the future users and how they would use the findings throughout the project lifecycle**. The uses identified should relate to the theory of change that you have discussed with your project team. The discussion about theory of change, users and uses, will be a very important input to your communication strategy: depending on who the user is and of what use will be the findings, a communication strategy can be developed. For example, if the users of the findings are policy makers and the use is to influence a change in the regulatory framework, which communication approach will work the best?
- Remind the reader of the context where the project plans to intervene. This **baseline information** will help the project team to identify the changes that can be attributed to the project intervention.
- **Document the project cycle and its activities**. It is recommended to keep a project diary about the activities conducted and all the financial records related to those activities on file, to be able to write a narrative of the project implementation.
- **Compare project records with the approved proposal** will allow you to track progress, keeping the project and its budget on track and making any necessary adjustments.
- Reflect on the lessons learned by the project team and identify the **key messages** that the project team would like to convey through the project reports, especially in the Overall Assessment section of the report.
- **Reports should be self-explanatory**, which mean that you should not exclude information, which has been already included in either the proposal, grant agreement or any previous report, as the reader probably

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might not have access to any additional documents.

- **Share templates created for your project.** Sometimes the most innovative aspects of a project reside in the processes and procedures used to implement the project activities. The templates your organization has created to collect data, analyze it, store it might hold the key of your project success.
- **Be creative and use online resources to share** the lessons learned through the project, document the project lifecycle and that best serve the key messages you want to convey. For example:
 - Provide online access to materials produced as part of the project for easy access;
 - Create online photo gallery for your project activities.
 - Keep attendance records to document an event and organize mailing lists to facilitate communication and encourage exchange of information.
 - Design surveys that fit your project activities. Write clear and direct questions to avoid misunderstandings in the collection of responses. Identify the key people that should participate in the survey as the source of information.
 - Capture interviews in short videos, structuring their script in a way that you can minimize the need for editing, to facilitate access and use.
 - Create info-graphics to explain your research findings (qualitative and/or quantitative).
 - Generate diagrams to explain the project timeline and how milestones have been achieved during the life of the project.

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PART 2: PROJECT INFORMATIONS

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Project factsheet information

Project title	IMPROVEMENT OF AQUACULTURE PRODUCTIVITY AND INCOME IN GHANA
Grant recipient	Farmerline Limited
Dates covered by this report	1st May, 2014 – 30th August, 2014
Report submission date	30th September, 2014
Country where project was implemented	Ghana
Project leader name	Mr. Alloysius Attah
Team members (list)	Mr. Emmanuel Addai Mr. Worlali Senyo Mr. Joel Budu Mr. Amos O. Wussah Mr. Schandorf Adu Bright
Partner organizations	FIRE AFRICA
Total budget approved	USD10,000

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Project summary Farmerline has developed a mobile technology platform which provides services to farmers to enable them have relevant and timely agricultural information and market access. Following a successful pilot of the system in first half of 2013 for 1,000 smallholder fish farmers in Ashanti, Brong Ahafo and Western, Farmerline seeks to scale the pilot to reach more than 3,000 smallholder fish farmers across Ghana. The system provides farmers with best aquaculture practices, weather, inputs, finance and market access in their own local language in order to improve productivity, income and autonomy.

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Project Summary

Tips: *It is recommended to **complete this section once you have finalized the text of the report.** It will be easier to go back through to build the summary based on the highlights of the report the project team just put together.*

*The Project Summary can be up to **one page long.***

It should include a brief justification; an outline of the project objectives to be achieved; the project real timeline and the main activities conducted.

The abstract of the project written when FIRE PROGRAMME initially approved the project and the objectives listed in the Grants Agreement signed by AFRINIC and your organization should be useful inputs when preparing this section of the report.

Advances in Information and Communication Technologies (ICTs) are providing alternatives pathways and breaking down cost barriers to improving access to timely and relevant agricultural information along the value chain.

Ghana's per capita consumption of fish is 25Kg, which is among the highest in the world, compared to the world average of 13 Kg. In 2012, the demand for fish in Ghana was about 968,000 metric tonnes, while fish production for the same year stood at 486,000 metric tonnes. The shortfall was made for by importing 175,000 metric tonnes of fish at an estimated cost of \$157 million.

Farmerline has developed a mobile technology platform which provides services to farmer to enable them have relevant and timely agricultural information such as best aquaculture practices, weather, inputs, finance and market access in their own local language in order to improve productivity, income and autonomy. Following a successful pilot of the system in September 2012 and March 2013 on 1,000 smallholder fish farmers in Ashanti, Brong Ahafo and Western which saw tremendous results, Farmerline has been awarded USD10,00 by

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FIRE Africa to undertake a project, **'Improvement of Aquaculture Productivity and Income in Ghana'** over a twelve (12) months period to scale the pilot to reach more than 3,000 smallholder fish farmers across Ghana to access timely and best aquaculture practices including market prices, inputs suppliers and weather information, and provide fish farmers the opportunity to access finance and guaranteed markets. This report cover the 1st May, 2014 to 30th August, 2014.

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Background and Justification

The background summarizes the main features of the project and describes the project's objectives and general purpose. It should include:

- Name of the recipient
- Project location
- Rationale of the project
- Project history
- List of relevant studies and basic data
- Issues to be resolved
- Activities to be carried out

Aquaculture production in Ghana has high growth potential. Ghana's per capita consumption of fish is 25Kg, which is among the highest in the world, compared to the world average of 13 Kg. However, fish demand far outstrip production. For example in 2012, the Ministry of Fishery and Aquaculture Development, Ghana, noted demand for fish was about 968,000 metric tonnes, while fish production for the same year stood at 486,000 metric tonnes. The shortfall was made for by importing 175,000 metric tonnes of fish at an estimated cost of \$157 million. An estimated 6,000 smallholder fish farmers are present in Ghana and according to a study conducted by the University of Cape Coast, fish farmers are least informed of best aquaculture practices. And like most smallholder farmers in Ghana, they are limited by access to essential agricultural services including timely and relevant agricultural information to improve production, market access and increase income. Another big concern to the development of the sector is, in Ghana, there is only one agriculture extension agent (AEA) for every 2000 farmers which make site visits and provide expertise to farmers. Farmers in more remote locations are visited less frequently, and many smallholder farmers will go an entire year without meeting an AEA. Given the limited capacity of Extension Officers in the Fish Farming and the Fisheries Commission of the Government to address the changing needs of the industry, the role of Farmerline in addressing this deficit is essential.

In December, 2012 Farmerline was awarded £5,200 by The Indigo Trust for a six month pilot project of SMS and voice technology to 500 fish farmers in Southern Ghana. Fish farmers were selected as the pilot for the paid information delivery services because of the high cost of information failure, the importance of timely information, the strong and growing market for fish farming, and the capacity of

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fish farmers to afford mobile service (UNESCO - INRULED 2012). Ghana is import dependent on fish to meet overwhelming domestic demand because of its economic, cultural and dietary significance.

However, there are significant challenges to increasing domestic production which include: “inadequate intensive extension delivery, irregular formal and informal farmer training resulting in appropriate pond site selection, good pond engineering practices, lack of quality fingerling supplies, inefficient feeding, improper management of ponds and difficult access to market” (Attah 2013). There are widespread poor fishing practices witnessed first-hand during Farmerline monitoring field visits to a number of fish farms in Ashanti region of Ghana. Moreover, the Ghana Fisheries Commission “keeps no farmer records of any value” which contributes to the knowledge gap between farmers and basic farming practices (UNESCO- INRULED 2012: 7).

The initial pilot was launched in September 2012 and was completed in March of 2013. It initially consisted of 15 farmers but in order to demonstrate the scalability of the service, was increased to 500 farmers given the financial support from Indigo Trust. The second pilot began in March 2013 and concluded in August 2013. The expansion of the pilot project illustrates Farmerline’s adaptability, and responsiveness to farmers’ demand.

According to the Impact Assessment results, between the previous production cycles (prior to 2012) and the last production cycle (2012/2013), farmers have increased weight of fish produced by 6% since they began receiving Farmerline’s services. This was possible because stocking density decreased by 0.5%. Improved farming practices was sent to the farmers weekly in their local language which reduced the competition for feed in the pond. Information on proper handling of fish during stocking, sampling and harvesting have accounted for the decrease in fish mortality. The best feeding practices including quantity, quality, timing, observing permanent feeding stations among others were sent to farmers. This might contributed to per unit weight increase of the stocks.

Prices at which fishes were sold greatly increased by 44%, as farmers were better informed about market prices per kilo of fish through Farmerline messaging platform. This influenced the way they negotiated on the farm and market when selling to buyers or intermediaries. The harvesting time of fish was generally reduced by 2.2% due proper feeding practices. The last production cycle (2013) saw reduction in harvest time as compared to the previous productions before Farmerline.

Income of farmers improved since both total weight and production increased 7% and 44% respectively. Moreover, farmers were be better off economically as they were informed on how to feed such as bit by bit feeding, and the need to calculate feed per fish pond.

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Following a successful pilot of the system for 1,000 smallholder fish farmers, Farmerline seeks to scale the pilot to reach more than 3,000 smallholder fish farmers across Ghana to access timely and relevant package of agricultural information (such as best aquaculture practice, weather, inputs, finance and market access) to improve productivity, income and autonomy.

Project objectives

Tips: Please include here the **original objectives** as listed on the Grant Agreement.

If any objectives were modified, added or removed during the reported period this should be explained/justified.

The main objective is to scale smallholder fish farmers access to timely and relevant package of agricultural information (such as best aquaculture practice, weather, inputs, finance and market access) to improve productivity, income and autonomy.

Specially:

1. Signup about 3,000 more smallholder fish farmers across the country within 12months
2. Provide fish farmers the opportunity to access finance and guaranteed markets
3. Deliver timely and relevant best aquaculture practices including market prices, inputs suppliers and weather information

Users and uses

Tips: Discuss with your project team who would be the future users and how they would use the findings throughout the project lifecycle. The uses identified should relate to the theory of change that you have discussed with your project team. The discussion about theory of change, users and uses, will be a very important input to your communication strategy: depending on who the user is and of what use will be the findings, a communication strategy

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can be developed. For example, if the users of the findings are policy makers and the use is to influence a change in the regulatory framework, which communication approach will work the best?

Who are the main stakeholders and how can they affect the project?

Who will be the user of these findings?

What are the more relevant things the project team wants to learn about or evaluate through the lifecycle of this project?

It is estimated that 6,000 smallholder fish farmers are currently in Ghana. Out of this, Farmerline has already reach out to 1,000 in Ashanti, Brong Ahafo and Western regions of Ghana. This project will seek to reach more than half of the remaining 5,000 smallholder fish farmers across the country.

We will continue to partner with institutions such USAID AquaFish, the Ministries of Agriculture, Fisheries and Aquaculture Development and Fisheries Commission to provide relevant information for farmers. We will further expand our database of input suppliers, finance institutions and markets across the country to support farmers. Farmerline connects with agribusiness, NGOs and farmer cooperatives, which distribute the service to small-scale farmers. The projects outcome in terms of reports can be used by the various stakeholders in terms of policy decisions and future project formulations.

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Stakeholder	Stake in the Project	Impact	What do we need from them?	Perceived attitudes /risks	Risk if they are not engaged
Fish Farmers (Fish Farmer Associations)	The whole project revolves around them	High	Contribute to system and process design. Commitment to implement change	Very interested in the project	The project may not be successful. Could create significant uncontrolled scope change.
The Ministries of Agriculture, Fisheries and Aquaculture Development	Policy and process owner who determines institutional administrative policy and procedures	Medium	Commitment to implement change	View project out of range but ready to support content	Policy differences from actual happening on the field
Fisheries Commission	Policy and process target at the development of aquaculture	Medium	Commitment to implement change. Contribute technical support for content.	Ready to support in terms of technical knowledge	Could create significant uncontrolled scope change.
USAID AquaFish	To support development of Market Information System (MIS)	Medium	Commitment to get the MIS system developed	Ready to support in the market access development	No risk impact on the project
Agricultural Extension Officers	Willing to get support	Low	Lead to farmer associations to reduce cost	indifferent	Likely not to support initiative
Farm Input Suppliers	Will use the platform to communicate and sell products to the farmers	Low	Constant update of availability of inputs	Interested	Delay of farmers getting right inputs which can impact negatively
Financial Institutions	Policy and process development for financing agriculture	Low	Involved	Lack of interest in the project. Concern about increased workload	Difficult for farmers to access loan

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PART 3: THE PROJECT

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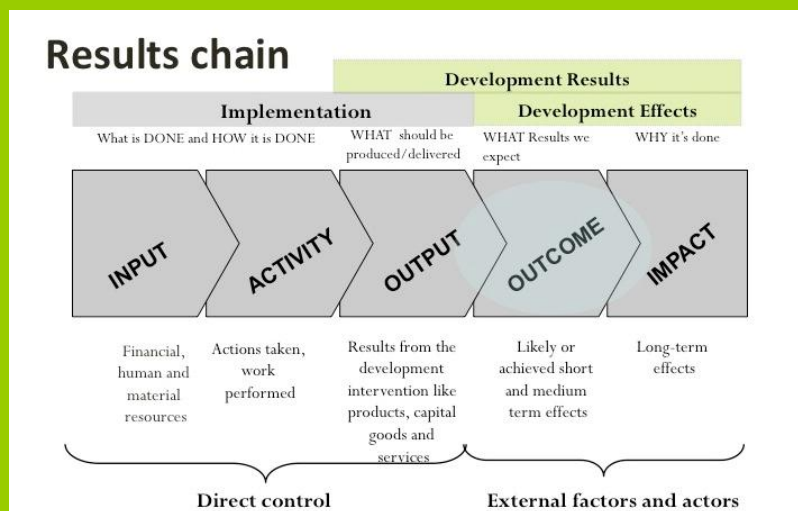
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Project

- **Understanding the chain that leads to results**

Tips: This is the most important section of the report. Here, the reader will **understand the processes and operational issues** of your project and how they contribute to the achievement of the objectives and the theory of change behind the project implementation.

Is possible that the project team's understanding of the development problems to be addressed with this project will have evolved or **changed** from those described when the project was originally submitted and approved. If that is the case, please share what motivated the change and what course of action has the project team identified.



Results chain diagram provided by In Develop

Narrative - project planning

Please write a narrative description about the project planning.

- Please write a brief description about the problem statement you develop on your approved proposal.

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- Describe the identified stakeholders and their potential involvement during the planning?
- Describe the risks identified and the mitigation plan associated?
- Insert the main milestones of the project.
- Please use the table below to report about the project planning.

Aquaculture production in Ghana has high growth potential. Ghana's per capita consumption of fish is 25Kg, which is among the highest in the world, compared to the world average of 13 Kg. However, fish demand far outstrip production. For example in 2012, the Ministry of Fishery and Aquaculture Development noted demand for fish was about 968,000 metric tonnes, while fish production for the same year stood at 486,000 metric tonnes. The shortfall was made for by importing 175,000 metric tonnes of fish at an estimated cost of \$157 million. An estimated 6,000 smallholder fish farmers are present in Ghana and according to a study conducted by the University of Cape Coast, fish farmers are least informed of best aquaculture practices. And like most smallholder farmers in Ghana, they are limited by access to essential agricultural services including timely and relevant agricultural information to improve production, market access and increase income. Another big concern to the development of the sector is the very low Farmer to Agricultural Extension Agent (AEA) ratio which stands at 1:2,000.

Farmerline is working in partnership Fish farmers (Fish Farmer Associations), Agricultural Extensions Agents (AEA), USAID AquaFish, and institutions such the Ministries of Agriculture, Fisheries and Aquaculture Development and Fisheries Commission to provide relevant information for farmers. We will further expand our database of input suppliers, finance institutions and markets across the country to support farmers.

Farmerline have been meeting with identified associations of smallholder fish farmers during their monthly meetings and plans to hold farmer workshops. This is aimed at registering three thousand new fish farmers and cut down to cost involved in acquiring individual farmers over the project period. And independently offer aquaculture best management practices (ABMP), record keeping and market access to the farmers. Farmerline will use the problems identified during the pilot phase to develop and record contents on fish farming, financial and health tips to ameliorate those problems. The M&E team will provide a weekly follow up and feedback with participants to monitor their information demand and consumption through the Farmerline voice platform. This is will bridge the gap of very low Farmer to Agricultural Extension Agent (AEA) ratio which stands at 1:2,000 and also help to develop database of the farmers with their capacity, input demand and use and production records. Farmerline will by the end of the project deliver at

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least 144,000 minutes of timely and relevant information package to farmers in 12 months (equivalent to 4 minutes/ month/ farmer of voice call), and improved farmers access to inputs, finance and market.

PARAMETERS	INDICATORS	CHECKING SOURCES	RISKS	TIMELINE	ASSESSMENT
	How do you measure project progress, linked to your objectives and the information reported on the Implementation and Dissemination sections of this report?	Where do you find the information to document the indicators	Identified above	Dates when the listed activity should be developed	Assessment indicating how the activity should be conducted
IMPACT <i>Likely or achieved long-term effects</i>	Improved income and productivity	Industry study report/ Fisheries commission reports		Beyond 1 year	Review of report
OUTCOME <i>Likely or achieved short and medium term effects.</i> <i>Focus on the changes facilitated by the project for its beneficiaries</i> <i>Outcomes tend to be under the influence of the project team but not under direct control</i> <i>Short term:</i> <i>Long term:</i>	Percentage change in number of farms under improved technologies or management practices Percentage of targeted farmers and others who have applied new technologies or management practices Market value (US \$) of production of tilapia Value of incremental sales	Evaluation report		Annual	Impact assessment

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	due to using the platform				
OUTPUTS <i>Result and/or deliverable produced as a direct result of the project activity</i> <i>Outputs are under direct control of the project team</i>	Number of direct project beneficiaries, % of which are female and breakdown for urban and rural Number of farmers who have received financial support (disaggregated by sex)	Project reports		Per Quarter	Field assessment
PROJECT ACTIVITIES <i>Actions taken, work performed</i>	# of farmers trained and registered # of minutes of content delivered to farmers	Activity & Workshop reports		Weekly & Monthly	Farmer associations meetings Farmerline dashboard
INPUTS <i>Financial, human and material resources</i>	# of content recorded in local languages	Expense/ budget report		Daily	Petty cash receipts/ Cash flow statements

Narrative – Project implementation

Please write a narrative description about the project implementation. Please use this section of the report to provide context to the work conducted. For example:

1. Are the obtained results aligned with planned objectives? If not, explain why.
2. Are the results acceptable both in terms of the quantity and their quality?
3. Elaborate on the strategy to measure acceptable quantity and quality?

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4. To which percentage has project plan been achieved to date?
5. Describe the **involvement** of project beneficiaries, during all phases of project implementation.
6. Describe any **gender, ethnic and generation gap** issues that have impacted positively or negatively your project implementation.
7. Please take the time to reflect about activities that you struggle to implement during the period reported, along with processes and methods originally planned that might need **adjustment** to achieve your project objectives.
8. How have the activities been monitored?
9. Describe archiving strategy.

Farmerline has in the first three months of the project, delivered a total 875 voice messages covering 7 specific field of information have been sent out to 442 people in all. The average call listened duration is 79.50% of the total messages sent having been listened. And a total of 06:15:22 hours was listened to, which represents 80% of the overall calls duration. Messages sent were in the Twi language. The farmers started receiving voice messages from the system on June 18, 2014 after the fish farmer associations meetings attend by the Farmerline team in the various communities to register and explain the project and take feedbacks and suggestions. There are four hundred and forty-two (442) unique beneficiaries or contacts receiving voice messages from the Farmerline platform.

From lessons learnt during our pilot project and the fact that resources are limited, Farmerline has been working with and through identified associations of smallholder fish farmers. This we believe will reduce the transactional cost associated with signing farmers onto the platform.

Out of the 500 targeted contacts for the first three months, the 442 unique contacts (88.4%) was achieved. This is out of a 672 contacts collected from the farmer associations, however, these contacts were riddled of duplicates which has made the target not to be met. The 442 is acceptable due to its uniqueness and lack of duplication. Most of the contacts we acquired during meetings with the fish farmers association meetings which is held once every month.

Project monitoring archiving of data gathered is an inbuilt feature of the Farmerline system. The dashboard of the system provides managers with real-time statistics of project activities. Using the survey feature of

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the system, we are able to collect data on project impact. An M&E staff at Farmerline will be responsible for generating and analyzing on monthly basis report on project targets.

The central question for the monitoring and evaluation (M& E) framework will be whether customers saw value in the service and measure the effect on yields, profit and autonomy for fish farmers. Below is the framework of indicators for assessment developed during the pilot phase of the project in 2012/13:

- *What will fish farmers pay for access to market? Will they pay for high-quality aquaculture best practices messaging?*
- *Are farmers learning and applying the content we are providing?*
- *Does Farmerline help farmers connect to markets more easily?*
- *Does the service help customers improve yields and income?*
- *Does the service help increase customer autonomy?*

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Indicators

Tips: Indicators help to measure project's progress.

Indicators help the objectives that were set by the project team to be affordable, tangible, and measurable.

They help to verify the success and rewrite the course in case we are not achieving it.

An indicator could be quantitative (percentage, amount) or qualitative (perception, opinion).

The FIRE secretariat suggests the SMART approach to indicators:

S Specific

M Measurable

A Achievable (acceptable, applicable, appropriate, attainable or agreed upon)

R Relevant (reliable, realistic)

T Time-bound

Baseline	Indicators	Progress	Assessment	Course of action
Very Low (0-2)	Number of direct project beneficiaries, Percentage of which are female and breakdown by rural and urban	By attending farmer associations meetings and registering them unto the platform	1-3months – 500 target 4-6months – 1000 target	Planning more face-to-face meetings with farmer associations, and organise another farm workshop
Very Low	Percentage of targeted farmers and others who have applied new technologies or management practices	Delivering more specific contents to farmers to address basic problems on the farm	Increase of about 50-80% in the output value of the farm produce	Weekly follow-ups to assess application of new farm management practices
Very Low (0-2)	Percentage change in number of farms under improved technologies or management practices (disaggregated by sex)	Encouraging more women and given more specific support	The ration of men to women in aquaculture will improve	Designing loan products with Micro Financial Institutions to make loan facilities available to farms
Non-existence	Gross margins per	Farmer has created a	Farmers will take lesser	Increase the

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	farmer (in GHS) under marketing arrangements from Farmerline	Market Information System (MIS) to pick general fish prices from all landing sites to equip the farmer in sales	time to sell and eventually accessible markets just at harvesting	aggregating sites and project stock levels by harvesting
Low	Number of fisher farmers associations, financial organizations/enterprises using the platform	Getting unique and working contacts of farmers	Get the stakeholders more involved in the various stages of the project	Planning more face-to face meetings with farmer associations and others, and organise another farmer workshop
Low	Number of farmers who have received financial support (disaggregated by sex)	Developing and designing loan projects to pilot with fish farmers	Target of 1000 farmers for the pilot	More consultations with the farmers and the Micro Financial Institutions
Very Low	Value of agricultural loans granted	Design and development	Analysing the various stages of aquaculture production	To start piloting by the second quarter of the project
Low	Market value (US \$) of production of tilapia	Delivering improve BAMP and ensuring proper application	To increase the market value of about 50% at the closing of the project	Weekly follow-ups of farmers.

The baseline is measured on a scale of 0-2(Very Low), 3-6(Low), 6-8(Medium), 9-10(High).

Project outputs, communication and dissemination activities

Tips: Take into account that the reader of your report has not being involved in project implementation, so readers do not have any further knowledge besides the information you are providing here.

This section of the report will allow you document the communication and dissemination efforts that the project team has conducted, which might be part of a specific communication strategy design as part of the project, or in place for the organization as a whole. When possible, please provide information about strategies in place and the rationale behind them.

Lessons can be learned from many aspects of project implementation, covering a wide variety of aspects such as technical, social, cultural and economic. Taking the rationale behind the project and its objectives can serve as a framework to draw your conclusions.

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Lessons can be identified by project partners, beneficiaries and general staff from the organization. A project diary and other activity records can serve as a tool to reflect during project team meetings and immediately after project activities are conducted.

Outputs are immediate, visible, concrete developmental change that is the tangible consequence of project activities, under direct control of the project team.

Example of possible outputs to report are:

- *New products and Services (software, online platforms, applications);*
- *Information sharing and dissemination (publications, conferences, multimedia, social media);*
- *Knowledge creation (new knowledge embodied in forms other than publications or reports, such as new technologies, new methodologies, new curricula, new policies);*
- *Training (short-term training, internships or fellowships, training seminars and workshops) and*
- *Research Capacity (research skills; research management capacity and capacity to link research to utilization of research results).*

Project outputs	Status	Assessment	Dissemination efforts
Number of direct project beneficiaries, Percentage of which are female and breakdown by rural and urban	20%		Face-to-face meetings with farmer associations
Percentage of targeted farmers and others who have applied new technologies or management practices	About 88% of the target for the first 1-3months	Making sure all duplicates are cleared and all contacts registered are actually active	Attending monthly meetings
Percentage change in number of farms under improved technologies or management practices (disaggregated by sex)	On going		

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Gross margins per farmer (in GHS) under marketing arrangements from Farmerline	N/A		
Number of fisher farmers associations, financial organizations/enterprises using the platform	Ongoing		
Number of farmers who have received financial support (disaggregated by sex)	N/A		
Value of agricultural loans granted	Non		
Market value (US \$) of production of tilapia	N/A		
Number of direct project beneficiaries, Percentage of which are female and breakdown by rural and urban	20% of the registration is done	Conscious effort to encourage more female in the rural setting	Monthly meetings
Percentage of targeted farmers and others who have applied new technologies or management practices	Yet to assess through surveys and the results on the field		Weekly farm visits
Percentage change in number of farms under improved technologies or management practices (disaggregated by sex)	Not yet assessible		
Gross margins per farmer (in GHS) under marketing arrangements from Farmerline	Non	Under development	In dialogues with farmers and MFIs

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Project outcomes

Tips: *This section should be completed **ONLY** for the final report.*

*FIRE PROGRAMME expects you to report about the **outcomes** of the project as defined in the table below, based on the project implementation section of this report. Project team is encouraged to discuss the questions provided below to guide the reflection:*

Can you identify and describe the relationships between the activities implemented and the social, economic, cultural and/or political benefits of your project implementation?

Outcomes can be defined as:

- *Medium-term effects*
- *Effect of a series of achieved outputs*
- *Should capture the changes for the beneficiaries*
- *Take place during the life of project/strategy*
- *Influence but not direct control*

Please write about the project outcomes here...

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Project management and sustainability

Tips: Please comment on the general project **administration, staffing, procurement, etc.** specially those aspects contributing to the fulfilment of the project objectives as well as those that have delay project implementation.

Indicate **how the project team has strengthened its capacity** and work towards sustainability with the support provided by FIRE? (new equipment, training, improved administrative skills, lessons learned from the project). Has the organization increased its research or administrative skills of the team involved? Has the project allowed for a particular contribution to capacity building of women or marginalized social groups? Special attention should be paid to the expected or unexpected impact on marginalized social groups.

Have you done **anything different** to provide administrative support for this project **besides your “business as usual”** processes and procedures? Has the project inspired change inside your organization?

Sustainability is to be examined not only in terms of staff retention and financial stability of the organization supporting the project but about the communities’ appropriation of benefits perceived from project implementation.

The FIRE Secretariat is very interest to learn if this project has generated opportunities for future development (new funding from partnerships, sponsorships, investment or other funding mechanisms), please provide details.

Please explain if the FIRE grant has helped to consolidate your organization and how. If any of the project activities will continue after the end of the FIRE grant, please describe how your organization is planning to support future developments.

The six (6) member project team has been strengthened by 10 part-time paid employees (helpline and local managers) who helps in engaging the farmers at different levels. The capacities of the part-time employees have been built through training.

Farmerline leverages on using its Voice technology platform to deliver services such as best practice information, record keeping service, access to input suppliers and market access information to farmers in their local languages using mobile phone system that farmers are familiar with. Contents on BAMPs are develop based on the outcomes of farmer workshops and monthly meetings with the farmer associations.

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A project longer duration will be able to determine the sustainability of the operation. However, relevant literature can help fill this gap. For example, “Farmer Field Schools have been shown to increase farm incomes by between 60 and 100%” (UNESCO-INRULED 2012: 13). Lesser known is the sustainability and economic advantages of development applications of ICT.

Financial sustainability of model is of great importance to Farmerline. Farmerline’s long-term economic model is one that does not rely on grants but will be self-sufficient. However, currently there is an income gap – need an injection of capital to continue producing voice technology and to develop the bundle to better support farmers. The training model is a crucial element to the sustainability of the program. Farmerline ran a number of workshops to teach new users how to use the platforms and SMS technology. Farmerline also trained agriculture extension workers on how to run the extension services so they could teach incoming new users. This ensures a degree of self-reliance.

A research conducted by Farmerline on 200 fish farmers during the pilot project showed that at least 50% indicated interest to pay \$2.5 monthly subscription for the service. Furthermore, they also expressed their willingness to pay extra for premium services such as market access, record keeping and business planning. The following revenue streams are identified to ensure project sustainability:

Short term

1. Subscription payments from NGOs and Governments to use the platform
2. Agro-input dealers, Finance institutions pay to advertise or use the platform
3. Farmers pay monthly subscription through their associations fees for relevant information packages

Medium to Long term

1. Farmers subscribe and pay directly for premium services
2. Scaling the system to other sub-sectors in Ghana such as cashew or poultry industry and to other countries in Africa (already we are testing the system in the informal employment sector in Zimbabwe).

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Impact

Tips: *This section should be completed **ONLY** for the final report.*

*This section of the report does not refer to the project activities, but about the “bigger picture”. It will be desirable if the project team can reflect on the **impact that the project has contributed to as part of other actions implemented by your organization and/or your partners.***

Impact refers to the influence the project may had on the way people does things through the use or adoption of the project outputs; changes in the context the project was implemented; changes in the community the project has been working with; and/or changes inside the organizations that have participated in the implementation or the relationships established through the project’s implementation.

Impact is often impossible to measure in the short term and is rarely attributable to a single activity. Impact can be linked to a vision or long-term development goal that your organization might be working towards.

It can be identified as a logical consequence of achieving a combination of outputs and outcomes.

Impact is usually measurable after the project life and is outside the direct control of the project team and the organization.

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Overall Assessment

Tips: *This section of the report is extremely valuable for the FIRE secretariat as it provides evidence about the role and relevance of FIRE contributions in the AFRICA region.*

Tips: *Briefly provide your own views on the value and importance of the project relative to the proposed innovation, investment of time, effort and funding involved. Include the strengths and weaknesses of the project and the steps taken to strengthen the credibility and reliability.*

This is your opportunity to conduct a team reflection about the value of the project for the organization. The following questions might help you to prepare a substantive overall assessment.

- *To what extent the project meet its objectives?*
- *What were the most important findings and outputs of the project? What will be done with them?*
- *What contribution to development did the project make?*
- *Were certain aspects of project design, management and implementation particularly important to the degree of success of the project?*
- *To what extent the project help build up the research capacity of your institution or of the individuals involved?*
- *What lessons can be derived that would be useful in improving future performance?*

FIRE's grant to support 'Improvement of Aquaculture Productivity and Income in Ghana' project will go along to achieve its results and beyond as was done in the initial pilot of the project in 2012/13. This will in the long run guarantee attainment of autonomy through improvement in productivity and increase income, and will affect millions of lives.

Finally, this FIRE attachment to this project will contributes to the Millennium Development Goals 1 and 8. Thus, it contributes to MDG I: Eradicate Extreme Poverty and Hunger because it helps to improve food security by equipping small scale farmers with the resources needed to increase crop yields, better manage their operation and ecosystems. This project also contributes to MDG 8 Global Partnerships for Development given the extensive partnerships developed with international organizations such as Engineers without Borders and USAID.

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PART 4:

RECOMMENDATIONS

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Recommendations

Tips: *Include any recommendations in this section that you and your project team, the organizations supporting the project and the community you worked with, would like to make to other practitioners or researchers on the field facing similar problems or implementing similar solutions.*

Please take a minute to share recommendations with the FIRE secretariat that might help to improve the support provided.

Please write the project recommendations here...

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PART 5:

BIBLIOGRAPHY

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Bibliography

Tips: *Include complete bibliographic references to all sources (printed, on-line, quotes, etc) used to prepare the different sections of this report. The APA style guide offers examples about how to reference a variety of sources. <http://www.apastyle.org/learn/quick-guide-on-references.aspx>(as accessed on 3/7/2013).*

UNESCO- INRULED, 2012, “Case Study – Farmerline” in UNESCO- INRULED Annual Report *Inruded Education for Rural Development - United Nations Educational, Scientific and Cultural Organization (UNESCO) 2012*

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