



HASA'E PRODUTIVIDADE AGRICULTURA SUSTENTAVEL

(SUSTAINABLE AGRICULTURE PRODUCTIVITY IMPROVEMENT PROJECT)

GAFSP GRANT # TF OA2869

TERMS OF REFERENCE (TOR) FOR CONSULTING FIRM TO UNDERTAKE A BASELINE SURVEY FOR TIMOR-LESTE: SUSTAINABLE AGRICULTURE PRODUCTIVITY IMPROVEMENT PROJECT (HASA'E PRODUTIVIDADE AGRICULTURA SUSTENTAVEL)

1 Background

The Government of Timor-Leste has requested the assistance of the Global Agriculture and Food Security Program (GAFSP) to support its project initiative on improving agriculture productivity in four food insecure watersheds in the country. The Government's proposal was approved by the GAFSP for US\$ 21.0 million to finance the Sustainable Agriculture Productivity Improvement Project which in local dialect known as **Hasa'e Produtividade Agrikultura Sustentavel** (HAPAS). This six-year project was approved in November 2016 with a closing date of August 2022. This project is being implemented by the Ministry of Agriculture and Fisheries (MAF) with supervision provided by the World Bank.

2 Project objectives

The Project Development Objective (PDO) of HAPAS is to increase the productivity and marketed production of smallholder agriculture in selected geographical locations in Timor-Leste. The PDO is expected to be achieved through four technical components that will focus on:

- watershed and agriculture development planning;
- support for smallholder farmers for improved productivity;
- reduced post-harvest losses and increased marketing of agricultural produce;
- and institutional strengthening of MAF after a recent reorganization and in anticipation of the planned decentralization of Government services.

The Project will directly assist at least 16,500 households¹, reaching approximately 100,000 direct beneficiaries². It is expected that about 550 farmer groups, with an average size of 30 members per group, will benefit from planning and capacity building support. At least 30 percent of the farmer group members are expected to be women, while at least 10 percent will be youth.

3 Objective of the Study

The objective of this study is to develop and conduct a baseline study (using appropriate methodologies and tools) in order to establish credible baseline for a selected set of indicators included in HAPAS's results framework. This will be instrumental to allow an assessment of HAPAS's progresses and final results and outcomes. An accurate estimation of the project

¹ Targeted households

² Based on an average household size of 5.7, as per the 2015 National Census.

achievements will involve comparison of pre-project (baseline survey) and post-project (impact assessment survey) situations, monitoring of results and outcome indicators during the project implementation (mid-term and other thematic surveys) and comparison of the changes within the project areas (treatment group) with changes incurring outside of the project area (control group). The baseline data, is therefore, a crucial element of the entire evaluation process. A mid-term evaluation as well as an impact assessment will be commissioned later during and after project implementation.

The specific objectives of the baseline study are the following:

- a) To collect and analyze the verifiable indicators from the project results framework (see Annex 1).
- b) To collect and analyze the relevant information of existing situation of project's targeted beneficiaries (including disadvantaged households and females), service providers, and/or related stakeholders.
- c) To collect and analyze relevant information in terms of sources and level of income, food security situation, access and control to available productive resources and malnutrition.

The study findings will be primarily used by HAPAS and its implementing partners in comparing pre- and post-project status of the households and communities with whom it works. The baseline information will also be used by the relevant project stakeholders and donors.

4 Geographical scope of the study

The Project will be implemented in four watersheds, located in the following municipalities and special region:

- Lautem municipality (Raumoco watershed): nine targeted sucos including Afabubu, Baricafa, Cotamutu, Daudare, Lacawa, Luro, Maina II, Serelau, and Wairoçe.
- Ainaro/Covalima municipalities (Belulic watershed): 13 targeted sucos including Ainaro, Aitutu, Cassa, Leolima, Manutasi, Mau-Chiga, Mau-Nuno, Mau-Ulo, Mulo, Nuno-Mogue, Soro, Suro-Craik (these sucos located in Ainaro municipality), and Raimea (located in Covalima municipality).
- Liquiça/Ermera/Bobonaro municipalities (Loes watershed): 16 targeted sucos including Gugleur, Guiço, Leoteala, Lissadila (these sucos located in Liquiça municipality), Ailelo, Asulau, Batumanu, Laubono, Leimea Craik, Samara (these sucos located in Ermera municipality), Balibo Vila, Leolima 1, Manapa, Meligo, Purugoa, and Ritabou (these sucos located in Bobonaro municipality).
- and Special Region of Oecusse (Tono watershed): six targeted sucos including Banafi, Bobometo, Malelat, Naimeco, Usi-Tacae, and Usi-Taqueno.

These watersheds have been selected based on: (i) food and nutrition insecurity; (ii) complementarity with other development partner and Government programs; and (iii) potential for small-scale agriculture development.

5 Scope of Work

The survey should cover the following tasks:

- a. Deskwork review of HAPAS documents including Project Appraisal Document and Results Framework. Identify secondary data.

- b. Baseline survey design with step-wise descriptions of survey activities including development of survey questionnaires and identification of sample sizes and survey groups;
- c. Present baseline survey instruments to HAPAS-PMU³ for input and concurrence;
- d. Pilot test, refine and produce the baseline survey tools
- e. Develop an indicator guidance notes (indicator reference sheet)
- f. Recruitment and training of enumerators to be used in the survey;
- g. Conduct sampling of Watershed, municipalities, communities, farmers group and households and other respondents to be covered by the survey
- h. Present the sampling methodology, sample size and focus group to HAPAS-PMU for validation
- i. Data capture/entry and analysis (quantitative and qualitative):
 - a. Undertake required number of Focus Group Discussions, Key Informant Interviews, surveys and other tools to establish HAPAS baselines for selected indicators at intermediate and PDO level.
 - b. Establish baselines on relevant indicators at groups/cooperative level and at broader market level;
 - c. Establish baselines on prevalent marketing practices, market infrastructures, and services at district level.
- j. Produce and present to HAPAS-PMU the draft report for inputs;
- k. Finalization of the report incorporating HAPAS and stakeholders' comments and recommendations;
- l. Presentation of findings.
- m. Produce a clean dataset from survey data.

6 Design, Suggested approach and methodology

The purpose of this assignment is to collect both quantitative and qualitative baseline data from the targeted farm households in the project areas and control groups from the adjacent areas using a wide range of appropriate tools and methodologies to measure the status of social, economic/financial, physical, natural and human assets of targeted communities/households, market actors and market system components within the framework of HAPAS and as spelled out in the project document. The survey design should also accommodate subsequent data-collection for the mid-term evaluation and for the impact assessment survey at the end of the project. A combination of, but not limiting to, (sample) household surveys, key informant interviews, and focus group discussion is required.

The study will factor in and refer to the key result indicators of the project outlined in the Results Framework (Annex 1) of the Project. The survey firm will develop questionnaires, potentially adapted from relevant modules in existing surveys including the Timor-Leste Living Standards Measurement Survey (LSMS).

³ HAPAS-PMU refers to HAPAS Program Management Unit.

Under the guidance of the HAPAS-PMU and using a stratified random sampling technique, the firm will identify sample sizes and **'treatment'** groups from the project sucos and **'control'** groups from the adjacent sucos with similar characteristics including natural resources and agro-climatic conditions. The firm will have to ensure that the sample households interviewed for the baseline survey are representative of the project. Additionally, focus group discussions will be conducted with an adequate representation of the women farmers and youth focusing on details of institutional constraints and access to services, markets and infrastructure. The proposed sampling methodology, sample sizes and focus groups will be presented to the HAPAS-PMU for approval before the survey implementation.

Unique IDs to the households to be assessed during the baseline survey should be developed keeping in mind that the same households will be re-assessed during the follow up mid-term and the project completion surveys.

Training of field staff (supervisors and enumerators) should be carried out and a training schedule should be presented in the inception report. Field operation and quality control procedures should be presented as well.

The study will be based on data and information gathered from both primary and secondary sources. Secondary sources would comprise relevant project documents as well as national and district database and surveys. Primary data will be collected from a sampled beneficiaries and market actors in each of the project area of intervention. The survey will gather information and data to be grouped into the following focus areas:

- (1) **Socio-economic and demographic characteristics** of the survey households. Include community characteristics (basic services transportation infrastructure, local input and output market). Demographics (gender of the head of household, number of household members, age, literacy, etc.) and Economic status of the households should include household incomes and expenditures – sources of crop and non-crop cash income incomes (e.g., **farm** including crop, livestock, fisheries, forestry and **non-farm** including government transfers, civil work salaries, farm labor, non-farm labor, private business, etc.), and nature of expenditures (i.e., consumption of food, goods and services, health, education, utilities, productive investments and social obligations), wealth accumulation and assets, highlighting differences between men and women.
- (2) **Food security and nutrition status** of the households including details of food insecure seasons, duration of food insecure periods, frequency of food insecure seasons in last 3 years, reasons for insecurity and household's dietary characteristics by agricultural seasons.
- (3) **Agricultural production** including data and information on sizes, types and ownership of agricultural land operated by the farm households (numbers and sizes of land parcels, private and communal lands, distance to land parcels, rain fed/irrigated lands), existing farm practices, cropping patterns, intensity and yields, and key production level constraints (access to inputs, use of fertilizers, pesticides, quality of inputs, access to extension services, etc.)
- (4) **Livestock** including types of livestock owned by the household, existing animal feed practices (what feed, how much) and pig and chicken productivity
- (5) **Post-harvest management** including existing post-harvest practices, households' post-harvest processing and storage assets, post-harvest losses and key factors behind the post-harvest losses (insects, aflatoxin, lack of storage, etc.), and access to community/group/private post-harvest processing and storage facilities.

- (6) **Agricultural marketing** including current marketed shares of agricultural produce, marketing outlets, key marketing constraints and marketing strategy (timing, location, responsibility for sales and price information).
- (7) **Agricultural services and extension** including access to agricultural inputs (seeds, fertilizer, pesticides, irrigation water), access to credit, and access to extension services and types of extension services available (farmer field schools, private/public extension service providers).

7 **Expected Output**

The firm is expected to provide a comprehensive and analytical baseline report that is sufficiently disaggregated on gender, and economic status of the anticipated beneficiaries. The baseline report should be able to report on the indicators as set out into the project results framework (Annex 1). In addition to one electronic copy and three hard copies of the final report, the firm is expected to submit a clean dataset electronically. The survey data should be double-entered in two separate files, in Excel and Stata formats.

Over the course of the assignment, the qualified agency will deliver the following outputs:

- (a) **Inception Report** within 10 days from the start of the assignment. The Inception Report will provide the study methodology and an implementation plan for conducting the baseline study within the timetable of milestones agreed and approved by HAPAS-PMU. It will include: (i) description of the survey methodology, processes and procedures; (ii) arrangements to be put in place to ensure that the baseline survey households will be included in the follow up surveys; and (iii) roles and responsibilities of the survey team and implementation arrangements including appointment of qualified enumerators, supervision mechanism for quality insurance of data collection and data analysis among others.
- a) **Survey questionnaire** (for household surveys), and suggested questions to guide the focus groups, should be submitted to the HAPAS-PMU for its review and comments within two weeks of the contract start. It is expected to be finalized in the fourth week of the assignment.
- b) **Progress report** should be to be submitted to HAPAS-PMU four weeks into the survey round. The report is expected to be maximum of 4 pages. It will summarize results of the pre-testing phase, main issues faced and modifications required for the questionnaires. It will also describe follow up logistical arrangements for the survey implementation. Based on a review of the data from the pre-testing phase, a set of minimum quality standards will be agreed upon prior to the start of the field work. The progress report should also include results of the qualitative data collected from the pilot focus group discussion.
- c) **Draft report** together with the survey data set should be submitted to HAPAS-PMU for its review and comments. The report should describe the terms of reference, survey methodology, findings of the survey, key recommendations for the follow up surveys– and must attach the questionnaires and survey data (in Excel and Stata formats). Prior to submission of the survey data, the firm should ensure that the survey dataset is analyzed and processed to ensure accuracy.
- d) **Final report** together with the survey data that incorporates the comments and recommendations made by the HAPAS team on the draft report. The report will include a filled program indicator tracking table.
- e) **Dataset:** including raw quantitative data from the survey.
- f) **Presentation** with key findings will be delivered to the HAPAS-PMU. If requested, the findings should be also presented to the requested MAF directorates.

8 Timelines

The baseline survey is expected to be implemented and finalized within 80 working days beginning as soon as possible and should be completed by August 2018 in Timor-Leste. The firm is requested to submit a work- plan for implementing the base line survey as part of the technical proposal. Final work plan will be worked out jointly with the firm and HAPAS-PMU during the inception. A list of proposed milestones is given in table 1, and is open to suitable suggestions. The suggested schedule for the deliverables and payments will be as below.

Table 1- Suggested Schedule for deliverables and payments

Deliverables	Suggested timeline from start date of the contract	Payment schedule (%)
Inception Report	week 2	10%
Draft and final questionnaires	week 4	10%
Progress Report	week 8	25%
Draft survey report and survey data	week 14	25%
Final report, survey data and presentation of findings	week 16	30%

9 Services Provided by HAPAS-PMU

The HAPAS-PMU⁴ will supervise the assignment and facilitate the interaction and exchange of information between the selected firm and HAPAS-PMU. The HAPAS-PMU will ensure timely provision of the relevant project documents to the selected firm. The HAPAS-PMU will also provide the list of the project villages for the baseline and guidance on the selection of control groups. An introductory training will be provided to the selected firm on the project and Result Framework. Additional technical oversight will be provided, as needed, by the World Bank and in coordination with the HAPAS-PMU.

HAPAS-PMU will be responsible for approving the quality of the work (including the tools and methodology to use) and the extent to which the deliverables fulfil the requirements stated in the ToRs.

10 Intellectual Ownership

The assignment will be funded by HAPAS/MAF⁵ who will maintain the ownership of the survey data, reports as well as all documents prepared during the assignment. The firm will have no rights to claim ownership of the assignment or its outputs once completed. Any reports / research outputs /process documents produced as a part of this assignment shall be deemed to be the property of HAPAS/MAF. The firm will not use or reproduce the contents of the produced data and outputs without the written permission of HAPAS/MAF.

11 Eligibility, Qualification requirements and selection criteria

To be eligible, the firm must be :

- a. Legal entity registered in Timor-Leste (Copy of registration certificate required);

⁴ PMU refers to HAPAS Program Management Unit.

⁵ Ministry of Agriculture and Fisheries - MAF

- b. The firm should have a solid experience in conducting baseline surveys in Timor-Leste as well as an agriculture expertise (minimum 5 years);
- c. The firm should also have experience on qualitative and quantitative research;
- d. The team should present a solid expertise in agriculture, rural development, natural resource management or other related fields.
- e. It is desirable for the team to have the following profiles: Statisticians, Agronomist, Economists and Sociologists.

The survey team should include adequate numbers of female staff. The firm is encouraged to formulate a proposal in partnership with a local academic institution.

Only short-listed firms fulfilling the eligibility criteria will be considered for technical and financial proposals.

The applicant should detail their offer through a technical proposal and a financial proposal (see below, paragraph 12). The firm's technical proposal will be evaluated based on the following criteria:

Table 2- Technical Evaluation Criteria Summary

	Evaluation Criteria	Max. Points	Weight
1	Technical Responsiveness of the Proposal	50 points	50%
2	Proposed Work Plan and Approach	30 points	30%
3	Personnel	20 points	20%
	TOTAL	100 points	

Only technical proposal scoring 75 or higher will be considered for further evaluation. The lowest financial proposal of the three best technical proposal (scoring the highest) will be awarded the contract.

12 Submission procedure

Proposal must:

- be valid for a period of at least thirty (60) days from the closing deadline;
- include the project cover letter (see Annex 2)
- include a Technical Offer and a Financial Offer
- include a copy of the firm's registration
- be submitted in soft copy in either of these format PDF, MSWord or MS XLS, to be emailed to HAPAS PMU at sapip.recruitment@gmail.com and copy to sapip.maf2017@maf.gov.tl.
- The Technical and Financial Offers should be in two separate files. The Financial Offer should not provide any cost information related to the Financial offer.

Technical Offer

The Technical proposal should provide the following information:

- Clear description of the proposed methodology, approach and implementation plan and potential risks to successfully deliver a base line for a selected set of indicators included in results framework (see Annex 1).

- Details regarding management structure of the organization, organizational capability/resources, and experience of the firm, the list of projects/contracts (both completed and on-going, both domestic and international) which are related or similar in nature to the proposed work.
- Provide information regarding individual key project team members who will be responsible for activities needed to be carried out for this assignment. The same shall apply to any other entity participating in the proposal as a Joint Venture or Consortium, if it applies.

Financial Offer

- Budget should cover all costs including, but not limited to, remuneration, travel workshop and meeting and relevant taxes
- It shall list all major cost components associated with the services, and the detailed breakdown of such costs. All outputs and activities described in the Technical Proposal must be priced separately on a one-to-one correspondence. Any output and activities described in the Technical Proposal but not priced in the Financial Proposal, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.

The proposal, as well as any and all related correspondence exchanged by the Firm and HAPAS, shall be written in English.

Proposals conforming to the requirements set out in this ToR must be received no later than **March 21, 2018**.

Non-compliance with the guidance provided above will result in a complete rejection of the proposal.

For any clarification regarding the ToR, please contact HAPAS PMU at Mobile Contact#+670 78186585 and email address sapip.maf2017@maf.gov.tl and copy to: sapip.recruitment@gmail.com

1 Annex 1: HAPAS - Results Framework and Monitoring

PDO Statement

The Project Development Objective (PDO) is to increase the productivity and marketed production of smallholder agriculture in selected geographical locations in Timor-Leste.

These results are at | Project Level

Project Development Objective Indicators

Indicator Name	Cumulative Target Values							End Target
	Baseline	YR1	YR2	YR3	YR4	YR5	YR6	
Increase in productivity of selected major crops for direct beneficiaries (Percentage)	0.00	0.00	5.00	10.00	15.00	20.00	20.00	20.00
Share of production that is lost post-harvest (Percentage)	30.00	30.00	25.00	20.00	15.00	10.00	10.00	10.00
Share of total production ⁶ sold on the market (Percentage)	0.00	0.00	5.00	10.00	15.00	20.00	20.00	20.00

⁶ Including crops and livestock

Intermediate Results Indicators

Indicator Name	Cumulative Target Values							End Target
	Baseline	YR1	YR2	YR3	YR4	YR5	YR6	
Direct project beneficiaries (Number) - (Core)	0.00	10,000	20,000	40,000	50,000	72,500	85,000	85,000
Female beneficiaries (Percentage - Sub-Type: Supplemental) - (Core)	0.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00
Watershed/Sub-Watershed Management Councils established and operational (cumulative) (Number)	1.00	1.00	1.00	4.00	4.00	4.00	4.00	4.00
Watershed/Sub-Watershed Agricultural Development Plans prepared and in use (cumulative) (Number)	1.00	1.00	1.00	4.00	4.00	4.00	4.00	4.00
Sustainable Community Agricultural Development Plans prepared and in use (cumulative) (Number)	4.00	4.00	10.00	20.00	30.00	40.00	40.00	40.00
Targeted clients who are members of an association (percentage) (Percentage) - (Core)	0.00	12.00	24.00	48.00	72.00	100.00	100.00	100.00

Targeted clients who are members of an association - male (number)	0.00	1400.00	2800.00	5600.00	8400.00	11550.00	11550.00	11550.00
(Number - Sub-Type: Breakdown) - (Core)								
Targeted clients who are members of an association – female (number) (Number - Sub-Type: Breakdown) - (Core)	0.00	600.00	1200.00	2400.00	3600.00	4950.00	4950.00	4950.00
Targeted clients - male (number) (Number - Sub-Type: Breakdown) - (Core)	0.00	1400.00	2800.00	5600.00	8400.00	11550.00	11550.00	11550.00
Targeted clients - female (number) (Number - Sub-Type: Breakdown) - (Core)	0.00	600.00	1200.00	2400.00	3600.00	4950.00	4950.00	4950.00
Client days of training provided (number) (Number) - (Core)	0.00	0.00	132000.00	396000.00	528000.00	528000.00	528000.00	528000.00
Client days of training provided - Female (number) (Number - Sub-Type: Breakdown) - (Core)	0.00	0.00	39600.00	118800.00	158400.00	158400.00	158400.00	158400.00

Client days of training to raise agricultural productivity (number) (Number - Sub-Type: Breakdown)	0.00	0.00	115500.00	313500.00	396000.00	396000.00	396000.00	396000.00
Client days of training on better post-harvest storage, transportation, and/or	0.00	0.00	8250.00	57750.00	99000.00	99000.00	99000.00	99000.00
management practices (number) (Number - Sub-Type: Breakdown)								
Client days of training on nutrition (number) (Number - Sub-Type: Breakdown)	0.00	0.00	8250.00	24750.00	33000.00	33000.00	33000.00	33000.00
Farmers adopting improved land management practices (number) (Number)	0.00	0.00	0.00	4125.00	8250.00	12375.00	16500.00	16500.00
Female farmers adopting improved land management practices (number) (Number - Sub-Type: Breakdown)	0.00	0.00	0.00	1237.00	2475.00	3712.00	4950.00	4950.00

Farmers who have adopted improved agr. technology promoted by the project (Number)	0.00	0.00	3300.00	6600.00	9900.00	13200.00	16500.00	16500.00
Female farmers who have adopted an improved agr. technology promoted by the project (Number - Sub-Type: Breakdown)	0.00	0.00	990.00	1980.00	2970.00	3960.00	4950.00	4950.00
National strategy for the government extension services is updated to reflect extension needs assessment (Yes/No)	No	No	Yes	Yes	Yes	Yes	Yes	Yes
M&E system of MAF is developed and functional (Yes/No)	No	No	No	Yes	Yes	Yes	Yes	Yes
Annual work plans and progress reports are prepared and submitted on six-monthly basis by the PMU (Yes/No)	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
The project monitoring and evaluation system is established and functioning (Yes/No)	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Beneficiary assessments are conducted annually for participatory planning processes (Yes/No)	No	Yes						
Grievances registered related to delivery of project benefits addressed (%) (Percentage) - (Core)	0.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00
Grievances related to delivery of project benefits that are addressed-(number) (Number - Sub-Type: Supplemental) - (Core)	0.00							

Indicator Description

Project Development Objective Indicators

Indicator Name	Description (indicator definition etc.)	Frequency	Data Source / Methodology	Responsibility for Data Collection
Percentage increase in productivity of selected major crops for direct beneficiaries	Measures farm productivity as indicated by production per hectare of major crops. These crops will be identified during the baseline survey and may include grains, legumes, vegetables and coffee.	Annual	Beneficiary survey	PMU
Decrease in share of production that is lost postharvest	Measures the proportion of production that is lost after harvesting	Annual	Beneficiary survey	PMU

Increase in share of total production sold on the market	Tracks the proportion of crop and livestock production that is marketed.	Annual	Beneficiary survey and retail survey	PMU
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Intermediate Results Indicators

Indicator Name	Description (indicator definition etc.)	Frequency	Data Source / Methodology	Responsibility for Data Collection
Direct project beneficiaries	Direct beneficiaries are assumed to be all members of households supported by the project either through capacity building and/or access to improved equipment and watershed improvement grants.	Annual	Project monitoring	PMU
Female beneficiaries	Based on the assessment and definition of direct project beneficiaries, measures what percentage of the beneficiaries are female.	Annual	Project monitoring	PMU
Watershed/Sub-Watershed Management Councils	Includes provision of operational support to Raumoco WSMC, and formation and	Annual	Project monitoring	PMU
established and operational (cumulative)	operation of at least three other WSMCs in target areas			
Watershed/Sub-Watershed Agricultural Development Plans prepared and in use (cumulative)	Measures the cumulative number of Watershed/Sub-Watershed Agricultural Development Plans that have been prepared and are in use	Annual	Project monitoring	PMU

Sustainable Community Agricultural Development Plans prepared and in use (cumulative)	Measures the cumulative number of Sustainable Community Agricultural Development Plans that have been prepared and are in use	Annual	Project monitoring	PMU
Targeted clients who are members of an association (percentage)	This indicator measures the share of farming households who have become members of a relevant association as a result of project activities. It is assumed that at least one individual from each farming household will join a farmers group.	Annual	Project monitoring	PMU
Targeted clients who are members of an association - male (number)	Measures the number of male beneficiaries who have become members of a relevant association as a result of project activities	Annual	Project monitoring	PMU
Targeted clients who are members of an association – female (number)	Measures the number of female beneficiaries who have become members of a relevant association as a result of project activities	Annual	Project monitoring	PMU
Targeted clients - male (number)	The total number of male direct beneficiaries	Annual	Project monitoring	PMU
Targeted clients - female (number)	The total number of female direct beneficiaries	Annual	Project monitoring	PMU

Client days of training provided (number)	This indicator measures the cumulative number of client days of training provided i.e. the number of clients who completed training multiplied by the duration of training expressed in days.	Quarterly	Project monitoring	PMU
Client days of training provided - Female (number)	Measures the cumulative number of training days provided to female clients	Quarterly	Project monitoring	PMU
Client days of training to raise agricultural productivity (number)	This is a GAFSP core indicator. Measures the client days of training on raising agricultural productivity	Quarterly	Project monitoring	PMU
Client days of training on better post-harvest storage, transportation, and/or management practices (number)	This is a GAFSP core indicator. Measures the client days of training on improving post-harvest storage, transportation and/or management practices	Quarterly	Project monitoring	PMU
Client days of training on nutrition (number)	Measures the client days of training on improving nutrition practices	Quarterly	Project monitoring	PMU
Farmers adopting improved land management practices (number)	Measures the number of farmers adopting improved land management practices such as conservation agriculture techniques, improved grazing practices, etc., facilitated through investments/ infrastructure under component 3.	Annual	Beneficiary survey	PMU

Female farmers adopting improved land management practices (number)	Measures the number of female farmers adopting improved land management practices such as conservation agriculture techniques, improved grazing practices, etc., facilitated through investments/ infrastructure under component 3.	Annual	Beneficiary survey	PMU
Clients who have adopted an improved agricultural	Measures the number of farmers adopting improved agricultural technologies such as	Annual	MIS	PMU
technology being promoted by the project	those related to post-harvest processing and storage – includes targets reached under disbursement linked indicator (see below)			
Female Clients who have adopted an improved agricultural technology being promoted by the project	Measures the number of female farmers adopting improved agricultural technologies such as those related to postharvest processing and storage– includes targets reached under disbursement linked indicator (see below)	Annual	MIS	PMU
National strategy for the government extension services is updated to reflect extension needs assessment	Measures whether the national extension services strategy has been updated based on the results of the extension needs assessment undertaken as part of subcomponent 4.1.	Annual	Project monitoring	PMU
M&E system of MAF is developed and functional	Measures whether the MAF M&E system under sub-component 4.2 has been established and is in use.	Annual	Project monitoring	PMU

Annual work plans and progress reports are prepared and submitted on six-monthly basis by the PMU	Measures whether work plans (annual) and progress reports (six-monthly) are being prepared and submitted by the PMU	Six-monthly	Project monitoring	PMU
The project monitoring and evaluation system is established and functioning	Measures whether the project-specific monitoring and evaluation system has been established and is in use	Six-monthly	Project monitoring	PMU
Beneficiary assessments are conducted annually for participatory planning processes	Measures whether beneficiary assessments are being conducted on an annual basis to inform participatory planning processes	Annual	Project monitoring	PMU
Grievances registered related to delivery of project benefits addressed (%)	This indicator measures the proportion of registered grievances that are addressed by the project. It ensures that transparency and accountability mechanisms are established by the project so the target beneficiaries have trust in the process and are willing to participate, and feel that their grievances are attended to promptly. It is understood that local sensitivities and tensions may not allow grievance or redress mechanisms to be established in all situations.	Annual	MIS	PMU
Grievances related to delivery of project benefits that are addressed-(number)	Measures the number of registered grievances that are addressed by the project.	Annual	MIS	PMU

Disbursement Linked Indicator (Component 3.1)

Outcome: the share of total production sold on the market will have increased by at least 20 per cent

Indicator (as in the results framework): Clients who have adopted an improved agricultural technology being promoted by the project

Project Year (defined as July 1-June 30)	Period 1 Effectiveness – Dec 31 2017	Period 2 Jan 1 2018– Dec 31 2018	Period 3 Jan 1 2019 – Dec 31 2019	Period 4 Jan 1 2020 – Dec 31 2020	Period 5 Jan 1 2021 – Dec 31 2021	Period 6 Jan 1 2022 – Closing Date
	1	2	3	4	5	6
Target		Storage and postharvest loss technologies delivered to 80% or more of smallholder famers	Storage and post-harvest loss technologies delivered to 80% or more of smallholder famers	Storage and postharvest loss technologies delivered to 80% or more of smallholder famers		
Disbursement Value:		USD 346,500	USD 577,500	USD 231,000		
Result Achievement Measure and disbursement mechanism	This result based indicator is scalable up to 80% and calculated as follows: annual disbursement = indicator value – (% of measured value less than target). The disbursement will be reduced by the same percentage that the measurement is less than 80 percent. Disbursements will be made annually, only for that target period, against recurrent costs defined in the grant agreement. Disbursement value is based on a target of 1,650 farmers reached in year 1; 2,750 farmers reached in year 2 and 1,100 farmers reached in year 3. Assumes that farmers may receive up to two types of technologies, with co-payment of 10 percent for each. Funds undisbursed as a result of under-achievement in one year will remain in the category unless re-allocated to other existing categories or new DLIs or cancelled. If any of the targets of the scalable DLI are exceeded relative to the baseline targets, the Bank will recognize that the baseline has been met and will recognize the marginal amount of the target that has been exceeded. This will be counted against the future year targets. Disbursements will be made annually in the first quarter of the Timorese Fiscal Year (following verification of the targets).					
Verification Protocol	Yearly assessments of beneficiaries on a sample basis, carried out through independent verification. Assessments will be completed within 1 month following the period of implementation or earlier if target is deemed to be met.					

