

**APPENDIX A:
PROJECT DESCRIPTION**

**AGUIÉ SESAME PRODUCTION AND MARKETING
PROJECT**

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

Aguié Department in the Maradi District has one of the highest rates of poverty in Niger. Sesame production and commercialization provides an unusual opportunity for farmers in the Department to increase their cash incomes. The Coopérative des Producteurs de Sésame d' Aguié (Aguié) wants help its members take advantage of the lucrative domestic and international markets for sesame. In order to do so, Aguié 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 Cooperative members will contribute their time to the implementation of this project.

IV. Project Goal

The goal of the project is to improve standards of living for farmers and their families in the Aguié area.

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. Structure and financial management improved:

- Organization restructured by month 12 of the project;
- Financial system and operational manuals produced and operational by month 12 of the project; and,
- Bookkeeper has mastered systems by end of the OAG period.

B. Detailed business plan developed and implemented:

- In-depth market study analysis conducted; and
- An Assessment of sesame production and marketing strategy proposed.

VII. Activities

A. Training

To ensure successful project implementation and the achievement of institutional and socio-economic objectives, the project includes following training sessions.

- **Bookkeeping:**
Four persons including the chairman, the business management advisor, accountant, treasurer, and general secretary of the Cooperative will participate to this training. The training will last for four days with six hours of training each day. A refresher course of four days is planned for the participants.
- **Financial Management and Basic Accounting:**
Training in financial management and basic accounting and on preparation of micro and small enterprise forms will be provided for twenty-four persons, including the Cooperative's chairman, accountant, treasurer, business management advisor, and five member purchase centers. The training will focus on the development of an accounting plan, bookkeeping and cash management, double entry accounting, operational accounts, preparation of financial statement, product and service procurement and sales, etc. A local consultant specialized in this area will provide the training on site over five days with six hours each training day.

- **Business and Marketing:**
This training will be provided to twenty-four persons, including five member purchase centers, the Chairman, accountant, treasurer, and project manager at the project site by a local consultant with experience in training of grassroots organizations in the area of micro-enterprise development. The curriculum will include topics such as how to structure a commercial income generation activity from a social activity, the identification of management tools and their practical use, financial management (risks, opportunities), cost analyses and price determination, and operation control.
- **Techniques in Pesticides Use:**
Training in techniques in pesticides use will be provided to sixty four members consisting of sixteen members and four purchasing centers. The members of the purchase centers will be selected by their groups based on established selection criteria.

The training will focus on the following topics:

- safe application methods, rates, frequency of use, and conditions of use;
- areas where the pesticide should not be used to avoid contaminating surface or ground water sources;
- how to protect both adults and children from exposure to the pesticide before, during, and after its application; and
- safe storage and disposal of the pesticide.

The training will be delivered at the project site. It will last five days (six hours of training each day) and include field work. A local consultant with outstanding experience in training grassroots organizations in the area of environment protection and development will carry out this training. A refresher course of five days is planned for the participants.

B. Technical Assistance and Studies

- **Market Study:**
A consultant will be hired to undertake a market study on the national, sub-regional, and international markets to assess the sesame market and identify potential clients. The market study will feed into a comprehensive business plan that sets forth objectives and recommends time-bounded steps to achieve these objectives and targets and how to overcome risks.
- **Accounting and Financial Operations Procedures:**
The Cooperative will hire a consultant to assist in putting in place an accounting and financial management procedures manual.

VIII. Roles and Responsibilities of the Parties

The Cooperative has primary responsibility for ensuring that the Project's activities are properly implemented. Within the Cooperative, 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.