

Scottish Government International Development Programme

End-Year Report

1. General project information		
1.1	Project reference Number	ZAM 3
1.2	Name of organisation	SCIAF
1.3	Lead partner(s) organisation	Caritas Zambia and Caritas Kabwe
1.4	Project title	Empowering Resource-Poor Rural Communities in Central Province (Kumena Project)
1.5	Reporting period	From: 01/04/2019 To: 31/03/2020
1.6	Reporting year	Year 3
1.7	Project start date	01-10-2017
1.8	Project end date	31-03-2022
1.9	Total project budget*	£1,385,000
1.10	Total funding from Scottish Government*	£1,350,000
1.11	Provide a brief description of the project's aims, highlighting which of the Sustainable Development Goals (SDGs) your project is working towards? (200 words)	<p>The project is working with 1,082 resource-poor farming families in three areas of Kabwe, Central Province, to sustainably increase their household income and food resources. This is done through the adoption of Sustainable Organic Agricultural (SOA) practices which increase crop and vegetable yields, and value addition e.g. processing groundnuts into peanut butter and oil. The project will also pilot the use of bio-gas energy for cooking and providing lighting in 30 homes.</p> <p>The project focuses on the well-being of women and girls, and will work to reduce child marriage in the project sites. This project seeks to contribute to UN Sustainable Development Goal 1 No Poverty through agricultural livelihoods development, Goal 2 Zero hunger through increasing yields and farm levels of production, Goal 5 Gender Equality through promoting respect for women's rights and their full participation in all project activities, Goal 7 Affordable and Clean Energy through piloting domestic bio-gas units, Goal 13 Climate Action through reducing charcoal making and burning, Goal 15 Life on Land through promotion of sustainable soil and livestock husbandry practices, and Goal 17 Partnership for the Goals through working with Zambian partners.</p>

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2. Project progress and results

Please use this section to give an update on the progress the project has made during this reporting period.

2.1

Provide an update on the progress your project has made over the past 12 months. Use this space to update us on what has gone well and any challenges you have experienced, detailing how you have overcome these. (Max 500 words)

Progress continues to be made towards project objectives, however external factors such as drought and COVID-19 have caused plans to be reviewed, interventions amended and relief measures to be implemented over the reporting period.

Successes:

Households and farmer groups have been very active in adopting SOA principles in Year 3. Kumena farmers participated in agricultural shows, exhibiting organic produce and demonstrated SOA practices such as organic pest control, and compost manure preparation, winning top prizes.

345 kitchen gardens have been successfully established; these households no longer need to buy vegetables, providing some stability in times of crisis.

Gender mainstreaming training proved positive. The number of women in leadership positions increased, ensuring women are involved in decision making at household and community levels. Men and women openly discuss gender issues together and roles previously confined to one gender are being filled by both.

Challenges:

The major challenge has been the severe 2018/2019 drought which caused significant harvest losses for approximately 90% of Kumena farmers. This resulted in household food insecurity causing serious hunger in many project areas, families walking over 10km to access water and poor participation in project activities. Field facilitators also reported an increase in early marriages (based on anecdotal evidence in the communities) as parents sold their daughters into marriage in exchange for food. Crops that did survive the drought were then hit by severe frost in May-June which caused further damage.

An outbreak of Foot and Mouth Disease in April 2019 claimed 60% of Kumena participants' animals. Government efforts to control the disease were unsuccessful. Surviving livestock were subsequently immunised to prevent future losses.

COVID-19 has also impacted the project: Government restrictions in March 2020 led to activities involving community gatherings being cancelled. The project team continues to monitor the situation and carry out activities that can be done safely.

28 shallow wells due to be constructed using exchange gains were hampered by the rainy season. The request was approved in October and only four wells in Liteta

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could be constructed before the rain began. This activity has been rescheduled for May, COVID-19 restrictions permitting.

Key activities implemented:

- 160 households received maize, beans, soya and salt from October 2019-March 2020.
- Sexual and gender-based violence (SGBV) desks have been established in all 8 project areas.
- 60 Farmer Field Days were held focussing on rain-fed crops and gardening.
- 595 goats were vaccinated and distributed to 30 societies for pass-on.
- 8 literacy centres were established with 117 registered students (10M/107F)
- Saving and Internal Lending Communities (SILC) training was provided to 16 groups. In total the groups have saved 15,274 ZMW (£1,320) to date.
- SRUC Soil Analysis Report completed and results shared.
- Mentoring of farmers ongoing through the 64 Study Circles and 71 Farmer Field Schools.
- 851 participants (428F/231M/187youths/5PWD) attended Leadership Training
- 801 participants (370F/279M/143youths/9PWD) attended Entrepreneurship Skills and Finance training
- 846 participants (235M/443F/164youths/4PWD) trained in Disaster management and contingency planning.

2.2

Has the focus or plans for delivery changed significantly during the last year? Please highlight what issues or challenges prompted this change and how you anticipate any changes in focus will impact on the previously agreed outcomes (Max 500 words)

The drought experienced in Zambia during the 2018/2019 season affected approximately 90% of Kumena farmers. They had significant harvest losses which impacted on household food security and resulted in serious hunger in many project areas. Households were forced to scavenge for wild fruits and small rodents to survive, and increased the distance travelled to access (not always clean) water. This resulted in poor attendance at training/project activities and field facilitators reported an increase in early marriages as parents married off daughters in exchange for food.

In light of the challenging context, some project milestones were reduced (approved 22 July 2019) and activities to support the most vulnerable households developed. With Scottish Government approval to utilise exchange gains (9 October 2019), support was provided to 160 households. The following activities were carried out:

- Relief food was provided to 160HH from October to March 2020. Target households received a 25kg bag of mealie meal (maize) and 5kg of beans or 5kg soya and salt each month. The initial target was 190 households but food prices increased meaning only 160 households could be supported.
- Four shallow wells were constructed in Liteta to support communities lacking water for domestic use, gardening and livestock. The new wells have proven a lifeline for the communities. Early rain set in (mid-October) unexpectedly delaying construction of the remaining 24 wells. Construction in other sites is scheduled to

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	<p>commence ASAP as the 2019/2020 rain was not sufficient for irrigation and household usage in a number of project sites. The wells have been constructed with the support of district water staff, and follow both SPHERE and Government of Zambia's regulations for quality and quantity of water. Local communities contributed bricks and supporting labour. Each well is being managed by a water committee for usage and maintenance.</p> <ul style="list-style-type: none"> - Kitchen gardens were introduced to cushion food insecurity for affected households. 345 participants have established their own kitchen gardens, which are easy to manage using waste water from kitchens. In addition, all 30 societies established nurseries from which households have been transplanting to establish their own vegetable gardens. - Training in disaster management and contingency planning was carried out, resulting in contingency plans being developed for each project site. <p>The 2019/20 rainy season was better than the previous year in terms of quantity of rainfall received. However, some project sites received insufficient rainfall, and the remaining 24 wells will be constructed in these areas. The prolonged dry spells in these areas have had a negative impact on crops; yields are yet to be determined.</p> <p>It is anticipated that 132 farmers in Liteta will be affected the most by poor yields, further impacting household food security. Only 2 farmers have irrigation systems. This area, close to Lusaka, is also expected to be impacted by COVID-19 restrictions, and markets and farmer incomes will be affected. Support for these farmers is being reviewed and mitigating actions discussed. The Kumena team continues to closely monitor the COVID-19 situation in Zambia and across all Kumena communities.</p>
<p>2.3</p>	<p>Taking into consideration what you have achieved during the last 12 months, along with any challenges you have experienced, please highlight to us what lessons you have learned, and how these will be applied in the project in the future. (Max 500 words)</p> <p>A number of lessons have been learned during implementation as detailed below.</p> <p>It is acknowledged that building partnerships and strengthening collaboration with stakeholders, and other like-minded organisations, is essential to deliver a successful project. The project is collaborating with traditional leaders, NGOs, Civil Society Organisations (CSOs), farmer organisations and the Ministry of Agriculture, at both national and local levels. They complement the project work, and assist in providing relevant information and technical support, which strengthens the messaging and quality of support provided to project participants. This was evident during the community forums held to raise awareness of SOA in the communities, as the invited stakeholders (District Council Secretary, Agricultural Extension Officers, Deputy District Agricultural Officer and District Education Officer) encouraged farmers to embrace the concepts of SOA and practise them for sustainability. Multiple voices delivering the same message improves uptake. Going forward, the project will replicate this.</p>

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The ongoing involvement of traditional leaders in project implementation has been vital in achieving continued support to the project, and has made it easier to work towards achieving targets. Traditional leaders participate in every activity e.g. food distribution, farmer field days, community forums, quarterly community planning.

Knowledge enhancement and skill development led by the farmers themselves has proved extremely valuable. The impact stories of lead farmers and other 'leading' farmers have helped to get farmers on board and start adopting SOA practices, since participants trust and respect the lead farmers and are impressed with the progress made. Furthermore, farmers are impressed to hear from those already practising about reduced input costs when using SOA. More widely, all project participants practising SOA act as examples to those not engaged with the Kumena project, who depend on government inputs which can be costly and unreliable. As a result, 15 households outwith the project have now adopted SOA techniques.

Another lesson has been that farmers appreciate activities that get to them to work together as a team, ensuring they motivate and support each other as a group. Farmers reported that they enjoyed the opportunity to share knowledge at the farmer field schools, farmer field days and within the study circles. Farmers are able to share experiences from their own farms/gardens, which has proven to motivate everyone involved. Platforms for farmers to share their experiences will continue to be developed.

The past three years have demonstrated that involving participants in the planning process is imperative. The project team has been listening to farmers' voices and asking for their engagement in seed procurement, scheduling of meetings/training/events and on areas of capacity building. Field Facilitators hold monthly meetings with Lead Farmers and quarterly meetings with each Society to ensure participants can contribute to the planning processes and share ideas. Participants themselves know when the best time is for different activities, and this in turn helps with attendance. Working in a participatory manner also enhances community ownership.

3. Partnerships and collaboration

This section allows you to discuss how partnership working is progressing on the project, as well as wider collaboration and sharing of learning.

3.1	Provide an update on how partnership working has gone in the past 12 months. Let us know about any highlights, challenges or changes to roles and responsibilities. (Max 350 words)
	Partnership between the implementing partners has been productive, with Caritas Zambia providing comprehensive support to Caritas Kabwe, and Caritas Kabwe's capacity ever increasing. The Caritas Zambia Programme Specialist and Head of Finance and Administration have continued to carry out visits to provide technical support.

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	<p>During the reporting period, SCIAF, Caritas Zambia and Caritas Kabwe have been working closely on project implementation, reviewing the impact of the drought in the Kumena project communities, and revising the project where necessary. All partners worked together to develop appropriate responses for the most vulnerable households in the communities within the available resources.</p> <p>In May 2019, the SCIAF Programme Manager (PM) and Programme Officer (PO) changed. The former PO continued to provide support to the new programme team, which was valuable in reviewing the impact of the drought and establishing an action plan. The former PO travelled to Zambia with the new programme team in August 2019 to provide insight, overview and fully hand over the project. The new PO has been working closely with Caritas Zambia and Caritas Kabwe since May 2019, holding regular calls to discuss progress, changes in context and resolve any challenges being faced.</p> <p>In December 2019, SCIAF held a meeting with Dr Paul Hargreaves from the SRUC, to review the Soil Analysis Report and his recommendations. Based on the results of the analysis, a plan has been established and dates for further testing have tentatively been agreed. Further testing will take place in the final year of the project.</p>
3.2	<p>Have any Scotland-based staff visited the project in the past 12 months? Give details including key activities and outputs of these visits.</p> <p>As mentioned above, a SCIAF programme team field visit took place in August 2019. The participants were as follows:</p> <p>Mark Adams, SCIAF Programme Manager for Zambia Aisling Gallacher, SCIAF Programme Officer for Zambia Stephen Martin, Former SCIAF Programme Officer for Zambia Geraldine Hill, SCIAF Advocacy Manager Sarah Freeman, SCIAF Advocacy Officer</p> <p>The purpose of the visit was to hand over the project to the new programme team, review project progress, monitor the implementation of the Kumena project, review organisational and financial procedures at Caritas Kabwe, and assess the impact of the drought on the project participants. Stephen Martin, the former SCIAF Programme Officer for Zambia also held a session for the Kumena project staff on the findings of the SRUC soil analysis and detailed the on-farm follow-up work required.</p> <p>The SCIAF Advocacy Manager and Officer held a workshop with the Caritas Kabwe staff, taking them through SCIAF's advocacy strategy manual, and supported them to identify the primary advocacy objective (combatting deforestation) of the communities they are working with. Advice, insights and</p>

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	<p>tools on how to advocate were shared with Caritas Kabwe. This advocacy support is ongoing and complements the work of the Kumena project.</p> <p>The Zambia Programme Officer reviewed the progress of the Kumena project against SCIAF RAG criteria; the project was scored green on SCIAF’s “traffic lights” monitoring system, with an acknowledgement that this status will be subject to the impact of the drought and the performance of the 2019/2020 rainy season. The financial systems of Caritas Kabwe were reviewed using SCIAF’s Partner Finance Questionnaire. This focused on compliance against grant conditions, financial procedures and tracked expenditure. Project expenditure was as planned and in line with the latest financial report, and there were no issues of concern. The activity plan for the remainder of 2019 was reviewed. Caritas Zambia requested that some flexibility be applied due to the hunger levels project participants were experiencing as food sources had run out.</p> <p>The actions from the trip were as follows:</p> <ul style="list-style-type: none"> • Develop exchange gain request for emergency response, submit to the Scottish Government. • Review capacity building requests and develop an action plan to provide support. • Develop an advocacy activity schedule, budget and timetable. <p>[REDACTED], the Zambia and Rwanda Development Programme Manager from the Scottish Government, also visited the project sites in Kabwe on 20 October 2019. The trip focused on visiting project sites, assessing project progress and witnessing interventions and initiatives. He also observed the impact of the 2018/2019 drought on the livelihoods of the communities.</p> <p>A further field visit had been planned for the SCIAF Programme Officer in March 2020 but was cancelled due to COVID-19.</p>		
Date of visit	Key achievements / outputs of visit	Follow-up actions	
<p>19/08/2019 to 23/08/2019</p> <p>Mark Adams SCIAF Programme Manager</p> <p>Aisling Gallacher SCIAF Programme Officer</p> <p>Stephen Martin SCIAF Programme Officer</p> <p>Geraldine Hill</p>	<ul style="list-style-type: none"> • Collective review of the progress of the project, challenges and further insights on the areas affected by the drought from the 2018/2019 farming season. • Partner Finance Questionnaire completed. • Review of assets, financial documentation, vehicle logbooks etc. All up-to-date and in order. 	<ul style="list-style-type: none"> • Programme team to assess and advise on emergency response. • Submit request to SG to use exchange gains for the emergency response. • Follow up on advocacy project and finalise project activities, budget and timetable. 	

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<p>SCIAF Advocacy Manager</p> <p>Sarah Freeman SCIAF Advocacy Officer</p>	<ul style="list-style-type: none"> • Plan developed for underspend and emergency response priority activities identified. • Handover completed for the Programme Officers. • Advocacy strategy drafted and action plan agreed. 	<ul style="list-style-type: none"> • Arrange financial training for the partners' non-finance managers. • Develop capacity building project for all Zambia partners.
<p>20 October 2019 [REDACTED] Zambia and Rwanda Development Programme Manager Scottish Government</p>	<ul style="list-style-type: none"> • Project progress, interventions and initiatives shared, and also the impact of the 2018/2019 drought on the livelihoods of the communities appreciated. 	<ul style="list-style-type: none"> • Need for constant communication on the progress of the project and accumulated impacts of the 2018/2019 drought.
<p>15/3/20-18/3/20 Aisling Gallacher SCIAF Programme Officer</p>	<p>Field trip postponed due to COVID-19. Visit to be rescheduled for later in the year when travel is permitted.</p>	
<p>3.3</p>	<p>Please tell us about any dissemination and learning throughout this reporting period. How have you promoted effective learning across the project? Please explain what processes you have used both internally and externally to share learning from the project so far, and how this learning is being used. (Max 500 words)</p>	
	<p>The Kumena project participated in a number of learning and dissemination opportunities in Year 3.</p> <p>Three project participants and two staff members attended two field days organised by Kasisi Agricultural Training Centre (KATC) where they learned how to establish and manage kitchen gardens. Following the training, all project staff were then trained and shared their learning with project participants. This was highly successful as 345 farmers (32% of participants) have since adopted and are benefiting from the kitchen garden concept.</p> <p>Three farmers (2F/1M) participated in the National Seed and Food Festival, gaining knowledge on the importance of local foods, and seed multiplication/preservation. Knowledge gained was disseminated to other participants and supported training on indigenous seed management and establishment of community seed banks provided by Kumena project staff and Society leaders.</p> <p>Due to the drought experienced by project participants, Caritas Kabwe organised a learning session on simple water harvesting techniques in Kapiri, Mposhi District. Farmers visited different sites in the district practising water harvesting technology and learned how best to apply on-farm and off-farm</p>	

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	<p>simple technology in the communities. Farmers will be supported to implement their learning in Year 4.</p> <p>Caritas Zambia and Caritas Kabwe held three networking and collaboration meetings with stakeholders including PELUM, ZAAB, OXFAM, Action Aid, KATC and government departments. These focused on SOA, showcasing the Kumena project, and developed policy position papers to enhance wider adoption of SOA. The meetings focused on the following:</p> <ul style="list-style-type: none">i. Consultative meeting with the government Climate Change Department to review progress on implementation of the climate change policy and lobby for inclusion of agroecology in the national priorities and Nationally Determined Contributions (NDCs).ii. Meeting with Ministry of Agriculture and Seed Control and Certification Institute (SCCI) on seed legislation in the agriculture sector.iii. A national symposium with stakeholders from the agroecology seed sector and academia, to share various papers and best practices. <p>An engagement meeting took place (July 2019) with the Parliamentary Committee on Agriculture, Land and Natural Resources and Education, Science and Technology to discuss the current review of the Biosafety and Biotechnology Policy and its impact on the agriculture sector and farmers' rights.</p> <p>The Tukutane group of Scottish Government funded Zambia partners, formed to share learning and collaborate on advocacy, was due to meet in March 2020. This was cancelled due to COVID-19. An exchange visit to learn from the Scottish Government funded ZYCALA project was also postponed. Both will be rescheduled.</p> <p>In August 2019, SCIAF held a partner workshop for its seven Zambia partners, an opportunity for all partners to come together to showcase the work they have been undertaking, discuss priorities for the next five years and share learning and challenges experienced. The workshop highlighted commonalities across the projects and was valuable in highlighting where they could collaborate over the next five-year period. Since most partners focus on delivering Sustainable Organic Agriculture projects, the Kumena project was able to disseminate lessons learned, as well as gain from the experience of the other partners.</p>
3.4	Has the project completed a mid-term project evaluation in the past 12 months (or is one planned for the next 12 months)? Please provide detail of the outcome of the evaluation. (Max 500 words)
	<p>A mid-term project evaluation was planned for the period under review. However, it could not take place due the accumulated effects of the drought from the 2018/2019 season, which resulted in the introduction of new emergency response activities.</p> <p>The mid-term project evaluation is being planned for the second quarter of Year 4; timing will be confirmed when COVID-19 restrictions in Zambia have been lifted.</p>

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3.5	With reference to Q39a & 39b in your original application form, please highlight how you are maintaining an awareness of others working in this region, giving details of collaboration, joint working or partnerships with others. (Max 500 words)
	<p>The project has been working to implement project activities with the support of existing government structures, specifically the Ministry of Agriculture, Ministry of Livestock and Fisheries, and local Camp officers. They have been supportive in providing technical expertise, especially for activities focusing on agricultural production and livestock rearing. The support has mostly been during field days where district officials share information with farmers on agricultural innovations and best practice. The district officials have been valuable in providing advice on prevention and response to outbreaks of diseases and pests affecting crops and livestock. These stakeholders have also been supportive in ensuring that appropriate knowledge and innovations are being implemented by the Kumena project in order to obtain best results with regard to sustainable production.</p> <p>The project has also been networking with other organisations working in the project sites including One-Acre Fund, Plan International, and a World Vision Conservation farming unit by collaborating and holding joint engagements on community activities that aim to achieve similar objectives. The purpose of this networking is to ensure that participants involved in the different projects interact to share ideas, challenges and lessons learned in agriculture and livelihoods activities. One lesson learned from the networking is that different agriculture projects complement each other when it comes to contributing to rural development within a community.</p> <p>Over the past 12 months, SCIAF has had numerous discussions with Gaia Education to share learning and challenges experienced with each organisation's Scottish Government Zambia project and the Zambian drought. This resulted in arranging an exchange visit to the ZYCALA Project in Serenje for March 2020. Although unfortunately this was cancelled due to COVID-19, it would have allowed the Kumena team to see good examples of value addition and marketing. The visit will be rescheduled for Year 4.</p> <p>The Tukutane Group unfortunately did not meet in Year 3. SCIAF and Gaia Education worked to re-establish the group with support from Caritas Kabwe and WWF Zambia. A meeting scheduled for all members in March 2020 was also postponed due to COVID-19 but will be rescheduled.</p> <p>As mentioned in Section 3.3, Caritas Zambia and Caritas Kabwe have held networking and collaboration meetings with various stakeholders that include, among others, PELUM, ZAAB, OXFAM, KATC and government departments, in order to lobby and push for the adoption of agroecology through SOA.</p>

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4. Safeguarding and fraud				
<i>Please ensure you complete questions 4.1 and 4.2 even if you have no incidents to report.</i>				
4.1	Have there been any safeguarding incidents, either relating to staff/volunteers or beneficiaries of the Grant or the Project, in the last 12 months?			
	The project has not recorded any safeguarding incidents.			
4.2	Have these incidents reported at 4.1 been reported to relevant authorities, and if so, to whom?			
	N/A			
4.3	Describe what action has been taken, and highlight any lessons learned.			
	N/A			
4.4	Have there been any incidents in the last 12 months of financial mismanagement, theft, fraud etc, either relating to the Grant or the Project or which affects the organisation?			
	The project has not had any incidents of financial mismanagement, theft of fraud.			
4.5	Have these incidents reported at 4.1 been reported to relevant authorities, and if so, to whom?			
	N/A			
4.6	Describe what action has been taken, and highlight any lessons learned.			
	N/A			
5. Risk assessment				
5.1	Have any issues materialised during this reporting period? If so, how were they addressed?			
	<i>Please refer to risk assessment provided at application stage.</i>			
Assumption		Risk	Action taken	Was this included in the Risk Assessment Table in your application?

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<p>Good rainfall accumulation & frequency</p>	<p>Poor rainfall total and intermittent rainfall patterns</p>	<p>Poor rainfall in 2018/19 rainy season, all harvests impacted. Project targets reduced, approved by Scottish Government.</p> <p>Additional funds approved to provide food rations to those most vulnerable, wells constructed and kitchen gardens introduced.</p> <p>Contingency plans developed in each community.</p> <p>Farmers supported to establish kitchen gardens to grow vegetables, utilising kitchen waste water.</p> <p>Liteta received poor rainfall in the 2019/2020 rainy season, kitchen garden support and shallow well construction will continue in this area.</p>	<p>Yes</p>
<p>There is no incidence of Foot and Mouth Disease in project area</p>	<p>Outbreak of Foot and Mouth</p>	<p>There was an outbreak of FMD in the project areas. A number of purchased animals were not distributed at the time and were held at the breeder's farm until the all clear was given, to reduce deaths. Subsequent livestock have been immunised.</p>	<p>No</p>
<p>Currency fluctuations</p>	<p>US\$ exchange rate changes affecting Zambian Kwacha</p>	<p>Exchange gains kept aside. Request approved by Scottish Government to utilise approximately 50% of gains as at the end of Year 2. 50% retained as precautionary measure.</p>	<p>Yes</p>

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		<p>Further gains have accrued from Year 3 funds.</p> <p>The timing of funds sent internationally will take into account the increased exchange rate volatility due to COVID-19.</p>	
The project is implemented as planned	<p>COVID-19 stops activities from being implemented due to enforcement of government restrictions and negatively impacts on food security and agricultural food systems</p>	<p>Continue to regularly review the government advice and updates within the UK and Zambia.</p> <p>If confirmed cases arise within the project area, planned activities will be reviewed and may be suspended to limit the spread of the virus. Continue to implement activities that can be carried out safely.</p>	<p>No</p> <p>Please find further detail in Annex 1</p>
<p>6. Inclusion & accountability</p> <p><i>With reference to question 38 in section E of your original application and thinking specifically about the past 12 months, please use this section to tell us how you are mainstreaming through your project, ensuring that you are aware of and actively working to reach vulnerable and marginalised groups.</i></p>			
6.1	<p>Is the project still relevant for the beneficiaries you are working with? Please highlight how you ensure accountability on the project, ensuring beneficiaries have the opportunity to feedback on the project and influence its development? (max 350 words)</p>		
	<p>The project remains very relevant to the beneficiaries as they continue to experience the effects of climate variability. Targeted households remain vulnerable to unpredictable climate due to their dependence on rain-fed agriculture.</p> <p>SOA supports project participants to mitigate some challenges of climate variability and to enrich their soils, which in turn enhances the quality of crops produced. In August 2019, Alice Skombola showed SCIAF staff around her SOA vegetable garden, where she had planted a small plot of organic cabbage side by side with cabbage treated with chemical fertiliser/pesticide, both grown with limited water inputs. The organic thrived while the chemically treated was stunted. This</p>		

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	<p>reinforced the value for her community of practising SOA, which remains the best option for SSFs facing climatic shocks.</p> <p>Participants are encouraged to engage in planning project activities through their Lead Farmers. Questions/ideas/concerns are raised by the Lead Farmer at monthly meetings with Field Facilitators. Participants are key to developing the activity schedule and are fully encouraged to participate in this process with their Lead Farmers and designated Field Facilitators.</p> <p>Participants also engage in project monitoring and evaluation, and received training to do this effectively. Society leaders have monitoring tools they use with their members to capture key information, which is then shared with Field Facilitators. Field Facilitators meet the Societies on a quarterly basis and with each Lead Farmer on a monthly basis. This offers a platform for participants to review the work undertaken, and give feedback/comments or ask questions. Farmers are also encouraged to ask questions within their Study Circles and to raise concerns as they arise.</p> <p>The Field Facilitators also hold regular community meetings with participants. These serve as a platform for them to give feedback on the project's progress or any other issues pertaining to participation or project implementation.</p> <p>Additionally, the Project Coordinator and Agricultural Officer interact with participants in focus group discussions on a quarterly basis. This is carried out to get more feedback regarding general project implementation and monitoring by field staff. These approaches have been very useful in decision making and resolving problems which have arisen.</p>
<p>6.2</p>	<p>Do you have an awareness of particularly vulnerable or marginalised groups within the community in which your project is working? Please give details on how you are disaggregating data to recognise these groups across the project. (Max 350 words)</p>
	<p>When the project began, a criterion for vulnerable groups was developed with the communities; this focused on physical, social and economic components. Since then, the Kumena project has been committed to supporting vulnerable individuals to participate in all aspects of the project, particularly People with Disabilities (PWD) and female-headed households. This project is currently supporting 32 PWD to engage in the activities implemented, and the monitoring and evaluation of the project. Adjustments are made to all activities to ensure they are accessible to all. This includes locations and timings of trainings e.g. accessible sites are selected for training and time set which permits time to travel, and carry out other duties in the household.</p> <p>Data on participation is collected by Lead Farmers, Society Leaders and Field Facilitators through their monitoring tools. In each tool there is a column to collate information on the agreed vulnerable groups, which helps to track their participation in each activity carried out. Furthermore, all data gathered is disaggregated by gender.</p>

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	<p>The performance of women, youths and PWD is tracked and monitored by project staff. This information is collected separately in order to ensure that the project is able to assess how the project is impacting these groups and how individuals are being empowered by the project. This is done through observations, discussions with individuals and focus group discussions. One-to-one mentoring with Field Facilitators allows additional information to be gathered.</p> <p>In addition, all training sessions are conducted in a way that is sensitive to the needs of the vulnerable groups, ensuring that they also benefit from the project. As mentioned above, locations and timings are carefully considered to allow full participation, and Field Facilitators and Lead Farmers have been informed of how to ensure they are inclusive and to support vulnerable individuals to fully participate.</p>
6.3	<p>How is your project working to actively meet the needs of these vulnerable and marginalised groups, ensuring they are benefiting from the project? Please outline any mechanisms you are using. (Max 350 words)</p>
	<p>The Kumena project targets households, as opposed to individuals, so that all household members participate in the project activities, which in turn benefits those who are identified as vulnerable within the household. In addition, households of people with disabilities have been deliberately targeted by the project. All project activities are carried out in a way that includes vulnerable and marginalised groups so they are not left out or disadvantaged. All necessary spaces are made accessible and comfortable so people with disabilities can fully participate. Sites for training and demonstrations are carefully selected to ensure they are accessible for PWD. As detailed above, times of training are also carefully selected to ensure participation of people with disabilities and female-headed households.</p> <p>People with disabilities and female-headed households are represented in all meetings, training and community activities. They are encouraged by the project team to engage fully with the project, to share their views and opinions, and raise concerns they may have. This can be done at group meetings or privately through their Field Facilitator. The Field Facilitators provide more support to vulnerable and marginalised individuals on a regular basis to ensure they are not left behind, and are supported to carry out different activities. In addition, the Field Facilitators carry out activities in a participatory manner so vulnerable and marginalised groups have the opportunity to join in. The one-to-one work with the Field Facilitators allows vulnerable individuals to ask questions and raise any concerns they may have confidentially, which the team then works to address.</p> <p>The project has not been collecting data on people living with HIV and AIDS, as it did not want to ask people to disclose their status. The project team want to support PLWHA to fully participate in the project and receive the support they require, so are discussing how this could be introduced in a sensitive and confidential way.</p>
6.4	<p>Taking into consideration some of the challenges of mainstreaming, please describe any challenges you have faced in reaching vulnerable and marginalised</p>

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	<p>groups, how you have overcome these or plans you have developed to support inclusion on the project. (Max 350 words)</p>
	<p>Two challenges the project has faced, in relation to people with disabilities in particular, is a lack of confidence and stigmatisation within communities. This makes individuals with disabilities instinctively shy away from meetings and trainings. The project team were aware of these challenges and, at the beginning of Year 2, began to mainstream issues related to disability in all of the training provided and worked to create positive attitudes within the communities towards individuals living with disabilities.</p> <p>Positive messaging on disability has been shared at the community level by the Field Facilitators, Traditional Leaders, Parish Priests, Lead Farmers and Society Leaders.</p> <p>This approach has proved to be successful, as people with disabilities' self-esteem and confidence have improved. Stigmatisation of people with disabilities within the communities has reduced; communities now embrace the challenges they face and support them to resolve them.</p> <p>Positive messaging on HIV and AIDS would also prove valuable for people living with HIV and AIDS within the target areas. This has not been incorporated into the project as yet, but is part of the wider thinking around supporting people with HIV and AIDS to fully engage with the project.</p> <p>The increase in the number of Lead Farmers has also enhanced the support provided to vulnerable and marginalised groups. Previously, participants had to, on occasion, travel quite long distances for training which could be very challenging and could restrict their opportunity to participate. The increase in Lead Farmers now offers vulnerable individuals training which is closer to their homesteads, more one-to-one time and enhanced support to carry out activities and learning. Lead Farmers now support 18 farmers as opposed to 26 each.</p>
7. Financial information	
<p><i>This section will be reviewed alongside your budget report, which should be included alongside your narrative and logframe. Please ensure this spreadsheet is completed with both a detailed breakdown of expenditure for this financial year, along with your projected spend for the next financial year.</i></p> <p><i>Please note carry-over of funds to the next financial year should have been agreed with the Scottish Government by January 31st of the current financial year.</i></p>	
7.1	<p>With reference to your budget spreadsheet, please give a detailed explanation of any variances between planned and actual expenditure, including reasons for the variances and whether these are as a result of timing issues, price achieved, quantity etc. If these are temporary variances, please outline plans for expenditure. (Max 500 words)</p>

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Total Scottish Government funds available for Year 3 were the grant amount agreed at the start of the year of £311,003 plus exchange gains of £34,164. Scottish Government approval was given on 9 October 2019 for the exceptional use of exchange gain to fund drought response activities.

Actual spend to 31 March 2020 was £237,925. Significant exchange gain of £80,829 resulted from an actual exchange rate of 15.89 ZMK to GBP compared to the budgeted rate of 11.50. Exchange gain funds are held by Caritas Zambia in a separate Kwacha bank account.

In addition, the completion of the following activities were delayed. It is proposed that the spend be carried forward to Year 4:

- International Travel £1,538 – SCIAF PO's visit in March 2020 was postponed due to COVID-19.
- Analysis of soil data (SRUC) £1,975 – soil testing cost less than anticipated. Funds to be ring-fenced for future work with SRUC, plan developed.
- Digging 28 shallow wells £10,256 – activity is part of the drought response but had to be halted due to rain. Activity to be completed in Year 4 in Liteta as rainfall was not sufficient to ease drought conditions.
- Training in biogas production £1,913 – training delayed to Year 4 when units are due to be purchased.
- Conduct mid-term review £1,609 – delayed from Year 2 due to impact of drought on workload.

Permission was given by the Scottish Government on 4 November 2019 to bring forward the interim external audit as part of the response to allegations of financial irregularities received from an anonymous source. The audit was completed in April 2020; neither the audit nor the other investigations carried out by SCIAF found any grounds for the allegations. The overspend of £2,020 relates to the first instalment of the audit fee, the balance having been paid in April 2020.

The remaining underspend relates to:

- Caritas Kabwe Agricultural PO (£4,016), Field Facilitators (£1,551) and Driver (£529). Caritas Zambia Programme Specialist (£624). Current organisational pay scales are less than the budgeted amounts.
- Activities disrupted by the introduction of Zambian Government COVID-19 restrictions in March 2020: Engage the Parliamentary Committee on Agriculture on SOA (£741 under); Monitoring of activities on women's empowerment (£685 under); Trainings in marketing (£833 under); Facilitate short trainings relevant to the project (£645 under); Track and gauge the performance of female and youth participants (£679 under). Funds are available in year 4 to complete these activities.

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	<p>There continue to be some small overspends in relation to Caritas Kabwe office costs and vehicle maintenance. This reflects the difficulty in establishing budgets for these new operations.</p> <p>Projected spend for Year 4 includes reprofiling requests to: increase running costs for the Caritas Kabwe office (cleaning and internet); increase vehicle running costs and subsistence for field staff; fund dissemination documentary (Output 1) and Quarterly programme and financial reviews (M&E&L). These are in line with reprofiling approvals in previous years. Implementation costs have also been reduced where activities have already been carried out early.</p>
7.2	<p>Please give details of any capital expenditure in this reporting period. (Max 350 words)</p> <p>There was no capital expenditure in this reporting period.</p>
7.3	<p>Please explain how you have worked to ensure cost effectiveness on the project in the past 12 months, whilst maintaining the quality of delivery. (Max 350 words)</p> <p>Strict ring-fencing of exchange gains allowed the project to undertake specific interventions to alleviate the impact of the drought conditions experienced in this reporting period. This has necessitated careful management of wage inflation and other price pressure increases to ensure that these funds could remain intact.</p> <p>The project employs local staff, avoiding the expense of expatriate field staff salaries. It also makes use of existing church structures.</p> <p>Efforts continue to be made to seek economies in relation to the cost of providing technical, mentoring and monitoring support to the communities. Where possible, these activities have been undertaken by staff when they are already visiting to conduct training activities.</p> <p>Robust procurement procedures are in place with formal quotes being obtained for all major purchases and decisions taken by the procurement committee taking into account both cost and quality.</p> <p>Engagement with other local actors is ongoing, ensuring that duplication is avoided and that the project activities are integrated with existing government strategies.</p>
<p>8. Any other information</p> <p>Use this section to tell us any other relevant information regarding your project. (Max 500 words)</p>	

Drought

During the 2017/2018 rainy season, Zambia experienced prolonged dry spells, meaning farmers entered the 2018/19 season with limited stocks and assets. The 2018/2019 rainy season was drier, severely affecting Kizito and Liteta project areas, which respectively experienced 4 and 3 days of light rainfall (<9.54mm) over 60 days (January-March 2019). The average is usually 68-75 days. The drought significantly impacted Southern and Western Zambia, adversely affecting livelihoods in the target communities and resulted in serious food and water shortages. In August 2019, **Michael Njuvu** and **Wilson Mbuzi** from Simoni village told SCIAF staff that they were consuming three meals a week due to poor harvests. Their meal consumption dropped further as food reserves reduced. By the end of September, Field Facilitators were reporting that most households could no longer afford daily meals, with many consuming only three meals a week and surviving on small rodents and wild fruits.

The food relief activity, approved by the Scottish Government to utilise exchange rate gains, reached out to 160 households providing a lifeline to them at a challenging time and feeding over 900 individuals. Maize, beans, soya and salt was provided to each household over a six-month period.

The activity helped those most vulnerable following the drought in Chibombo, Chisamba and Kapiri District who were surviving on very little food and had no income opportunities during the lean period. Particular focus was put on households containing elderly members, people with disabilities, child-headed households and those with members who were sick (the vulnerability criteria was developed with input from village headmen).

The image below shows Caritas Kabwe staff delivering food to Maleba Village.



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The Kumena project has been working to empower communities to enable them to challenge attitudes, systems and institutions to respond to climate shocks which greatly impact on agricultural production and food security. Project staff engaged with the Government of Zambia in a discussion on climate shocks and the drought in Zambia. The team presented recommendations to the Government of Zambia which would support households dependent on agriculture who had been impacted by the drought. This was coupled with a press conference, a statement by the Bishop President of Caritas Zambia and followed by a campaign involving like-minded organisations. Project participants also raised the issue with their Members of Parliament.

The above activities resulted in massive media attention and a strong demand from different stakeholders for the Government of Zambia to respond to the drought. This advocacy allowed dialogue to take place across the country and influenced the Government of Zambia to respond to the drought.

Communications

The Kumena project team has been innovative in the way they report the work being carried out and how they capture learning; a project Facebook page is updated daily, detailing activities being implemented, including interviews with project participants. This is a useful monitoring tool and an effective way of sharing learning with SCIAF and other organisations in Zambia who are implementing similar work.

<https://www.facebook.com/Caritas-Kabwe-Kumena-Project-113326790033037/>