



UGANDA FORUM FOR AGRICULTURAL ADVISORY SERVICES (UFAAS)

SEMESTER ACTIVITY REPORT

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Report By

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Focal -Uganda AFAAS Country Fora

UFAAS SUPPORTED BY



Enabling poor rural people
to overcome poverty



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Acronyms

AAS	Agricultural Advisory Services
AEAS	Agricultural Extension and Advisory Services
AFAAS	African Forum for Agricultural Advisory Services
AT	Appropriate Technology
FAAP	Framework for African Agricultural Productivity
CAADP	Comprehensive Africa Agriculture Development Programme
CF	Country Fora.
CIKM	Communication, Information and Knowledge Management
FO	Farmers Organization
ICT	Information and Communication Technology
IFAD	
LG	Local Government
MAK	Makerere University
MOU	Memorandum of Understanding
NAADS	National Agricultural Advisory Services
NSA	Non-State Actors
NSC	National Steering committee
NGO	Non-Governmental Organization
SG2000	Sasakawa Global 2000
UFAAS	Uganda Forum for Agricultural Advisory Services
UNFFE,	Uganda National Farmers Federation
VEDCO	Volunteer Efforts for Development Concerns

1. BACKGROUND INFORMATION

1.1 INTRODUCTION

UFAAS brings together a broad range of actors in AEAS from all sectors which include the Public, Academia, Private, Civil Society, Farmer Organization, Donor Community and the Media

Uganda Forum for Agricultural Advisory Services (UFAAS) is a forum that brings together a wide range of actors involved in Agricultural Extension and Advisory Services (AEAS) in Uganda. UFAAS, launched in May 2011, is registered in Uganda and acts as a Country Chapter of the African Forum for Agricultural Advisory Services (AFAAS). AFAAS is the umbrella network organisation for AEAS in Africa. It operates within the framework of the Comprehensive Africa Agriculture Development Programme (CAADP), with a focus to Pillar IV.

UFAAS' vision is "Quality AEAS effectively contributing to agricultural development in Uganda". The mission is 'to promote an effective, efficient and innovative AEAS system through advocacy, capacity building, and information sharing and increased professional development among AEAS actors in Uganda'. The broad objectives are:

1. To establish and sustain an effective platform for Advisory Agricultural Services in Uganda
2. To promote professional development, information sharing and networking among AEAS actors.
3. To build capacity of Agricultural Advisory Services systems to provide innovative and client-orientated services.
4. To promote professionalism and ethical conduct in AEAS systems in Uganda.
5. To advocate and lobby for an enabling environment for Agricultural Advisory and Extension Services in Uganda

In order to achieve objectives, 5 main thematic areas are put in place, which are:

- I. Institutional Strengthening of UFAAS
- II. Networking and Information Sharing
- III. Capacity Development
- IV. Professionalizing AEAS System in Uganda
- V. *Advocacy and Lobbying*

Individual membership is open to professionals in AEAS provision, Institutional membership is for institutions that contribute directly to Agricultural Extension and Advisory Services (AEAS); and Associate and honorary membership is to other institutions and persons who are not directly involved in AEAS provision but subscribe and contribute to UFAAS objectives.

By the end of 2012, UFAAS milestones were::

- Institutional assessment done by the AFAAS consultancy team
- Launching of the Forum and institution of representative interim committee by May 2011
- Founding member organizations / institutes from all sectors
- An interim committee in place
- Strategic direction determined
- Constitution finalized and the forum registered at the national level
- Logo designed (courtesy of Anke)
- Host organization identified (NAADS), concept for the partnership developed and MOU discussions were in progress
- Registration of members was progress, starting with expression of interest

1.2 THE AFAAS-IFAD GDD PROJECT

Through AFAAS, UFAAS obtained funding for 2 years (1013-2014) to strengthen Country-Level Agricultural Advisory Services. Uganda is one of the five target countries which are Burkina Faso, Malawi, Mozambique, Sierra Leone and Uganda. The two broad objectives of this project are to:

- i. Strengthen the capacity of country level advisory service stakeholders in determining own priorities and in improving their advisory service systems. and;
- ii. Facilitate the availability and accessibility of appropriate and up-to-date knowledge on advisory services from a range of sources in Africa and worldwide.

The 2-year project duration is built around two main components with activities related to each as:

Component 1 – Establishing Country Fora

- o An Inception workshop
- o Country sensitization and consultation meetings
- o AAS stakeholder and institutional analysis
- o Development of proposal for CF formation
- o Validation of proposal for CF formation and agreement on strategic and operational planning
- o Developing the CF strategy and operational plan
- o Validation of the strategic and operational plans
- o Development of multi-stakeholder institutions

Component 2 – Communication, Information and Knowledge Management (CIKM) for AAS Innovation

- o Website and virtual platform roll-out
- o CIKM needs assessment
- o Development of CIKM strategy
- o Support National AAS innovations (Inventory of innovative AAS, AAS innovation exhibition, AAS innovation proposal development, Adaptation and testing of AAS innovations, Holding an innovation marketplace)
- o CIKM management
- o Continental innovation marketplace
- o Partnering with the media

The general indicative work plan for the whole project and the approved and detailed work plan for Uganda are attached in appendix I and II.

2. UFAAS ACHIEVEMENTS

2.1 ESTABLISHING THE COUNTRY FORA

2.1.1 Inception Activities

An inception meeting for the AFAAS-IFAD Project was convened at the Roodevellei Hotel, Pretoria, South Africa, from 11th to 12th March 2013. The meeting was attended by participants drawn from five countries, 2 IFAD representatives and 2 AFAAS board members as observers. Uganda was represented by the Chair person, Secretary and a representative from the proposed Host Institution (NAADS). It was facilitated by the AFAAS secretariat team that included: the Executive Director-Dr. Dr. Silim M. Nahdy; Consultant-Dr. Dan Kisauzi; the Coordinator-Max Olupot; and the Financial Manager-Catherine Nakitende. It was also co-facilitated by the IFAD representatives, Tom Anyonge -IFAD Project Task Manager and Monica Romano

The objectives of the workshop were to:

1. Get a common understanding of the project concept and objectives;
2. Develop the capacity of the facilitators (country teams) for for using the guidelines that have been developed for establishment of CF; enhancing the facilitators' understanding of the CAADP and the FAAP principles as well as approaches for integrating topical issues - most notably climate change, market orientation, innovative AAS, advocacy, gender, ICTs, and monitoring and evaluation into AAS programmes; using the CF establishment guidelines and other project resources;
3. Prepare a work plan and budget including indicators, for each country.

The workshop involved presentations on: the project concept, components and activities, implementation arrangements, governance and management, work plan and budget, monitoring and evaluation (including indicators), and financial management. The individual country teams also presented their status and plans in relation to the outlined project activities. At the end of the workshop, a general way forward was discussed which outlined the immediate actions for the participants once they are back in the countries.

By the end of the workshop, it was agreed that:

- o There is need: to understand that different strategies will be used in different member countries plus the drivers in each will have to be identified; build on institutions where the champions come from; and for a mechanism for learning/ sharing all the materials. This should be developed by AFAAS
- o Where there was already an institution with a similar agenda, there is no need to establish a parallel forum. The key principle is whether the institution subscribes to the principles of AFAAS.
- o The issue of extension should be considered for the sake of those who feel advisory is not inclusive enough.

The way forward for the workshop was agreed as below:

Table 1: Way forward for the AFAAS-IFAD Project Inception Meeting

Activities	Who	Timeframe
1. Completion and submission of the work plan	Country teams	22 nd March 2013
2. Feedback on the work plan	Secretariat	27 th March 2013
3. Signed MOU sent to the Secretariat	Country Teams	15 th April 2013
4. Formal letter from the Host Institution		22 nd March 2013, **15th April 2013 (Mozambique)
5. Template for technical reporting	IFAD	22 nd March 2013
6. Inception Meeting Report		20 th March 2013
7. Tailoring the indicators to country specific	Country Teams	29 th March 2013

2.1.2 Institutional Development

2.1.2.1 Governance and management

UFAAS is governed by a committee which was elected in 2011 at the launch of the forum. This interim committee currently constitutes the National Steering committee (NSC), as per requirement of the AFAAS-IFAD project guidelines. The composition of the current NSC shown in Table 2. This committee, which meets on a quarterly basis, oversees the implementation of UFAAS activities, including those under the AFAAS-IFAD project.

Table 2: The Current UFAAS National Steering Committee

Post	Name	Institutional affiliation
Executive Members		
Chairperson	Dr. Margaret Mangheni	Faculty of Agriculture, Makerere University
Vice Chairperson	Augustine Mwendya	Uganda National Farmers Federation
Secretary General	Beatrice Luzobe	Learn Enterprises Ltd.
Treasurer	Dr. Juliet Sentumbwe	Ministry of Agriculture, Animal Industry and Fisheries
Publicity/Mobilisation	Alex Ariho	Excel Hort Consult Ltd
Committee members (by Sector Representation)		
Academia	Assoc.Prof. Anthony Mugisha	School of Veterinary Medicine, Makerere University,
Academia	Samuel Galiwango (Co-opted)	Bukalasa Agricultural College, Luwero
MAAIF	Daisy Eresu	Ministry of Agriculture, Animal Industry and Fisheries
NAADS Secretariat	Dr. Christopher Bukenya (replaced Dr. Joseph Oryokot)	Technical Services Manager, NAADS Secretariat
NAADS -Regional	Dr. Charles Aben (LG)	District NAADS Coordinator, Soroti District
Farmers organizations	Joseph Baguma	UNFFE (western)
NGOs	Dr. Rita Ojok	AT Uganda
Private sector	Anke Weisheit (Co-opted)	Excel Hort Consult Ltd
Representative Research	Dickson Baguma	National Agricultural Research Organisation
International organisations	Not nominated	FAO
Ex-official –AFAAS	Max Olupot	AFAAS Secretariat
Advisor	Francis Alacho	Africa innovations Institute
Donor	Mr. Pontian Muhwezi	IFAD

For ease of implementation, the NSC is being divided into thematic teams that can meet more often to discuss thematic issues. Table 3 shows the proposed thematic teams, of which two have been active. These are Institutional Development and Lobbying and Advocacy. Anke Weisheit has been active on the Communication Information and Knowledge Management (CIKM) activities.

Table 3: The proposed thematic groups

THEMATIC GROUP	PROPOSED MEMBERS
1. Institutional Development	Augustine Mwendya , Juliet Sentumbwe (Dr.), Alex Ariho, Samuel Galiwango
2. Networking and Lesson Learning	Anke Weisheit , Rita Laker-Ojok (Dr.)
3. Capacity Building and Strengthening	Margaret Mangheni(Dr.), Alacho Francis, Aben Charles
4. Professionalism and Standards	Juliet Sentumbwe(Dr.), Alacho Francis, Christopher Bukenya (Dr.)
5. Lobbying And Advocacy	Margaret Mangheni (Dr.), Anthony Mugisha (Dr.), Juliet Sentumbwe (Dr.), Alex Ariho

2.1.2.2 Planning and monitoring of activities

The National Steering Committee (NSC) has so far had 2 quarterly meetings plan and monitor progress of activities.

1st NSC Meeting

On 15th April, the National Steering Committee held an inception Meeting at Metropole Hotel, Kampala. It was attended by all the members of the interim executive and the objectives were to:

1. Review the progress to date;
2. Present and discuss the AFAAS-IFAD project highlighting the UFAAS part;
3. Discuss and finalize issues concerning the Host Institution and the forum Focal Point;
4. Come up with the way forward for the year 2013

By the end of the meeting, in addition to receiving an update on the progress of the forum and highlights on the new IFAD-AFAAS project, the following were agreed on:

- **Focal Person:** Ms. Beatrice Luzobe was selected as the focal person of UFAAS
- **Host Institution:** After analysing the current situation and direction of the extension policy in the country, it was agreed that there was need to change the Host institution to a politically neutral organization. The criteria for a new HI were set at tentatively Excel Hort Consult (EHC) was selected pending physical analysis.
- **Opening a Bank Account:** Members agreed that a current account in DFCU bank. The signatories were to be the Chair (as Principle), Treasurer and Secretary
Membership: The membership and subscription fees were agreed on for the different categories of members: Individual (Shs. 100,000 and 20,000); Institution (Shs.200,000 and 100,000); Associate-Individual (Shs.300,000); and Associate-Institution (Shs.500,000)
- **Audience with ministry.** It was agreed that it was important to go back to the ministry and make sensitize about UFAAS and making a clarification concerning the funding of the forum.
- **Mercy Corps:** Officials from Mercy Corps talked to members about their organizations initiative called Agri-Fin – Mobile. Details are in the minutes

2nd NSC meeting

The second NSC meeting was convened on 29th May 2013 in the AFAAS boardroom, Nakasero Kampala.

The purpose was to:

1. Review the progress on the 1st NSC meeting Way Forward;
2. Review of the submitted UFAAS-IFAD work plan;
3. Officially appointment the Focal Person;
4. Discuss the profile (Brochure) design;
5. Develop the operational Plan and the advocacy plan

Other meeting:

The other committee meetings that have been held to plan and review activities are the: Advocacy meeting to plan for the dialogue (detailed in section ...) and the institutional thematic team that is planning for the mobilization and sensitisation activities of the forum.

2.1.2.3 The Host Institution

The issue of the Host Institution is not yet finalized due to factors beyond UFAAS's control. By the beginning of the year, UFAAS had selected the National Agricultural Advisory Services (NAADS) as the most suited HI and arrangements to sign an MOU were well advanced. However, due to some political interference, members felt it was not safe to continue with the arrangement, which prompted selection of another potential HI, which the AFAAS assessment found lacking on some critical criteria.

Currently, the first HI choice (of NAADS) is being re-pursued, though it will be difficult for the IFAD funds to flow through it because of financial policy issues that are governing government programmes. For the time being, UFAAS is accessing its funds directly from the AFAAS secretariat.

Report by Beatrice Luzobe

2.1.2.4 The Focal Point and Person

The 1st NSC meeting selected Mrs. Beatrice Luzobe as the Focal person, who has been officially appointed and signed a working agreement. The Focal Person, who is in charge of the Focal Point Desk of UFAAS, is responsible for supporting the management and implementation of the thematic functions activities of the CF, which include:

- 1) Facilitating the process of institutional formation and strengthening the CF through; inception, sensitization and consultation activities;
- 2) Coordinate the networking and professional development, capacity development, professionalization, and advocacy and lobbying activities of the forum at national and regional levels;
- 3) Facilitating the planning, monitoring and evaluation of grant activities at the country level;
- 4) Providing administrative and management support to the National Steering Committee;
- 5) Ensuring that the management of the grants received comply with the agreed operational guidelines and timelines;
- 6) Coordinating all activities assigned to the professional members and consultants
- 7) Doing any other assignment as prescribed by the Chairperson, on behalf of UFAAS.

Her task covers a period of 9 months (effective from 1st April to 31st December 2013), subject to renewal, depending on performance and availability of funds. She is required to put in 2 working days per week, on a full-time basis, while available for consultations on urgent issues that may crop up on other days.

Administratively, the FP reports to the chairperson of the UFAAS, while technically, liaising with the assigned thematic leaders, AFAAS and any other relevant partner.

2.1.2.5 Development of documents

Strategic plan: The strategic plan that was developed last year is awaiting printing, which is delayed because the SP will be combined with the operational plan. However, a **brief profile**, (an extract from the SP) was updated and a presented in a form of a brochure that is used in the sensitization and information sharing activities. 3000 copies so far printed this year. Within the Strategic plan, the activities of component 1 of the IFAD-AFAAS project (i.e. strengthening of the Country Fora), are well catered for. However, there is still need to other activities of component 2 (Communication, Information and Knowledge Management- CIKM) to be streamlined.

Operational Plan: The operational plan was drafted by the selected task team and is currently being reviewed by the members of the National Steering Committee (NSC). After completion, the operational and strategic plans will be combined into a single document for dissemination among members. See appendix II for the detailed plan.

The Constitution

The constitution was also developed last year and used during the process of registration

Financial Policy: A financial policy has been drafted by the technical task team for institutional development and is currently being reviewed by the members of the NSC. The financial policy is aimed at:

- a. Ensuring proper management of all UFAAS resources
- b. Providing a system for accurate and timely financial and audit reporting to UFAAS members, development partners and any other stakeholders
- c. Providing a system for efficient, timely, reliable and effective control and other resources made available to UFAAS by various stakeholders.

Note: All documents will be validated during the National Stakeholders conference mentioned in section 2.1.3

Report by Beatrice Luzobe

2.1.3 Country Sensitization, Mobilization and Profiling of Members

UFAAS has a general plan of mobilizing, sensitizing, registering and profiling AAS actors as members. Alongside the above activities, UFAAS is expanding the AAS stakeholder analysis and assessment to the regions. This is aimed at identifying strengths and critical capacity strengthening needs within the AAS system. The consultations shall also include specific activities for assessing the AAS concerns and needs of the IFAD country programmes.

The following activities have been done toward the sensitisation and mobilisation of stakeholders and members.

- **Registration of members:** Forms for expression of interest (by both individuals and organizations) for UFAAS membership was designed and through this, more than 100 AAS actors have been registered. These forms are currently being instituted online at www.ufaas-ugandacf.org
- An **online database** (on the above website) is also being developed to upload the information posted into the online forms.
- **Exhibition of the Country Fora:** In partnership with AFAAS, UFAAS was exhibited at the Jinja national Agricultural show that was held in Jinja from 8th -13th July 2013. The theme of the show was Promoting Agro Technologies to Enhance Food Security and Competitiveness in the Regional Markets and the translated theme for AFAAS and UFAAS were: Promoting Agro Technologies to Enhance Food Security and Competitiveness in the Regional Markets through effective and efficient agricultural extension and advisory services (AEAS). The overall objective was to increase the awareness of AEAS actors and other relevant stakeholders about AFAAS and UFAAS roles in Uganda. The specific objectives were:
 1. To strengthen the Country Forum through sensitization, mobilization and profiling AEAS actors from all over Uganda.
 2. To network and share information with AEAS actors and other relevant stakeholders
 3. And registration of members

During this 7-days event, representatives of AFAAS and UFAAS shared information about the two organizations through flyers, posters and booklets. The AFAAS virtual platform was also exhibited to create awareness about its presence and use. Furthermore, there was active registration and profiling of willing actors who like joining the actors. The representatives also visited other stalls to further share information and benchmark with others.

By the end of the show, over 300 AAS actors, farmers and other stakeholders had visited the AFAAS/UFAAS stall and sensitised about the mandate and role of the 2 organization in extension. The relevant information had been shared mainly through explanations and brochures. Contacts of the AAS actors were captured for further networking and sharing of information

- **Planning for Regional activities:** As a way of rolling out the programme to the regions, UFAAS is identifying professional people in at least 4 regions of the country to assist in the mobilization, sensitization and profiling of actors. This is also in preparation for the 2nd National Sensitization workshop that will be conducted in September this year.
- **Planning for the National Stakeholders Conference:** UFAAS is set to hold a national stakeholders' Conference in September this year that will involve various activities towards achievements of both Components 1 and 2 of the IFAD-AFAAS project. The core activities during this Conference will be:
 - Sensitization of members on the AFAAS/UFAAS mandate and roles in the Agricultural Extension and Advisory Services (AEAS) system in Uganda
 - Sharing various information and experiences in Agricultural Extension and Advisory Services (AEAS)
 - Annual General Meeting to formalize UFAAS National Steering Committee
 - Exhibiting various AEAS innovative approaches in Uganda

This conference bringing together the different actors and stakeholders including agricultural professionals and students, academic institutions, government policy makers, private sector firms, NGOs, the national extension implementers, Farmer Organizations, professional associations, the media and donors (including IFAD)

Report by Beatrice Luzobe

2.2 COMMUNICATION, INFORMATION AND KNOWLEDGE MANAGEMENT (CIKM)

2.2.1 CIKM workshop

The Focal Person and one selected member of the NSC (Anke Weisheit) attended a 4-days workshop organized by AFAAS on the implementation of Component 2 of the AFAAS-IFAD Project. The workshop was held at Dolphine Suites, Bugolobi from 17th -20th June 2013.

The workshop strongly expressed demand by AAS stakeholders for sharing information and knowledge. From the perspective of the AFAAS strategy the purpose for information and knowledge sharing has to be within the context of improving and innovating on how to make AAS more efficient and effective delivery of services especially for the poor - the majority of whom are women and the youth. The component has the activities outlined in section 1.2 of this report.

The general purpose of the workshop was to initiate the implementation of Component 2 of the Project. Specifically the workshop initiated the following:

1. Reviewing the institutional development of the Country Fora within the context of CIKM;
2. Training on the use of the AFAAS website and how it can be rolled out and used in the CF of the project countries;
3. Training on the use of the virtual social networking platform it can be rolled out and used in the CF of the project countries;
4. Validating the CIKM needs assessment tools and developing a CIKM needs assessment work plan;
5. Developing criteria, tools and a work plan for identification of innovative AAS approaches;

The highlights of each objective were as follows:

1. **Reviewing the institutional development of the Country Fora within the context of CIKM**
 - a. CIKM is very important to the CF formation because all the activities of CF establishment like mobilization, profiling of actors, etc rely on it
 - b. The life and sustainability of any CF will depend on how active is its CIKM
2. **The use of the AFAAS website and how it can be rolled out and used in the CF**
 - a. Reviewed the AFAAS website and created CF web pages. For Uganda see <http://www.afaas-africa.org/country-fora/uganda/>
 - b. The Uganda team agreed to acquire a UFAAS domain for identity and link its home page to its web page at the AFAAS website
3. **The virtual social networking platform it can be rolled out and used in the CF**
 - a. Reviewed the AFAAS network Platform and agreed to make the CF platform more active. UFAAS is already there at <http://networking.afaas-africa.org/ufaas/>
 - b. The Uganda team agreed to acquire a UFAAS domain for identity and link its home page to its platform at the AFAAS network platform
 - c. CF members encouraged to join at least one theme group for the AFAAS week
4. **Validating the CIKM needs assessment tools and developing a CIKM needs assessment work plan;**
 - a. Discussed the CIKM needs assessment and developed the tools
 - b. Refined tool will be sent back by the CIKM consultant for the CF to do the assessment
 - c. CIKM consultant to the CIKM strategy
5. **Developing criteria, tools and a work plan for identification of innovative AAS approaches**
 - a. Developed the tool for identification of innovative AAS approaches, basing on the FAAP principles
 - b. Agreed on the way forward as follows
 - i. Internalize the methodology
 - ii. Identify and describe the innovative AAS approaches in the country
 - iii. Convene a technical group to assess the approaches basing on the assessment tool developed
 - iv. Prepare at least 2 innovative approaches for presentation at Gaborone-Botswana. This requires to work with the implementers of the approaches

Note: the approaches should be ready for presentation by 28th July 2013

Table 4: General Way Forward for UFAAS (derived from the workshop)

Activity	By when	By who
Acquiring a web domain for UFAAS and linking the home page to AFAAS website and network platform	End of June	Anke Weisheit
Identification and preparation of at least 2 innovative approaches for Exhibition at the AFAAS week	28 th July 2013	Focal person with assigned the CF tech. team
Develop TORs for activities in liaison with the CF Tech. Advisor (to be recruited soon). Need 3 CVs presented per activity*	Continuous	Focal person
Submit Quarterly Reports#	End of March, June, Sept, Dec	Focal Person
Review Targets to see how to facilitate the CIKM facilitators	End of June	AFAAS

* Even when it is the members going to do the activity, they should present their CVs and go through the process

#IFAD supposed to send the reporting format

2.2.2 Website development and virtual platform roll-out

Note: UFAAS is one of the fora that received training on the use of virtual platform last year.

As a follow-up on the what was agreed concerning the use of the AFAAS website and how the network platform can be rolled out (section 2.2.1), the following has been done:

- Development of a UFAAS website (www.ufaas-ugandacf.org), which is currently aiding the online registration of members (mentioned in section 2.1.3).
- The UFAAS website home page is linked directly the UFAAS webpage (www.afaas-africa.org/country-fora/uganda) and network platform www.networking.afaas-africa.org/ufaas

2.2.3 Support National AAS innovations

2.2.3.1 Inventory of innovative AEAS

The Uganda Forum for Agricultural Advisory Services (UFAAS), together with the National Agricultural Advisory Services (NAADS) organized a workshop to profile the innovative and appropriate approaches used by different organizations to extend knowledge to the farmers. The theme workshop was "Innovating for effective and efficient agricultural extension service delivery" The sub themes along which the workshop was based were: farmer problem identification/needs assessment, farmer mobilization and targeting of special interest groups, farmer learning, agribusiness and market linkage, linkages of farmers to support services, Monitoring and evaluation.

The overall objective of the workshop was to identify and document innovative and appropriate approaches of delivery of advisory services in Uganda while the specific objectives were:

1. To bring together Agricultural Extension and Advisory Services (AEAS) practitioners to share lessons and experiences on innovative and appropriate approaches
2. To profile and create a database of innovative and appropriate approaches of delivery of advisory services in Uganda.
3. To identify the best-fit approaches for implementation by the AAES practitioners

The workshop was attended by 60 participants from the sectors of public, academia, private, NGOs, Farmers Organizations (FOs) and the media. 42 (70%) of the participants were from the public sector, mainly NAADS and the District Local governments.

The list of the innovations and the implementing organizations/ programmes is attached in appendix V.

UFAAS plan, that was developed during the CIKM workshop, for support the National AAS innovations is as follows:

- By August 30th: complete the inventory of innovative AEAS approaches in Uganda, to include those for organizations that did not participate in the UFAAS-NAADS workshop.
- By September 30th: Assess the innovative approaches using the developed template that is based on the FAAP principles
- By October 2013: Carry out an innovation exhibition of all the innovative AEAS approaches identified in the assessment exercise, in a national conference, to select the best
- By the end of 2013: Develop at least one innovation proposal per selected innovative AAS per emerging issue, basing on the AFAAS Secretariat guidelines and formats for proposal development. ¹ These will have been jointly reviewed by AFAAS thematic working groups using agreed criteria and one selected for funding by AFAAS. The rest of the approved proposals will be presented in various market places for buy in by various funders and national actors.
- By end of 2014 : At least 2 innovation marketplaces will have been held by UFAAS where Potential funders shall be invited with the view of them selecting proposals that they could support/ fund ²

2.2.4 Continental innovation marketplace

UFAAS is planning to fully participate in the coming AFAAS week that will take place in Gaborone (Botswana) from 5th -9th August 2013. UFAAS will be exhibited plus one innovative approach of Sasakawa Africa Association- the farmer learning platform.

2.2.5 Partnering with the media

UFAAS has mainly linked with the Print Media, where articles on UFAAS profile and achievement plus advocacy of extension policy have been posted. The media houses currently involved are: The New Vision, Industrial Review Magazine and UNFFE Agricultural Show magazine.

2.3 LOBYING AND ADVOCACY

A dialogue on the new direction of Uganda's Agricultural Extension Policy was organized by the National Planning Authority (NPA), the African Forum for Agricultural Advisory Services (AFAAS), the Uganda Forum for Agricultural Advisory Services (UFAAS) and Makerere University, Department of Extension and Innovation Studies. The dialogue was held on the 19th April 2013 at the Uganda Bureau of Statistics. The purpose of the dialogue was to initiate a process of critical reflection by stakeholder on agricultural extension reforms and agree on steps and procedures for sustaining this engagement. The objectives were:

1. To have a common understanding of Agricultural Extension and Advisory Services
2. To highlight AEAS reforms taking place at the context of modernizing agriculture in Sub-Saharan Africa
3. To discuss the policy arena in Africa in general and Uganda in particular.
4. To agree on the steps towards the review of the AEAS policies broadly

¹ Note: Some of the proposals will be developed earlier for presentation in the Botswana AFAAS Extension Week.

² One of the market place that will be taken advantage of, is the Botswana AFAAS Extension Week

Over 70 participants drawn from the donor community, civil society, private sector, state house, farmers, academia, media, MAAIF, NAADS, local government attended. So far 2 articles were produced in relation (one before and one after) and a policy brief being drafted for presentation to the relevant stakeholders. In order to complete and push forward the policy brief, the thematic team on Lobbying and Advocacy agreed re-focus it on the current scenario by engaging a desktop study that will assess:

- the implications of not handling extension well,
- what do we lose as a country,
- What are the policy issues we are addressing? E.g. structure, staffing, resources, etc
- How is the resource envelop shared
- What are we recommending?

Note: A consultant was supposed to be identified to conduct the study but the funds became a limiting factor.

2.4 OTHER PARTNERSHIP AND LINKAGES

IFAD

The Focal Person visited the IFAD country office and met Mr. Pontian Muhwezi who was happy that UFAAS linked up with them and promised to be available whenever it is possible. The project was discussed and highlighting the plan for the Forum to be hosted away from the AFAAS secretariat. It was also agreed that all communications and report will be share to provide information and facilitate understanding of project by the IFAD Country office. Pontian recommended that UFAAS finds out how it can be represented and participate in the Sector Working Committee.

CAADP Non State Actors (NSA) Platform

The Focal Person represented UFAAS at the CAADP Non-State Actors (NSA) Dialogue held on the 16th -17th May at Imperial Royal Kampala.

- Review the NSAs' contributions and engagement in national and regional CAADP processes and actions,
- Strengthen communication and consultation with NSA constituencies for greater linkages and collaboration,
- Develop indicators for monitoring, evaluation and accountability of NSA participation and CAADP,
- Develop mechanisms to strengthen a coherent NSA constituency reflecting the cross-sectoral dimension of CAADP including agriculture and nutrition,
- Ensure that women, youth and children are more engaged and their participation in CAADP debates is increased.

The immerging issues highlighted were: NSA coordination; Documentation and Information dissemination; constructive engagement with governments, Capacity building of actors, mainstreaming women and youth. Most moving presentation was on Advocacy

3. CHALLENGES AND LESSONS LEARNT

The major challenges of UFAAS are:

1. Lack of a reporting format for the AFAAS-IFAD project as promised by IFAD during the inception meeting
2. The intensive activity for the Focal Person
3. Some of the NSC members are too busy to attend meetings and/or respond communications sent to them
4. The busy schedule at the NAADS secretariat that has slowed down the process of finalizing the MOU. This has denied the Forum office space and other logistics it would access
5. The limited budget to mobilize the members up country
6. Slow response from the innovative approaches initiators and promoters
7. Lack of funds to push forward the dialogue

The lessons learnt and experiences are:

- Once fully organized, UFAAS will be a strong force in driving and determining the extension policy in Uganda because of the gap for such a forum for AEAS in Uganda.
- There are isolated efforts advocating for a proper extension policy in Uganda which need to be consolidated
- Engagement of professional members who already understand the programme yield more and better results than using external consultants
- A separate website /domain is more flexible for the country fora to accommodate its desired activity and increasing visibility.

4. WAYFORWARD

Table 5: The proposed way forward for the 2nd semester

Activity	By when	By who
I. Country Forum Establishment		
1. Finalize the Host Institution issues	August	Chairperson +Focal Person
2. 3 rd National Steering Committee meeting	20 th August 2013	All NSC Members
3. Online registration of members	Continuous	Focal Person
4. Activation of thematic committees	End of August-September 2013	Chairperson +Focal Person
5. Complete operational plan and financial policy	End of August	Thematic teams
6. Regional sensitization, mobilization and profiling of AEAS actors	August and September	Selected professional members
7. Resource mobilization	Continuous	Thematic teams
8. National Stakeholders Conference	October 2013	NSC
II. CIKM		
1. Develop TORs and recruitment of CIKM facilitator	By end of August 2013	FP + Executive Committee
2. Management of the UFAAS Website, webpage and group at AFAAS website and network platform	Continuous	CIKM facilitator
3. Exhibition of at least 2 innovative approaches at the AFAAS week	28 th July 2013	Focal person with assigned the CF tech. team
4. Assessment of innovative approaches	By end of August 2013	FP + Networking Thematic team
5. Exhibition of innovative approaches at the Conference	October 2013	Selected actors owning the approaches
6. Development of proposals for innovative approaches	2014	Selected actors owning the approaches
7. Submission of quarterly reports	End of Sept, Dec	Focal person

APPENDICES

APPENDIX I: THE GENERAL INDICATIVE WORK PLAN FOR THE PROJECT

ACTIVITIES	Year 1				Year 2			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1. Establishing Country For a								
1.1. An inception workshop (Workshop1.)								
1.2. Country sensitisation meetings								
1.3. AAS stakeholder and institutional analysis								
1.4. Proposal development								
1.5. Development and Validation of strategic and operational plans								
1.6. Development of multi-stakeholder institutions								
2. Information and knowledge management for AAS innovation								
2.1. Website and virtual platform roll-out								
2.2. CIKM needs assessment								
2.3. Development of CIKM strategy								
2.4. Inventory of innovative AAS								
2.5. AAS Innovation Exhibition								
2.6. AAS Innovation Proposal Development								
2.7. Adaptation and testing of AAS innovations								
2.8. National AAS Innovation Marketplace								
2.9. CIKM Management								
2.10. Continental Innovation Marketplace								
3. Monitoring and evaluation								

APPENDIX II: APPROVED WORK PLAN AND BUDGET FOR 2013

Activities	Q1			Q2			Q3			Q4			Summary Budget(\$)	Implementers / participants
	J	F	M	A	M	J	J	A	S	O	N	D		
I. ESTABLISHING THE COUNTRY FORUM														
1.1. Inception Activities														
a. Inception meeting in Pretoria														
1.2. Country Sensitization														
a. Regional Sensitization and Mobilization													600	Intern
b. National Sensitization day (During AGM)													7,300	NSC + AAS Actors/ members
1.3. AAS stakeholder and institutional analysis														
a. Identification and profiling of actors													5,200	Professional Members
1.4. Proposal development														
a. Meetings to review progress and plan													4,000	National Steering Committee
1.5. Validation of the Proposal														
a. Meetings to review documents and plan													4000	National Steering Committee
b. Workshop to validate already developed documents													2000	NSC + AAS Actors/ members
1.6. Institutional Development														
a. Annual General meeting													4000	NSC + AAS Actors/ members
1.7. Development and Validation of strategic and operational plans														
a. Development of the operational plan														National Steering Committee
b. Typesetting and production of SP copies													704	Service Provider
c. Validation of the strategic and operational plan- (during AGM)													1,696	NSC + AAS Actors/ members
1.8. Facilitating the CF processes (Focal Point Support)														
a. Internal Travel and Communication-Mileage													2,250	Focal Point Person and/or Other
b. External Travel (2 trips)-Air tickets													4,000	Focal Point Person and/or Other
c. External Travel (2 trips)- DSA-4days													2,000	Focal Point Person and/or Other
d. External Travel (2 trips)-Visa and internal travel													280	Focal Point Person and/or Other
e. Professional Fees													7,200	Focal Point Person
f. Other support to Focal Desk													3,030	Materials and Other
II. COMMUNICATION INFORMATION AND KNOWLEDGE MANAGEMENT (CIKM)														
2.3 Development of a CIKM strategy														
a. Development, of a CIKM strategy with up-country actors													2,000	Professional
2.6.AAS Innovation Development														
a. a. Development of the proposal by a professional task force (5 people)													6,050	Professional members
2.10. AFAAS Extension Week														
a. Participation in the continental Innovation marketplace														Selected AAS actors
TOTAL													54,260	

Report by Beatrice Luzobe

APPENDIX III: THE WAY FORWARD FOR THE 1ST NATIONAL STEERING COMMITTEE MEETING

What to do?	By When?	By who?
1. Complete the Work plan and submit	9 th April, 2013	Focal Person
2. Host Institution a. Write to the Host Institution b. Host Institution accepts c. UFAAS writes to AFAAS to officially inform about HI d. Tripartite MOU signed –Meeting at AFAAS	By 19 th April 2013 23 rd April 2013	<ul style="list-style-type: none"> • Focal Person and Chairperson • CEO-Excel Hort. • AFAAS
3. Focal Person a. Write to selected Focal Person appointing her with spelt out TORs ³ b. TORs discussed c. FP officially accepts and signs the agreement	By 19 th April 2013	Chair Person, HI-CEO, Focal Point
4. Development of UFAAS systems a. Opening a Bank Account b. Development of relevant Financial books	May, 2013	Agreed signatories FP
5. Printing of flyers	End of April 2013	FP/Service provider
6. Mobilization of Membership	June 2013	FP/Selected members
7. MAAIF a. Write to the PS to seek a forum with the Ministry b. Prepare a presentation c. Meet the Minister	May 2013	C/P FP Selected Task Force ⁴
8. NAADS a. Write to ED informing him the change about the HI due to the urgency of the matter b. Express desire to continue with the partnership/MOU	April 2013	Chairperson
9. Opening of a website domain	June 2013	Anke
10. Creating a Data base	May 2013	Professional Members
11. Follow up on the Mercy Corps collaboration		

³ The Focal person prefers the agreement made between UFAAS and her organization(Learn Enterprises Limited)
⁴ Taskforce to meet Minister: C/P, FP, Publicity, Dr. Mugisha (Academia)

APPENDIX IV: DRAFT OF THE UFAAS OPERATIONAL PLAN (5 YEARS)

Activities	Outputs	Outcomes
I. Institutional Strengthening		
<ol style="list-style-type: none"> 1. Temporary hosting and support of UFAAS secretariat by NAADS (office, facilities, focal person) 2. Solicit volunteer organizations for support to the focal point office. Eg VSO 3. Finalize the documentation and legal processes 4. Mobilization of members from all the sectors (public, private, academia, civil society, media, etc) 5. Quarterly executive and annual general meetings 6. Initiate and implement resource mobilization activities for AFAAS 7. Establish an independent secretariat for UFAAS 	<ul style="list-style-type: none"> • Well facilitated office with a focal person • UFAAS registered with all legal documents in place • UFAAS members from all sectors and regions • 4 executive and 1 AGM • Funds and other resources • UFAAS Secretariat 	<ul style="list-style-type: none"> ➤ Well established and sustainable forum for AAS providers
II. Networking and lesson learning		
<ol style="list-style-type: none"> 1. Mobilize all AAS actors to participate UFAAS activities 2. Organize national fora for all AAS stakeholders to share experiences and lessons 3. Document and disseminate information on best fit practices and lessons for learning. 4. Showcase/exhibit Uganda AAS approaches and practices at regional, national, continental and global fora 5. Link AAS actors with relevant global, continental and national programmes and networks eg. RUFORUM, PanAAC, ASARECA, CAADP, GFRAS, EAFFE, Action Aid, etc 	<ul style="list-style-type: none"> • Engagements/ joint ventures of UFAAS members • 1 national forum/year • Documentaries widely disseminated thru various media • 5 and 1 AAS actors supported to showcase internationally and locally respectively 	<ul style="list-style-type: none"> ➤ AAS lessons and experiences shared among stakeholders ➤ Strengthened partnerships between AAS providers
III. Capacity building and strengthening of the AAS providers		
<ol style="list-style-type: none"> 1. Identification of the capacity gaps among the AAS actors 2. Organize trainings for the different categories of members on emerging issues (Value Chain, Gender, Climate Change, ICT, innovative extension methodologies, update on global issues under the CAADP agenda and other networks/programmes etc) 3. Recognition of good AAS practices 4. Create a fund for mentoring upcoming AAS providers and managers 5. Exchange visits at local and international level 	<ul style="list-style-type: none"> • Capacity needs assessment conducted and capacity gaps identified • 2 trainings on emerging issues conducted /year • 1 competition organized /year • 20 AAS providers awarded • A funded mentoring programme. for AAS providers and managers • Exchange visits (10 local, 2 international) 	<ul style="list-style-type: none"> ➤ AAS capacity developed ➤ AAS good practices promoted
IV. Professionalizing the AAS system		
<ol style="list-style-type: none"> 1. Profile and create a database of all AAS actors by sector and region 2. Develop AAS standards and a code of conduct for AAS service provision among member organizations 3. Lobby for the establishment of: AAS standards and code of conduct at national level; a regulatory framework and body for AAS; and sensitization of members and clients on standards and ethical code of conduct. 	<ul style="list-style-type: none"> • Database of AAS providers in place • AAS standards and code of conduct • AAS standards and code of conduct recognized by MAAIF and implemented 	<ul style="list-style-type: none"> ➤ A professional AAS system in Uganda
V. Lobbying and Advocacy		
<ol style="list-style-type: none"> 1. Develop an Advocacy Strategy <ol style="list-style-type: none"> a. Identify Issues b. Select Goal and Objectives c. Identify Target Audiences d. Shape Message Build Support e. Design the Plan 2. Fundraising 3. Implement the Strategy 	<ul style="list-style-type: none"> • Advocacy issues identified • Target Audiences identified • Advocacy plan put in place • Resources for advocacy mobilized • Strategy implemented 	<ul style="list-style-type: none"> ➤ AAS issues advocated for ➤ Better environment for AAS

APPENDIX V: THE INNOVATIVE APPROACHES IN UGANDA

Approach	Brief Explanation	Organization
1. Adaptive research	A set of biophysical and socio-economic research activities that address priority agricultural constraints of farmers in a given mandate area covering specific agro-ecological zones (AEZs).	Zonal Agricultural Research Development Institutes (ZARDIs)
2. Farmer Field Schools (FFS)	A farmer field school is a Community based and practically oriented field study process involving groups of farmers who meet regularly to study the " <i>how & why</i> " of a given situation under the guidance of a facilitator. Farmers meet regularly for the duration of an entire cropping season. They learn by observing what is happening on the field, by discussing in groups what they have observed, and by hands-on management of the field from pre-planting to harvest. Through group interactions, attendees sharpen their decision-making abilities and are empowered by learning leadership, communication and management skills. Some of the participating farmers are selected to receive additional training so as to be qualified as farmer-trainers, who then take up training responsibilities (for some fee, possibly paid by their community) with official backup support such as training materials.	FAO Uganda
3. Farmer Learning Platforms (FLPs)	A group-based learning process that focuses on the field demonstration and training of farmers to obtain crop management skills. It includes Technology Options Plots (TOPs), Women Assisted Demonstration (WADs) Plots, Production Test Plots (PTPs) and Community Variety Plots (CVPs) and Postharvest and Agro Processing Extension Learning Platform (PHELPs)	Sasakawa Africa Association (SAA)
4. One Stop Centre Association (OSCA)	It is participatory, collaborative, market oriented approach that integrates social and economic issues for the desired development of the community. Initiated by SAA-SG2000-Uganda as a way of building the capacity of farmers to access services from various sources (public and private). It includes Farmers Institutions Capacity Development(FICD) and Enterprise Development (ED)	Sasakawa Africa Association (SAA)
5. Passing on the Gift (POG)	The family that receives the gift (cow) passes on information, skills, inputs and the gift (first offspring) to another family in need. Benefit: Higher multiplier effect and sustainability. As people share the offspring of their animals – along with their knowledge, resources, and skills – an expanding network of hope, dignity and self-reliance is created that reaches around the globe. "Passing on the Gift" creates a living cycle of sustainability that develops community and enhances self-esteem by allowing project partners to become donors.	Hieffer Project Interenational
6. Plant Clinics	Plant clinics are used as an entry point to stimulate linkages. Plant Clinics play the role of: They link: farmers to extension for immediate response to farmers and capturing key plant health problems; different extension providers; research and extension; input suppliers to extension and regulatory bodies to extension. The three simple steps at the Plant Clinics 1. The farmer brings her problems to the clinic 2. The plant doctor responds quickly and rapidly to a demand 3. The farmer receives written and verbal recommendations, immediately	Plantwise Programme-CABI in Africa
7. Extension through Agro-inputs Dealers	This is an inputs Market Based Approach where information provided at the sale inputs & purchase of outputs and farmers charged a fee. The stakeholders at the production level are those involved in input supply, agricultural Financing, technology Generation, technology transfer while at output marketing there are Corporate linkages and agricultural financing institutions.	Uganda National Agro-inputs Dealers Association (UNADA)
8. Farmer Voice Radio Extension	The FVR Radio Extension System establishes innovative partnerships between field officers and broadcasters that eliminate the need to reach every farmer in person. Because it provides a complete agricultural extension system, FVR offers more than just a few radio programs on a limited number of topics. Through an interconnected set of components, it delivers to each farmer participant regular (even daily), systematic (vs. ad hoc) extension support and a voice at every phase – from needs assessment to knowledge sharing to programming feedback. Underpinning this model is an unprecedented sustainability strategy. FVR has successfully developed business partnerships among extension services, broadcasters and mobile network operators.	Farmer Voice Radio (FVR)
9. Community Knowledge Workers (CKW) Initiative	Initiative is based on the belief that a distributed network of Community Knowledge Workers (CKWs) can effectively use mobile devices to collect and	Grameen Foundation

	disseminate agricultural information to improve the livelihoods of small-holder farmers. The CKW Initiative relies on mobile phones to serve as a tool to extend the reach of centralized expertise through “feet in the field”. Such local intermediaries are crucial for contextualizing knowledge and providing a channel for both delivering actionable information and collecting information on a range of issues to effectively represent the “Voice of the Farmer”. This approach is complementary to existing agricultural outreach programs – with a mobile device as an enabler to deliver services more effectively. We expect more relevant, timely and frequent interactions will increase adoption of best practices, increase yields and increase income.	
10. Farmer Institution Development (FID)	This is a systematic approach of supporting activities that strengthen farmers’ capacity in governance, production and collective marketing and subsequently enhancing their incomes. The model strengthens the farmers’ capacities through training, extension, information dissemination and sharing, exchange of experience as well as dissemination of appropriate technologies and best practices. The model is based on the assumption that farmers have a real propensity towards collective action and that this is a natural avenue for forging a supportive relationship.	Excel Hort Consult Ltd
11. Business to Business (B2B) Model	The B2B model direct supports commerce transactions involving products, services, or information between two businesses or parties. It links player at different levels i.e. Market Access Companies (MAC), Trade Agents (TA), Information Board Managers with Individual Farmers (IF)/Individual Businesses (IB)/Farmer Groups (FG) and Farmer Associations (F-ASS). Typical B2B direct transactions occur between buyers, suppliers, manufacturers, resellers, distributors, and trading partners. It facilitates effective and efficient negotiation between value chain actors at different levels and quick information flow between all value chain actors. It targets buyers, suppliers, trade agents, manufacturers, resellers, distributors and trading partners	Excel Hort Consult Ltd
12. Access to Market (ATM) Model	The Clients are all the value chain actors, particularly small farmers, agro processors, supermarkets, agro-input dealers and larger-scale buyers. Network members can either be individual independent rural entrepreneurs or small companies that are interested and willing to invest in providing market access services. The business model recognizes three levels of business operation that are required to act as a network and each operation is a business in its own right. The business model therefore ensures that poor people benefit from business, both as clients and as	Excel Hort Consult Ltd
13. Market Oriented Advisory Services (MOAS)	Bee Natural Uganda is focused on having a positive social impact on the rural Ugandan population. To achieve this, BNU purchases raw materials to provide steady income to rural farmers and assists them in gaining the financing necessary to purchase more efficient modern beehive materials. Additionally, BNU trains female and male beekeepers in proper apiary care and harvesting techniques, which increases the quantity of raw materials produced and improves the quality of the product.	Bee Natural Uganda
14. Household Mentoring	The Household Mentoring is aimed at changing the mind-set of the poor and restore hope for improved livelihoods. Household Mentoring is a developmental partnership through which one person shares knowledge, skills, information, and perspective to foster the personal, social and economic growth of household members. The power of household mentoring is that it creates a one-of-a-kind opportunity for collaboration, goal achievement and problem solving by individuals within a household.	District Livelihoods Support Programme (DLSP)-Local Government