

**APPENDIX A:
PROJECT DESCRIPTION**

**MARADI TIGER NUT PRODUCER'S CAPACITY BUILDING PROJECT
OAG PROJECT
NIGER**

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

The farmers who belong to the Federation of Unions of Tiger Nut Producers (Federation) produce and sell a variety of tiger nuts to local wholesalers who export the nuts to Nigeria, Burkina Faso, and Europe. The farmers have not been able to take advantage of the lucrative returns tiger nuts can bring, primarily because they produce more of the small type nut as opposed to the large nut that is preferred in international markets. The Federation wants to help its members capture more of the high-end market by transitioning to production of large nuts. In order to do so, the Federation must strengthen its management, planning and basic business processes

III. Funding

A. ADF Contribution

The financial plan for ADF's contribution is set forth in Appendix A-1 to this Agreement. The Parties may make changes to the financial plan without formal amendment, if such changes are made in accordance with Article 7 of the Agreement and do not make ADF's contribution to exceed the obligated amount specified in Article 3, Section 3.1 of the Agreement.

B. Grantee Contribution

The Federation will contribute the time of its staff and members.

IV. Project Goal

The goal of the project is to improve the standards of living for tiger nut producers in the Maradi area of Niger.

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V. Project Purpose

The purpose of this project is to improve the Grantee's prospects for sustained expansion as indicated by the development of a comprehensive five-year business plan that ADF deems suitable for funding by a donor or other financial institution.

VI. Outputs

- A. Organizational structure and financial management improved:
- Organization restructured in the first 12 months of the project;
 - Financial management system and operational manuals produced ; and
 - Project staff has successfully implemented the accounting and financial management system by end of the project period.
- B. Detailed business plan developed:
- In-depth market study analysis conducted; and
 - A detailed marketing strategy based on market study results drafted before the end of the project.

VII. Activities

The project will undertake the following activities:

A. Distribution of Seeds

The Federation will buy select onion seeds for sale to members to promote the production of quality onions.

B. Training

- Bookkeeping

Four individuals including the executive secretary, accountant, treasurer, and the chairman of the Federation will participate in this training. The training will last four days with six hours of training each day, with a follow-up refresher course.

- Financial Management and Basic Accounting

Training in financial management and basic accounting will be provided to 24 persons, including the chairman, accountant, treasurer, executive secretary, and two members from each of the 10 unions. The training will focus on the development of an accounting plan, bookkeeping, cash management, double entry

accounting, operational accounts, preparation of financial statements, and so on. A local expert will deliver the training on site and over five (5) days with six (6) hours each training day, and follow-up with a five-day refresher course.

- Business and Marketing Management

The business and marketing training will be provided to 39 persons, including the chairman, general treasurer, general secretary, economic affairs secretary, the three committee chairs, executive secretary, accountant, 20 union managers, and 10 union chairmen. The course will be offered at the project site and will cover topics such as structuring income generating activities, management tools and their use, financial management, cost analysis and price determination, and operations control. The training session will last five days with six hours of training each day. A micro-enterprise development expert experienced in training grassroots organizations will deliver the training, and follow up with a five-day refresher course.

- Training of Phyto-sanitary Auxiliaries

The participants in this training will assist the farmers with pest management during crop cultivation and storage. The training will be provided to twenty persons. The session will last four days with six hours each training day. A local expert experienced in training grassroots organizations will carry this training. A refresher course is planned for one year following the initial training.

C. Technical Assistance and Studies

- Assessment of the Tiger Nut Market

The Federation will retain a consultant to conduct a market assessment and formulate a strategy. This work will cover (i) identification of prospective customers in the domestic and international markets and (ii) measures to minimize risks to the Federation.

- Accounting and Financial Management

The Federation will retain a consultant to help the Federation prepare and implement an accounting and financial management procedures manual.

VIII. Roles and Responsibilities of the Parties

The Federation has primary responsibility for ensuring that the Project's activities are implemented properly. Within the Federation, the Board of Directors will be the highest decision making body. It will formulate strategies, which includes supervising and coordinating implementation of the Project. ADIDB will provide technical support and guidance.

IX. Monitoring and Evaluation

Within sixty days of the effective date of this Agreement, the Grantee, working with the ADIDB the ADF Niger Partner, will form a monitoring and assessment committee composed of a representative cross-section of the Grantee's organization. The committee will provide the Partner input for the Project monitoring plan. In addition, during implementation, the committee will have responsibility for ensuring that the Project follows the implementation plan, and that problems identified through monitoring and evaluation are properly addressed in a timely manner.