

**PROJECT DESCRIPTION****SOBUSEVA Hulling and Grinding Machines Project****Burundi****I. Introduction**

This appendix describes the activities to be undertaken and the results to be achieved with the funds obligated under this Agreement. Nothing in this Appendix A shall be construed as amending any of the definitions, conditions, or terms of the Agreement.

**II. Background**

Solidarité Burundaise pour Secourir les Vulnérables en Afrique (SOBUSEVA) is a national community-based service association that works with vulnerable populations, particularly returning refugees and internally displaced persons in Burundi. SOBUSEVA has identified a scarcity of hullers and grinders in five provinces. This scarcity of hullers and grinders requires women to spend several hours a day manually preparing either flour or rice for family consumption. SOBUSEVA does not have the initial capital costs required to procure and operate these machines.

**III. Funding****A. ADF Contribution**

The financial plan for ADF's contribution is set forth in Appendix A.-1 of this Agreement. The parties may make changes to the financial plan without formal amendment, if such changes are made in accordance with Article 8 of the Agreement and do not cause ADF's contribution to exceed the obligated amount specified in Article 4, section 4.1 of the Agreement.

**B. SOBUSEVA Contribution**

SOBUSEVA will contribute the time, skills and labor of its staff and members. The association will continue to pay for operational costs not specifically covered by ADF.

**IV. Project Goal**

The goal of this Project is to improve the lives of women in Burundi by enhancing their economic potential.

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**V. Project Purpose**

The purpose of this Project is to minimize the agricultural, household, social and economic burden experienced by rural women on a daily basis as follows.

- A. Time needed to manually hull 100 kilograms of rice for family consumption will decrease from three weeks to about thirty minutes.
- B. Average distance that SOBUSEVA members and neighbors travel to access grinders and hullers will decrease from approximately twenty kilometers to less than eight kilometers.
- C. Girls' attendance at school will improve as indicated by a reduction in school absenteeism due to assisting families with food preparation.

**VI. Project Outputs**

The major outputs of this Project will be SOBUSEVA's increased capacity to offer grinding and hulling services to its members and others in the communities as demonstrated by the following indicators.

- A. SOBUSEVA's revenues from grinding and hulling services will increase from zero to:
  - 1. BIF 79,000,000 at the end of Phase 1; and
  - 2. BIF 180,000,000 at the end of Phase 2.
- B. SOBUSEVA's revenue over expenditures (before depreciation) from the use of hullers and grinders will increase from zero to:
  - 1. BIF 30,000,000 at the end of Phase 1; and
  - 2. BIF 92,000,000 at the end of Phase 2.
- C. The average sales revenues of individual machine sites in the communes with grinders will increase from zero to BIF 8,000,000 at the end of Phase 1.
- D. The average sales revenues of individual machine sites in the communes with hullers will increase from zero to BIF 6,000,000 at the end of Phase 1.
- E. Improved operational management as indicated by SOBUSEVA's ability to cover all operating costs of hullers and grinders including, but not limited to, maintenance, fuel, and salaries of machine operators and project coordinator after six months of operations in each phase.

**VII. Project Activities**

SOBUSEVA will ensure the following major activities are implemented.

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A. Procure, transport, install and operate five grinders and six hullers with hangars and scales during Phase 1 in the following provinces and respective communes:

1. Muyinga Province: a huller and grinder;
2. Kirundo Province: a huller and grinder;
3. Karusi Province: two hullers and a grinder;
4. Bujumbura Rural Province: a huller and a grinder; and
5. Bubanza Province: a huller and grinder.

Hangars constructed under the project will have ceilings and walls lined with soundproofing materials and vibration isolation materials will be used for machine foundations. Dust emissions will be collected in aspiration pipe systems during cleaning and separated with cyclones and filters. All equipment handling materials and machinery will be enclosed and fitted with appropriate aspiration connections.

Workers will be provided with protective gear for hearing, respiratory, and eye protection. The grantee will monitor the village sites to ensure that new workers are adequately trained and workers are using the recommended protective gear and properly maintain the equipment and working environment.

B. Procure, transport, install and operate six grinders and five hullers, complete with hangars and scales, during Phase 2 in each of the five provinces that SOBUSEVA operates. Specific locations to be determined during Phase 1 implementation.

C. Improve SOBUSEVA's organizational capacity by:


1. hiring a project coordinator and procuring a motorcycle and computer for her/his use in coordinating the installation and operations of the machines;
2. hiring machine operators for each machine site and providing mobile phones for communication with SOBUSEVA headquarters;
3. conducting training for SOBUSEVA Board of Directors and machine operators; and
4. establishing a financial management system with proper controls and systems.

### VIII. Roles and Responsibilities

ADF's Partner in SOBUSEVA will provide the standard ADF training in bookkeeping, monitoring and assessment. SOBUSEVA is responsible for ensuring the proper management and implementation of the Investment. The ADF Partner in Burundi will provide SOBUSEVA with technical and management assistance during implementation.

### IX. Monitoring and Evaluation

ADF's Partner in Burundi will closely monitor the activities of SOBUSEVA to ensure proper reporting, adherence to the Project implementation plan by the client and movement towards the achievement of Project objectives. The Partner will continuously assess the project risk and take

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remedial actions as needed. Monitoring by the Partner will be an important aspect of the ongoing coaching and advisory service. The Partner will review SOBUSEVA quarterly reports and will submit comments and observations to the management of SOBUSEVA as part of the ongoing performance assessment.

**X. Other Implementation Issues**

Before disbursing funds for Phase 2, ADF's Partner in Burundi with ADF staff will assess progress and make recommendations for Phase 2.

SOBUSEVA will present a plan of use or distribution of any revenue remaining after covering operational expenditures.

ADF's Partner will assist SOBUSEVA during implementation to identify cost-efficient solutions, such as housing multiple machines in one hangar if appropriate, that enhance the prospects for profitability.

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