

Guidelines for Narrative and Financial Reporting

Project reporting is designed to benefit first and foremost the target groups themselves. It should enable them to review changes that they faced or that they themselves brought about through the project, to draw comparisons between what was planned and what was actually achieved, and to reflect on what all this means for further work.

At the same time, MISEREOR/KZE is accountable to its funders and donors, because the funds that MISEREOR/KZE uses to support projects come from donations as well as public and Church funds. This is why we require the information specified below on the projects we support.

- a) With each Statement of Receipts and Payments an overview of activities to date. Please refer to Section III 'Aspects of Financial Cooperation' for full information on the Statements of Receipts and Payments;
- b) 12-monthly effects-oriented Narrative Reports structured as shown in Section I below;
- c) a Final Narrative Report to be submitted at the end of the project funding period, covering its entire duration (structured as shown in Sections I and II below).

Please ensure that the Narrative Report/Final Narrative Report is as meaningful, concise and precise as possible:

- What changes did the project succeed in bringing about verifiably so far?
- What conclusions can be drawn from project implementation to date?

Please also ensure that the Narrative Report (Section I) is no longer than 10 - 15 pages (not including annexes).

The Final Narrative Report at the end of the funding period should be more detailed, though no longer than 25 pages (not including annexes). Please refer to Section II for further questions to be covered there.

Please number the pages of your reports, state the date of their preparation and insert a table of contents as well as a list of abbreviations.

MISEREOR/KZE expects to receive all reports by **no later than 3 months after the end of the reporting period** to which they relate. If a Narrative Report is received after this deadline, disbursement of a next instalment may be delayed.

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PROJECT REPORT

1.1	Project no. & title:	Project No: 231-900-1836ZG Fostering and securing self-sustaining climate resilient-cum-adaptive agriculture and livelihood through community owned processes in the state of West Bengal, Karnataka and Telengana, India.
1.2	Project location/region:	Raiganj block, Uttar Dinajpur District
1.3	Reporting period:	January 2022 – December 2024
1.4	Legal Holder of the project (organisation)	
a)	Name and legal form as registered:	Social Welfare Institute
b)	Postal address:	Mohanbati, P.O.-Raiganj-733134, Dt – Uttar Dinajpur, West Bengal
c)	Phone (landline and mobile) and fax:	8670956037
d)	Email:	swiraiganj@gmail.com
e)	Bank details:	Name of bank: State Bank of India Account holder: SOCIAL WELFARE INSTITUTE Account number/IBAN: 40092688580 SWIFT: SBININBB104
1.4.1	Official representative of Legal Holder:	
	Person 1 (please fill in for both persons)	
	Name: FR. BENEDICT TOPPO	Skype: Click here to insert text
	Email: frbenedictraigaj@gmail.com	Phone (both landline and mobile): 9932752407
	Person 2 (please fill in for both persons)	
	Name: FULGENCE TIGGA	Skype: Click here to insert text
	Email: Tiggafulgence9@gmail.com	Phone (both landline and mobile): 9546735708
1.4.2	Person responsible for financial management	
	Name: PRASENJIT DAS	Skype: Click here to insert text
	Email: Prosenjitdas.das12@gmail.com	Phone (both land-line and mobile): 9733269275
1.5	Project manager/coordinator (please notify us here of any changes since funding was originally applied for)	
	Name: BIMALA BARU	Skype: Click here to insert text
	Email: bbaru12@gmail.com	Phone (both land-line and mobile): 7431997315/9734183765
	If different from the above: contact person responsible for the report	
	Name: Click here to insert text	Skype: Click here to insert text
	Email: Click here to insert text	Phone (both land-line and mobile): Click here to insert text

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_____ mobile): _____

Date/place: _____

Signature of person responsible for the report: _____

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I. Structure of Narrative Report (36-monthly)

1. Please begin by briefly describing how the report was prepared: Who was involved in preparing it? What sources is your information based on? (1/2 page)

Please make sure to refer to the Project Contract concluded with MISEREOR/KZE in your Narrative Report, especially with regard to the agreed objectives and indicators.

We all have prepared this completion report together as a team, the programme implementer, 5 educator and director. The completion report has been prepared by the project implementer Ms. Bimala Baru and data was provided by community educators. We have compiled the data of monthly report of the community educators. Data was collected in every month during monthly meeting, case stories, best practice, success stories and overview of PI and Director.

The information were collected from various sources such as event reports, monthly updates, quarterly report, annual report, and accompaniment visits/ hand holding support visit to the partners. Observations and testimonies of the project stakeholders are integrated to overview the qualitative aspect of the report. It has been also taken from various sources: Detailed Implementation Plan, Quarterly and Monthly Reports, Review Meetings, Trip reports, event reports, and the financial report. To see the quantitative changes in the peoples life with reference to project target, baseline survey was done based on the helped to identify target groups and individuals to be targeted in the project as direct beneficiaries and indirect beneficiaries of the project. To access the qualitative changes in their life, different parameters were referred form the proposal and log frame. Review meetings with the program staff and the program partners, interactions with the community and other stakeholders during accompaniment visit/project monitoring visit helped to capture the qualitative changes in their life. While preparing the report information provided by the implementing agencies were critically assessed, monitoring visit reports were referred, group and individual discussions with the various beneficiaries were consulted.

2. Changes in the project context (during the 36-month reporting period, 1 - 2 pages)

2.1 How have general conditions for your work and for the target groups of the project changed since you submitted your request for funding or your last Narrative Report? Which risks and chances for the project arise from this?

This might include:

- What significant positive or negative changes have taken place in the wider political, economic or social setting of the project?
- What significant positive or negative changes took place in the life situation of the target groups?

• There are some positive changes in political, economic and socially.

Political- In the beginning of the project, when we started conducting meetings in the village's people thought that, the meeting is organized for the political matter. They were not willing to hear us. The people demanded things, tarpoline and relief material after the disaster. We started meeting with village leaders, political leader and other influential people and presented the SWI and project objective and summery. Then these village leaders started to call the people for meeting and they also attended the meeting. We would give them opportunity to talk to the people regarding SWI and other issues. Gradually could convince the people that Social Welfare Institute is a non governmental organization, helping people through providing information, government orders and schemes. People were realized that climate adoptive agriculture which is very hot issue for small and marginal farmers so, they started attending the meetings and training.

As we know that the women are excluded from politics due to many reasons. But now situation has chande and a female volunteer Fulmuni Mardi is elected member of Adiar village and she is Upa Pradhan of Rampur Gram Pachayat. She was supporting us in many ways.

Economic - in the beginning of the project many people did not have bank account. They were taking money from moneylender to do agriculture work and they had to repay it in high interest. Beneficiaries were not aware of the Social Security Scheme of Government, so they could not access it. Few of them were receiving Old Age pension, but they were not getting Widow pension, Disability pension, Krishak Bandhu allowance.

At present all the women members of the targeted house hold have bank account with other members. The beneficiaries have are awarded of the social security schemes, like Old age pension, disability pension, widow pension, Krishak Bandhu, Krishak Bandhu death benefit, Family benefit schemes, The beneficiaries were not aware of many of the Govt. schemes. But now most of the beneficiaries know about the lakshi bhandar, Old age pension, Widow Pension, disability pension, krishak bandhu in their bank account. The beneficiaries, small and marginal farmers are going to ADA office to fill up the Krishak Bandhu schemes and submit it.

Our volunteers of Rampur have started a micro finance service (Sidhu Kanhu Micro Foundation in collaboration of lamps Buniadpur Dakshin Dinajpur district in Rampur, near Rampur Gram Panchayat, They provide loan for ST,SC and OBC in less interest than Bandhan and moneylender. It is easy to approach and get the loan when it is needed. Women take loan from SHG, bank, Rampur Unnayan Sangha and micro finance to grow they economic condition by

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doing small business, small shop, purchase of tailor machine and agriculture farming

Social – Women are respected in the family as well as in the office, Most of the women beneficiaries have formed Self Help Group and these groups are the members of the federation body of Rampur Unnoyan Sangha. Our SHGs are also part of this Rampur Unnayan Sangha. Beside this women SHG also get loan direct from bank. At present situation women are respected everywhere in home and out side home.

The communities were empowered through meeting, trainings and governance & improved their livelihood activities. The target communities improved their socio economic and environmental changes through community led actions intensification of dialogue with the duty bearers and nature. The volunteers actively engaged in improving the livelihood of the community and they reach out Gram Panchayat, Block and district level local agriculture Govt. Schemes. The promotion of climate adoptive agriculture, organic farming, intercropping was done in the villages. Through the follow up of organic farming inter cropping strengthened the small and marginal farmers to produce more agriculture product and the migrant labours have the spirit to work in the small pieces of land and cultivate food crops like vegetables, maize, pady. Through the market linkages we could help out beneficiaries to open a shop in the village, sell vegetable production in the daily and weekly markets. The Schedule Tribe, Schedule Caste, Other Backward Class including with general population are involved in the empowerment process. Migrant labours Political disturbance due to election in May 2024 delayed some of the activities especially linkage with duty bears and trainings. There was a code of conduct for a month. During these days the planned could not be conducted as planned.

2.2 What changes occurred with regard to your organisation? (for Interim Narrative Reports only – for Final Narrative Reports, please see question 5)

This might include:

- During the reporting period were there any important changes in your organisation that were relevant to project implementation (e.g. concerning personnel)? If so, what would they be?
- Were there any important changes affecting other external actors (actors with which you cooperate)?

2.3 What are the implications of all the changes you mentioned for the project?

- How will the changes you mentioned affect implementing the project and achieving its objectives?

Click here to insert text

3. Implementing the project and achieving its objectives (4 - 5 pages)

3.1 As things stand, to what extent are the project objectives agreed in the Project Contract being achieved?

- For each of the indicators laid down for the specific objectives in the Project Contract, please specify the (qualitative or quantitative) baseline values, any interim values and the current values.

Objective No. 1: Empowered communities in the program areas have demonstrated community led actions through local governance and improved their livelihood

Indicator	Baseline value at project launch (month/year):	Any interim values (month/year):	Current value (Jan 2022- December 2024):
Indicator 1.1): No. Of community based groups are functional. Agreed target value at end of project: 110	Click here to insert text	Click here to insert text	110
Indicator 1.2): # and % of targeted household received benefits from government social security schemes and program	Baseline value at project launch (month/year): Click here to	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 759

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<p>Agreed target value at end of project: 640</p>	<p>insert text</p>		
<p>Indicator 1.3): % of targeted households participated in Gram Sabha meetings at least once in a year.</p> <p>Agreed target value at end of project: 480</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 338</p>
<p>Indicator 1.4): # of community based groups identified community based local resources and utilised</p> <p>Agreed target value at end of project: 68</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 71</p>
<p>Indicator 1.5): # of project promoted Farmers' Groups and women collectives' groups are carrying out village development activities.</p> <p>Agreed target value at end of project: 6</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 7</p>
<p>Indicator 1.6): # of people's organisations taking actions for upliftment of marginalised communities.</p> <p>Agreed target value at end of project: 25</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 26</p>
<p>Indicator 1.7): # of project supported federated bodies of economic entities undertaking the economic activities at district, state and national level</p> <p>Agreed target value at end of project: 2</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 2</p>
<p>Indicator 1.8) # of community leaders evolved at [Village-Block-District -State] Level</p> <p>Agreed target value at end of project:</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 50</p>

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50			
Indicator 1.9) : # of community lead "Green actions" initiated by community leaders at [Village- Block-District -State] Agreed target value at end of project: 15	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 18
Objective No. 2: The community led dialogue with poor, duty bearers and nature intensified in the program areas for the social, economic and environmental sustainability			
Indicator 2.1): # of targeted households accessed of various the entitlements for social empowerment. Agreed target value at end of project Agreed target value at end of project: 640	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 759
Indicator 2.2): # of targeted households Accessed of various the entitlements for economic empowerment Agreed target value at end of project: 640	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 647
Indicator 2.3): % of targeted households aware of various entitlements for social empowerment Agreed target value at end of project: 50%	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 80%
Indicator 2.4): # of targeted households aware of various the entitlements for economic empowerment Agreed target value at end of project: 50%	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 82%
Indicator 2.5): # of model villages are demonstrating innovative practices of dialogue with duty bears for	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 24

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<p>collective actions.</p> <p>Agreed target value at end of project:</p> <p>24</p>			
<p>Indicator 2.6): # of suggestion / petition/Recommendations submitted by targeted community groups to duty bearers.</p> <p>Agreed target value at end of project:</p> <p>Actual</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>110</p>
<p>Indicator 2.7): # of suggestion / petition/Recommendations of the targeted community accepted by duty bearers.</p> <p>Agreed target value at end of project:</p> <p>80</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>100</p>
<p>Indicator 2.8): # of targeted households practising climate adaptive on-farm methods in farming.</p> <p>Agreed target value at the end of the project</p> <p>500</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>498</p>
<p>Indicator 2.9): # of targeted households involved in collective economic initiatives.</p> <p>Agreed target value at end of project:</p> <p>75</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>85</p>
<p>Indicator 2.10): # of targeted households practicing climate adaptive off- farm methods in faming</p> <p>Agreed target value at end of project:</p> <p>300</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>281</p>
<p>Indicator 2.11): # of knowledge products on people led development to foster climate resilient-cum-adaptive agriculture</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>55%</p>

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<p>Agreed target value at end of project: Actual</p>			
<p>Indicator 2.12): # of knowledge products on people led development to foster livelihood security from non-farm sector Agreed target value at end of project: Actual</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 60%</p>
<p>Indicator 2.13): # of knowledge products on people led empowering animation Agreed target value at end of project: Actual</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 70%</p>
<p>Indicator 2.14): # of knowledge products on people led dialogue Agreed target value at end of project: Actual</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 50%</p>
<p>Indicator 2.15): # of knowledge products on volunteering Agreed target value at end of project: 25</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 50</p>
<p>Indicator 2.16): # of knowledge products on community sharing Agreed target value at end of the project: Actual</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 50%</p>
<p>Objective No. 3:</p>			
<p>Indicator 3.1): # of volunteers involved in the project have required knowledge on Climate Adaptive-Agriculture and Food Sovereignty issues Agreed target value at end of project: 25</p>	<p>Baseline value at project launch (month/year): Click here to insert text</p>	<p>Any interim values (month/year): Click here to insert text</p>	<p>Current value (Jan 2022- December 2024): 50</p>
<p>3.2): % of volunteers have sufficient skills to guide</p>	<p>Baseline value at project launch (month/year):</p>	<p>Any interim values (month/year):</p>	<p>Current value (Jan 2022- December</p>

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<p>community in various Climate Adaptive-Agriculture and Food Sovereignty issues</p> <p>Agreed target value at end of project:</p> <p>25</p>	<p>Click here to insert text</p>	<p>Click here to insert text</p>	<p>2024):</p> <p>50</p>
<p>Indicator 3.3): # of volunteers engaged in other social development activities</p> <p>Agreed target value at end of project:</p> <p>25</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>27</p>
<p>Indicator 3.4d): # of volunteers engaged in the project activates</p> <p>Agreed target value at end of project:</p> <p>25</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>50</p>
<p>Objective No. 4:</p>			
<p>Indicator 4.1): Total amount of resources mobilized in cash from community</p> <p>Agreed target value at end of project:</p> <p>300000</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>283042</p>
<p>Indicator 4.2): Total amount of resources mobilized in kind from community</p> <p>Agreed target value at end of project:</p> <p>Actual</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>283040</p>
<p>Indicator 4.3): Amount of resources mobilized in cash from CSRs</p> <p>Agreed target value at end of project:</p> <p>150000</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>243447</p>
<p>Indicator 4.4): Amount of resources mobilized in kind from CSRs</p> <p>Agreed target value at end of project:</p>	<p>Baseline value at project launch (month/year):</p> <p>Click here to insert text</p>	<p>Any interim values (month/year):</p> <p>Click here to insert text</p>	<p>Current value (Jan 2022- December 2024):</p> <p>30000</p>

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Actual			
Indicator 4.5): Amount of resources mobilized in cash from Governments Agreed target value at end of project: 600000	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 2444799
Indicator 4.6): Total amount received by project beneficiaries from government welfare schemes and grants Agreed target value at end of project: 300000	Baseline value at project launch (month/year): Click here to insert text	Any interim values (month/year): Click here to insert text	Current value (Jan 2022- December 2024): 900799

Comment on achieving the objectives, e.g.

- What conclusions do you draw from this concerning the achievement of each of the project objectives: Which objectives will you be able to achieve as planned by the end of the project, and which objectives currently appear problematic? What other information supports these conclusions?

The project has been designed on four objectives 1. Through empowerment of the community institution (CBOs) and local leadership are promoted 2. Taking up the process of continual dialogue with various stakeholders and individuals for the sustainable development of the community 3. Promoting volunteers and enhancing their skills which in term the local community will be benefitted and 4. Mobilizing resources from the agencies, departments, and community.

Community Institutions SHGs and farmers clubs are becoming more aware and involved in local governance that is Panchayati Raj Institution. During the project periods all the planned activities have been conducted on time. The expected results have been achieved with the involvement of the target group, beneficiaries SHGs and the farmers clubs, government officials and other stakeholders. The beneficiary's efforts on sharing communities are crucial to understand their contribution for their own betterment. The project implementation has been progressing well, as the beneficiaries are receiving a variety of services from the government like Old age pension, Joy Johar, Widow pension, Lakshmi Bhandar, Disability pension, Krishak Bandhu, Krishak Bandhu Death benefits, Lok praser, SSY, National Food Security Mission, Khadya Sathi and the community is actively working to sustain development efforts. Volunteers are taking on the responsibility of the project's goals and objectives in a steady and consistent manner. SWI has fostered positive relationships with all stakeholders, including the government, to ensure successful implementation. The project achievements have been reached to satisfactory level as per the designed objectives. However, close accompaniments and capacity building is required to strengthen the community institution and formation and strengthening of organizations. Community Institutions (CBOs) such as Self Help Groups, Farmers Groups and Village Development committees are formed and strengthen to function as to improve quality of life, in both individual and social life. In this project phase these groups have started community collectives in small ways to increase their family income. This group has good potential to develop strong entrepreneurship in various sectors such organic outlets, handicrafts and large scale organic crop production.

3.2 What is the current status regarding implementing the planned activities and achieving the outputs?

- What key activities have already been implemented?
- What outputs of the project are already used by the target groups?
- Which activities or outputs deviated from what was originally planned? How would you explain this? How is cooperation with the target groups unfolding (e.g. also with regard to monitoring)?
- **Monthly review meeting:** Monthly review meeting are organised to monitor and track the detailed implementation plan. The monthly review meetings are organised at Social Welfare Institute, Raiganj with filed level community Educator, Programme Implementer, Finance person and Director. The review meetings are conducted to streamline the functionality of the activities and gaps in implementation if exists and re-plan accordingly.
- **Capacity Building training on CAAP:** Training on Climate Adaptive Agricultural practices (CAAP) was organized as sustainable solution for the people led approaches. The Climate Adaptive Agricultural Practices (CAAP) model was highlighted for improving food security at the household level. Through this program emphasized on increase of cultivation and production of food crops. The beneficiaries changed the traditional cultivation) paddy, wheat, jute, mastered) to vegetable cultivation which provide instant income starts from 45 days onwards. Small and marginal

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farmers keeping 5 kathas of land for vegetable cultivation.

- **Capacity building training on Organic Farming:** Under the Organic Farming practice, the program promotes the uses of compost, organic manure and pest management. The crop productivity reduced as soil is not able to support the crop as it loses its fertility due to excess use of chemical fertilizer and pesticides. The reason of promoting this training is due to the excessive use of chemical fertilizers and pesticides which killed the soil microbes. Mono cropping attracts pests and diseases, Climate change impacts and Soil erosion and topsoil loss. People also became aware of the organic farming. They are preparing compost, vermin compost to use in the agriculture land. To boost up the organic farming we had organized and observed the World Earth Day at Lohand village. The elected member of Lohanda
- **Seed preservation:** We have promoted and strengthened the existing seed preservation through Uttoran III. Beneficiaries are preserving seeds according to their needs. Seed preservation helps people to cultivate climate adaptive farming, it also helps the farmers to cultivate on time in low cost. We also promoted Multi cropping, Application of organic Manures and Pest & Disease Management. Seed Bank of locally grown Climate Resilient, traditional seed diversity is initiated. Seed banking initiated for collecting indigenous seeds to ensure genetic diversity.
- **Capacity building training on animal husbandry:** We have conducted the training on animal husbandry at Rampur Gram Panchayat office with the help of Dr. Rajesh Sahoo veterinary doctor of Rampur veterinary hospital. 60 people attended the training. This training boosted the domestic animal rearing. They learnt about the breeding, immunization, treatment for worm and fodder for milking cows and other animals. Dr. Sahoo subjected them to choose the best varieties of breed which would provide them good production.
- **Training on Integrated Farming:** Social Welfare Institute organised capacity building training on 'Integrated farming and natural farming for the Project beneficiaries and farmers of Rampur and Shitgram Gram Panchayats of Raiganj block at SWI. Integrated farming has established many agricultural development opportunities and diversified food and cash crop production sectors. Mr. Sanjib from ADA office, Raiganj suggested the farmers to cultivate grams (dal) ones in year in one land. It would increase the natural nitrogen in the soil and helps land to be fertile. Transformation of animal waste and plants into organic manure cuts farming costs. It increases cash crop production. An increase in organic food production boosts people's health. Integrated farming minimizes soil and water pollution by reducing the usage of chemical fertilizers. This capacity building training developed participants understanding and benefits of Integrated Farming.
- **Exposure visit:** We have organized exposure visit for Farmers Group and progressive farmers every year. Selected beneficiaries are taken to Hatia, seed conservation centre of Uttar Dinajpur District. The main objectives of the exposure visit were workshop, pest management and vegetable field observation. There were 28 farmers, Programme Associate Mr. Bablu Sarker, Asst. Director Fr. Simon, Project Implementer and 5 community educator accompanied in this exposure visit. Total 36 people participants were present in the event. Seven expertises were covered the workshop and technical part. The point of the workshop was importance of organic farming, pest management and method of seed preservation, process of making liquid manure, vermin compost, quick compost and organic vitamin for plant. Farmers are impressed on making of liquid compost, quick compost and pest management process. They promised that they will make the compost and liquid compost in their home for use of vegetable land.

After workshop there was field observation on liquid compost in different field for learning and experience demonstration filed managed by various agencies / Institutions such as Agricultural Technology Management Agency (ATMA), Comprehensive Area Development Corporation (CADDC), Farmers Producers Organisations (FPO), Farmers Producers Company (FPC), and Foundation for Integrated Agriculture and Environment Management (FIAM). Agricultural Universities and Research Centre are also provided extensive knowledge and engage the team as well as progressive farmer skills. The exposure visits helped farmers with new and scientific knowledge. The on-field demonstrations and cost benefits analysis increased their interest and developed scientific temperament for adopting new knowledge.

- **Skill Development training for low-income group:** Besides developing knowledge and skills for the farmers, various entrepreneurship skill developments Capacity building training are conducted for the community who have less or no farming land. Mushroom cultivation, tailoring, Jute, and paper bag making, pickle making trainings are organised as per the need of the group and focusing on potential entrepreneur opportunities.
- **Skill development training on 'Vermin Compost, Weed Compost, Growth Promoters and Pest repellent:** these capacity building trainings are organised at the field level for the farmers, community showed interest to prepare organic manure by themselves instead of buying from the market on high price.
- **Volunteers' capacity building training:** various trainings are organised to build the capacity of the volunteers, such skill development trainings are Communication skill, Leadership skill, negotiation skills. Data base maintenance of Govt. schemes and entitlements.
- **Volunteers' Management Training:** Capacity building training was organised for the West Bengal partners to promote and encourage institutionalising volunteerism. The training was conducted under the banner of CIDAL as course of 'Organisational Development (OD). Volunteers' enrolment, engagement and management process along with guideline development done through this training by Caritas India team.

The below mentioned activities are derived from the Detailed Implementation Plan (DIP) of the approved project. Some

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of the activities are taken up to enhance program implementation capacity of the partners		
Indicator	Target Jan2022- Dec 2024	Achievement Jan 2022- December 2024
Re Strengthening Community institutions	75	75
Meeting with Community institutions on Local resource / schemes identification & Management	75	75
GP level Public hearing / Jan Sabha with community leaders	6	6
Block level Public hearing / Jan Sabha with community leaders	3	3
Focus Group Discussion with community representatives	75	75
Half yearly review meeting with community representatives	75	75
Dialogue between community leaders and govt official - KVKs, ADA, PRI and Horti, Animal Husbandry Depts.	6	6
VICs up gradation	24	24
Formation & Strengthening People's organizations	18	18
Identification of key issues and income opportunities	24	24
Half yearly review meeting for monitoring the received entitlements/schemes & re think the future activities	24	24
Exposure Visit	3	3
Linkage meeting with KVK, NABARD, ADA etc. for peoples organizations	6	6
Orientation meeting with community leaders (SHGs, Farmers Clubs and women collectives, leaders in off farm activity)	72	72
Mobilization of community leaders	3	3
Regular review cum planning meeting with community leaders	48	48
Monthly Review Meeting	36	36
Mobilization sansad meeting and reviewing micro plan (Voluntary effort led by CBOs, volunteers & field staffs)	10	10
Mobilization of schemes for community development	3	3
Demonstration/ model development by the community on integrated farming, water management, agro processing, IPM/INM model etc. for hands on learning	24	24
Skill development training for low income group	24	24
Awareness meetings on schemes for sustainable livelihood Development	75	75
Finding community issues through cross learning	75	75
Organise Dialogue with duty bearers	75	75
Interface meeting between line depts. & GP and migrant labours	75	75
Networking with marketing agencies	12	12
Awareness meeting on Integrated Organic Family Farming	75	75
Awareness meeting on Allied Off farm Activities	75	75
Develop booklet, pamphlets, literatures etc.	30	30
Develop video documentary	30	30
Strengthening Networking	30	30
Orientation meeting with volunteers	30	30
Capacity Building trainings for volunteers	45	45
Formation & Strengthening of Village Planning Committees	75	75
Orientation cum trainings of VPC on register maintenance	75	75
Community people contributing in village agriculture resource centre	6	6
Community awareness training on Government schemes	3	3
Awareness meeting on Post harvest technologies	75	75
Promotion of Seed, Agri. Inputs Banks and Non farm support	6	6
Promotion of appropriate Agronomic practices	75	75

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3.3 Were there any other (unintended) effects?

- What other positive or negative effects have been triggered by the project (for instance with regard to gender, peace and conflict, the environment, civil society)?
What action are you taking in response to these effects?

There were few unintended scenarios faced by the Implementation team at field level as well as Institutional level. However, those situations were dealt with proper coordination, linkage, and collaborations.

- **Imposed Code of Conduct by Election Commission:** During Assembly and Panchayat Election, the Election Commission of India imposed 'Code of Conduct', it mainly restricted public gathering and undertaking any development work to influence population. The project team was able to carry on planned activities through 'cluster meeting' and avoided scalable gatherings. It was also found the cluster meeting with small groups were very effective as one to one interaction were made by the implementing team.
- **Climate / weather Change:** Incessant rain and unseasonal rain are becoming a regular affair in the life's of the community. This impacts crop seasons and growth of plants and livelihood of the community. Village Information Centre played a great role to minimize the loss through information sharing. VIC also supported farmers to connect with Agriculture department for reaching out to get verified information. VIC helped farmers and plan to adopt resilient methods of farming and preparation of crop calendar with reference to changes witness in climate / weather conditions.
- **Changes of Human Resources:** Change of PI turned as challenge with Social Welfare Institute. A consistent effort and handholding support of Bablu Sarkar of Caritas India, we could overcome the issue. The new appointees undergone through orientation and accompaniment at all stages.
- Increased number of micro finance organizations, the women/women farmers show less interest in CBOs with the concept of integrated development approach. This may hinder in reaching out to more and more women farmers and their participation in social development.
- Slow functioning of local governance, the applicants/primary stakeholders get disappoint or lose their faith in accessibility of government schemes. Because of this, many aspirant applicants do not come forward to apply for eligible government schemes.
- Political influences are more in distribution of welfare schemes.
- **Land document:** Most of Indian tribal community does not update land deed / documents in their name, most of their land are in the name of their parents or grandparents. Therefore, many small holders are unable to access schemes and entitlements on agriculture. Landless farmers use barren/forest land for cultivation but due to the lack of land document they are unable to access the benefits the schemes.
- New generation (youths) are losing interest in farming sector, as farming becoming not profitable / suitable for livelihood.
- Decreasing nutrition value of the crop
- Unevenness marketing facilities.
- GM/hybrid seeds are increasing in the local market and farmers are becoming more dependent on the market / corporate.
- MNREGA is a scheme for rural employment to support with minimum wages / work by the Govt. but in West Bengal the MREAGA works are suspended more that two years. Resulted many of the rural development are halted and the people of West Bengal are deprived from their rights.
- **Delay in fund release** in the 4th quarter (October to December 2023) slowed down the designed activities, therefore some amount spill over happened
- Some of designed activities helped to overcome unseen factors which could have negatively the process. Close monitoring and handholding support at field and organization level by Caritas India ensured smooth progress towards desired result to be achieved.
- **Women Entrepreneurship Development:** Capacity building training helped women to make the small-scale business/ entrepreneurship with their own capacity. Based on the local need many SHGs have developed joint venture to increase productivity and family income.
- **Positive deviants / changes makers:** there are many progressing farmers' wants to promote organic farming in their area. Leaderships are taken by the local farmers.
- It has been recognized the importance of establishing Village Information Centers as a necessary step towards achieving project goals.
- The positive response from farmers, women, youth, and the elderly has continually motivated staff to work effectively towards meeting the project's goals
- Indigenous agriculture technologies such as inter cropping, mulching, integrated farming etc.
- Understanding new technology through exposure visit
- Soil moisture & availability of the water content, farmers were encouraged to grow short duration crops/leafy vegetables.
- With cross learning sessions, in-the field trainings and exposures to model farmers, the farmers are getting convinced to adopt organic and best agriculture practices.
- To improve program implementation, the identification of the need for more issue-based trainings for Village Planning Committees (VPC) is essential.
- The service spirit has been developed among the primary stakeholders.

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3.4 Has there been an evaluation?¹If so, please name key results and conclusions. If not, is there an evaluation planned during the remaining project period?

External evaluation is planned by Caritas India.

4. Conclusions (1 - 2 pages)(for Interim Narrative Reports only – for Final Narrative Reports, please see questions 7 and 8)

What is your interim conclusion concerning overall project progress and the achievement of objectives?

Please assess the information supplied so far in short sentences.

- What is your overall assessment of the current status of the achievement of objectives?
- What key lessons have the target groups learned so far from project implementation? Do they still see the formulated project objectives and planned activities as entirely relevant as they stand?
- What key lessons has your organisation learned so far from project implementation?
- What conclusions do you draw from this for further project implementation? Do objectives and/or indicators need to be adjusted as a result? If so, please explain why and propose specific adjustments.

please see questions 7 and 8)

¹ Under certain circumstances, MISEREOR requires a mandatory external evaluation. If applicable, this will normally have been agreed in your Project Contract.

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II. Additional Information for the Final Narrative Report

The Final Narrative Report at the end of the project funding period should contain all the information requested in Section I and should also **additionally** cover the items listed below.

5. Internal and external stakeholders and actors (2 - 3 pages)

5.1 With what staff team did you implement the project activities?

- Have there been any changes with respect to your personnel since the project was launched?
- Please attach an up-to-date list:
 - o formal qualifications
 - o employment status (payroll, voluntary, freelance)
 - o hours of work (full time or part time)
 - o duties and responsibilities

Job description of Community Educator

- Participation in Project orientation programme to have clear understanding of the Project goal and objectives.
- Preparation of detailed project implementation plan (yearly/quarterly/monthly) with target activity plan and expected results.
- Submission of monthly narrative activity report and action plan month wise.
- Organize of meetings, trainings, awareness camps at villages, GP and block level.
- Working days of a month will be 22 to 24 days.
- Organize community level sensitization on nutrition garden for the well being of the people.
- Organize linkage meeting with Local Govt. Institutions GP, Block, District, ADA, ARD, DHO, NABARD, KVK, BLDO, Animal Husbandry office & Prani Bandhu.
- Organize meeting between marketing agencies and producers' organizations for improved product sell and price management.
- Mobilization on sansad meeting, planning & reviewing micro plan
- Preparation of demonstration/ model by the community on integrated farming, water management, agro processing through active community involvement.
- Orientation on Block level public hearing on Govt. schemes.
- Organize programme on food chain network, processing, value addition, water management, Integrated Pest Management, Integrated Resource Management, and Integrated Natural Management etc.
- Organize Exposure visit for established FPOs, creative farmers & selected CBO members
- Develop knowledge on book/learning materials reflecting on climate resilient-cum-adaptive agriculture and livelihoods security.
- Develop knowledge on video documentary on project assessment.
- Organize capacity building trainings for volunteers on Improved agriculture and allied practices
- Develop livelihood sustainable village model on integrated farming.
- Assist the community to avail Govt. Schemes.
- Collection and maintenance of village level information and documentation.
- Build coordination with Project Implementer, finance officer and director.
- Linkage with Skill Development training programme /VTI/line dept. for the community to enhance better income.
- Organize community meeting for identification of community issues and its resolve and possible coping strategies
- Orientation meeting with community leaders & volunteers on sustainable livelihood development,
- Formation & Strengthening of Village Planning Committees
- Organize Focus Group Discussion with selected community members
- Up gradation of village Information Centre.
- Formation and strengthening of people's organisation
- Organize orientation cum trainings of VPC on register maintenance

Job description of Project Implementer

Orientation of staff for capacity building

- a) Organize Project orientation programme for Community Educator to have clear understanding of the Project goal and objectives
- b) Organize various trainings for staffs to develop capacity to organize village level meeting, training and seminar.
- c) Guiding the staffs for best implementation of the project activities.
- d) Provide training materials
- e) Organize linkage meetings and workshop for staff
- f) Organize monthly/quarterly staff meeting

Report writing

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- a) Report collection, edition, record keeping & taking computer back up
- b) Finalize and sending monthly activity report to donor agency and to the Director regularly
- c) Preparation of PPP for review meetings
- d) Documenting case study and video documentary

Finance management

- a) Collection bill & vouchers from community educator
- b) Preparing bills and vouchers according to budget & activity at the end of every month.
- c) Keep coordination with finance officer and director
- d) Keeping finance record monthly/ quarterly/ annually

Planning, monitoring & evaluation

- a) Organize monthly/ quarterly Review meeting of every month/ quarter
- b) Preparation of detail implementation plan of the programme per Monthly/ quarterly/ annually
- c) Collection of monthly/ quarterly/ annual report from community educator.
- d) Collection of monthly plan from community educator and prepare monitoring plan sheet accordingly
- e) Preparation of monitoring and evaluation sheet for every month.

Linkage & Training from outside:

- a) Build linkage with line department and organize training for staff and community
- b) Linkage with Skill Development training programme /VTI/line dept. for the community to enhance better skill to staff and community
- c) Organize block level meeting training and seminar
- d) Keep good rapport with PRI, Health staff, ICDS and ASHA worker to bring out better result.
- e) Organize orientation on food chain network, processing, value addition, water management, IPM, IRM, INM etc
- f) Assist community educator to preparation for demonstration/ model by the community on integrated farming, water management, agro processing through active community involvement
- g) Organize Exposure visit for staff, established FPOs, creative farmers & selected CBO members
- h) Organize dialogue between community leaders and govt officials - KVKs, ADA, PRI and DHO, Animal Husbandry Dept.

Field work

- a) Keep contact with all the staff.
- b) Minimum of 12 to 14 days must be the field work.
- c) Ensure effective implementation of the planned activities on weekly/ monthly basis plan.
- d) Monitor and supervise the activities according to project proposal & budget.

Job description of accountant

- Support the PC and Director to have maximum of amount in cheque payment incurred expense according the guideline of the project.
- Support PC to keep the official document /files/ register in safe custody.
- Preparation and submission of Monthly, Quarterly financial report preparation and submission.
- Organized auditing timely and procurement of needed, financial documents.
- Understand the goal and objective of the project and enhance to field level staff.
- Ensure systematic and correct finance report, record keeping of bill voucher, documentation of monthly quarterly half-yearly and yearly progress report keeping in cooperation with the PI and director.
- Responsible for timely and correct collection of bill/voucher and enter into tally and take back up periodically.
- Support the PC for implementation and planned activities, (Yearly/quarterly / monthly /half yearly) submission of financial and program report.
- Attend staff monthly meeting.
- Maintain coordination with staff, PI and director for financial matters.
Prepare cheques for payments of staff on time.
- Voucher correction and documentation of expenses to prepare financial report with director's concern.
- As an accountant you must have secrecy with the accounts and documents of institution.

5.2 What other actors were involved in implementing the project?

This might include:

- How did cooperation with other actors in the project area unfold? Did things go as you had planned?
- What contributions did those actors make to the project?

The project primary stockholders are the beneficiaries of the project, village people. They have supported us in implementing the project, organizing meeting, trainings. They are the greatest support to us in out laying the project.

The other actors like village level elected person (village member) community influential people – manjhi haram in Schedule Tribe community have helped us to convince people to attained meetings and training. The Govt. Line department ADA abd BLDO departments mainly helped us to conduct related trainings.

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We have very good linkage with ADA department and they had provided 100 farmers's high yielding mastered seed, neem oil, jink. 10 farmers masur dal and 20 farmers maize. This helped us to draw people in the meeting and training.

6. Monitoring and Evaluation (M&E) (2 - 3 pages)

6.1 How did you assess outcomes and impacts?

This might include:

- What methods (qualitative/quantitative, participatory etc.) did you use to monitor and assess changes in relation to the project objectives?
- At what intervals were data collected?
- For which indicators did unexpected difficulties crop up during outcome and impact assessment? What action did you take in response?

Beginning of the project we had Baseline survey (800 beneficiaries) by kobo tool. Every month during monthly review meeting collected detailed Implementation Plan, Quarterly and Monthly Reports, Review Meetings, event reports, and the financial report. To see the quantitative changes in the people's life with reference to project target, baseline survey was done based to identify target groups and individuals to be targeted in the project as direct beneficiaries and indirect beneficiaries of the project. The information were collected from various sources such as event reports, monthly updates, quarterly report, annual report, and accompaniment visits/ hand holding support visit to the partners. Observations and testimonies of the project stakeholders are integrated to overview the qualitative aspect of the report. like case studies, best practices, access of govt. Schemes as well as activities reports.

At the end the Endline survey was accomplished by kobo tool to evaluate the qualitative aspect of the project. This helped us to overview the qualities changes occurred in the project beneficiaries.

6.2 Who was involved in the M&E process?

This might include:

- Who was involved in monitoring the project?
- Who was involved in evaluating the collected data?
- Was it possible to feed back the lessons learned into the ongoing project?
- If an internal/external evaluation of the project was carried out: has MISEREOR received the report?

Monitoring of PI- Project Implementer was the primary project monitoring personnel. Community educators report to the PI and PI monitor monitoring tracking metrics, progress formats and associated tasks to ensure everything is completed on time, on budget, and according to project requirements and standards. PI also makes sure the work doesn't go beyond the initial project scope. PI also is responsible for recognizing and identifying roadblocks or issues that might arise during the project's execution, and taking action to rectify these problems.

Finance person monitors the finance aspect and sees the finance part go smoothly. All the payments of the staff and vendors paid on time and sent the Monthly Finance Report, Quarterly & half yearly finance report are sent.

Monitoring and evaluation of Director - Director also does the monitoring and evaluation of the project activity, progress, quantities and qualitative aspect of the project. Through field visit, during review meeting the director monitor the CE and PI. The director gets all the information related finance from Finance person and ensures both team members to be transparent about their work and stakeholders to be clear about their requirements. Project monitoring is the best way to ensure these match up and everyone's clear on what needs to get done.

Bablu Sarkar, State programme Associate of CI- Bablu sarkar monitor the SWI through assessment of monthly report, monthly meeting, power point presentation, Half yearly and annual report. He also visit the project are and have conversation with beneficiaries, volunteers and other stockholders. During his visit he tried to support us positively to fulfil the project. He also encourage us to improve in our work and methodology, assessment, reporting. He shared with us his opinion and view on project progress, qualitative progress of CE and PI in the partner visit meeting with director and staff.

7. Outlook/Sustainability (2 - 3 pages)

7.1 How sustainable are the positive effects overall?

- In your opinion, will the positive effects achieved by the project be sustainable?

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Uttoran III project has been able to achieve the groundwork towards sustaining people's engagement, preparation of movements for social, economic, and environmental concerns. Effective networking, collaboration with various government departments (ADA and BLDO) and other stakeholders has built their confidence and power to make decisions. Community leaders are identified and trained on various project aspects. The roll of volunteers has started contributing towards project goal. Community sharing and mobilizing funds and social securities of the people making great mark. From here we need to strengthen entrepreneurship in individual level and group level.

➤ **Collectivism:** empowered Community Based Organizations (CBOs) SHG and Farmers clubs are started taking lead in terms of social, economic and environment development of the community and individuals. The network with different agencies like educational institutions, research intuitions, Govt. departments especially Agricultural and animal husbandry, financial institutions were great support of r the CBO in skill building of the target groups. Govt. departments provided seed, training and instrument to support for sustaining livelihood.



➤ **Vermicompost and compost:** The process of capacity building training and linkages with concern department (agricultural department) farmers are encouraged to culture vermi and weed compost in the project area 775 compost pits are promoted and progressive farmers are using compost manure primarily in their own land and selling the compost at a lower price for promotion.

➤ **Engagement of volunteers & SHGs:** Social Welfare Institute has emerged 50 volunteers and SHG and Farmers club leaders were linked to duty bearers to develop their knowledge and skills. These volunteers are engaged volunteers, SHGs, FCs for approach generation to duty for better implementation process. it will help program sustainability and engagement of community in program.

➤ **Network and collaboration** with the agencies and department established the beneficiaries receiving support from the effort and their social and economic situations are improved.

➤ **Alternative / change in crop pattern** Farmers have introduced vegetable cultivation and alternative crop (maize) in the area where agriculture land is not used or due to less water. As per the water and climate adaption crop rotations are introduced in 38 villages.

➤ **Community resilience and ownership** 14 villages of Rampur have received solar drinking water system from the Govt. department and 2 villages have received drinking water system (Tap).



➤ **Mulching:** Nutrition gardeners use 'Mulching' in their nutrition garden to save the plant from heat, less water requirements and improve soil properties by adding carbon and nutrient sources through decomposition of organic matter. The same technique is used in farming also.

➤ **Cancer Care Campaign** is well accepted by the primary stakeholders. They have shown interest in participating in the relevant programs and come forward to support the campaign.

➤ The roles & responsibilities of the staff are well defined and are being effectively implemented.

➤ The leadership team has established and maintained strong relationships with key stakeholders, ensuring smooth project implementation.

➤ Nurtured Community leaders were mobilized by re-strengthening community institutions.

➤ Engagement of volunteers & SHGs: We can able to engage volunteers, SHGs, FCs for approach generation to duty bearers, involve in development process for better implementation etc. it will help program sustainability and engagement of community in program

➤ Community have adapted from single crop to intercropping pattern.

➤ Involvement of the community in all the activities pertaining to the project benefiting the community.

➤ **Cattle rearing** Improved technique of cattle rearing Cattle rearing is a profitable venture in the village, but people restrict themselves in fear of plague. After the vaccination drive in collaboration with Animal husbandry department. Farmers are rearing cattle, which helps strengthening financial stability at household level.



Diversification of farming: SWI has promoted dragon fruit cultivation in Sahapur village of Rampur Gram Panchayat of Raiganj block in Uttar Dinajpur district.

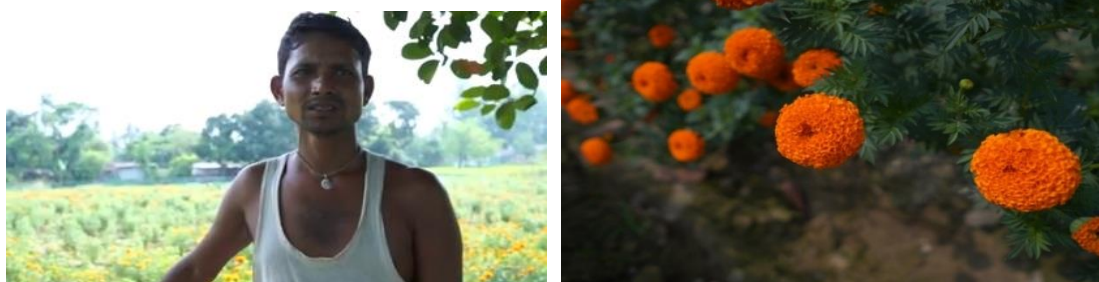
Bikram Baskey of Sahapur village of Rampur Gram Panchayat of Raiganj block, Uttar Dinajpur district. He is a collage student having mother and a brother in the family. He has a small forest with meheguni, ucollepter and mango plant in 10 kathas of land behind the house. To keep clean the forest we suggested him to cultivate dragon fruit in hi 10 kathas of land.



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Floriculture: SWI has initiated floriculture in Lohanda village with Narad Biswas. He has cultivated merry gold flower in his 10 kathas of land. He has planted the plant with organic manure. He bought small plant from raiganj with help of Community Educator Joy Chakraborty.

He has earned 15000/- rupees from merry gold in 3 months. Now he will make plant for cultivation as well as selling of plants. 3 farmers are interested to cultivate the merry gold flower.



The program has given many platforms for individual and institutional learning, need based and focused capacity building training and workshops on various subjects helped beneficiaries, implementers to improve skill sets. Networking and collaboration with other stakeholders such as Agriculture, Horticulture, Forest and many other primary Govt. departments. Cooperation and learning from agencies like Krishi Vigyan Kendra (KVK), contributed enormous confidence and power to the people with knowledge and skill. Some of the initiatives were taken up during reporting period as stated below;

Preparation of Fermented Fruit Juice & selection of good seed: Through training the community learnt the method of preparation of **Fermented Fruit Juice and Fish Amino Acid** and applied the methods in vegetable other cultivation. As it is a organic and cheaper option because all the ingredients are easily available among the community so it is reducing the cost of cultivation and increasing the germination rate.

Inter Cropping: To minimize the risk of mono cropping, U3 promotes multi cropping. We encourage 35 no of project farmers to cultivate 2 crop in same land, cultivating pulses, along with paddy cultivation, maize with laffa sak, different leafly vegetabl. It gave an additional income and nutrition support to the community farmers.

Tailoring: SWI has trained 250 women and girls in tailoring. These women are from the project area. Their skill is build to generate more income for the family. They received 3 months training. They can saw all the women dress and school dress of school children both boys and girls.



Vermicompost and compost Pit: facilitated 788 compost pit and 1 vermicompost pit in Rampur and Shitgra Gram Panchays of Raiganj block, wherein in different time space, 'compost manure' are prepared by individuals. Farmers are using in the agriculture land as well as also selling the compost to the nearby farmers. This activity increases awareness towards compost use in farming land, increased income too.

Jewelry making training: Women are trained to make jewelry making. 80 women received the training. The aim of the jewelry training was to increase family income of the project beneficiaries. We have lined them with Rampur Nari Unnayan Sangha and from there they are sent in different govt. fair (sabala Mela). Their product also is sold by the federation leader at Shrishti Shree a shop for SHG product.



7.2 How do you rate the structural sustainability?

This might include:

- What local structures and capacities have been created or strengthened so far?
- To what extent is responsibility for project implementation gradually being handed over to third parties (e.g. present target groups)?

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- To what extent have the roles of your organisation and the target groups changed in the course of the process?
<ul style="list-style-type: none"> Community Based organizations are the best platform for sustaining project activity. To sustain the project we have formed 50 Self-help groups (SHGs), strengthened 60 SHGs and 1 farmers club and 6 farmers groups. The SHGs are linked to bank and Ananadadhara federation That is Rampur Nari Unnayan Sangha. SHG leader s are linked to different govt. Department so that they can be sustained by providing financial support, promoting savings, and creating a supportive environment. The farmers club Sahapur has registerd under the society registration act. They have link up with different government department and availing the financial and material support. This club has received 300 forest plant to distribute to the farmers, They take the agriculture product from the members and stock in the warehouse and sell it when the price increase. This would make profit the club it self as well as the farmer members. Joint liability groups: JLGs are groups of farmers who take out loans together and agree to repay them jointly creating a supportive environment Collective marketing SHGs can organize collective marketing efforts to help farmers achieve economic sustainability

7.3 How do you rate the financial sustainability?

This might include:

- Once the project funding period has come to an end, will further financial support be required to maintain the outcomes and impacts?
- What other sources of funding or funds of your own/target groups’ funds have you been able to mobilise so far or can you realistically expect to mobilise in the future?

Uttoran III project was designed and implemented it with local stockholders and their ownership. The SHGs , Farmers club and volunteers were took active part in the accompanying learning process, including evaluation and in the project completion. A participatory evaluation involving the local partners and the beneficiaries strengthens their capacities and ownership of the project and thereby increases a project’s sustainability. Ti is clear that the beneficiaries and stockholder of the Uttoran III project have learnt to communicate with local governance, PRI, BDO office, ADA office for access of different schemes. It can go little further but after some time this spirit may collapse. To keep the spirit of beneficiaries active we need to supervise the area and the activities and learning of the people. We need to motivate and support CBOs to meet the decent work-related needs of the intended beneficiaries. The project management team and the evaluation manager should periodically meet and analyze their experiences in order to enhance ownership and make sure the evaluation findings are used to increase the impact and sustainability of the project.

The following information forms a necessary part of our reporting to our funders and donors. Please provide brief information on each of the points listed in the form as a conclusion covering the entire project funding period. Please feel free to refer to previous sections (e.g. achievement of specific objectives).

8. Summary assessment: how do you and the target groups rate the project over the entire project funding period? (1 - 2 pages)

8.1 How effective was the project?		
<ul style="list-style-type: none"> - Has the project achieved its objectives? If not, why not? - Did this project meet your expectations overall? 		
<p>Beneficiaries, stockholders play an important role in Uttoran III projects because they are the ones for whom a project is usually intended and made use of. Urroran III project has met beneficiaries’ needs and tried to support them through meeting, training sharing information. However, Some time it is hard to satisfy the beneficiaries especially when the problems cannot always clearly describe their needs at project start or their needs may change over the time of the project execution.</p> <p>SWI has achieved the activities as we as project objectives. As a result, we could form women farmers; women vegetable seller etc.</p> <p>While field visit we saw the learning reflecting in their day today life, like they have increased vegetable cultivation, use of compost and organic farming, they have increased linkage with financial organization. They also have increased the linkage with ADA and Block livestock development department of Raiganj block.</p>		
Parameters	Target Jan 2022- Dec 2024	Achievement Jan 2022 – December 2024

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# of community based groups are functional	110	110
SHGs	60	64
Farmer's Group	25	21
VDCs	25	25
# of targeted households participated in Gram Sabha meetings at least once in a year	480	338
# of Community based local resources identified community based groups	68	71
# of Community based local resources utilised by targeted community members	68	71
# of project promoted Farmers' Groups are carrying out village development activities.	6	7
# of project promoted women collectives groups are carrying out village development activities.	8	10
# of people's organizations taking actions for upliftment of marginalized communities	8	26
# of project supported federated bodies of economic entities undertaking the economic activities	2	3
<i>District Level</i>	2	0
<i>State Level</i>	0	0
<i>National Level</i>	0	0
# of community leaders evolved at [Village- Block- District -State] Level	50	50
<i>Village Level</i>	25	28
<i>Panchayat Level</i>	10	13
<i>Block Level</i>	8	3
<i>District Level</i>	7	6
<i>State Level</i>	0	0
# of community lead "Green actions" initiated by community leaders at [Village-Block-District-State]	15	18
<i>Village Level</i>	10	18
<i>Panchayat Level</i>	3	0
<i>Block Level</i>	2	0

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<i>District Level</i>	0	0
<i>State Level</i>	0	0
# Community led actions initiated to address social issues	15	19
# Community led actions initiated to address economic issues	15	20
# Community led actions to address environmental issues	15	18
# of targeted households accessed of various the entitlements for social empowerment	640	642
# of targeted households Accessed of various the entitlements for economic empowerment	640	647
# of model villages is demonstrating innovative practices of dialogue with duty bears for collective actions.	2	2
# of suggestion / petition/Recommendations submitted by targeted community groups to duty bearers	110	145
# of suggestion / petition/Recommendations of the targeted community accepted by duty bearers	80	110
# Acres of land in the targeted area under sustainable agriculture	300	247
# of targeted HH increased their annual income	800	822
# No. of targeted households practicing climate adaptive on-farm methods in farming	500	498
# no. of targeted households involved in collective economic initiative	75	85
# no. of targeted households practicing climate adaptive off- farm methods in farming	300	293
# of volunteers engaged in Climate Adaptive-Agriculture and Food Sovereignty issues in the targeted area	50	52
# no. of volunteers have sufficient skills to guide community in various Climate Adaptive-Agriculture and Food Sovereignty issues	30	39
# of volunteers engaged in other social development activities	25	27
# of volunteers engaged in the project activates	25	32
Total amount of resources mobilized in cash from community	3,00,000	283042
Total amount of resources mobilized in kind from community	2,50,000	367246
Resources mobilized in kind from CSRs-supporting partner, SWI	1,50,000	243447
Total amount received by project beneficiaries from government welfare schemes and grants	3,00,000	655999

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Total amount received at project area as group grant from Bank/Financial Institutions for livelihood development	20,00,000	5825000
Total amount received at project area as group grant from government for livelihood development	3,00,000	1389000
Total amount received at project area for community development from government welfare schemes and grants	4,00,000	1259200

8.2 How relevant are the project outcomes?

- From today's perspective, to what extent are the project outcomes initially envisaged and those actually achieved important for the target groups?

The Uttoran III project outcomes indicate the SWI has establish good linkage with beneficiaries, community Institutions and Community organizations. These local organization (CBOs) are becoming more aware and involved in local self-governance system. During the reporting period, the planned activities have been executed on time and thus, the expected results have been achieved with the full involvement of primary stakeholders, government officials and other stakeholders. Regarding sharing communities, efforts are on making the primary stakeholders to understand their contribution for their own betterment. The realization from the primary stakeholders is very important and crucial to get the expected result. The project implementation has been progressed well, as the beneficiaries are receiving a variety of services from the government and the community is actively working to sustain development efforts. Volunteers are taking on the responsibility of the project's goals and objectives in a steady and consistent manner. Small and marginal farmers contribute to a large number of a environmental issues that causes environment degradation including: climate change, deforestation, biodiversity loss, irrigation problems, soil degradation and waste management.

SWI has fostered positive relationships with all stakeholders, including the government, to ensure successful implementation. The project achievements have been reached to satisfactory level as per the designed objectives. However, close accompaniments and capacity building is required to strengthen the community institution and formation and strengthening of organizations. Community Institutions (CBOs) such as Self Help Groups, Farmers Groups and Village Development committees are formed and strengthen to function as to improve quality of life, in both individual and social life. In this phase these groups have started joint ventures (community collectives) in small ways to increase their family income. These groups have good potential to develop strong entrepreneurship in various sectors such organic framings.

With the overview of monthly, half yearly and annual report, testimony of the beneficiaries and stockholders would provide information of the achievement of Goal and Objectives of the project.

8.3 Has the project helped facilitate long-term development?

- How do you rate the project's contribution to the goal formulated in the Project Contract ('impact', i.e. indirect, long-term effect)?

The project has been designed on four objectives 1. Through empowerment of the community institution (CBOs) and local leadership are promoted

Sustainability of SHG – The SHG which were formed and strengthened by the project will continue the linkage with govt departments. They have accessed various schemes will continue and they will benefit from it. People have become aware of different schemes, Krishak Bandhu, Lakshmi Bhandar, disability allowance, widow and old age pension, SSY, different agriculture instruments which they already accessed.

2. Taking up the process of continual dialogue with various stakeholders and individuals for the sustainable development of the community

We have strengthened SHGs, Farmers group and farmers club and volunteers to have dialogue with duty bearers. The Sahapur Farmers club already linked up with ADA department and received 100 farmers' high yielding mastered seed, 10 farmers Masuur dal and 20 Maiz seed from ADA office. 1 volunteer take lead roll to work in the ADA office.

3. Promoting volunteers and enhancing their skills which in term the local community will be benefitted: we have promoted 50 volunteers in the project area. They are trained in climate adaptive agriculture, inter cropping, mulching cropping. They are balancing their agriculture product with food crop and cash crop. 2 volunteers are prepared to work online to filling up the different forms of schemes and other necessary documents. The people are aware that these 2 persons can help them online activity. The list of volunteers is shared with the community.

4. Mobilizing resources from the agencies, departments, and community – Communities are aware of the phase out of the Uttoran III project. They are also aware of the contribution which they rendered during the project time. After the project the community is informed of the project phasing out. The community will ensure that the volunteers who continue to

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help the community in online work and filling up of different forms will be paid according to the work. The contribution will start from Rs. 10/-. In this way the community will get help and the volunteers also have little income.

8.4 Will the results achieved be sustainable for the target groups?

- To what extent will the changes achieved remain sustainable for the target groups without further project support?

To continue the goal and objectives of Uttoran III project we have strengthened different stockholder, beneficiaries, volunteers, SHG and farmers club in the project area.

SHG would continue their income generation activity which they had started during the project time, tailoring, vegetable cultivation, collective work. They also will continue to link with govt schemes and access it. SHG is the best platform for long term development of the community.

The farmers' groups and farmers club also is formed and strengthened to continue the learning of Uttoran Project. They are applying the learning compost preparation and use, organic farming, inter cropping and crop diversification. They also keep linkage with different Government organization and department, the Sahapur farmers club could collect the 1500 forest tree from the Forest department of Raiganj Zone and distributed among the farmers group members, They already have 100 farmers in the club. Beneficiaries will continue to have compost pit where they will produce compost for agriculture purpose. They may not sell the compost but for their use they will continue to make the compost. Organic farming, intercropping will be carried out by the small and marginal farmers since they have experienced to earn more money from same land and time. This will reduce the cost also. Income generating activity will continue by the beneficiaries, tailoring, animal rearing, making of jewellery and bags, small shops.

8.5 What are the lessons learned from the project?

This might include:

- What overall lessons did you learn from implementing this project?

SWI has learnt a lot from Uttoran project as organization learnt.

1. Agriculture is not only farming Producing, processing, and selling inputs are not the only ways to make money in a value chain. Each step from planting to delivery to end markets provides business opportunities for those entrepreneurial enough to identify and take advantage of them

2. Increasing profit and decreasing effort retains youth in agriculture- Agriculture is the primary income source of Raiganj block as well as of Uttar Dinajpur district. Perceptions of agriculture to youth is that people farm when they cannot do anything else and youth see farming as too much effort for too little money. The market of the agriculture production is low.

3. Understanding culture is necessary to incorporate women-Aiming for value chains and a market system inclusive of women requires knowledge of cultural, religious, and regional factors.

4. Correct use of quality inputs is a recipe for success- Quality inputs are costly but when farmers see that benefits outweigh costs, they are willing to invest. Demonstration plots by lead farmers have successfully convinced networked farmers that improved input use is worth the price.

Lessen learnt as PI – I have learnt from Uttoran III projects are-

1. I have learnt to monitor and evaluate the project activity with budget.
2. Develop the case stories and present to the community and report.
3. Organic farming topic was new to me and I learnt to prepare Fermented Fruit juice and Fish Amino Acid.
4. Effective coordination with Govt. Department and the organization and staff.

9. Cooperation with MISEREOR (approx. ½ page)

How do you rate cooperation with MISEREOR overall during the completed project phase?

Your constructive criticism will provide us with important feedback. We will use this information to continue improving our work in dialogue with our partner organisations. Thank you very much!

The cooperation of Misereor was average.

Caritas India Personnel Bablu Sarkar has supported us in many ways. Bablu sir was always helping us to grow in the project, visiting the organization, field activity, monitoring the PI and CE and sharing it so that we could grow and identify our weakness to overcome it. Always supported us to write report, presentation and present it in the community.

III. Aspects of Financial Cooperation

In this section we would like to explain a few key points concerning the financial dimension of our cooperation and reporting. These are laid down in detail and on a binding basis in the 'General Agreement', which you will have received together with the Project Contract. Please also read this General Agreement carefully.

1. We will make the grant approved by MISEREOR/KZE available to you in instalments. Our **disbursements** can be made in advance for a **period of a maximum of 3 months** (6 weeks in the SEPA Payments Area) for **public funds** (KatholischeZentralstelle für Entwicklungshilfe e. V., KZE), and a **maximum of 6 months for Church funds** (BischöflichesHilfswerk MISEREOR e. V.).

The size of the advance disbursements is dependent on

- a) the progress made in project implementation and the payments that have already been put to account (see Point III.2. above), and
- b) the required amount of funding that you have specified and justified for the period of time applicable in your case. For this purpose, please use the 'Request for Disbursement' form provided (enclosure to Project Contract).

Together with each Request for Disbursement we require an up-to-date Statement of Receipts and Payments, plus a current overview of the activities implemented during the period in question. If at the time of your Request for Disbursement the official **Statement of Receipts and Payments** or the audit report (see Point III.2. above) is not yet available, then we kindly request that you submit a provisional 'Statement of Receipts and Payments'. Please use the **forms which you received with the Project Contract**.

2. We expect Statements of Receipts and Payments from you **at least twice a year**. They must be structured in accordance with the approved detailed Cost and Financing Plans shown in the Project Contract, and will normally cover a period of 6 months each. Depending on the maximum period for advance disbursements (see point 1. above), **together with each new Request for Disbursement we usually also require you to additionally submit a current interim Statement of Receipts and Payments and a brief overview of activities implemented in the corresponding period**.

For projects financed by funds of KZE a **6-monthly audit report** must be prepared. All audit reports must be certified by an independent recognised auditor (Chartered Accountant). This also applies to MISEREOR projects that receive a grant of EUR 100,000 or more, or that contain a corresponding provision in the Project Contract.

The Statements of Receipts and Payments and audit reports should reach us by no later than 3 months after the end of the reporting period, i.e. a Statement covering the period 1 January - 30 June for instance should reach us by 1 October at the latest. Please comment on the most important items of the audit report.

3. For projects whose 6-monthly Statements of Receipts and Payments have to be certified by an **independent auditor**, we have, for most countries, a list of auditors we recognise. Please select an auditor from this list. In other cases, the appointment of the auditor must be discussed and agreed on with MISEREOR/KZE. The Legal Holder of the project should then conclude a contract with the auditor that defines the scope of the audit and the nature of the reporting. Please forward to us an original of the auditing contract concluded. A compulsory specimen contract to be used for this purpose is sent together with the Project Contract as an enclosure.

Further points

- (1) We would like to draw your attention to the fact that the amounts we approve are **denominated in EURO**. Fluctuations in the exchange rate (between the EURO and your national currency) will therefore affect the amounts that you actually receive in your national currency. Should the actual amounts transferred in national currency be lower than planned (due to the fact that it has gained value against the EURO), we will then – in dialogue with you – decide on possible steps to cover the shortfall in receipts (in national currency). Where a 'reserve' amount has been approved as part of the Cost Plan of the Project Contract, it may be used in part or in full for this purpose (subject to prior approval by MISEREOR/KZE).
- (2) When the project begins please open a **separate project bank account** in the name of the Legal Holder of the project, and please supply us with the account data and data on the holder of the account when you submit your first Request for Disbursement. All project receipts and payments will be transacted through this account. Agreed contributions from other organisations (third-party contributions) and local contributions should also be paid into this account. We also recommend that you institute a separate cost centre in your internal accounting system when the project is launched.

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(3) Please confirm forthwith the **receipt of all payments** that you receive from us. For this purpose, please use the **Acknowledgement of Receipt form** supplied to you with each disbursement. Please also send us a copy of the relevant bank slips and account for any banking charges.

(4) Possible changes in our financial support

As a matter of principle, we approve our financial support 'up to' a specified maximum amount. This means that under certain conditions it is possible that the amount actually disbursed is less than this maximum amount. Important reasons for this can include:

- a) If actual payments made by the project turn out to be lower than originally estimated in the approved Cost Plan (cf. Project Contract), our grant will be reduced proportionately.
- b) If local and third-party contributions (i.e. contributions of your and of other organisations) received turn out to be higher than planned (cf. Financing Plan, Project Contract), yet project expenditure remains unchanged, then our grant may also be reduced.

If, however, local contributions (not third-party contributions) turn out to be lower than planned (cf. Financing Plan, Project Contract) for unforeseeable and unavoidable reasons, then under certain circumstances our share may be increased. In this case we will examine the precise circumstances in dialogue with you. We reserve the right to approve such an increase, or not, as we see fit.

Please notify us forthwith of any change in income from the planned local or third-party contributions. In this connection, please also refer to item 7. of the KZE General Agreement/item 1.3 of the MISEREOR General Agreement.

(5) Local contributions

We make a clear distinction between monetary and non-monetary contributions. Please note that only monetary contributions can be included in the Financing Plan. Material contributions, labour or services (such as the provision of premises, buildings or facilities) cannot be accepted and counted as monetary contributions.

If any non-monetary contributions have been made in your project, please itemise these in a separate paragraph and estimate their value.

(6) Changes in the course of the project and deviations from the Cost Plan

Please notify us forthwith if it becomes evident in the course of project implementation that the project's original purpose (i.e. the project goal or individual project objectives) needs to be changed. Changes within the project may be necessary. We will then seek a solution in dialogue with you (cf. item 4. of KZE General Agreement, items 2.1 - 2.2 of MISEREOR General Agreement).

(7) We also consider **deviations of more than 20 %for any main categories within the approved Cost Plan** (i.e. without change to the total costs) as major changes. Major changes of this kind always require our prior approval.

(8) If **construction measures** are being implemented in your project, please pay detailed attention to our information handout 'Special Rules Concerning Building Projects'.

(9) If the Cost Plan in your Project Contract shows the item '**reserve**', please note that these funds are for the time being unavailable. This amount can only be used in case of warranted need, subject to express approval by MISEREOR/KZE.

(10) **Please note that we cannot recognise any expenditure incurred prior to the commencement date of the project as laid down in the Project Contract.**