

### **Project Information – Crop Processing Machines**

What is the purpose of the project

The intention of this project is to use the funds raised to improve economic self-reliance among local farmers and expand the scope of women's empowerment in six (6) villages in Abak Urban Ward 2, Abak Local Government through the provision of equipment for an income generating activity. It will explore and build on existing formal and informal structures to ensure active community participation and sustainability. SI4DEV will leverage strong partnerships for additional resource mobilization and volunteers will benefit from this opportunity for experiential learning and possible skills transfer to community members.

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Brief description of how the project will be managed and who will be responsible for the management. Where will the project get any technical advice or assistance it may require? Who will volunteer to assist in the project and what are their qualifications?

This project seeks to enhance economic status of local community members across six villages in Abak Urban Ward 2 comprising of Ibagwa, Abang Usung Atai, Itung, Ikot Afaha, Mbarakom and Okon villages. These six villages are closely linked and are predominately local farmers engaged in cassava and palm oil production. SI4DEV is seeking to support the farmers with the installation of cassava and palm fruit processing equipment which will enhance efficient farming and boost their social-economic life of community members.

Members of Strategy and Innovation for Development Initiative team in Akwa Ibom State will serve as project committee members or the Project Advisory and Management Team (PAMT). The PAMT will provide technical assistance to ensure that the project is implemented in line with the objectives of the funding and will provide monthly reports to funders. At the start of the Project, the PAMT will recruit community influencers, including community leaders to join them in regular meetings as the starter team of the Sustainability Team (ST).

Community leaders have endorsed this project as they see a need for it, and will support with human resources and land for the installation of the processing equipment. Maintenance of the equipment will also be sole responsibility of the community from income generated. The equipment will be sited in the Ikot Afaha village which is central and will be directly supervised by local Project Implementing Team (PIT) who will be made up of representatives from the six villages. The Project Implementing team will supervise the day to day running of the equipment and ensure the smooth running of the project including collection of any usage fees. The PIT will report to the PAMT during the initial 6-months course of the project and subsequently they will report to the ST only. The ST will work within the PAMT initially to set up a fund/bank account for managing any incomes and expenses from the PIT. After the handover ceremony, the ST will be autonomous in managing the activities of the PIT, security and maintenance of the equipment.

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What are the social and economic benefits of this project to the community?

The project will not only increase the productivity of the farmers in the community but will go a long way in addressing the challenges faced by the villagers who have to travel a long distance to sell their unprocessed cassava and palm fruit at very little margins. Over 90% of the Akwa Ibomites consume processed cassava and palm oil and these are used as major ingredients in delicacies in Akwa Ibom State.

Therefore, this project will expand profit margins and generate new sources of revenues to the local farmers as processed products will be exported and sold within and outside the State.

Not only will the cassava and palm oil equipment be used as an income generating activity for the community; profits made from the equipment will be channeled in addressing specific needs in the community such as community projects to provide for more social activities by various demographics in the community (playground for children, ICT skills for teens and young adults, and other vocational skills for all.)

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Also, working together on the PAMT, PIT, and ST will bond the community leaders, members and influencers, providing a forum for collaboration and completing the project will lead to enhancement of group social esteem.

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How many people will benefit from this project?

Over 100 farmers will be direct beneficiaries of the project, also the cassava and palm oil processing will contribute in boosting the agricultural sector of Nigeria as products will be exported in large quantity to other local government in the state and outside the state. The indirect beneficiaries of this project will be at least 1,000 other members of the community – children, spouses, and relatives of the farmers, as well as members of neighboring communities who will have access to locally processed produce to boost the market in the wider region.

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What are the primary economic and social activities of the community?

The major economic activities of the community is oil palm and cassava farming

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Describe all local contributions to the project including those of other sponsoring organizations. Do not forget to include contributions of land, labor, materials, cash or expertise.

The Village head of one of the benefiting communities has donated 200m by 200m of land for the installation of the equipment. The village has set up a local project implementing committee that will be responsible for manning the equipment and ensuring day to day running of the business. Also SI4DEV as a Youth capacity focused organisation will provide volunteers for technical Assistance and ensure compliance of project with funder's expectation

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Has any work been completed on the project? If so, what work has been done?

Some needs assessment work has been done, and scoping the location of project implementation.

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We found out from the needs assessment that unemployment and low economic achievement was the most pressing need of this communities which buttresses our selection of this project

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Attach a separate paper with a work plan indicating how the project work will be done and who will be responsible for the work. How long will the work take? When will the project be completed? Include a timeline with the workplan. Remember that projects should take no longer than six months to complete.

Please see implementation plan in Appendix 4

Will weather or other activities in the community, such as holidays, harvesting, or religious ceremonies, affect the project timeline? How?

Yes, Weather may affect the project due to the rainy season making it more difficult to move around and conduct meetings with stakeholders. This may add a couple of weeks to our timeline but our project timeframe is flexible enough to accommodate any potential delays. The actual building and installation of the equipment is timed for the dry season which is the best time for constructions in our area.

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Attach a detailed budget showing how much each item necessary for the completion of the project will cost. If you have already obtained pro-forma invoices for items as part of your budget planning, attach them as well.

Please see budget in Appendix 3

How will the project be sustained once funding stops?

The project is self sustaining as it will be managed by the community project teams who will ensure that income generated from the project is ploughed back in maintaining the business and for community services. Also the Sustaining team drawn from the community will be involve throughout the project cycle. hence. the project is Community driven and owned by the community.

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Have village or community leaders or local authorities approved your project? If so, who has approved it and how can they be contacted? Please include addresses and phone numbers where possible.

Yes, attached is letter of support and contact details of the village leader and community project leaders.

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Using a separate sheet, please describe your monitoring plan for the project.

Please see monitoring plan in Appendix 5

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Attach a list of the names of community members supporting or assisting in this project and their signatures.

Please see community members in Appendix 2

Detailed description and a map of how to reach the project site from the nearest state capital.

Shared route

From Uyo to Ibagwa via Idoro Rd and Abak Rd.

31 min (26 km)

31 min in current traffic

1. Head north on Akpan Udosen Street toward Faith Road
2. Turn right onto Faith Road
3. Turn left onto Akpan Essien Street
4. Turn left onto Ikot Ekpene - Calabar Rd/Ikot Ekpene - Uyo Rd/A342
5. Take the exit
6. Keep left at the fork
7. At the roundabout, take the 3rd exit onto Idoro Rd
8. Exit the roundabout onto Idoro Rd
9. At the roundabout, take the 2nd exit and stay on Idoro Rd
10. Exit the roundabout onto Idoro Rd
11. At the roundabout, take the 2nd exit onto Abak Rd
12. Exit the roundabout onto Abak Rd
13. Turn left
14. Arrive at location: Ibagwa

For the best route in current traffic visit <https://goo.gl/maps/WWQf3HT9ML42>

## **Appendix 1: Qualifications of Project Director and project advisory and management team (PAMT)**

### **Project Director: Nkem Akinsoto, MSc.**

Executive Director, Strategy and Innovation for Development Initiative (SI4DEV)

A highly effective and internationally accomplished leader with a dynamic history of professional growth and numerous personal achievements, who excels in challenging, team-based environments where her diverse skill set can be tested and utilized to develop creative, sustainable solutions.

- Almost 20 years of work experience in quality improvement, program evaluation, partnership building, and budget management. Strategic planning and effective communication skills, with experience in stakeholder consultation and exceptional ability to build and maintain relationships.
- Experience leading cross-functional teams to develop, implement and complete results-generating projects on time and within budget. Team builder with excellent organizational and leadership skills, demonstrated problem-solver, and highly accomplished in facilitating group learning.

### **Project Manager: Grace Ofonime Jimbo, BSc.**

#### **Akwa Ibom State Coordinator Strategy and Innovation for Development Initiative (SI4DEV)**

She is a population- based manager with wealth of experience in community development and engagement. Excellent leadership skills in community advocacy, interpersonal communication and project management.

- 10 years' experience in project management, partner networking and coordination
- Conversant with the project terrain and has effective stakeholder engagement
- Resource mobilization and strategic development, ability to effectively deploy project resources efficiently and effectively.

### **Monitoring and Evaluation Officer: Ukpabio, Aniekan Inyang B.Sc, PGDE**

#### **Partner Strategy and Innovation for Development Initiative (SI4DEV)**

Skilled data analyst with proficiency in CompTIA N\*Networking and system engineering. Ability to work with manage data, research focused and ability to provide evidence for decision making. Excellent communication and leadership skills. An Educationist and Entrepreneur with experience in people management.

### **Legal officer/Volunteer : Udoh, Nkechi Iboru . BL, Bsc.**

#### **Volunteer Strategy and Innovation for Development Initiative (SI4DEV)**

Legal professional and Staff Akwa Ibom State Ministry of Women Affairs' and Social Development. Trained social and community development worker with experience in coordination of community services.

### **Program Officer : Utibe Elijah Emah M.sc**

#### **Partner Strategy and Innovation for Development Initiative**

A natural resource manager cutting across hospitality, agro-allied organization and health INGO. He is an agroprenuer and had wealth of experience in managing start-up business hubs.

**Appendix 2: Names and roles of community members (Proposed members of the PIT and ST)**

- 1. Daniel Akpan - 51B Port Harcourt Street, Abak**
- 2. Ndifreke Johnson Umoren - Youth Secretary, Ibagwa Community**
- 3. Happiness Idongesit Edet - Women leader, Ikot Afaha**
- 4. Akebong Udo Johnson - Community Project leader, Abak ward 2**

**APPENDIX 3: BUDGET [INCLUDES DONATED AND IN-KIND ITEMS AS WELL]**

S/N	ACTIVITIES	UNIT COST (NAIRA)	NO OF DAYS	QUANTITY	FREQUENCY	TOTAL
1.1	Project Initiation Meeting					
1.1.1	Meeting of Project Management Committee (at no additional cost to project)	0	1	1	1	IN-KIND TIME
1.2	<b>Advocacy visits</b>					
1.2.1	14hrs of time each donated by 3 SI4DEV Partners and volunteers	0	7	3	1	IN-KIND TIME
1.2.2	Transport for 3 volunteers to pay advocacy visit to stakeholders in 6 communities, LGA authority including Ministry of Women Affairs, SMEDAN and Ministry of Commerce and Industry.	2000	7	3	1	42,000.00
	<b>sub total</b>					<b>42,000.00</b>
1.3	<b>Town hall Meetings</b>					
1.3.1	Light refreshment	500	1	50	6	150,000.00
1.3.2	4hrs each of time donated by SI4DEV Partners to facilitate meetings	0	6	3	1	IN-KIND
	<b>Sub total</b>					<b>150,000.00</b>
1.4	<b>Training of community influencers</b>					
1.4.1	Perdiem for facilitators	10000	1	2	5	10,000.00
1.4.2	Lunch	1000	1	20	5	100,000.00
1.4.3	4hrs each of time by SI4DEV volunteers	0	1	2	1	IN-KIND
	<b>sub total</b>					<b>110,000.00</b>
1.5	<b>Installation of cassava and palm fruit processing equipment</b>					
1.5.1	Clearing and preparing the land (this will be provided by community (coordinated by PIT) at no cost to the project)					IN-KIND
1.5.2	<b>Kettle Steam Boiler</b>	1	1	1	1	<b>460,000</b>
1.5.3	<b>Oil Presser (Mechanical)</b>	1	1	1	1	<b>350,000</b>
1.5.4	<b>Digester</b>	1	1	1	1	<b>85,000</b>
1.5.5	<b>Fiber and Kenel Separator</b>	1	1	1	1	<b>200,000</b>
1.5.6	<b>1 set of Emex Diesel Engine</b>	1	1	1	1	<b>250,000</b>

1.5.7	Storage Tank	1	1	1	1	250,000
1.5.8	Kernel Cracker / Separator	1	1	1	1	250,000
1.5.9	Power Shart	1	1	1	1	70,000
1.5.10	Engine Sitting	1	1	1	1	20,000
1.5.11	Installation Bolts/nuts	1	1	1	1	20,000
1.5.12	Elevator Sitting	1	1	1	1	150,000
1.5.13	Light Generator	1	1	1	1	100,000
1.5.14	Cassava Grander	1	1	1	1	60,000
1.5.15	Wheel Barrow/shovel	1	1	1	1	12,000
1.5.16	Iron Bucket	1	1	1	1	3,000
1.5.17	Construction of store shed	1	1	1	1	500,000
1.5.18	Installation/testing fee	1	1	1	1	100,000
	<b>Subtotal</b>					<b>2,880,000.00</b>
1.6	Opening Ceremony					
1.6.1	Hall Hire (this will be provided by community at no cost to the project)					IN-KIND
1.6.2	Cost of hiring a Public-Address System	10000	1	1	1	10,000.00
1.6.3	Light refreshment	500	1	150	1	75,000.00
1.6.4	5hrs each donated by SI4DEV Volunteers	0	1	3	1	IN-KIND
	<b>Subtotal</b>					<b>85,000.00</b>
1.7	<b>Project Review/ reporting</b>					
1.7.1	Transport cost to SI4DEV volunteers to visit the six communities	2000	1	2	12	48,000.00
1.7.2	Stationeries, postage, printing and photocopies	5000	1	1	6	30,000.00
1.7.3	Internet and recharge cards for communication	10000	1	1	6	60,000.00
1.7.4	Estimated 60hrs per SI4DEV volunteer	0	18	1	1	IN-KIND
	<b>Subtotal</b>					<b>138,000</b>
	<b>Total</b>					<b>N3,395,000</b>
	<b>Amount in dollar(1\$=365)</b>					<b>9,930.55</b>

APPENDIX 4: IMPLEMENTATION PLAN FOR EMPOWERING LOCAL FARMERS WITH CASSAVA AND PALM OIL FRUIT PROCESSING EQUIPMENT

<b>IMPLEMENTATION PLAN</b>						
<b>TITLE:</b> Empowering Local farmers for Economic sustainability through education and income generating activity						
<b>GOAL:</b> The goal of the project to enhance economic self-reliance through provision of income generating equipment for the empowerment of local farmers across six villages Abak Urban Ward 11 in Akwa Ibom State, Nigeria						
S/N	Key Activities	Time Frame		Purpose	Potential Barriers	Person responsible
		Start	End			
1.1	Project Initiation Meeting	Month 1	Month 1	<ul style="list-style-type: none"> <li>To set up core project management committee</li> </ul>	None, as base team already identified	SI4DEV Coordinator
1.2	Advocacy visits and request to nominate community influencers to join the sustainability team, visit to Abak Local Government Chairman	Month 1	Month 1	<ul style="list-style-type: none"> <li>To set up sustainability team</li> <li>To get stakeholder support</li> </ul>	Availability of officials, and scheduling conflicts may extend timeline.	Project Management Committee
1.3	Town hall meetings across the six villages and request to nominate representatives to the project implementing committee	Month 1	Month 1	<ul style="list-style-type: none"> <li>To create awareness of the project to entire community and get a balanced project implementing committee</li> </ul>	None envisaged as we have a lot of buy in from identified leaders.	Project Management Committee
1.4	Training of community influencers and local project implementing committees	Month 1	Month 2	<ul style="list-style-type: none"> <li>To train community influencers on business management and sustainability</li> </ul>	Needs assessment shows great interest in economic development but community influencers may need to be replaced for a variety of reasons, and we'll plan for this.	SI4DEV Coordinator
1.5	Installation of cassava and palm oil processing equipment	Month 3	Month 3	<ul style="list-style-type: none"> <li>To install cassava and palm oil according to specified criteria</li> </ul>	The engineer-supplier is trusted with proof of previous work, but we will get guarantee to commit to repair and address issues that develop during installation and soon after.	Project implementation team
1.6	Opening ceremony and awareness creation	Month 3	Month 3	<ul style="list-style-type: none"> <li>To create community awareness and kick start cassava and oil production.</li> </ul>	None	SI4DEV Coordinator
1.7	Project Review/Reporting	Month 1	Month 6	<ul style="list-style-type: none"> <li>To ensure project compliance</li> <li>To submit timely reports to funders and stakeholders</li> </ul>	None, we will use the monitoring plan to ensure adherence.	SI4DEV Coordinator/Project management team
1.8	Handover to sustainability team	Month 6	Month 6	<ul style="list-style-type: none"> <li>To ensure project sustainability.</li> </ul>	None	SI4DEV Coordinator/Project management team



APPENDIX 5: MONITORING PLAN FOR EMPOWERING LOCAL FARMERS WITH CASSAVA AND PALM OIL FRUIT PROCESSING EQUIPMENT

<b>MONITORING AND EVALUATION PLAN</b>					
<b>TITLE:</b> Tracking the numbers and success measures					
<b>GOAL:</b> The goal of the monitoring and evaluation plan is to ensure the success and smooth implementation of income generating equipment and gather data for sustainability and future projects. We will also share best practices and learnings with other groups.					
<b>S/N</b>	<b>Key Activities</b>	<b>Expected Outcome</b>	<b>Metrics</b>	<b>Milestones</b>	<b>Responsible</b>
1.1	Project Initiation Meeting	Work plan will be aligned to suit day to day activities.	No of meetings held	4 initial members of the PAMT attend	SI4DEV Coordinator
1.2	Advocacy visits and request to nominate community influencers to join the sustainability team	Regulatory authorities, Community/Opinion Leader, and other relevant partners would be well informed, and permission obtained	No of advocacy visits No of community influencers nominated	5 Advocacy visits 5 nominated influencers to the ST and regularly join the PAMT meetings	Project Management Committee
1.3	Town hall meetings across the six villages and request to nominate representatives to the project implementing committee	Sustained program as community members would be fully involved	No of town hall meetings held No of nominees to project implementing committee	3 town hall meeting held within scheduled timeline 5 nominees to PIT	Project Management Committee
1.4	Training of community influencers and local project implementing committees	Improved knowledge on management of income generating activity and program sustainability	No of community influencers trained; Pre and post testing surveys applied	10 community influencers trained 10 surveys applied and analyzed	SI4DEV Coordinator
1.5	Installation of cassava and palm oil processing equipment	Cassava and palm oil equipment installed and used for processing	Cassava and palm oil processing equipment installed on time	Building structure to contain equipment completed on time Running some initial tests after installation to make sure that the equipment works.	Project implementation team
1.6	Opening ceremony and awareness creation	Support of stakeholders gotten for project sustainability	No. of Stakeholders who attended the ceremony	100 attendees to the event	SI4DEV Coordinator
1.7	Project Management, Review and Reporting	Progress will be reviewed, and any gap identified addressed	No of meetings held No of briefs and handouts Strategic plan produced	Monthly meetings 1 brief per month Strategic plan completed before onset of project	SI4DEV Coordinator/Project management team
1.8	Handover to sustainability team	Team develops a one-year plan for sustainability	No. of team members who attended the ceremony One-year plan Post project survey	One-year plan completed 5 post project survey analyzed	SI4DEV Coordinator/Project management team

