

**Scottish Government International Development Programme  
End-Year Report**

<b>1. General project information</b>		
1.1	<b>Project reference Number</b>	ZAM5
1.2	<b>Name of organisation</b>	Gaia Education
1.3	<b>Lead partner(s) organisation</b>	WWF Zambia, Young Emerging Farmers Initiative (YEFI)
1.4	<b>Project title</b>	Zambia Youth for Conservation, Agriculture and Livelihood Action
1.5	<b>Reporting period</b>	<b>From:</b> 01/04/2019 <b>To:</b> 31/03/2020
1.6	<b>Reporting year</b>	Year 2
1.7	<b>Project start date</b>	01/10/2017
1.8	<b>Project end date</b>	30/09/2020
1.9	<b>Total project budget*</b>	£363,734
1.10	<b>Total funding from Scottish Government*</b>	£363,734
1.11	<b>Provide a brief description of the project's aims, highlighting which of the Sustainable Development Goals (SDGs) your project is working towards? (200 words)</b>	<p>This project is building the capacities of 420 youth (60% female) across three districts of Central Province (hh 1440, pop: 7,200), as effective agents of change, demonstrating and campaigning for more sustainable agricultural, livelihood and natural resource management practices.</p> <p>Through trainings, implementation programmes, and awareness raising campaigns, they are increasing participating households' net income by 40% and food and nutrition security in 3 years. They are conducting campaigns and programmes to combat Central Province ecosystem fragmentation, involving 150,000 provincial youth:</p> <p>This project supports Zambia's ongoing development towards achievement of several interlocking Sustainable Development Goals:</p> <ul style="list-style-type: none"> <li>• 1. No poverty:</li> <li>• 2. Zero hunger:</li> <li>• 4. Quality education:</li> <li>• 8. Decent work and economic growth</li> <li>• 10. Reduced Inequalities:</li> <li>• 13. Climate action</li> <li>• 15. Life on Land</li> </ul>

## Scottish Government International Development Programme End-Year Report

### 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)

The project has conducted 75 separate learning events in Y3 and has trained 1739 participants in total (52% women) across the 3 districts of Serenje, Chitambo and Mkushi. The 75 learning events were:

- Beekeeping and honey production training (1 event per district, 185 trained) – **April '19**. Youth trained in all elements of beekeeping including hive baiting, managing, harvesting and hive cleaning.
- Radio communications training (1 event; 23 youths trained) – **May '19**. Youth trained in radio communication skills including operating hand-held recorders, storytelling and engagement with local radio stations.
- SILC (Saving and Internal Lending Communities) training (trainings in all 14 demo sites; 345 trained) – **Sept '19**. Training in village banking model to promote accountability and management of financial resources. A community driven initiative that promotes self-reliance and management of resources.
- Permaculture and agroforestry training (trainings in all 14 demo sites; 294 trained) – **Nov '19**. Youth further upskilled in sustainable organic agriculture and agroforestry techniques by Indian permaculture expert
- Advocacy and communications training (trainings in all 14 demo sites; 276 trained) – **Oct '19**. Training workshop to address the gaps and challenges faced by ZYCALA youth in their quest to strengthen conservation advocacy initiatives in their communities.
- Constitution formulation training (trainings in all 14 demo sites; 299 trained) – **Nov '19**. Programme to strengthen the capacities of youth in leadership and rules and guidelines to ensure effective organisation and operation of groups. A follow up was the registration of group societies which will be instrumental in establishment of a honey cooperative in Y4.
- Poultry training (trainings in all 14 demo sites; 289 trained) – **Jan '20**. District coordinators and demonstration site leadership were supported to conduct a refresher training for poultry farming.
- Solar drying training (1 event; 28 youths trained) – **March '20**. Training by Sylva Food Solutions focused on use of solar drying technology to dry and preserve targeted crops. The training focused on drying, processing, packaging, and marketing.

In addition to training events the ZYCALA team have been working with youth across 14 demonstration sites (3 new sites introduced since end of Y2) on the following workstreams;

- Sustainable organic agriculture;

## Scottish Government International Development Programme End-Year Report

- 14 demonstration sites with 355 youth engaged as agents of change; 172 Serenje, 77 Chitambo, 106 Mkushi
- Youths continue to develop demonstration sites and continue to grow crops organically. 62% report an increase in food production, 45% record produce a more diverse range of crops and 86% report a 40% increase agriculture related income or monetary savings as a result of the project.
- 278 youth change agents conducted implementation programs to teach indirect beneficiaries the methods and techniques delivered by the project. 1946 households reached with an estimated in-direct reach of over 15,000 people (average 7.8 people per household).
- beekeeping
  - Youth have continued to increase their skills in beekeeping and to date have produced 1,500 kgs of honey for sale.
  - An international buyer visited the ZYCALA project in June 2019 and were encouraged by what they saw and are committed to procuring honey from a soon to be registered ZYCALA co-op. ZYCALA has been working with local and UK authorities to arrange exporting documentation needed to export honey from Zambia to EU/UK markets.
  - A honey-house facility is now complete which includes the main honey house, washroom, fence, water supply and outdoor shelter. The honey house is awaiting final sign off from the provincial veterinary officer, whom we have consulted throughout the process to ensure the facility complies with Zambian and EU/international regulations. Not only does the installation provide a facility for the hygienic processing on honey for eventual export it also showcases the sustainable organic agriculture stream of the project with gardens and also holds a separate shelter which houses 50 people and can be used for learning events and other ZYCALA activities going forward.
  - We have a commitment from Food Lovers supermarket chain to sell ZYCALA honey in its Lusaka store. This has been delayed by complications with printing labels as well as civil unrest in the region followed by Covid-19 pandemic. We look forward to realising this market when the Covid-19 situation improves.
- business skills;
  - Youth across all demo sites have developed business plans for taking ownership and growing the poultry activity to a stable business venture.
  - Youth have established constitutions and systems to support the SILC program and other group-based livelihood activities. This has included the registration of group societies.
  - 205 people are engaged in SILC programmes across the 14 demo groups in the 3 districts with K23,500 saved to date (£1000 equivalent). A doubling of savings has been achieved between March and April showing the traction the programme is seeing in the various communities.

**Scottish Government International Development Programme  
End-Year Report**

	<ul style="list-style-type: none"> <li>• communications and advocacy             <ul style="list-style-type: none"> <li>○ In the first half of Y3 youth produced radio shows for local radio stations across the 3 districts (3 aired on Mkushi community radio and 3 aired on Serenje community radio) which reached an estimated 190,000 youth and has strongly contributed to the project communications and advocacy ambitions.</li> <li>○ 32 awareness campaigns were conducted by youth within their communities which reached over 3000 people.</li> </ul> </li> </ul>
2.2	<p>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)</p> <p>The WWF project officer had a child in March 2020 which came earlier than expected. Fortunately, WWF senior management had already identified a capable stand-in for the project officer during her 3-month maternity leave. The stand-in project officer, another woman, took over from the main project officer in late March 2020. Given that the main project officer's child arrived early the handover required haste which was not ideal. However, the stand-in project officer is now fully oriented to the ZYCALA programme with a collaborative effort from WWF, Gaia Education and YEFI. The stand-in project officer's introduction to the programme has also allowed us to perform a mid-term assessment for the project and ask some key questions about what is working and what needs improvement. The stand-in project officer's fresh perspective of the project is allowing the entire project team to review the programme and strengthen it going forward. An example of this is the rapid assessment in the field where youth have been encouraged to share what has been working and what hasn't from their perspective. This information is proving invaluable in reorienting the programme for enhanced results.</p> <p>Early in Y3 a communications and advocacy intern joined the team on a part time basis to support with the project's communications and advocacy workstream. This intern served the project well up until the start of 2020 when his performance declined and an event occurred which culminated in WWF taking the decision not to continue his contract (further details communicated in sections 4.4 – 4.6 of this report) . As a result of this the communications workstream of the project has suffered in the last quarter of Y3. No radio broadcasts or videos were delivered in the last quarter the social media campaign was neglected. Subsequently WWF have recruited new staff for their core communications needs and this person will be supporting the communications workstream in a part time capacity. Despite not so much material originating from the field, Gaia Education comms team continued to disseminate the main project milestones.</p> <p>In late March 2020 the Covid-19 pandemic has seen significant impacts on the project. A detailed risk assessment has been produced and this will be reviewed on a regular basis to keep abreast of a fluid situation. We remain confident that with the current situation on the ground we will be able to continue many of the project workstreams in some capacity. A general stance of solidarity with the communities is being communicated and we will continue to engage at community level in line with the Zambian Ministry of Health guidelines.</p>

**Scottish Government International Development Programme  
End-Year Report**

	<p>An earlier challenge to the project was the civil unrest that emerged in February 2020. This challenge saw some activity delays in order to ensure the safety of the project team. One major disruption this caused to project management was the inability for the Gaia Education project manager to travel to Zambia in March 2020 as planned. This impacted the mid-term review as well as other key discussions and planning for the project. Given the arrival of the Covid-19 pandemic travel to Zambia is not possible at this time.</p> <p>The combination of civil unrest followed by the Covid-19 pandemic led to several postponed activities and events in February and March 2020. This has produced a larger underspend/carry forward than expected. The project had planned to hold two field interaction days, one in Serenje and another in Chitambo which aimed to showcase the project with the aim to attract more attention to the methods, techniques and mindset offered by the project.</p> <p>A beehive construction training was scheduled for March 2020 which was also postponed.</p> <p>A Tukutane gathering was planned in Serenje for late March 2020 and had to be postponed also.</p>
2.3	<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>Over the course of Y3 the project team identified the need for mentorship of the demonstration site leadership, acknowledging that good leadership underpins success. Issues such as internal conflict, lack of accountability, lack of transparency and a lack of empowerment to make critical decisions has hindered the successes in several of the demonstration sites. Regrettably field visits with a key focus on leadership mentoring had to be postponed initially due to the civil unrest and now Covid-19. The project team is now exploring how it can support with this challenge by using mobile phones or small gatherings of less than 5 people thus adhering to Zambian Ministry of Health guidelines.</p> <p>Y3 has seen the growing success of the beekeeping workstream with the increase in participation and production of quality honey. 188 hives are now deployed and almost 1500kg has been harvested to date. We have seen high engagement from youths on beekeeping due to the prospect of gainful livelihoods from this endeavour. However, a challenge has arisen due to the time it has taken to achieve a market ready stage for international exports and Food Lovers honey. Youth engaged in the activity are becoming reluctant to hand over honey produced as they have not yet received any income for the first batch they produced last season. Instead they have chosen to keep their honey and sell it locally. Whilst this is increasing livelihoods it is not ideal for the ambitions of the project. The project team is presently exploring how we can incentivise the youth financially in the short term whilst we solidify markets with the international buyer and Food Lovers. The Covid-19 situation looks as though it will compound these delays which is not ideal but the team is exploring how to work within this context.</p>

**Scottish Government International Development Programme  
End-Year Report**

	<p>With beekeeping we also experienced a distraction from organic farming due to the financial prospect of beekeeping but we have continued to encourage youth and communities to not lose sight of the fact that organic farming is an important component of food security, dietary diversity and livelihood security.</p> <p>The issue with the ZYCALA communications intern's decline in performance has been reviewed at senior management level in WWF and gaps have been identified in the oversight of his work within the project team that are now being ironed out. Greater accountability is being required by key personnel and enhanced project management systems are being implemented.</p>
<p><b>3. Partnerships and collaboration</b></p> <p><i>This section allows you to discuss how partnership working is progressing on the project, as well as wider collaboration and sharing of learning.</i></p>	
<p>3.1</p>	<p>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)</p> <p>We are finding the working relationship between WWF Zambia, YEFI and Gaia Education professional and effective. The two in-country organisations are able to support one another well and work as a unified team despite being separate entities. YEFI hold a good awareness for the people-care/human resources and WWF hold the financial, coordination and logistical elements well. There are weekly skype meetings with all parties in attendance which allows for efficient progress and cooperative solutions to challenges that arise.</p> <p>With the approval of the Scottish Government we were able to engage a community development officer/beekeeping expert in a full-time capacity until the end of the project. His valuable community mobilisation skills have also been supporting with SILC, and poultry activities.</p> <p>The ZYCALA project officer had a child in March 2020 which came earlier than expected. Fortunately, WWF senior management had already identified a capable replacement for her during her 3-month maternity leave. The stand-in project officer, another woman, took over in late March 2020. She is now fully oriented to the ZYCALA program.</p> <p>Early in Y3 a communications and advocacy intern joined the team on a part time basis to support with the project's communications and advocacy workstream. He served the project well up until the start of 2020 when his performance declined and WWF took a decision not to continue his contract. As a result of this the communications workstream of the project has suffered in the last quarter of Y3. Subsequently WWF have recruited new staff for their core communications needs and this will be supporting the ZYCALA communications workstream going forward.</p>
<p>3.2</p>	<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>

**Scottish Government International Development Programme  
End-Year Report**

	Gaia Education CEO and an international buyer visited the project in June 2019.	
<b>Date of visit</b>	<b>Key achievements / outputs of visit</b>	<b>Follow-up actions</b>
5-12 <sup>th</sup> June 2019	<ul style="list-style-type: none"> <li>- Visited all districts to observe beekeeping operations</li> <li>- Assessed the capacity of the project to produce and export 2t of honey to international buyer</li> <li>- Met with key officials to build relationship, inform specification for honey house, identified export protocols and legalities for honey co-operative</li> <li>- Established market with Food Lovers supermarket in Lusaka to sell ZYCALA honey</li> </ul>	<ul style="list-style-type: none"> <li>- Develop and register co-op for ZYCALA</li> <li>- Construct honey house to established specification.</li> <li>- Arrange export of additional honey sample to the international buyer for them to test for the use in another product that company is wanting to develop (providing a possible 2<sup>nd</sup> significant opportunity with the international buyer)</li> <li>- Design packaging and provide sample to Food Lovers for approval.</li> <li>- Package and supply 200 x 500g jars of ZYCALA honey to Food Lovers</li> </ul>
Gaia Education project manager planned visit in March 2020 had to be postponed due to civil unrest and then covid-19		
<b>3.3</b>	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)	
	Throughout the year both WWF and Gaia Education have reported on social media on the activities of the project, using regular updates from on the ground as well as key project milestones, such as the trainings that have taken place. We have continued our successful initiative of videos to disseminate	

**Scottish Government International Development Programme  
End-Year Report**

	<p>successes of the project. In particular we produced a film showcasing community beekeeping which can be found here:</p> <p><a href="https://www.facebook.com/WWFZambia/videos/496641950929768/?t=0">https://www.facebook.com/WWFZambia/videos/496641950929768/?t=0</a></p> <p>Altogether, we have calculated that the combined efforts of WWF and Gaia Education have ensured that we have reached 73,732 young people in Central Province through social media in Y3.</p> <p>The on the ground campaigns and implementation programs have again seen large numbers of local people reached by the ZYCALA project. In particular, the implementation programs bring value to local communities by ZYCALA youth actively teaching households the techniques they have been learning. This is showcasing an alternate way of farming to many in the area and is being met with interest, engagement and encouraging feedback. This work has allowed the project to reach an estimated 15,000 people, with 1,946 households being engaged as part of the implementation programs. An estimated 3060 people have been reached by awareness campaigns conducted by ZYCALA youth change agents.</p> <p>The implementation programmes referred to above have made use of instruction sheets which are step-by-step diagrammatical handouts with descriptions in the local dialect, Bemba. In Y3 we have developed four new instruction sheets; mulching, crop rotation, tomato seed saving and pepper seed saving. These have been highly useful in empowering the ZYCALA youth change agents with the confidence to train others in their communities on how to employ the methods and techniques shown by the project. Examples of these instruction sheet resources can be found on the following links:</p> <p><a href="https://www.gaiaeducation.org/gaia-shop/free-downloads/">https://www.gaiaeducation.org/gaia-shop/free-downloads/</a>  <a href="https://www.gaiaeducation.org/gaia-shop/zycala-instruction-sheets/">https://www.gaiaeducation.org/gaia-shop/zycala-instruction-sheets/</a></p> <p>In the first half of Y3 youth produced radio shows for local radio stations across the 3 districts (3 aired on Mkushi community radio and 3 aired on Serenje community radio) which reached an estimated 190,000 youth in Central Province and has strongly contributed to the project communications and advocacy ambitions.</p>
3.4	<p>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>
	<p>The Gaia Education project manager intended to undertake the mid-term project evaluation during his intended Y3 visit planned for March 2020. As mentioned above he was unable to travel first due to civil unrest and then covid-19 pandemic.</p> <p>However, with the early arrival of the ZYCALA project officers' baby and the stepping-in of the interim project officer has allowed the ZYCALA team to undertake a mid-term project evaluation in order to strengthen the program for the remainder of project. The stand-in project officer has undertaken a rapid</p>



**Scottish Government International Development Programme  
End-Year Report**

	<p>assessment in the field and has been able to meet with key stakeholders and discuss in depth with ZYCALA youth what has been working and what has not. This information is now being used to adapt approaches to ensure maximum results in the time remaining.</p> <p>The stand-in project officer has identified a close link between youth motivation and continued action and there is a plan to link them to other youthful activities in the regions that could enhance their motivation to remain involved. Her observations have also highlighted a need for establishing learning on an ongoing basis to raise motivation levels. The team is now exploring how this can be ensured given the context of the project. The team discussions are placing focus on how we can achieve continued learning rather than periodic trainings with gaps in between. One example of what we are considering is ZYCALA film days showing documentaries of community-led organic farming in other parts of Africa and the world.</p> <p>The mid-term review has also allowed the team to accurately document the number of youth participants who have smart phones to inform our project information sharing. The survey has shown that there are six youth with smart phones and access to platforms such as WhatsApp. The project is terming these youth 'meta-communicators' in the context of ZYCALA and identifies them as key points for information sharing within the communities.</p> <p>The mid-term evaluation has also allowed for a renewed stakeholder mapping exercise and we are aiming to engage with the Zambia Environmental Management Authority, Ministry of Water, Sanitation and Environmental Protection, Ministry of Land and Natural Resource Management, Indaba of Lands and Natural Resource Management and Ministry of Chiefs and Traditional Affairs. We look forward to understanding how engagement with these various offices might strengthen our programme as well as the various agendas within the region.</p>
3.5	<p>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>
	<p>The ZYCALA project officer has maintained connections to the Tukutane network (established in Y2 as a network of SG funded projects in Central Province which comprises seven organisations working on similar projects). The Tukutane Network has met twice and aims to meet bi-annually to share successes and discuss challenges with the ambition of wider advocacy. A Tukutane gathering was scheduled for March 2020 but had to be postponed due to the covid-19 pandemic. The main exchanges under Tukutane has been with the CARITAS Kumena project which has close alignment to the ZYCALA project in its ambitions.</p> <p>The ZYCALA project team has made sure to involve district officials from the Departments of Agriculture and Forestry where possible with the most recent involvement being the solar dryer training in Serenje. In response to the recent Covid-19 pandemic the project officer has also engaged with the Ministry of Health, District Health Officer.</p>

**Scottish Government International Development Programme  
End-Year Report**

	<p>In relation to the development of the honey house the project team have maintained close correspondence with head officer for the Provincial Veterinary Office for Central Province. The officer's input and guidance have been invaluable to ensure that the honey house facility meets all required regulations for Zambian and European honey production. Additional to this the project team also worked with the Ministry of Fisheries and Livestock in Lusuka to inform the developing strategy for honey export. Both veterinary officer and the Ministry officials have applauded us for involving them in the development of the honey house early and have reported that no one has ever done so and the conventional approach to date has been to develop a honey house then ask for guidance from the Ministry and Veterinary offices which usually amounts to challenges for the developing party.</p> <p>The ZYCALA team have close connections with the local chiefs and consult them when necessary. The chiefs have been instrumental in resolving certain issues such as honey theft, siting of honey house and siting of several demonstration sites. One of the chiefs has stated that he has observed a noticeable reduction in youth alcoholism in response to the project and applauds our efforts.</p> <p>ZYCALA has finally capitalized on a growing relationship with Sylva Food Solutions who provided training in solar drying in March 2020. They trained in drying of mangos, mushroom and local indigenous foods and provide a guaranteed market for the produce. This guaranteed market has the potential to be very valuable to the communities and supports with sustainability after the end of the ZYCALA project.</p> <p>Outside of the formal partnerships ZYCALA is working hand in hand with an international buyer to establish an ethical supply chain of honey for their products. We hope to solidify this relationship in Y4.</p> <p>On the Scottish end the Gaia Education project manager has had several exchanges with SCIAF in regards to Tukutane. He also had early discussions with Friends of Chitambo SCIO about potential collaboration in the Chitambo district. Nothing has come of this collaboration yet.</p>
<b>4. Safeguarding and fraud</b>	
<i>Please ensure you complete questions 4.1 and 4.2 even if you have no incidents to report.</i>	
4.1	<p>Have there been <b>any</b> safeguarding incidents, either relating to staff/volunteers or beneficiaries of the Grant or the Project, in the last 12 months?</p>
	<p>No incidents have occurred. The WWF Zambian Country Office (ZCO) management have continued their commitment to the success of the ZYCALA project and have made several trips to the field to meet with the field team to strengthen relationships and provide confidential avenue for communication in</p>

**Scottish Government International Development Programme  
End-Year Report**

	<p>the case the need arises. Gaia Education has continued to address safeguarding with ZCO and the project team.</p>
4.2	<p>Have these incidents reported at 4.1 been reported to relevant authorities, and if so, to whom?</p> <p>No incidents have occurred.</p>
4.3	<p>Describe what action has been taken, and highlight any lessons learned.</p> <p>N/A</p>
4.4	<p>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?</p> <p>Through WWF Zambia's well-structured internal processes, a case of falsifying of receipts was identified in March 2020. The falsification was attempted by an Intern assigned to ZYCALA communications and amounted to 500 GBP equivalent. The Intern was advanced funds to go to the field and when returning he retired the mission expense receipts as is the standard WWF procedure. The project and finance teams discovered the suspicious receipts during the vetting processes. A further confirmation that the Intern had been acting suspiciously was that a whistle-blower raised the alarm to WWF senior management of suspected suspicious conduct. Given the falsification, these falsified expenses were not charged to ZYCALA budget lines.</p>
4.5	<p>Have these incidents reported at 4.1 been reported to relevant authorities, and if so, to whom?</p> <p>The case was not reported to the relevant government law enforcement agencies due to the fact that the amount of money lost from the advance account was able to be fully reimbursed by funds owed to the intern in question. It was also deemed by WWF senior management that the evidence they had might not substantiate a charge by the police.</p>
4.6	<p>Describe what action has been taken, and highlight any lessons learned.</p> <p>Upon identifying the suspicious receipts, the concerned Intern was immediately instructed to write a report and statement on the issue (without alarming him that WWF was suspecting any falsification). The report that the Intern submitted provided insufficient information/evidence that would free him of suspicion. It was concluded that several receipts in question were falsified. These falsified receipts were removed from the list of the expenses made and not charged to the project. However, there was still funds needing to be reimbursed to the advance account to the order of 500 GBP equivalent. This was able to be fully offset by funds owed to the intern in unclaimed internship allowances for ZYCALA, leave days</p>

**Scottish Government International Development Programme  
End-Year Report**

and some funds from other WWF based projects the Intern supported with. Thus, the net effect on project finances has been zero.

In response to the situation WWF Management looked at the contract conditions for Internship and since the Intern's contract was expiring the same month, it was decided that the contract would not be renewed.

There are many lessons learned from this incident. For instance, the office has tightened rules around allowing interns (who are not WWF-ZCO staff), to be given advances beyond their monthly allowances (as it would be difficult to recover if something of a similar nature occurred again). Also, going forward, Interns will always be accompanied by full time staff in doing their work.

The incident also tested WWF systems for effectiveness. For instance, the operations team, ZYCALA team and finance team worked together and, with the help of the whistleblowing policy, were able to detect the falsification of receipts. WWF acknowledge that they need to improve on leakage of information to suspects in instances such as this. On this occasion it is suspected that information was leaked to the Intern which allowed him to remove evidence that would have facilitated reporting to the relevant government law enforcement agencies (which is WWF policy).

Finally, WWF also acknowledges that they also need to reinforce training and socialisation of whistleblowing, fraud and corruption, and conflict of interest policies to all staff, even though there are already robust systems in place within WWF.

**5. Risk assessment**

5.1 Have any issues materialised during this reporting period? If so, how were they addressed?

*Please refer to risk assessment provided at application stage.*

<b>Assumption</b>	<b>Risk</b>	<b>Action taken</b>	<b>Was this included in the Risk Assessment Table in your application?</b>
No pandemic events will disrupt the project	May impact on project activities on all fronts	See attached detailed covid-19 risk assessment in response.	No
No big political and social unrest in Zambia	May impact on project activities particularly advocacy work	To ensure the safety of the project team and project participants the in-country partners cancelled several activities in February and March 2020.	Yes

**Scottish Government International Development Programme  
End-Year Report**

Youth fully engage in project activities	Youth cannot stay for the full time needed for all the training and follow on activities	The ZYCALA team is conducting a mentoring program with demonstration site leadership which we believe will address some of the implementation challenges.	Yes
Currency will stay reasonably stable	Currency fluctuations due to instability in UK or Zambia	The Zambian currency has dropped against the pound over the course of the project and is now worth nearly half it was at the outset. This is leading to significant exchange gains for the project. The Gaia Education exchange rate gain policy locks the exchange rate to that at the commencement of the project. We have worked with Scottish Government to reprofile these funds but the issue continues and this can be seen in the exchange gains for Y3.	Yes

**6. Inclusion & accountability**

*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.*

**6.1**

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)

We have seen the Zambian Kwacha weaken substantially against the pound since the start of the project to a point now where the Kwacha is worth nearly half as much as it was at the start of the project in 2017. Fuel and other prices have increased considerably putting pressure on rural populations. The ZYCALA projects sustainable organic agriculture methods demonstrate techniques that require no cost (or very low cost) agricultural inputs to grow quality organic produce. ZYCALA's work with seed saving provides farmers with a no cost source of various types of seeds. Our work with beekeeping provides rural communities with a livelihood opportunity that, once established, does not require intensive care which allows them ample time to focus on their other livelihood endeavours. The SILC program is seeing communities pooling wealth to achieve greater security and self-reliance. The poultry and solar drying activities are presenting relevant opportunities to youth to achieve gainful income to enhance their lives. All of these elements are buffering these communities from the effects of price increases.

**Scottish Government International Development Programme  
End-Year Report**

	<p>As aforementioned we have also had feedback from one chief that he has observed a reduction in youth alcoholism as a result of the project.</p> <p>We also observed less impacts within the communities due to last year's drought which indicates that the methods of farming afford greater resilience.</p> <p>The ZYCALA project team take monitoring and evaluation seriously and on several occasions over the course of Y3 the team has surveyed the direct and indirect beneficiaries to understand what is working and what is not. Through this means the views of the beneficiaries are incorporated in the project. Feedback from youth about what is not working is taken seriously and addressed by the team. Successes are also acknowledged.</p> <p>With the recent formalisation of the youth groups via the registration of group societies and allocation of leadership roles to key youth representatives we have strengthened the organisation of the youth groups. These structures have allowed for more effective coordination and have provided a formal point of reference for the ZYCALA team to address any emerging concerns.</p>
<p><b>6.2</b></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>The social structure across the districts of Mkushi, Serenje and Chitambo show that women do face specific forms of oppression in their daily lives and are less able, than men, to access resources to improve their quality of life. The ZYCALA project carries this awareness and is actively working to mainstream women's contribution in the project. In Y3 52% of our youth participants were female.</p> <p>In the context of agriculture, chiefs in the region can't give land directly to women or young people which presents challenges to these groups in achieving autonomy and economic empowerment.</p> <p>The youth engaged in the project are generally considered to be poor. The project recognises this and attempts to frame the activities of the project within this mindset. Dedicated mindset change sessions have been performed by YEFI which addressed the limitations of a poverty mindset.</p> <p>In all events we collect gender and age data and in periodic M&amp;E we assess the financial impacts on the beneficiaries. The baseline study also captured the income spread within the project.</p> <p>The project also acknowledges that many of the youth engaged in the project are illiterate and most are not fluent in English. In response to the illiteracy the project has invested considerable effort in producing pictorial instruction sheets for the techniques delivered by the project. In response to the lack of fluency in English all text on instruction sheets is in the local dialect, Bemba.</p>

**Scottish Government International Development Programme  
End-Year Report**

	<p>Gaia Education, YEFI and WWF have their own safeguarding policies which recognise gender as a marginalised and vulnerable group, therefore requiring protection against discrimination.</p> <p>Gaia Education defines empowerment as a social action process that promotes the participation of women in gaining control over their lives within their community, acting with other members of the community to effect change and improve climate resilience and sustainability of livelihoods. This is gradually taking place amongst the female youth participants despite the cultural constraints.</p>
<p><b>6.3</b></p>	<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>Inclusion is a main focus for ensuring that the vulnerable and marginalised groups that we have identified are not 'left behind'. Through the ZYCALA project we are ensuring that young people who were previously isolated, are empowered to be active changemakers and are able to improve their own livelihoods as well as their surrounding communities'.</p> <p>The project aims to create contexts in which either socially repressed, introverted or less accessible women are willing to actively engage in the project. As long as field workers are informed of and sensitive to local socio-cultural contexts, the associated difficulties are conquered and women become very enthusiastic participants.</p> <p>The active mentoring that the ZYCALA project team is providing, particularly the female ZYCALA project officer, to the women engaged in the project encourages them to rise up and break through the cultural gender barriers present. This stance of solidarity supports the women beneficiaries to stay committed to the project and reap the benefits available.</p> <p>The project encourages project implementers to know the poor in the community as part of understanding the economy and society of the area. On the basis of such knowledge, the project team respond accordingly.</p>
<p><b>6.4</b></p>	<p>Taking into consideration some of the challenges of mainstreaming, please describe any challenges you have faced in reaching vulnerable and marginalised groups, how you have overcome these or plans you have developed to support inclusion on the project. (Max 350 words)</p>
	<p>In the field we ensure that we have mechanisms for any young people who want to raise a concern or who want to speak to someone about anything related to the project. Concerns are reported to Field officers and if the allegations are against the field officer, then the Human Resource Manager is contacted immediately. There is also a whistle blowing policy. The reporting procedure is communicated at the start of any training as well as to any new members of the demonstration sites. The ZYCALA field officers, community development officer/beekeeping expert and YEFI national coordinator have a good rapport with the youth and encourage them to talk and report any concerns. District coordinators are encouraged to do the same.</p>

**Scottish Government International Development Programme  
End-Year Report**

Whilst we have provided a platform for equal participation we have experienced challenges in that women are engaged but not altogether empowered within the project. This gender gap is being strengthened by the active mentoring of the participants by the ZYCALA project team. We have also seen the SILC programs providing an opportunity for women to achieve equal participation and realising more economic empowerment.

An example of another challenge we have witnessed was the exit of two young women from one of the demonstration sites due to their husbands refusing to let them continue being involved in the project. Whilst in this instance the project was unable to address this due to necessary sensitivities the project team nonetheless keeps an overall awareness for these challenges which informs our strategies going forward.

**7. Financial information**

*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.*

*Please note carry-over of funds to the next financial year should have been agreed with the Scottish Government by January 31<sup>st</sup> of the current financial year.*

7.1 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)

Due to civil unrest and then covid-19, we have a significant underspend of £46,376 in the budget. The last quarter was very limiting with regards to achieving the planned spend.

Staff costs: Overall under spend of £558 and c/f balance of £5,109. The c/f balance will be used on maternity replacement for the ZYCALA project officer and also an additional budget for a community development officer/beekeeping expert to make up lost time.

In-country running costs: the budget lines were well controlled during the year and mostly came under budget.

T&S: Due to the civil unrest and covid-19, we have a significant underspend on travel. Total amounts to c/f in Y4 £8175.

Implementation: We had an overall saving of over £3.5k due to efficiencies. However, due to the all significant activity delays we are c/f £31,223 into Year 4.

Capital expenditure: We slightly overspent on the solar driers due to price increases. We are c/f unused budget of £1.8k to purchase an additional laptop and cameras requested in the field.



**Scottish Government International Development Programme  
End-Year Report**

7.2	<p>Please give details of any capital expenditure in this reporting period. (Max 350 words)</p> <p>Solar dryers and mini voice recorders for use by youth journalists. An additional laptop was planned, but issues arose with communications and advocacy intern thus delaying the need for this equipment. To be purchased in Y4.</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>Working to budget. Travelling to demos site for trainings rather than transporting youth to a central location.</p>
<p><b>8. Any other information</b></p> <p>Use this section to tell us any other relevant information regarding your project. (Max 500 words)</p>	
<p>An interesting observation has been made from the end of year M&amp;E which has shown more positive results overall with indirect beneficiaries than direct beneficiaries in the areas of increased food production, increased diversity of crops and improved livelihoods. Feedback includes comments such as:</p> <p>“It is profitable and affordable”          “It is cheap and has less labour”          “More production”          “Conserves water”          “Cheaper than synthetic fertilizer”          “Protecting our land”          “I am able to save seed”          “Reduced soil erosion”</p> <p>The team has reflected on this result and has concluded that, because most of the indirect beneficiaries are adults older than 35, and are already established farmers with various livelihoods and investments in primary production, that they have more incentive to adopt the techniques and methods to support their livelihoods and families. All in all, this is a promising outcome of the work the ZYCALA project is doing.</p> <p>Another situation has arisen in the solar drying workstream which the team is currently strategizing about. Due to budget constraints the project was only able to procure 6 solar dryers to be shared across 14 demonstration sites. This is posing challenges and tensions amongst the have and have nots and we are exploring the possibility of conducting a training in solar dryer construction which would possibly provide low cost solar drying equipment that can be used in the 8 remaining demonstration sites and also provide an opportunity to upskill the communities with the ability to produce their own solar dryers at a more affordable cost.</p> <p>280 indirect and direct beneficiaries were surveyed for the end of year report and between them K736,000 in income or monetary savings attributed to the project was reported. This represents £31,600 equivalent across 280 households.</p>	