CARITAS UGANDA INTEGRATED PROGRAMME FOR GOOD GOVERNANCE AND SUSTAINABLE LIVELIHOODS IN THE DIOCESES OF ARUA, LIRA AND NEBBI

BASELINE REPORT

Partnership for Development Capacity Consult (PDCC) Limited

October 31, 2017

ACKNOWLEDGEMENT

The Team of the Consultants are gratified with the cooperation of the parish councilors, parish priests and the parishioners in Panyimur parish, Jangokoro parish and Yamu sub parish in Nebbi diocese; Mingoro, Tara and Palorinya parishes in Arua diocese and Aliwang, Aloi and Okwalongwen parishes in Lira diocese and prospective partner institutions in Alebtong, Arua, Dokolo, Nebbi, Maracha / Terego,Otuke, Pakwach and Moyo districts that made the data collection successful. Thanks to all the staff of Caritas Uganda and Diocesan Caritas offices of Arua, Lira and Nebbi dioceses that made it possible for us to complete the work through mobilizing the different sectors at the chapels, catholic parishes and at the district levels for Individual Interview, Focus Group Discussion (FGD) and Key Informant Interview (KII).

BASELINE TEAM

Consulting team

Drs. Odongo Hannington Jawoko	Team Leader/Agriculturalist
Dr. Opio Alfonse	Environmental Expert
Mr. Opar Lakwit Ronald	Finance and Management Expert
Dr. Lakwo Alfred	Microfinance and Governance Expert

Data collection and management team (Research Assistants)

Sarah Atim, Ronald Omara, Felix Okello, Christine Atimango, Peter Mugisa, Richard Bidong, Barlow Bithola, Allan Jawiambe, Samual Candia, Amos Arima, Lauben Nuwagaba and Raymond Owachgiu

Caritas support team

Hellen Chanikare	National Programme Coordinator, Country office
Leonard Ssekanjakko	Finance Officer, Country office
Rev. Fr. George Ogwal	Director Caritas, Lira diocese
Francis Ojok	Programme Manager Caritas, Lira diocese
Lilian Awio	Programme Manager Caritas, Arua diocese
Alfred Masendi	Programme Manager Caritas, Nebbi diocese

ACRONYMS

FGD	Focus Group Discussion
FILP	Food Security, Income Security and Livelihood Programme
HIV/AIDS	Human Immune Virus/ Acquired Immuno Deficiency Syndrome
IGAs	Income Generating Activities
LG	Local Government
M&E	Monitoring and Evaluation
NAADS	National Agriculture Policy and National Advisory Services
NGOs	Non-Governmental Organizations
PDCC	Partnership for Development Capacity Consult
PLWHAS	Person Living With HIV/AIDS
PRA	Participatory Rural Appraisal
PWD	Person With Disability
SACCO	Saving & Credit Cooperative Organization
UGX	Uganda Shillings
VSLAs	Village Savings & Lending Associations

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1. INTRODUCTION

1.1 About CARITAS Uganda

Caritas Internationalis as a helping hand of the Catholic Church is guided by spiritual and moral beliefs to help every person achieve their true potential by reaching out to the poor, vulnerable and excluded, regardless of race or religion, to build a world based on justice and fraternal love. In Sub Saharan Africa, Caritas is operating in 372 dioceses and 15,000 Catholic parishes with focus on human development, peace building and economic justice.

Caritas Uganda founded in 1970 is the overall coordinating body for the socio-economic and development interventions of Uganda Episcopal Conference with a mission of fostering sustainable integral development through promotion of community initiatives and policy advocacy. Caritas Uganda is focusing on social services, development and advocacy with the main goal of providing emergency relief and rehabilitation, poverty eradication, HIV/AIDS prevention, improving community livelihood, promoting good governance, enhance organizational development and peacebuilding. To achieve this goal, Caritas Uganda works with and through local partners and the Caritas network to help Ugandans identify and address the root causes of poverty and injustice affecting their lives. Caritas Uganda work in collaboration with the global Caritas network; such as Caritas Norway, Catholic Relief Services USA, Caritas Australia, Caritas Denmark, Caritas Japan, Caritas Italy, Caritas Netherlands-CORDAID, Caritas Internationalis and Caritas Africa and operates through a well-established network of 19 dioceses and 472 Caritas Parishes spread across the Country. Working with international and local partners, Caritas Uganda facilitates long term sustainable solutions for socio-economic development through micro-financing and promotion of agricultural skills to help local communities. This is done through creating farmer's linkage to financial institutions for soft loans; organizing open markets and providing technical advisory services to her local partners.

1.2 About integrated programme for good governance and sustainable livelihoods

Caritas Uganda and its implementing partner diocesan Caritas offices is securing a 3-year funding support from Caritas Norway and other Caritas networks for Food Security, Income Security and Livelihood Programme (FILP) in the dioceses of Arua, Lira and Nebbi. The programme targets 6,000 smallholder farmer households with 30,000 direct and 60,000 indirect beneficiaries and land acreage from 2 to 5 acres with special attention paid to people with special needs such as PWD, female headed households, youth headed households and PLWHAS, using mainly family labour for production and has limited access to financial services.

1.3 Purpose and objectives of the programme

The goal of the project is to improved food security and livelihoods among small holder farmers in nine communities for improved economic, education and health security of targeted households through agricultural development value chain development. The specific objectives are:

1. Increased agriculture production and productivity among small holder men and women farmers;
2. Increased market access for small holder men and women farmers;
3. Increased use of sustainable environment practices among the targeted communities; and
4. Strengthened institutional capacity for transparent and accountable leadership in service delivery and practices in 3 dioceses of Arua, Lira and Nebbi.

The adopted programme result chain is shown in Figure 1.1.

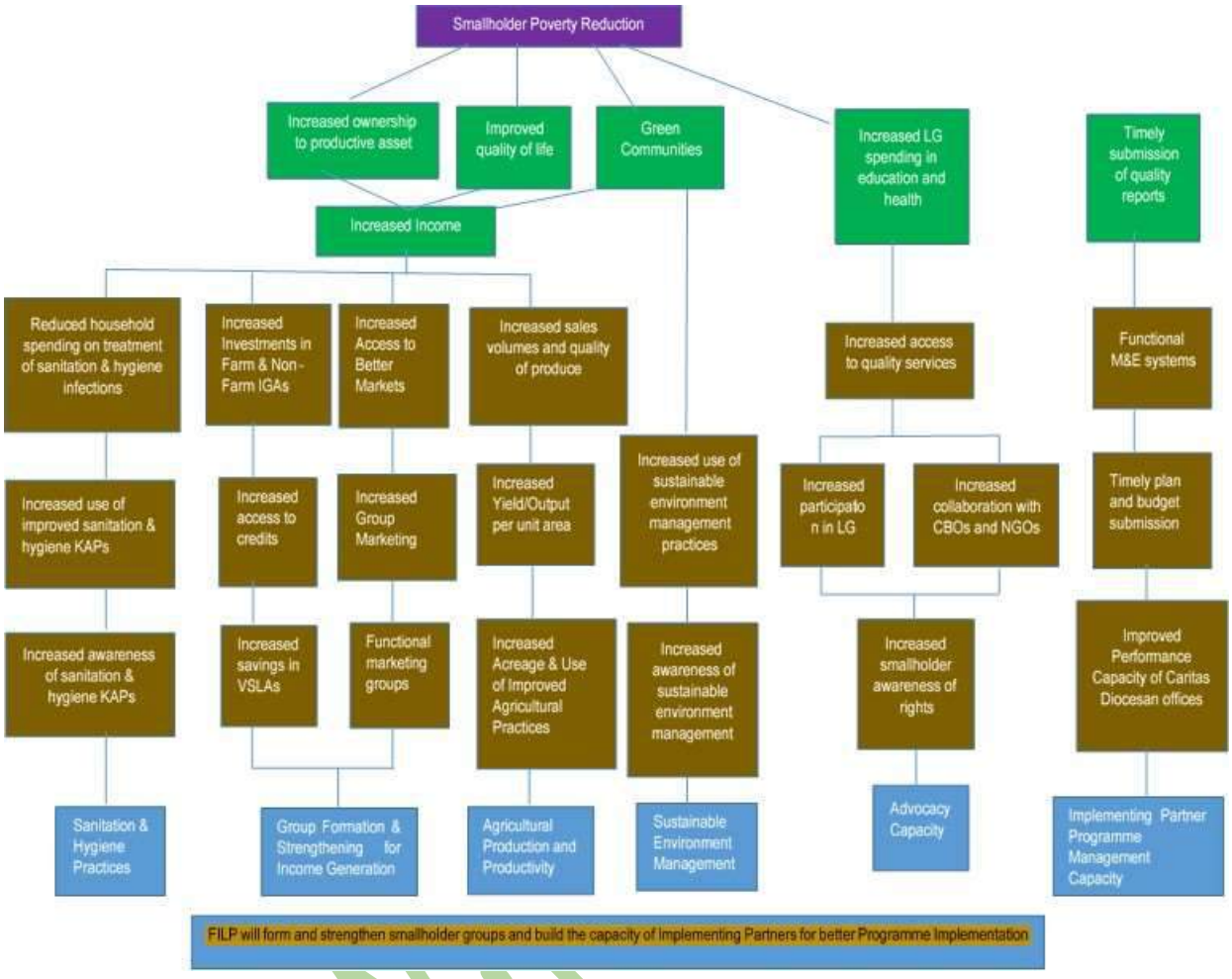

Figure 1.1: Adapted programme result chain.

2. METHODOLOGY

2.1 Baseline study focus

FILP aims to enable smallholders in the nine communities realise improved food security and livelihoods as well as diocesan Caritas offices and other development agencies including local governments having transparent and accountable leadership in service delivery. These will improve economic, education and health security especially of the vulnerable person. Therefore, the baseline survey explored three units of analysis as is summarized (Table 2.1).

Table 2.1: Units of baseline analysis

Level of analysis	Key respondents	Focus of analysis
Individual smallholder household	Male and female smallholders disaggregated by social categories: gender, disability, health conditions, etc.	Agricultural production and productivity, food and income security, health status, sanitation and hygiene practices, citizenship engagement and assets poverty status.
Enterprise Development	Male and female smallholders Government officials Private sector traders	Profitability analysis of enterprises to raise income that makes the smallholders move out of poverty
Smallholder groups	Farmer groups	Capacity for improved production and marketing, and policy advocacy
Implementing partners level	Project partners	Organizational capacity to implement programme
Potential stakeholders level	Diocesan staff, Government officials Potential NGOs	Intervention and interest analysis

2.2 Baseline study sites and sampling methods

The baseline study was conducted in the proposed 3 implementing dioceses of Arua, Lira and Nebbi in Gulu Catholic Arch Diocese, northern Uganda. Diocesan Caritas, district local governments, Non-Governmental Organizations (NGOs) and smallholder groups were drawn using purposive sampling approach. The individual smallholders were drawn exclusively from 6,000 smallholder group members based on a random sampling method. Using the single proportion of study population sampling method (equation i).

$$n = \frac{Z^2 pq}{e^2} \quad \text{.....} \quad \text{(i)}$$

Where,

n = Sample size of the programme smallholder population
Z^2 = Abscission of the normal curve that cuts off an area α at the tails (1- α equals the desired confidence level of 95%)
e = Desired level of precision of 5%
p = Estimated proportion of subsistence smallholders who are outside the money economy in Uganda at 52%
q = 1 - p.
Substituting in the above formula (p = 52%, Z = 1.96, q = 0.48 and e = 0.05)
$n = 1.96^2 * 0.52*0.48/0.05^2$
n = 384

Overall, 390 individual members of smallholder groups (men and women) were randomly sampled with a response rate of 101.5% (6 more respondents were interviewed). A proportion of 50% female members were maintained in all the smallholder groups.

2.3 Study phases

The baseline study was conducted in three phases namely:

Stage 1 – Inception

This involved review of programme documents in order to: (i) clarify the theory of change and its antecedent result chain; and (ii) develop the inception report with clear outcome and impact indicators, methodology, and study instruments. Caritas Uganda team reviewed and approved the baseline methodology and data collection tools.

Stage 2 – Data collection
This stage focused on primary and secondary data collection at the various units of analysis in the 3 selected dioceses of Arua, Lira and Nebbi using the many data collection methods (section 2.4).

Stage 3- Reporting
This stage involved the collation, analysis and writing of the baseline report. The draft report was first submitted for review by Caritas Uganda team in order to pave way for the submission of the final baseline report.

2.4 Data collection methods

To elicit comprehensive information from the various stakeholders, the following data collection methods were used:

- **Document review**
  The baseline study team reviewed a number of documents relevant to the achievement of the programme goals including the project proposal, project logframe, Climate Change Policy, National Development Plan II, Agricultural Sector Strategic Plan 2015-2020, National Agriculture Policy and National Advisory Services (NAADS) and National Food Security Policy. This was done to identify opportunities and constraints for smallholder production and productivity enhancement for increased economic growth.

- **Capacity assessment**
  Using a structured interview guide, institutional capacity assessment was conducted for the implementing partners and selected smallholder groups. These assessments focused on the abilities of the support institutions to deliver quality requisite skills, mobilization and advocacy, and implementation leadership. Specifically, attention was drawn on the key knowledge and skills required to improve smallholder production and productivity as well as economic empowerment; who provides what kind of skills and under what conditions. Farmer groups were assessed for advocacy capacity.

- **Key Informant Interviews (KII)**
  Using structured interview guides (Annex1), twenty three (23) KIIs was conducted with 3 Caritas Diocesan Coordinators and twenty (20) district local government officials and representatives of NGOs.

- **Focus Group Discussions (FGDs)**
  Using structured interview guides (Annex 1) three FGDs were conducted with at least 10-15 members of randomly sampled smallholder groups to discuss issues related to household food, income, health, education, sanitation and hygiene, as well as governance in the dioceses of Arua, Lira and Nebbi.

- **Individual survey**
  A quantitative survey using structured questionnaire (Annex 1) was conducted by trained Research Assistants among the 390 randomly sampled community members around the selected Catholic parishes. This was done to elicit their level of production and productivity and sustainable environment management knowledge and skills, household income, alternative income sources, household food security status, marketing practices, savings, and productive assets' availability and ownership, access to and utilization of financial services, enterprise performance, and participation in various activities, decision-making, and poverty status among other things.

- **Enterprise survey**
  A quantitative survey using structured market survey tool was used to conduct economic analysis of the various crops and animals produced in the project areas. This involved conducting cost-benefit analysis for production and marketing as well as sales to estimate profit margin and poverty reduction potentials.

- **Participant observation and photography**
  The team also conducted participant observations of the project parishes – modes of life, attitudes towards income generation and agriculture, farming practices, environment conservation /

destruction, and quality of sanitation and hygiene facilities.

Data was collected in the programme dioceses of Arua, Lira and Nebbi and 418 people participated in the exercise. Overall, discussions were held with 3 Diocesan Caritas officials, 9 Parish Priests and 16 District Officials (District Production Officers, Agricultural Officers, District Health Educators and District Planners). Equally, 9 focus group discussions / meetings were held with Parish Councilors, Catechists and Parish Priests (3 meetings in each diocese of Arua, Lira and Nebbi). Individual surveys were conducted in the Catholic Parishes of Panyimur, Jangokoro and Yamu sub parish in Nebbi diocese; Mingoro, Tara and Palorinya in Arua diocese and Aliwang, Aloi and Okwalongwen in Lira diocese with 390 individual smallholders.

For the 390 individual smallholders who were surveyed: 55.3% were males and 44.7% females; 80.4% were married, 6.2% widowed, 4.6% separated and 8.8% were single. Average age of respondents was 42.5 years (Men, 42.4 years and women 42.6 years). While only 11.1% had no formal education, 52.6% had primary education, 22.9% had secondary education, 3.6% had tertiary education and only 3.4% had vocational education. The overall mean household size in the project area was 6.7 people (Arua diocese = 7.2 people, Lira diocese = 5.9 people and Nebbi diocese = 6.9 people).

2.5 Data analysis and quality control

Quantitative data was analyzed using SPSS software (Ver.23) and qualitative and PRA data were transcribed using MS Office with due attention given to different dioceses. Findings from the different data sources were triangulated into a unified report. A quality control system was put in place to ensure that appropriate professional practices were adhered to. These involved:

a) Joint review of study instruments: Study instruments were designed by the consultant and reviewed by Caritas Uganda programme team to ensure consistency with the programme result chain and M+E framework.

b) Data Management Procedures: The data management and analysis plan was discussed and agreed with Caritas Uganda programme team before, during and after data collection. This eased data analysis and ensured that critical baseline information was analyzed.

2.6 Limitation of the study

The baseline study had one main drawback, that is, the inadequate number of days (only 5 days): Ideally the baseline study was a two-in-one study that targeted the benchmarking of the programme performance indicators as well as developing an organizational assessment report. With only 5 days provided for field data collection in 9 catholic parishes scattered in 8 local governments, some respondents especially partner NGOs could not be reached. As a solution, the team adopted a rapid assessment approach. Especially for means price of inputs / produce instead of the median.

3. FINDINGS

3.1 Household exposure to functional skills trainings

To assess the level of knowledge in basic functional skills, respondents were asked whether or not they have attended functional skills training that are related to the focus of FILP. The majority of smallholders in Arua diocese were exposed to trainings in agronomy (75%), compared to entrepreneurship (52%), financial literacy (55%), agribusiness (51%), environment conservation (52%), animal management (58%) and leadership (51%) (Figure 3.1). In Lira diocese, the number of smallholders was also higher for agronomy (50%), compared to entrepreneurship (30%), fish farming and fisheries (13%), financial literacy (43%), agribusiness (32%), environment conservation (42%), animal management (34%) and leadership (32%), the values for Nebbi diocese were below 48% respectively. The very low number of smallholders that accessed trainings in key governance and livelihood based skills demands for adequately planned capacity building in good governance and livelihood enhancement that are important for poverty reduction.

3.2 Status use of functional skills and practices

The smallholder households were also asked about whether they practice the key functional skills acquired from the trainings. The percentage of those who practiced in Arua diocese were 82%, 51%, 54%, 51%, 51%, 57% and 51% for agronomic, entrepreneurship, financial literacy, agribusiness, environment conservation, and animal management and leadership skills respectively (Figure 3.2). The values were comparable higher to Lira and Nebbi dioceses where majority (more than 50%) of smallholders were not practicing the acquired knowledge and skills. This explains the increasing poverty level in the region.

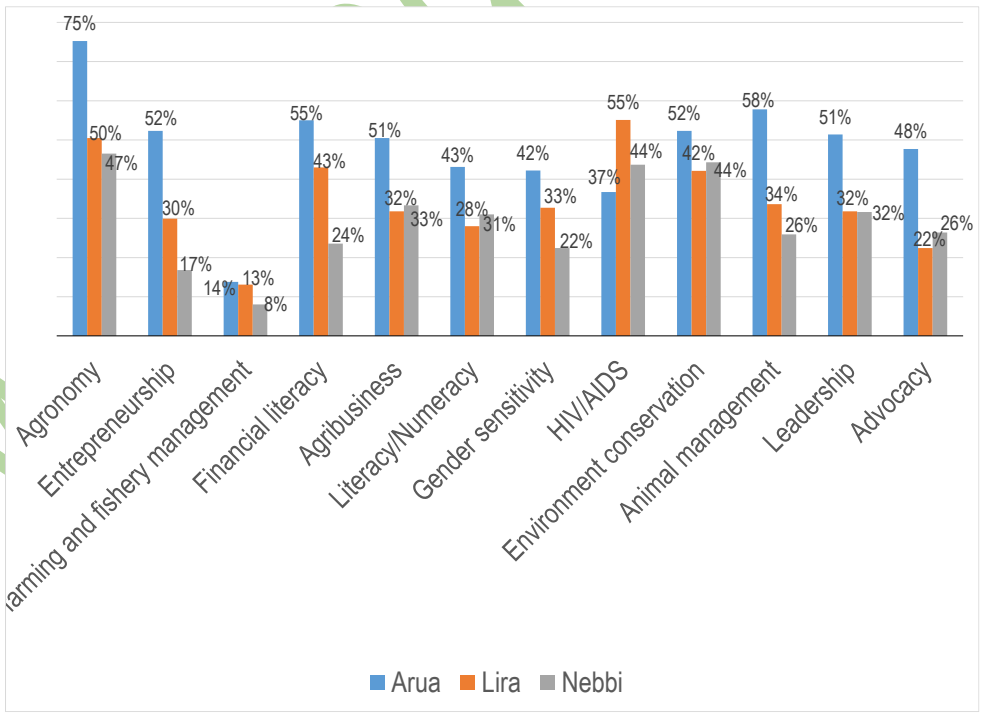

Figure 3.1: Attended functional skills training.

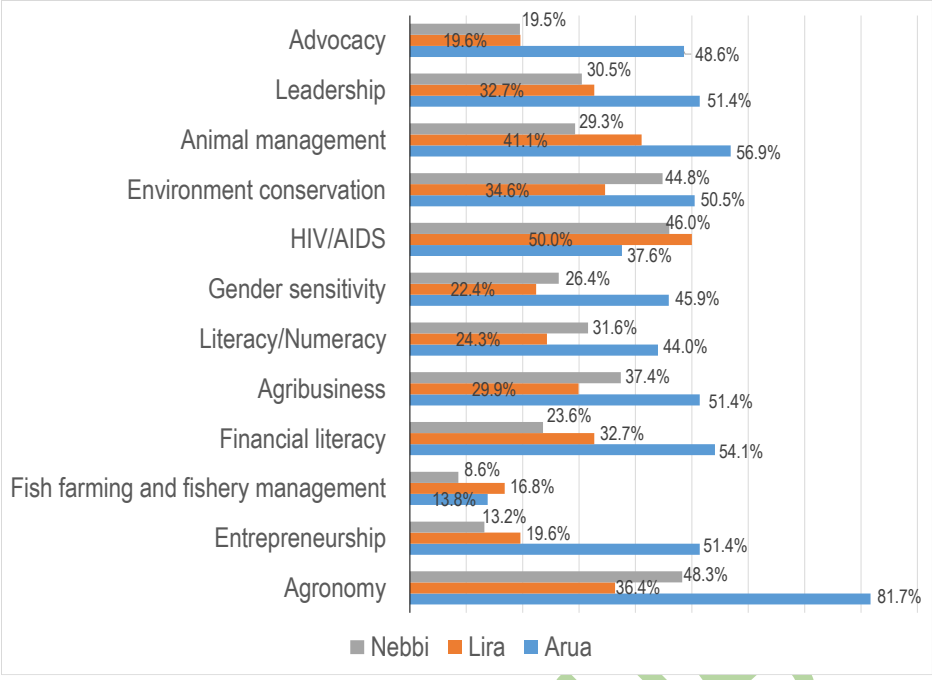

Figure 3.2: Practice of functional skills.

3.3 Household agricultural production knowledge and practices

3.3.1 Household ownership of and access to land

Access to land is important for household livelihood enhancement as it is a critical natural resource in agriculture where majority smallholder derive their livelihoods. Majority smallholders in Arua (90%), Lira (73%) and Nebbi (78%) were owning land. The average farm sizes were 3.1, 4.3 and 3.6 acres for the household in Arua, Lira and Nebbi dioceses respectively. Compared to the average number of people in a household of 7.3 in Arua diocese, 5.7 in Lira diocese and 7.6 in Nebbi diocese; the households have small land sizes that cannot support the families. Therefore, households were compelled to rely on rented land in order to increase production and productivity. The study revealed that on average households in Arua, Lira and Nebbi dioceses rent an acre of land at Uganda shillings 51,350; 121,003 and 106,688 only respectively every year.

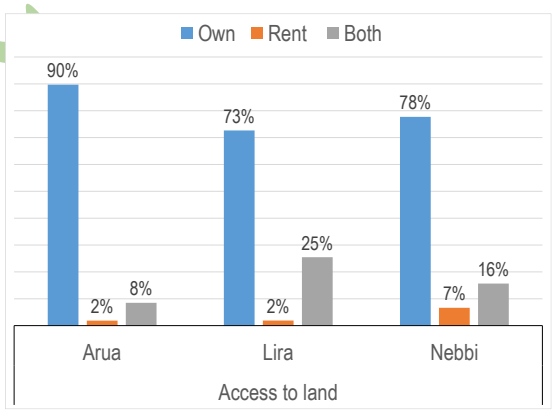

Figure 3.3: Land access of the households.

In Arua and Lira, more female owned land compared to the male counterpart while in Nebbi, more female were renting land (Table 3.1).

3.3.2 Crop production practices

3.3.2.1 Main income crops grown by households

Crop production plays a very important role in the agricultural development in particular and more

general in the development of the Dioceses in Northern Uganda. Crop provide food, cash income, employment and raw materials for rural and urban industrialization. KII revealed that over 80% smallholder peasant farmers in the districts rely on rain fed agriculture. There are no large scale farms in the districts.

a) According to the information provided, most households / famers are engaged in the production of Maize, finger millet, sorghum, rice, bean, cow peas, pigeon peas, groundnuts, sesame, soy bean banana, cassava, sweet potatoes, Irish potatoes and vegetables such as cabbages, onions among others.

b) The most common food crops across the districts are rice, beans, sesame, ground nuts, sorghum, cassava, pigeon peas, potatoes, millet, soya bean, and cow peas.

Proper agricultural enterprise selection is the basis for improving income and food security for better livelihood. The main income crops being grown for cash in Arua diocese were cassava (33%), horticulture (17%) and sesame (13%). Sesame (21%) and cassava (14%) were the main income crops in Lira diocese while and in Nebbi diocese, the crops were cassava (43%), Irish potato (7%), and cotton (9%).

FGDs with parish councilors, catechists and smallholder group members also pointed out two preferred income enterprises in the 9 catholic parishes (Table 3.1).

Recognizing the importance of land size in determining crop production and productivity levels, the respondents were also asked about the size of land under main income crops. The study revealed that on average households devote 1.2 acres, 1.9 acres and 1.8 acres of land for their income crops in Arua, Lira and Nebbi dioceses respectively. This indicates almost half of the land is under main income crops and therefore is directly related to the yield of crops harvested and income earned by the households.

3.3.2.1 Yield and income status

The amount of crop harvested per season determines the income earned by smallholder households. The average yield in bags per acre of main income crops (cassava for Arua, sesame for Lira and cassava for Nebbi) were: 3.4 bags, 5.2 bags and 5.5 bags and average selling price per bags were 60,836; 105,575 and 50,200 Uganda shillings respectively. Smallholder households in Arua and Nebbi dioceses had a small average gross revenue of UGX 206,842 and 276,100 respectively compared to those in Lira who earned on average of UGX 548,990 only gross revenue from sale of their main income crop per cropping season. The estimates of the average yield per average land size of the main income crops resulted into an annual smallholder households' income of UGX 248,211 and 496,980 for Arua and Nebbi dioceses respectively compared to Lira that were earning an average of UGX 1,043,081 only.

3.3.3 Utilization of good practices

3.3.3.1 Sources of seeds/planting materials

The source of seed/planting materials determine the production and productivity of crop enterprises in terms of the quality and quantity harvested. Respondents were asked where they get their seeds/planting materials. Majority of the smallholders in the dioceses of Arua (67%), Lira (61%) and Nebbi (59%) got seeds/planting materials from local market (Figure 3.5). The local markets are not good source of seed/planting materials. This is because the required aspect of quality is not taken into consideration, thus negatively affecting the yields of the crops.

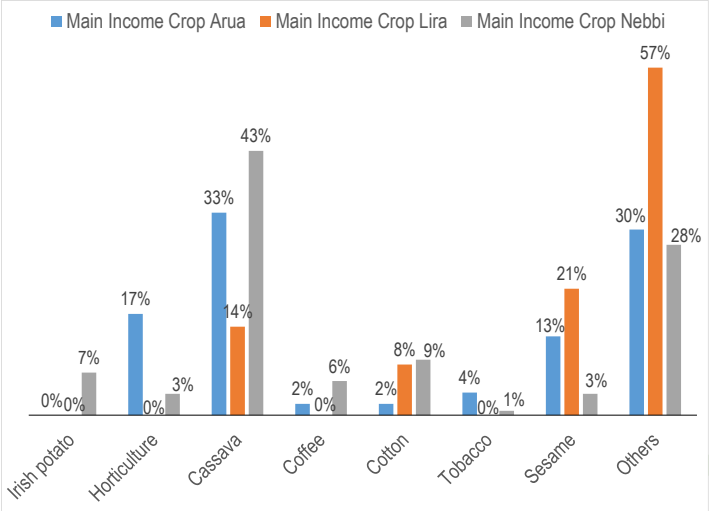

Figure 3.4: Main income crops for the dioceses.

Table 3.1: Income enterprises in the catholic parishes.

Preferred income enterprises (crop / livestock)			
	Catholic parish	**Enterprise 1**	**Enterprise 2**
Nebbi diocese	Panyimur	Cassava	Sesame
	Jangokoro	Irish potato	Cassava
	Yamu	Onions	Beans
Arua diocese	Mingoro	Horticultural crops	Cassava
	Tara	Cassava	Piggery
	Palorinya	Horticultural crops	Maize
Lira diocese	Aliwang	Cassava	Rice
	Aloi	Cassava	Piggery
	Okwalongwen	Cassava	G/nuts

3.3.3.2 Agronomic practices

Improved agronomic practices improve crop outputs. There was high levels of awareness and practice of improved planting and plant population, and harvesting practices among smallholders (Table 3.2). However, awareness and practice of improved plant nutrition and crop protection activities were very low. The low level of soil fertility improvement and pest and disease control measures was also reflected in the low yield of the main income crops (section 3.3.2.1). The low yield is attributed to the many production challenges in Figure 3.6.

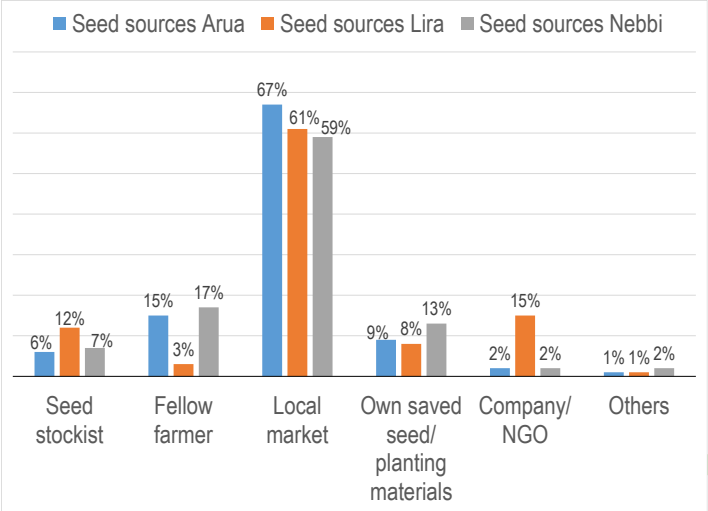

Figure 3.5: Sources of seed / planting materials.

Table 3.2: Agronomic practices in households of the dioceses.

Agronomic practices	**Arua (%)**	**Lira (%)**	**Nebbi (%)**
Planting and plant population			
Early land opening	93	94	89
Timely and good seed bed preparation	82	63	53
Early planting	98	98	94
Correct spacing	75	87	73
Correct seed rate	62	88	53
Row planting	83	93	72
Broadcasting seed	73	67	56
Sub average	81	84	70
Plant nutrition			
Use organic fertilizer	64	32	45
Use inorganic fertilizer	33	14	5
Use granular fertilizer	28	4	5
Use foliar fertilizer	24	0	2
Plant leguminous trees in the garden	51	44	18
Mulching	54	50	29
Plant cover crops	82	84	53
Sub average	**48**	**33**	**22**
Crop protection			
Timely weeding	86	90	91
Chemical weed control	28	17	2
Mechanical weed control	87	69	81
Both chemical and mechanical weed control	38	6	4

Agronomic practices	Arua (%)	Lira (%)	Nebbi (%)
Match weed with appropriate control measures	40	25	47
Early pest & disease detection	76	92	75
Identifying correct pest and disease control measures	68	83	44
Chemical pest & disease control	49	44	18
Cultural pests & disease control	70	56	50
Integrated pest & disease management	43	28	7
Biological pest & disease control	45	10	15
Sub average	**57**	**47**	**39**

3.3.3.3 Crop production challenges

The main production challenges affecting smallholders in the dioceses of Arua, Lira and Nebbi were increasing incidences of pests and diseases, low crop yield and inadequate agricultural inputs (Figure 3.6).

The 3 main harvesting challenges facing smallholders in Arua diocese were spoilage by rain (28%), store pests and diseases (20%) and limited labor for harvesting (32%) (Figure 3.7). In Lira diocese, the challenges were spoilage by rain (35%), limited drying and storage facility (26%) and limited labor (22%). The households in Nebbi diocese experienced limited labor for harvesting (28%), spoilage by rain (24%) and store pests and diseases (23%). The high marketing challenges calls for the need to build capacities of smallholders in reducing post-harvest losses to improve the quality of produce for increased income from the crops.

3.3.3.4 Value addition to crop harvests

Value addition[1] enhances productivity of smallholders' crop harvest. In regard, respondents were asked whether they add value to their harvest crops before selling. Figure 3.8 shows majority (57%) smallholders in Nebbi diocese do not add value to their crops and therefore realize low income explained earlier under yield and income section.

3.3.3.5 Livestock production awareness and practices

Improved livestock production practices increases smallholder returns on livestock. In general, few smallholders in Arua (44%), Lira (48%) and Nebbi (26%) dioceses were aware of and practiced improved livestock technologies (Table 3.3). Low awareness and practices were in the areas of routine management, feeding and breeding. The smallholders in Nebbi diocese had lowest (overall < 30%) level of awareness and practice of improving livestock production and in the technologies that were used compared to Arua and Lira dioceses. This calls for increased support in livestock sector for increased smallholder household income.

[1] Value-addition in agriculture is changing a raw agricultural product into something new through cleaning, sorting,packaging, processing, cooling, drying, extracting or any other type of process that differentiates the product from the original raw commodity.

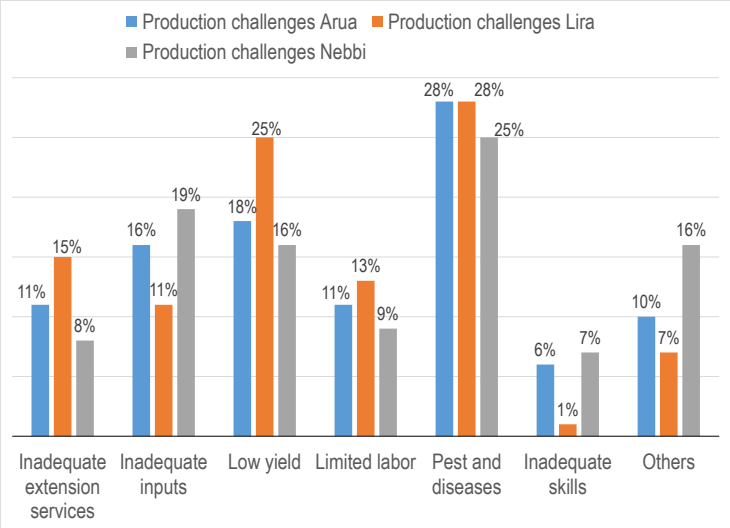

Figure 3.6: Crop production challenges in the dioceses.

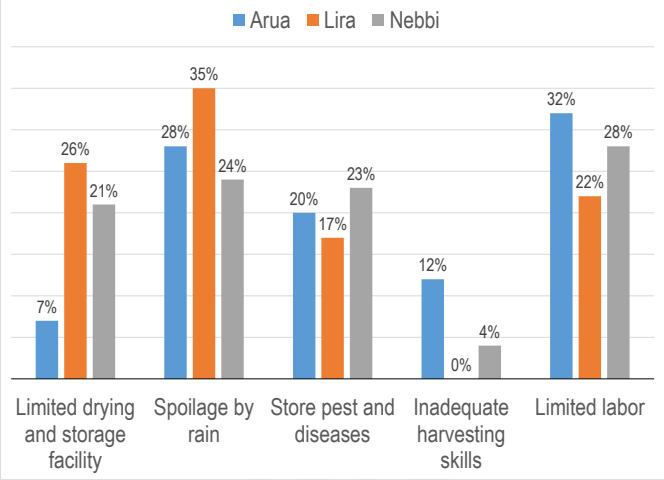

Figure 3.7: Harvest and post harvesting challenges.

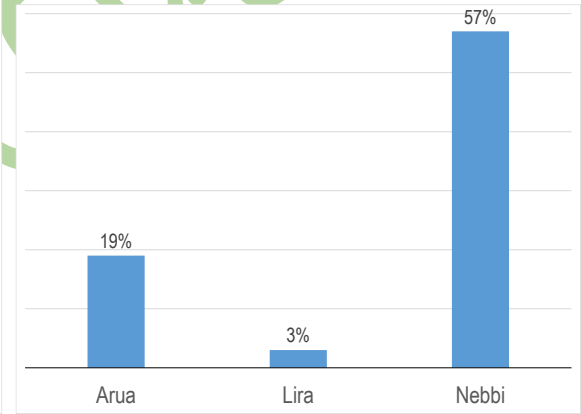

Figure 3.8: Smallholder who do not add value to their crops before selling.

Table 3.3: Livestock production technologies awareness and practice.

Improved production practices	Arua (%)	Lira (%)	Nebbi (%)
Housing			
Siting of livestock house	39	44	32
Recommended livestock house construction	43	51	22
Proper space requirement for livestock	36	57	21
Controlling bad smell in livestock house	64	73	40
Sub average	**46**	**56**	**20**
Breeding			
Proper care and breeding of male livestock	50	55	37

Improved production practices	Arua (%)	Lira (%)	Nebbi (%)
Recommended care & management of breeding livestock	54	60	29
Proper care and management of new born livestock	48	56	53
Reasons why female animal may not conceive	27	29	36
Sub average	***45***	***50***	***39***
Feeding			
Feeding orphaned and animal who mother does not produce enough milk	39	47	33
Different feed materials and formulation	38	21	14
Sub average	***39***	***34***	***24***
Routine Management			
Teeth trimming for pigs	7	6	3
Tail cutting/docking for pigs and sheep	8	7	5
Weaning young animals	10	11	13
Culling of animals	26	15	17
Castration	33	33	10
Sub average	***17***	***14***	***10***
Parasite and disease control			
The signs that an animal is sick	91	92	51
The signs that an animal is infested with parasites	79	85	41
Control of parasites	80	87	30
The signs that a female animal has reproductive disorder	40	55	19
Control of diseases	75	80	26
Sub average	***73***	***80***	***33***
Overall average	**44**	**48**	**26**

3.3.3.6 Livestock output and income status

At least between 40 - 50% of households in the districts were involved in one form of livestock rearing. Meat production was estimated at 460 tons per year**.** Livestock play a key role as a source of income for many small farmers and also as a means of savings and it is a form of investment. The common livestock reared were cattle, goats, sheep, pigs and poultry. The awareness and practice of improved livestock technologies was directly related to the output and income from the livestock. The study found out that the average number of livestock sold per year by a smallholder in Arua diocese was 4.8, 2.2 in Lira diocese and 1.5 in Nebbi diocese at the mentioned prices of 150,517 (Arua diocese); 316,706 (Lira diocese) and 78,257 (Nebbi diocese) respectively in UGX per animal. This finding shows on average a smallholder in Arua, Lira and Nebbi dioceses earn UGX 722,482; UGX 696,753 and UGX 117,386 only respectively from livestock in a year.

3.3.3.7 Household access to agricultural services

3.3.3.7.1 Market access and linkages

Smallholder groups are platforms for easy access to better markets as collective bargaining increases benefit for the individual group members. The study found out that majority smallholders in Lira (88%) and Arua (77%) dioceses and less than half (49%) in Nebbi diocese belong to a community group. High percentage (70%) of the smallholders in Lira diocese belong to Village Savings & Lending Associations, more than a third (37%) smallholders in Arua diocese were members of religious groups and very few (17%) in Nebbi diocese were members of smallholder groups (Figure 3.9). This finding shows the need to form

many smallholder groups that can be developed into producer groups to enable their members have access to better and sustainable markets.

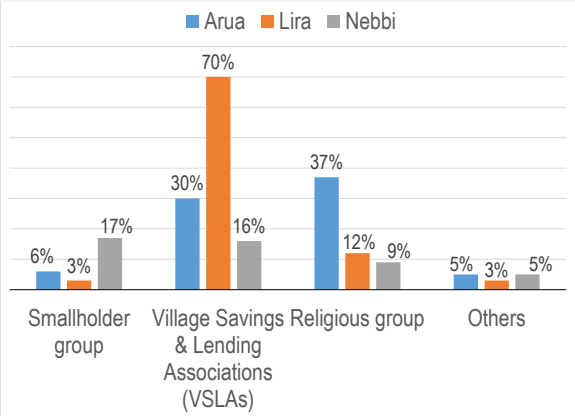

Figure 3.9: Membership in community groups.

Despite being in groups, the study found that less than a third of the smallholders' only sell in groups in Arua (21%), Lira (17%) and Nebbi (20%) dioceses (3.10). Majority smallholders in Arua (43%), Nebbi (40%) and Lira (34%) sell their agricultural products individually because of other reasons including long distance to markets. In addition, more than a third in Nebbi (37%), Lira (36%) and Arua (31%) dioceses were doing that due to individual household demands. The individual selling exposes smallholders to exploitation by middlemen and thus reducing the income earned from the agricultural products.

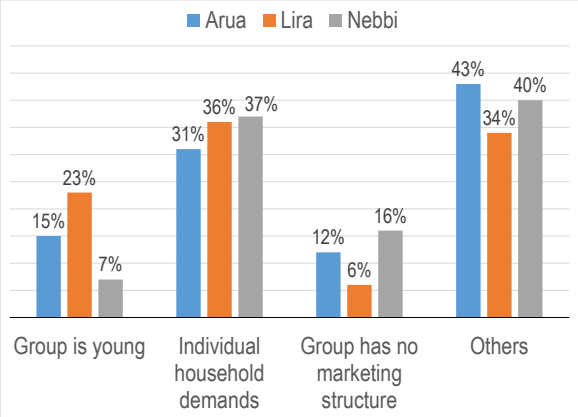

Figure 3.10: Reason for not selling in groups.

Majority of the smallholders were selling their agricultural products to middlemen and speculating buyers from faraway places.

Market information is important for the realization of higher income. In this view, respondents were asked where they get market information from. The smallholders in Nebbi (32%), Lira (17%) and Arua (12%) dioceses were not receiving any market information (3.12). Only a third (43%, 32% and 28%) and very few (32%, 245 and 5%) smallholders got market information from buyers and through radios respectively. The limited access to market information continued to negatively affect the productivity of smallholder enterprises thus the need to focus on developing marketing potentials for the 3 dioceses. KII revealed that farmers do not reap much from their produce because of the farm - gate practices and on farm sales of crops that benefit the middlemen who buy the produce cheaply and sell for a handsome profit.

In addition to the limited access to market information, the smallholders face a number of challenges in selling agricultural produce / products. These constrain their ability to realize increased income. In a similar vein, the respondents were asked what critical challenges they encounter during marketing. Many (71%, 68% and 37%) smallholders were affected by low prices (Figure 3.13). The low prices was attributed to the inability of smallholders in identifying and calculating their cost of production and net profits from the enterprises. Therefore, these make it impossible for them to know the selling price at which they can breakeven and or make profit. There is need for training and mentorship in enterprise cost-benefit analysis.

The KII also revealed other issues as related to quality of the produce;

Regional and international markets are not yet as sensitive to some farmers because there is quality restrictions which is a major challenge to the small holder farmers. High transaction costs due to poor infrastructure and high fuel prices also reduce the

competitiveness of the local farmer's products in regional and international markets. For instance, Alebtong and Otuke districts capitalize on the local markets for rice and oil crops such as groundnuts, soy beans and sesame.

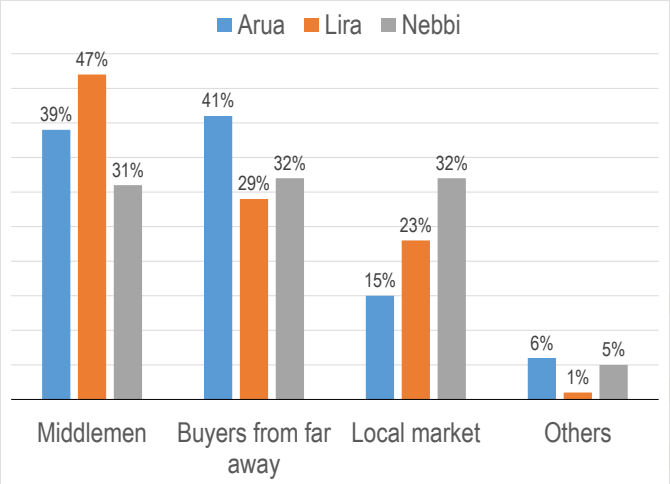

Figure 3.11: Buyers.

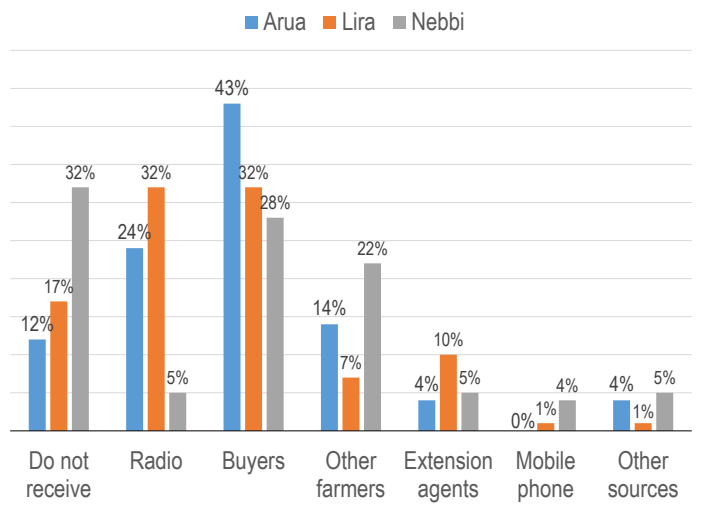

Figure 3.12: Sources of market information.

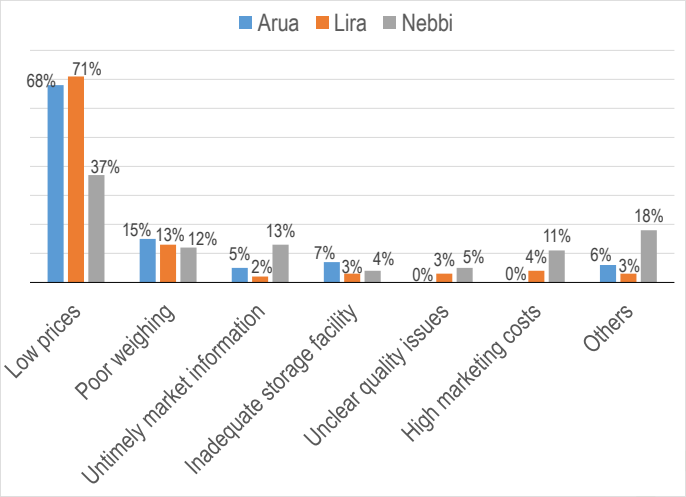

Figure 3.13: Marketing challenges.

3.3.3.7.2 Record keeping

For smallholders to assess profitability of their agricultural enterprises, it is important to keep records that can help them identify and calculate the costs and benefits of the specific enterprise. The study found out that very few (36%, 29% and 13%) smallholders in Arua. Lira and Nebbi dioceses respectively keep farm records (Figure 3.14). In a similar order, less than half (41%, 36%, 36%) keep crop production information; very few (8%, 7%) keep animal production information and half (50%) in Lira diocese keep financial information. The finding shows the inadequacy in keeping farm records and therefore smallholders cannot know whether they realize profit or not but continue farming as usual. This calls for building capacity of smallholders in appreciating and using farm records in calculating profitability of their different enterprises for increased income generation.

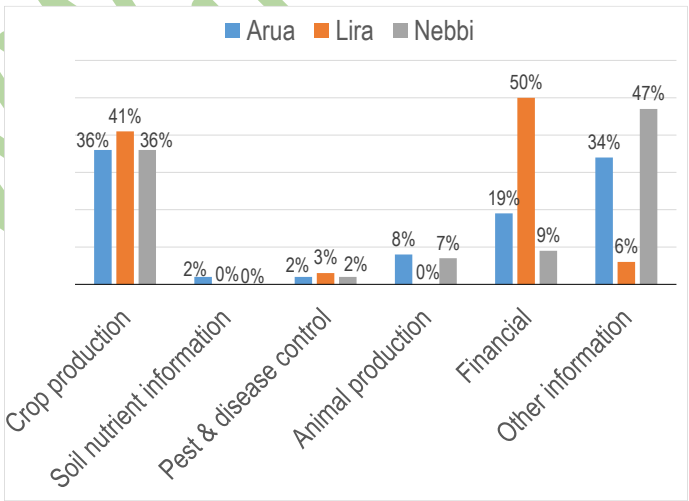

Figure 3.14: Types of records.

3.3.3.7.3 Access to support services

Majority (51%, 37%, 56%) and (52%, 54%, 75%) smallholders in the dioceses were not accessing extension services and agricultural finances (Table 3.5). Almost half (45%, 42% and 21%) and averagely a third (30%, 25%, 57%) smallholders accessed agricultural inputs from their own groups and the local markets. The findings show the need to increase smallholder access to extension services, agricultural inputs and agricultural finances in a manner that meets their interest.

3.4.7 Enterprise and business management practices

3.4.7.1 Alternative sources of income

To help start and maintain viable and sustainable businesses, smallholders need responsive enterprise development management knowledge and skills. The results of alternative sources of household income revealed that majority (83%) smallholders in Arua diocese, half (52%) smallholders in Lira diocese and less than half (42%) smallholders in Nebbi diocese had alternative income sources (Figure 3.15). In addition to agricultural activities, smallholders were already involved in other economic activities that supplemented their income from agriculture. In this regards, productivity of these economic activities could be improved.

However, productivity of economic activities is dependent on the type and management practices employed. In study, majority of respondents were involved in crop enterprises as Income Generating Activities (IGAs) and very few (115, 24% and 5%) in trade (Figure 3.15).

Table 3.4: Agricultural support services.

Sources of support services	Arua (%)	Lira (%)	Nebbi (%)
Extension service			
Do not access	51	37	56
Own group	17	20	6
Government	8	9	14
NGO	6	6	15
Fellow farmers	11	11	15
Private extension service providers	6	17	6
Agricultural inputs			
Own group	42	45	21
Government	8	12	4
NGO	4	9	3
Fellow farmers	16	7	9
Local market	30	25	57
Registered input dealer	0	2	5
Agricultural finances			
Do not access	52	54	75

Sources of support services	Arua (%)	Lira (%)	Nebbi (%)
Financial institutions	22	4	7
Private individuals	8	10	13
Input providers	6	6	1
Neighbors and relatives	5	0	0
SACCOs	7	26	5

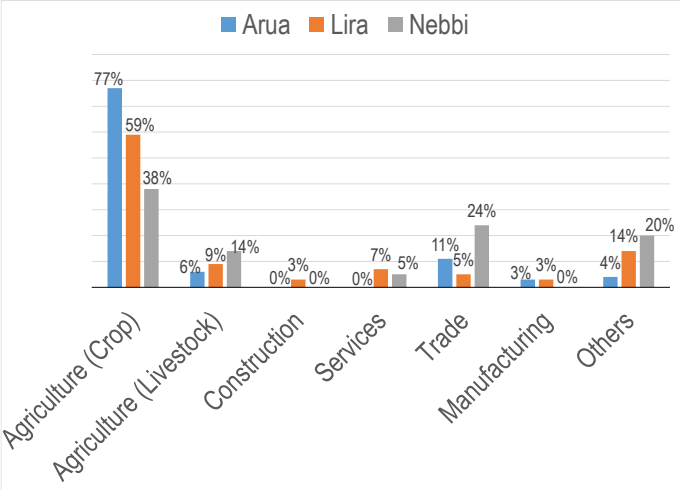

Figure 3.15: Types of IGAs.

3.4.7.2 Use of business management practices

Improving performance of smallholder IGAs requires better business management practices. In response to this, respondents were asked what their main sources of start-up capital are. The majority (67%, 49% and 67%) smallholders in Arua, Lira and Nebbi dioceses get their start-up capital from self, and on average smallholders invested UGX 211,840; 136,333 and 568,800 respectively (Figure 3.16). This indicates that smallholders are saving small money to invest in IGAs and therefore there is need for support in promoting Village Savings and Lending Associations (VSLAs) to increase investments in IGAs.

Increase in business value is related to the growth of IGAs that is important in increasing smallholder income. The study found out that on average in Arua, Lira and Nebbi dioceses, smallholders' current business values were UGX 1,297,000; UGX 760,000 and 1,578,467 respectively. This finding indicates increase in commodity market values of smallholder IGAs that relates directly to returns generated. The amount and management of working capital increases performance of smallholder IGAs. Majority (61%, 64% and 73%) smallholders got their working capital from self in all the 3 catholic dioceses (Figure 3.17). This finding indicates limited smallholder access to formal financial services that has direct negative impact on business performances. There could be a deliberate support to linking smallholders to financial services.

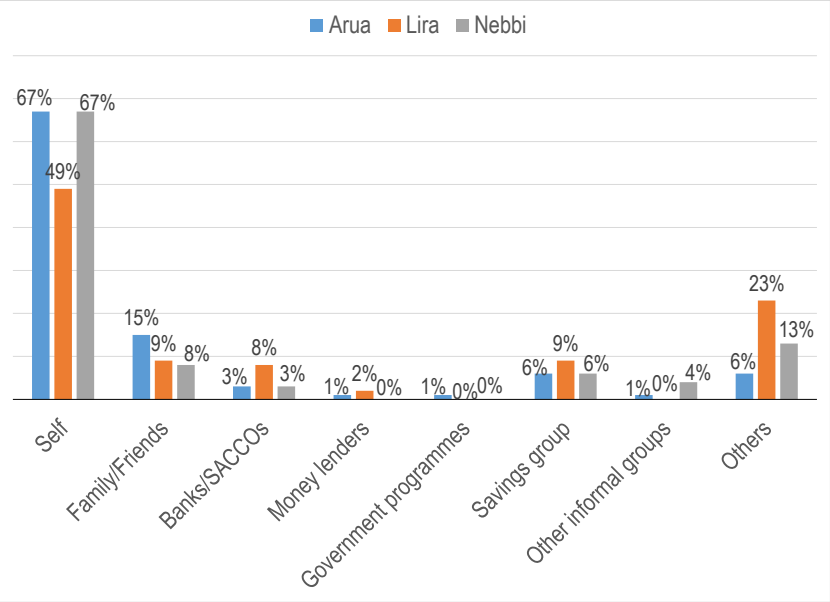

Figure 3.16: Sources of start-up capital.

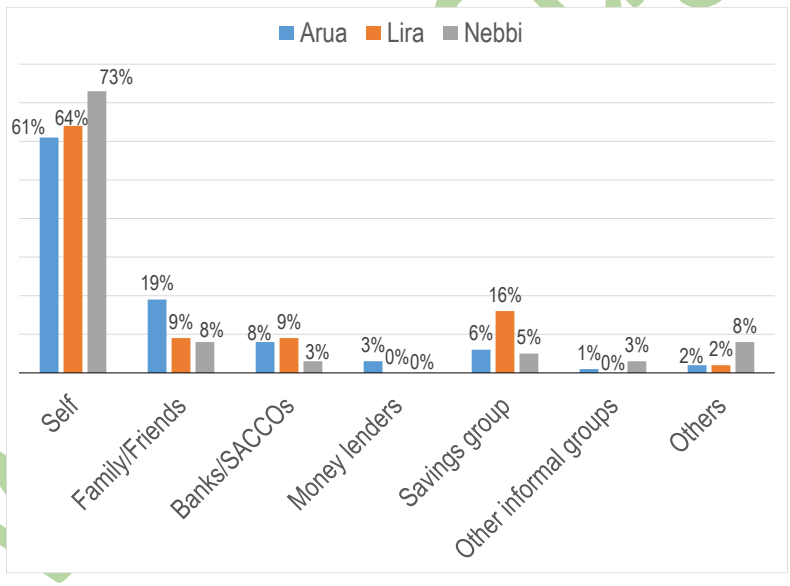

Figure 3.17: Main sources of working capital.

Recognizing the importance of effective business management practices in improving IGA performance, respondents were asked whether their IGAs were formally registered or not, in addition to the kind of the business management practices. The study found out that only very few (3%, 3% and 6%) IGAs in Arua, Lira and Nebbi catholic dioceses were formally registered; very few (6%, 2% and 3%) smallholders had written business plans for their IGAs; very small percentage (5%, 10% and 3%) of the smallholders were conducting cost-benefit analysis for their IGAs; few (16%, 15% and 12%) kept business records and less than half (39%, 20% and 11%)

smallholders separated personal and business finances (Figure 3.18). Overall, there was low level of good business management practices among smallholders and calls for capacity building of smallholder group members for improved IGA performances.

3.4.7.3 Income and employment benefits

Labor productivity depends on the number of laborers and effective hours of working. Table 3.6 shows the average number of people employed in IGAs in Arua (5), Lira (2) and Nebbi (5) dioceses and the average hours were 6, 8.8 and 8.7 respectively. This findings show labor productivity as higher in Arua diocese than in Lira and Nebbi dioceses. This is explained by the low labor cost and high revenue generated. However, in Lira and Nebbi dioceses, labor costs were relatively higher and yet returns to labor were lower. This calls for increasing labor productivity through mechanization of the production process.

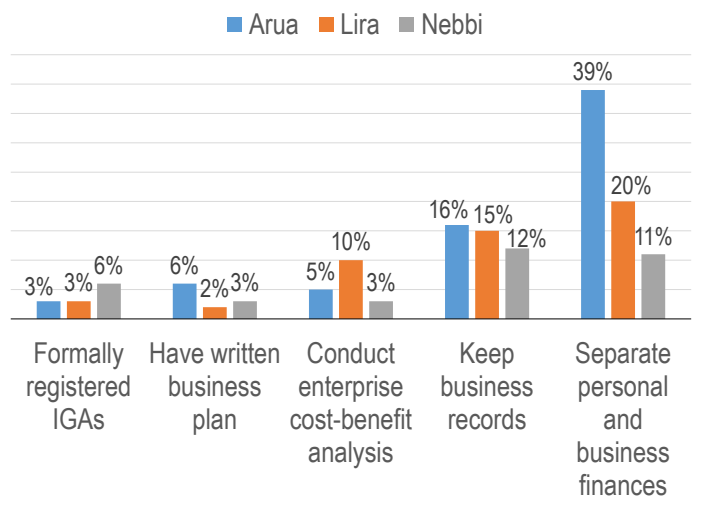

Figure 3.18: Status of the IGAs.

Table 3.5: Labor productivity. Note: * average number of working days per month is 22 days.

Aspects	Dioceses			Remarks
	Arua	Lira	Nebbi	
Average number of people employed in IGA	5.1	2.3	4.7	Few people employed in Lira
Average working hours per day	6*	8.8*	8.7*	
Average monthly wage in UGX	69,400	64,707	93,367	

Average hourly wage in UGX	526	334	488	
Average daily wage in UGX	3155	2941	4244	High labor cost in Nebbi
Average monthly earning in UGX	554,800	87,667	268,267	

3.5 Household food security status

3.5.1 Feeding practices

The sources of food items is directly related to household accessibility to food and the dietary intake of the household members. In this view, respondents were asked to mention where their households get different food items from. Almost all (91%, 94% and 85%) got food from own production and very few (8%, 55 and 11%) smallholder households got food from the markets (Figure 3.19). This finding indicates majority households still rely on own food production, thus putting the household members at risk of food vulnerability in case of abrupt loss of food production. Increasing income sources of the households would enable easy access to food during time of food shortages.

To confirm household availability of food, respondents were also asked whether they had food all year round and if they ate at least three (3) meals a day. Less than one tenth (8% and 9%) smallholder households in Lira diocese had food all year round and ate at least 3 meals daily respectively (Figure 3.20). Less than half smallholder households in Arua (28%, 34%) and Nebbi (40% and 38%) had food all year round and ate at least 3 meals daily respectively. This finding confirms household unreliability on own food production for sustainable food security. For households to have adequate food throughout the year, there is need to support their food production capacities. Despite, the inadequate food supply in the households, majority (62%, 78% and 81%) smallholder households ate together as a family and share food equally.

The KII also revealed that majority of farmers (households) over the last 3 years especially 2016 (worse), had less than three meals per day in 3 years (2014 - 2016).

3.5.2 Dietary food diversity

The number of unique foods consumed over a given period of time, provides information on household food security. In regard, respondents were asked whether they ate the different foods in the last 7 days. Figure 3.21 shows few (41%, 21% and 30%; 34%, 26% and 14%; 48%, 7% and 29%) smallholder households in the 3 catholic dioceses eat eggs, dairy products and spices.

However, very few (38%, 29%) and (18%, 36%) smallholder households in Lira and Nebbi dioceses take sugar/honey and alcohol as compared to more than half (55% and 57%) in Arua diocese. This findings indicate there is generally little consumption of animal protein among households, thus exposing vulnerable household members including children, pregnant women and the sick to malnutrition related diseases. Therefore there is need to create awareness on dietary intake and food security and also build capacity of the households to produce and or buy the required food items.

Dietary intake levels are directly related to household expenditure on food. In this regard, respondents were asked how much money in UGX they spend on food monthly. The study found out that household average expenditure on food in UGX were: 135,439 in Arua diocese; 85,289 in Lira diocese and 138,597 in Nebbi diocese. This finding shows the relationship between household size and amount spent on food. Where Nebbi diocese with average household size of 8 people has higher expenditure on food compared to Lira

diocese with average household size of 6 people that exhibited smaller expenditure on food. This calls for strategies geared towards increasing food and income of the households.

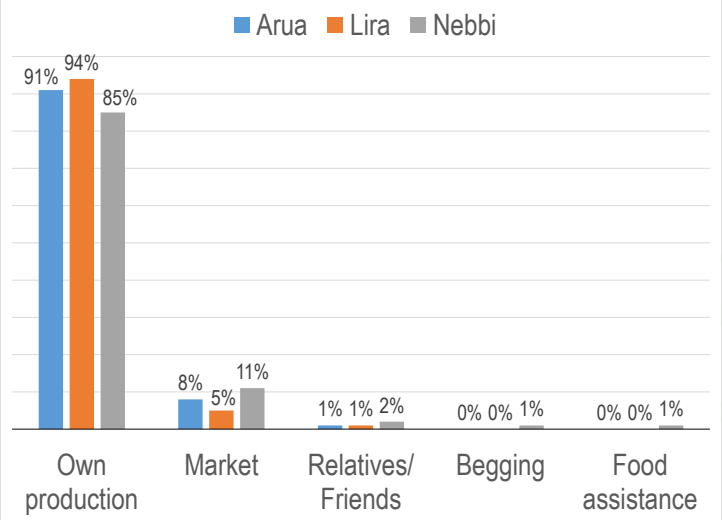

Figure 3.19: Sources of food.

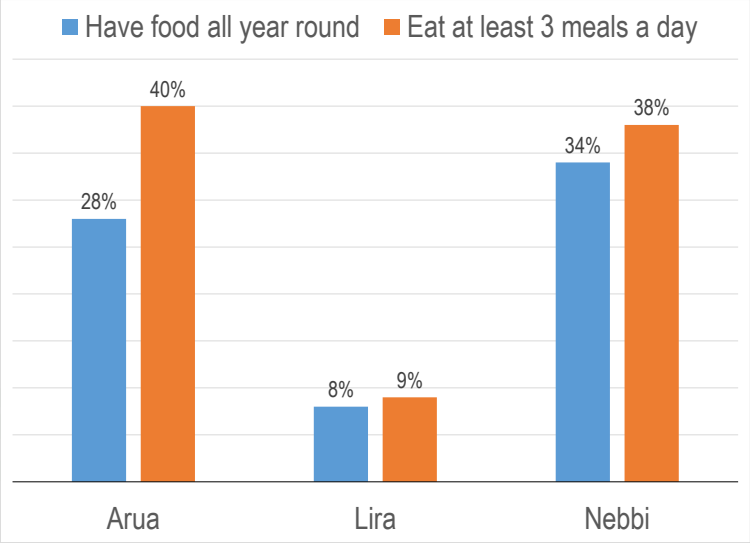

Figure 3.20: Food availability.

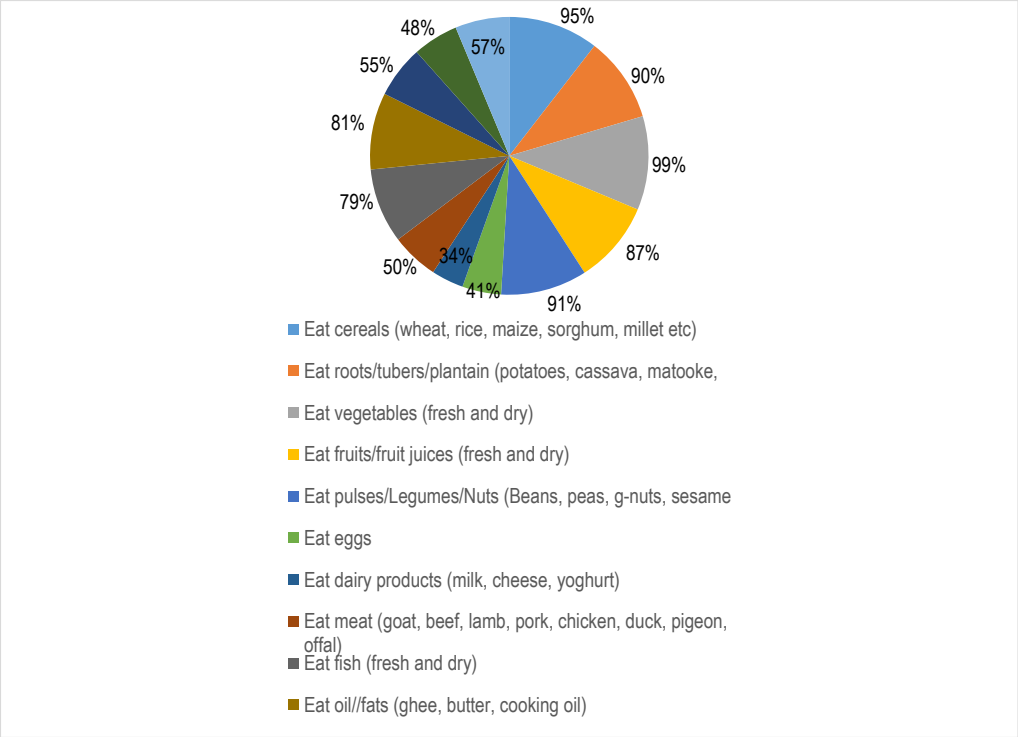

Figure 3.21: Dietary intake.

3.5.3 Food availability

The number of months without adequate food determines household food security status. While KII revealed that hunger was relatively experienced throughout the year, to ascertain the critical periods, respondents were asked which months of the year had inadequate food. The majority (58%, 59%, 67%, 73%, 80% and 76%) smallholder households in Nebbi diocese had inadequate food in the months of August, September, October, November, December and January respectively and less than half (47%, 39%, 36%) in Arua and Lira dioceses had inadequate food in the months of February, May and June respectively (Figure 3.22). This finding shows Nebbi diocese had a long period of inadequate food compared to Arua and Lira dioceses, making Nebbi a food insecure diocese. While Lira diocese had the shortest period of inadequate food qualifying it as a food secure diocese. In Atuke District, Lira diocese, the Production officer said;

In dire months –April to June, most households serve only one meal a day. This is due to the dwindling food stocks and the labour demands in the fields. This is a time when many survive on Shea nuts, mangoes and early maize.

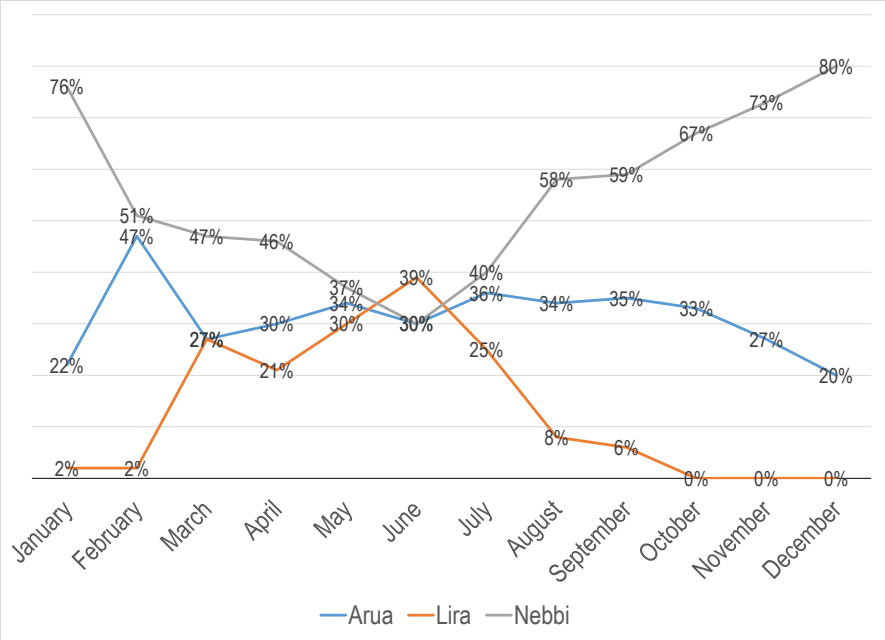

Figure 3.22: Months of inadequate food.

The majority (66%, 74% and 65%) had inadequate foods in the months mentioned because of drought or prolong dry spell (Figure 3.23). This is attributed to the negative impact of climate variability and inaccessibility of reliable and correct weather forecast information. The smallholders cannot know when rains will come and stop, thus increasing their vulnerability. This finding shows the need for timely dissemination of reliable weather forecast information using channels that are easily accessible to smallholders.

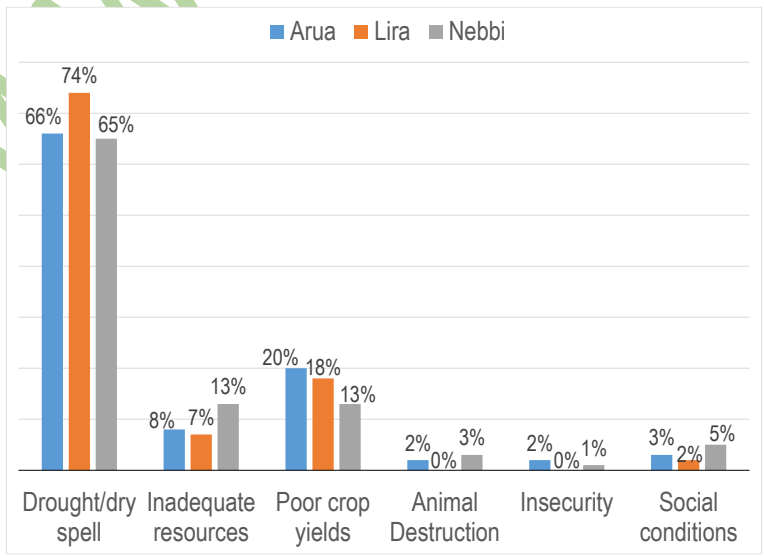

Figure 3.23: Reasons for inadequate food.

The main reasons given by the KII for food insecurity were related to;

i. *Animal or crop diseases affecting the yield realization by the household.*
ii. *Sickness of household members affects production activities.*
iii. *Food crop or livestock failure or loss due to weather and other disasters.*
iv. *Poor storage ability affecting the safety of food.*
v. *No policy on food security, if it's in place implementation is weak or even not at all especially in Maracha District.*
vi. *Inadequate food production couple with increase in refugees. This is true for Arua and Moyo districts.*
vii. *High food prices forcing some households not to have enough for the family hence reduction in number of meals per day.*

3.6 Overall issues constraining the performance of the agricultural sub sector

These cross cutting issues were reported by the KII in the dioceses of Arua, Lira and Nebbi. They also represent some of the challenges that were reported by the household survey as well.

3.6.1 Low production and productivity

Farmers are still practice poor methods of rearing livestock such as communal grazing and tethering which are rudimentary and typical of subsistence agriculture but not commercial farming. Declining soil fertility, soil erosion and drought are common. Local breeding materials are in use, partly due to illiteracy, poverty, tradition and culture. There is lack of quality pastures and feeds for livestock. The low productivity is also mainly due to the use of indigenous breeds (local breeds) that have low carcass weight and milk yield (1.5 liters/day compared to exotic 20 liters/day);

3.6.2 Inadequate disease and pest control

This is a potential threat in increasing livestock production and productivity. Disease such as New Castle Disease, Fowl Pox, African swine fever, Mange, Black quarter, Nagana, Rabies, Internal worms, ticks and tsetse flies, Foot and Mouth Disease and many pests have greatly increased the poverty situation of the farmers in the study areas.

There is poor infrastructure for disease and parasite control - the districts have no cattle dip but only a few communal cattle crushes.

3.6.3 Poor production chain linkages

Much of the agricultural produce in this districts are sold in raw forms. This is because the concept of value addition is still not yet very well adapted by the farmers. This has led to getting little income from our produce.

Market information is rudimentary in this district and the district has poor agricultural infrastructures including road and transport network.

Poor post-harvest handling due to inadequate storage facilities such as milk cooling facilities and modern abattoirs.

Livestock marketing is also not well organized in part due to the absence of functional livestock market in the districts especially in Nebbi and Zombo Districts.

3.6.4 Inadequate livestock data and information

There is no accurate and reliable agricultural statistics. There is limitation in providing early warning information related to changes in climate (poor and inaccurate weather forecast - poor meteorology).

3.6.5 Poor implementation of policies and regulations in the delivery of agricultural services

There are uncontrolled livestock movements especially by pastoralists and communities, ineffective coordination between Government, NGOs, NARO and farmers on production. Value addition is also inadequate. The general extension services for agriculture are below average.

- The diseases and parasites incidences are exacerbated by uncontrolled movements of animals, and
- Lack of routine vaccinations and other preventive measures and the negative attitude of farmers to the treatment of animals at a cost.

Although there are no agribusiness policies or bylaws in most of the districts with exception of Maracha which has "Food production and Environmental Management'', the enfocrment of the ordinance is weak due to political interrence by the Area councilors.

3.6.7 Average yield

Despite wide range of crops, households in areas of study get only 15 to 20% of the expected yields. This is still very low and explains why food stock is inadequate to meet the basic needs. This is attributed to;

- Small land size put into use especially for agriculture.
- Off season planting of crops due to change in weather.
- Poor management of diseases.
- Limited use of improved varieties.
- Relying majorly on woman labor.

3.6.8 Crop calendar

The seasonal pattern of crop production has greater influence on the production cycle. Table 3.7 shows the seasonal calendar and critical timeline for the crops in the dioceses of Arua, Lira and Nebbi. Bananas is the only crop that was reported to be harvested throughout the year.

3.6.9 Land owned by households

The majority of households owned pieces of land between 1 and 2 acres, although there are some few exceptional cases of households who owned between 3 acres and above.

The summary of the major constraints for crop production in the dioceses include;

- Limited use of productivity inputs such as improved seed, fertilizers, mechanization, and irrigation.
- Land tenure especially as it relates to ownership and access remains an issue especially among women farmers.
- Sustainable use and management of water, soil and land resources remains a critical factor for agriculture production and productivity.
- Inadequate animal traction technologies for opening more land.
- Inadequate improved seeds/planting materials, unpredictable rainfall patterns resulting into sometimes water logging and also prolonged dry spell.
- Uncoordinated marketing of agricultural produce resulting in low income hence low investment in crop production.
- Relatively poor soil fertility.
- Crop pest and diseases incidences.
- Post-harvest losses as well as inadequate information on improved agricultural technologies.

Table 3.6: Seasonal calendar of crop production in the dioceses.

Activities/ season	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Long rains							■	■	■	■	■	
Short rains			■	■	■							
Dry season	■	■				■						■
Opening of fields		■	■	■		■	■	■				
Planting			■	■	■		■	■	■			
Weeding				■	■			■	■	■		
Harvesting	■					■	■				■	■

3.6 Households sustainable environment management practices

3.6.1 Environmental awareness and practices

The awareness of sustainable environment practices was high in the HHs in the 3 dioceses except for areas of irrigation, alternative/ renewable energy source and reducing soil erosion that were low in Nebbi diocese (Table 3.8).

Agrometeorological information awareness was low in both Lira and Nebbi dioceses. Although the HHs were aware of sustainable environmental issues, the practices were lower than their levels of awareness (values in parenthesis and bold). However, some HHs in Arua diocese accepted practicing environmental conservation, using alternative energy and saving technologies and agro meteorological information. The question is how they practice what they have not heard off?

The common techniques most HHs agreed to apply in their selection of crop varieties and livestock breeds included farm planning and mixed farming in all the dioceses (Figure 3.24). Soil and water conservation was not so prominent. Animal and crop residues management was uncommonly used by some HHs for selection of crop varieties and livestock breeds. Irrigation practices that were highly used was watering can followed by bottle irrigation (Figure 3.25). Except for Nebbi diocese, other dioceses did not used soil and water conservation as a technique in irrigation. Overall, the HHs in Nebbi diocese use four (4) irrigation techniques compare to Arua and Lira dioceses. In all the dioceses, HHs highly plant trees along their gardens while others emphasis on wind breaks and a few had wood lots (Figure 3.26). In addition, farming planning was considered for agroforestry in Arua and Nebbi dioceses. Soil and water conservation structures was a factor for agroforestry practice in Lira and Nebbi. The unfriendly environmental conservation of using local lamp ('tadoma') that release smoke into the air was common in Arua and Lira dioceses (Figure 3.27).

Although solar lamps and improved charcoal stoves were prominent in the dioceses, 'tadoma' was still being used in HHs of Arua and Nebbi (Figure 3.28). The practices for soil erosion reduction were adequate in the dioceses (Figure 3.29). The HHs in Arua and Nebbi used agro meteorological information in farm planning (Figure 3.30). In Nebbi and Arua dioceses, soil and water conservation practices was also based on agro meteorological information.

Table 3.7: Sustainable environment management awareness and practices. In parenthesis and bold are values/number of respondents that agreed to different practices of sustainable environment management.

Environmental practices	Arua (%)	Lira (%)	Nebbi (%)
Selecting crop varieties & livestock breeds that are suited to the farm soil & climate	51.9 ***(52.5)***	71 ***(51.4)***	52.4 ***(48.5)***
Irrigation facilities	52.8 ***(51.9)***	57 ***(31.8)***	29.4 ***(18.8)***
Agroforestry practices	90.7 ***(88.8)***	77.6 ***(67.3)***	63 ***(50.9)***
Environment conservation	69.4 ***(74.1)***	72 ***(62.6)***	61 ***(55.3)***
Use of alternative / renewable energy and energy saving technologies.	75 ***(78.7)***	64.5 ***(58.9)***	28.3 ***(29.4)***
Using variety of practices to reduce erosion	57.4 ***(51)***	61.7 ***(51.9)***	42.4 ***(38.2)***
Use of agro meteorology information	46.3 ***(50.5)***	42.1 ***(34)***	20 ***(14.1)***

3.6.2 Exposure to risks

The highest risks that was experienced by the HHs in the 3 dioceses in the last 6 months before the baseline survey was food shortage (Figure 3.31). In Arua dioceses, all the HHs interviewed agreed to have experienced food shortage. About half of the HHs also experienced loss of income source and productive assets.

The HHs cope up with risks in different ways (Table 3.9). The highly common mechanisms in the 3 dioceses were sale of assets/crops and buying food for used during scarcity. Although Lira HHs used adopted innovative farming, few HHs (6.5%) used sale of labor compared to Arua (22.2%) and Nebbi (23.5%).

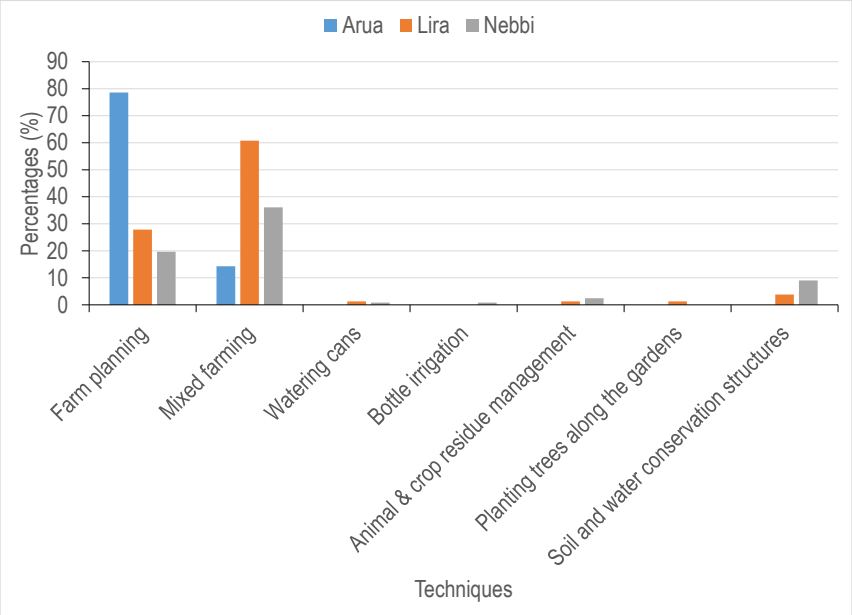

Figure 3.24: Agreed techniques of selecting crop varieties and livestock breeds.

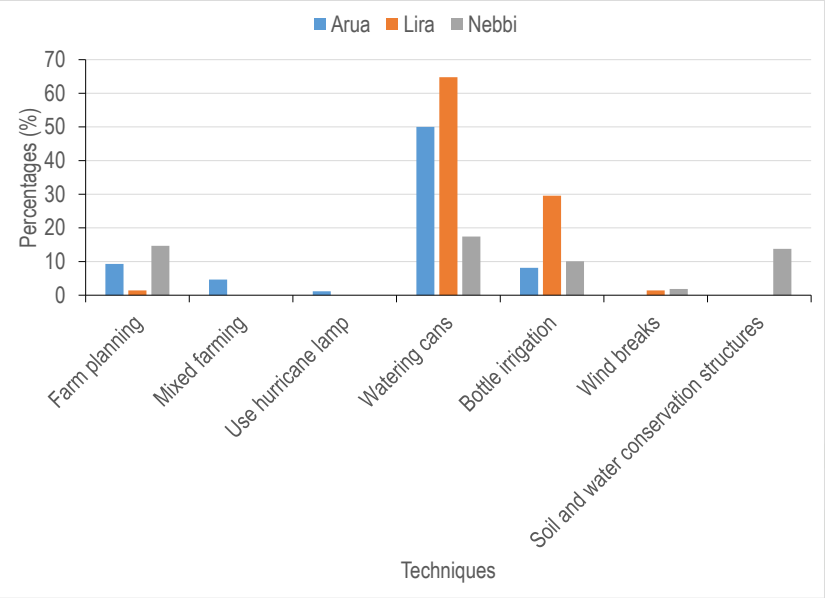

Figure 3.25: Agreed techniques for irrigation.

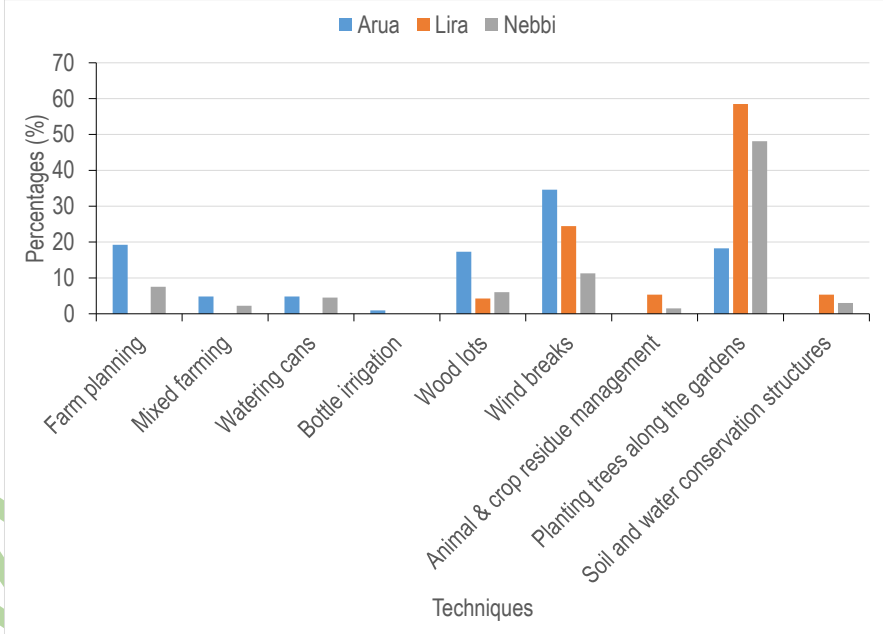

Figure 3.26: Agreed techniques for agroforestry.

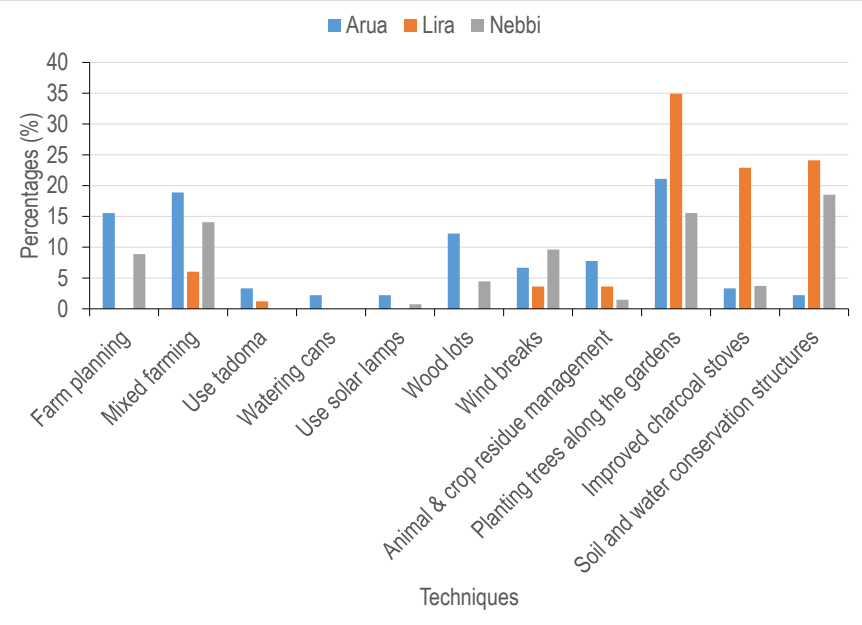

Figure 3.28: Agreed techniques for environmental conservation.

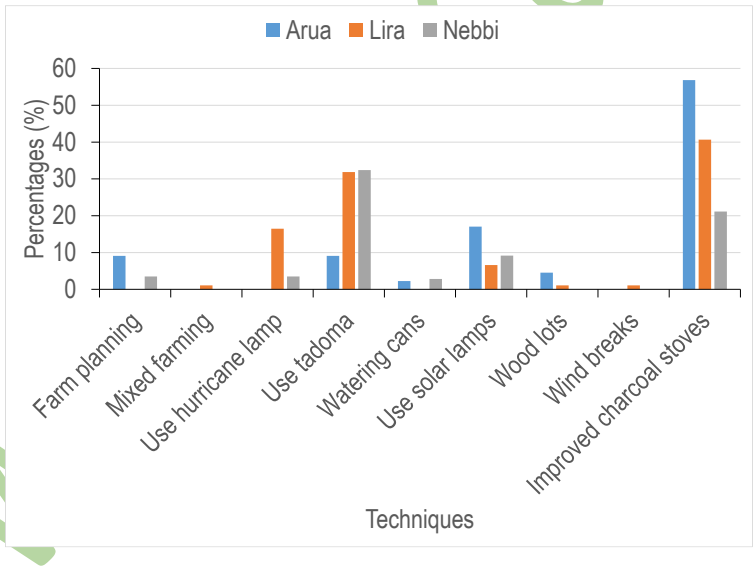

Figure 3.27: Agreed techniques for renewable/energy saving.

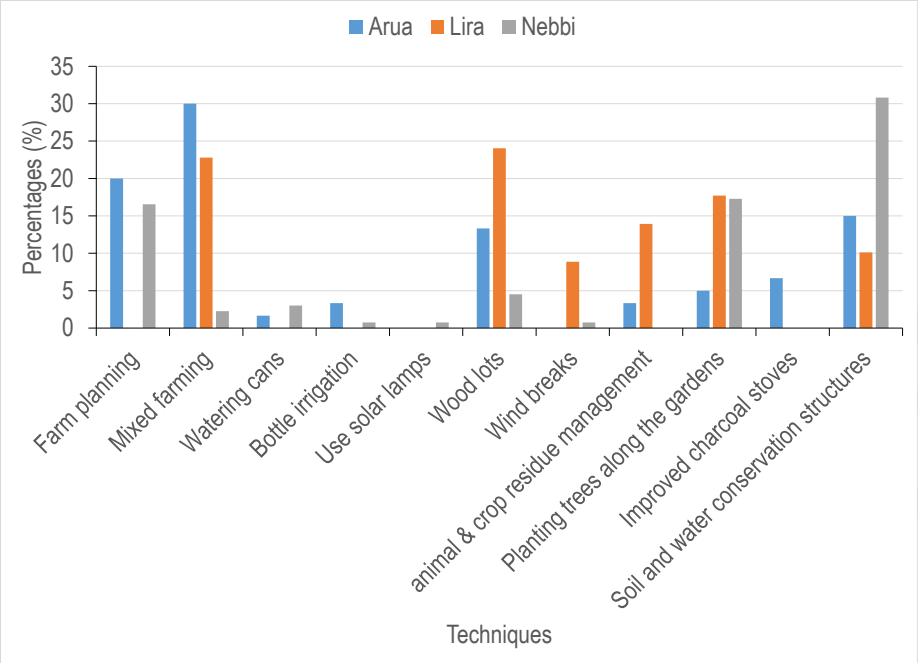

Figure 3.29: Agreed practices to reduce soil erosion.

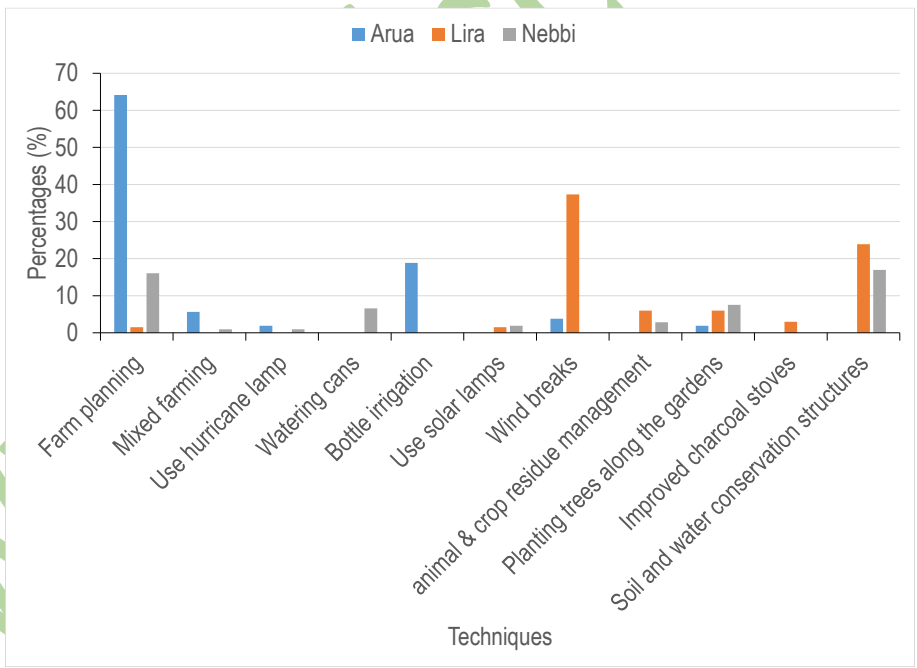

Figure 3.30: Agreed techniques for using agro meteorological information.

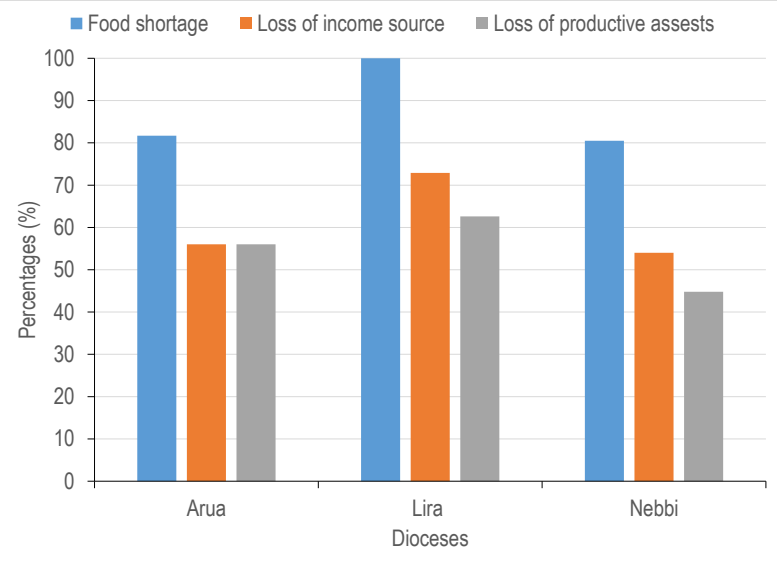

Figure 3.31: Risks the HHs were exposed to in the last 6 months before the baseline survey.

Table 3.8: Mechanisms of adoption to risks.

Coping mechanisms	Arua (%)	Lira (%)	Nebbi (%)
Sale of labor	22.2	6.5	23.5
Sale of asset/crops	26.9	55.1	17.9
Adopted innovative farming	4.6	10.3	1.2
Started petty trade	9.3	0.0	6.8
Buying food	22.2	16.8	16.7
Migration	0.0	0.0	1.9
External support	2.8	1.9	4.9
No action	5.6	0.9	13.0
Food adjustments	2.8	6.5	6.2
Credit	0.9	1.9	1.9
Others	1.9	0.0	2.5

3.7 Women empowerment

The role of women in agricultural production is far more evident in practice than it is acknowledged. Whereas both men and women participate in crop production in the area of study, women are seen to play greater role than men, they are involved in the entire production chain of the commodity right from land opening, planting, weeding, harvesting, primary processing and storage. Unfortunately very often women do not participate in the downstream activities of the commodity value chain such as value addition and marketing, they have no control over land which is a major production factor and they hardly take part in the decision-making process at the household and institutional levels which are areas which is almost entirely controlled by men. Through deliberate strategies that are gender sensitive and farmer centered for production activities implemented at the local government level, it has been possible to upscale women participation in development programmes through gender mainstreaming which has resulted to increase production and productivity at farm level.

It was also noted that of late even the youth are embracing agricultural production as means of their survival/livelihood.

3.7.1 Asset ownership rights

Decision making on asset ownership is important for livelihood enhancement of a smallholder household as assets are precursors for investment. In this view, female respondents were asked who owns key assets in the household. Results shows that more than a third of smallholder women in the 3 dioceses took decision by self (38%, 36% and 32%) and jointly (45%, 36% and 36%) on cash savings and small livestock like goats/sheep/ birds as well as other assets (Table 3.10).

3.7.2 Gender violence

Increase in gender violence determines productivity of smallholder households as it negatively affects the health and peace amongst household members. Female respondents were asked whether or not they had experienced different aspects of gender violence. The result shows more women in Arua and Nebbi dioceses had experienced fighting/physical abuse, quarrelling/verbal attack and denial of access to resources as compared to Lira diocese with very low percentages (Figure 3.32). This finding indicates the need to create awareness on the dangers of gender violence.

Table 3.9: Asset ownership rights.

	Assets	Self (%)	Partner (%)	Joint (%)	Others (%)	Total (%)
Arua	Cash savings	38.0	6.5	18.5	0.0	63.0
	Livestock (Cows)	33.0	9.2	29.4		71.6
	Livestock (Goats/sheep/ birds)	31.5	16.5	45.0		92.9
	Motor cycles	17.3	7.7	15.4	1.9	42.3
	Bicycles	27.2	8.7	27.2	1.0	64.1
	Major farm inputs	25.7	11.9	56.9	0.9	95.4
	Farm land	29.4	22.9	44.0	0.0	96.3
	House	29.4	5.5	61.5	0.0	96.3
	Other businesses	36.7	5.5	23.9	0.0	66.1
	Cash crops	17.4	10.1	22.9	0.0	50.5
Lira	Cash savings	36.4	24.3	21.5	0.9	83.2
	Livestock (Cows)	32.7	12.1	29.0		73.8
	Livestock (Goats/sheep/ birds)	31.8	15.9	35.5		83.2
	Motor cycles	1.9	0.9	3.7	0.0	6.5
	Bicycles	26.2	10.3	34.6	0.0	71.0
	Major farm inputs	29.9	16.8	38.3	0.0	85.0
	Farm land	43.9	15.0	28.0	0.0	86.9
	House	29.9	15.0	42.1	0.0	86.9
	Other businesses	23.4	6.5	32.7	0.0	62.6
	Cash crops	22.4	14.0	41.1	0.0	77.6
Nebbi	Cash savings	31.6	2.9	36.8	0.6	71.8
	Livestock (Cows)	28.7	3.4	24.1		56.3
	Livestock (Goats/sheep/ birds)	32.2	3.4	35.6		71.3
	Motor cycles	13.8	0.6	9.8	1.1	25.3
	Bicycles	22.5	0.6	15.6	1.7	40.5
	Major farm inputs	24.7	6.3	47.1	0.6	78.7
	Farm land	35.1	4.1	47.7	1.7	88.5
	House	31.0	6.3	51.7	1.7	90.8
	Other businesses	21.3	0.0	20.1	1.1	42.5
	Cash crops	25.9	9.2	34.5	0.6	70.1

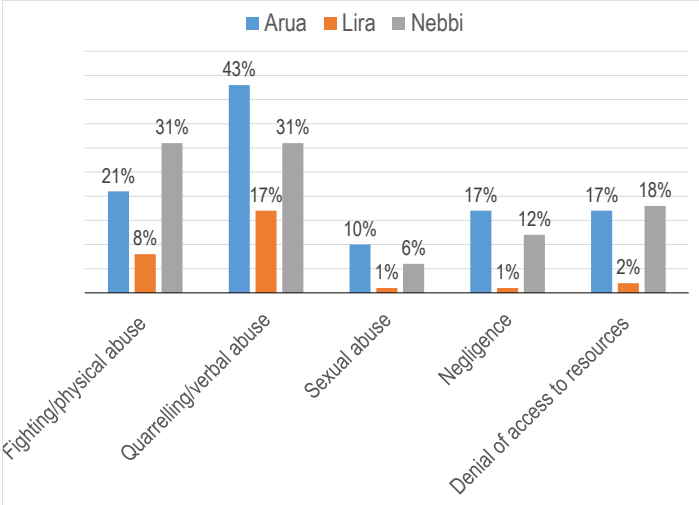

Figure 3.32: Gender violence.

3.7.3 Participation of women in household decision making

Participation of women in household decision making is important for smallholder production and productivity. In this view, female respondents were asked whether or not they were involved in key household decision making. Figure 3.33 shows majority (> 60%) female smallholders were involved in dioceses of Arua and Nebbi. Less than 55% female smallholders were involved in decision making on key household aspects such as major use of income, taking and use of credits, asset acquisition, fees for children, livestock use, land issues and business start-up capital.

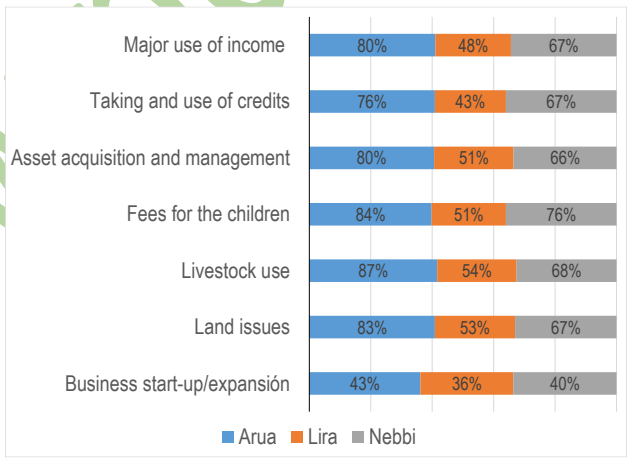

Figure 3.33: Participation of women in household decision making.

3.7.4 Participation in Local Government Development Programmes

Community participation in Local Government (LG) development programmes is an incentive to political accountability needed for improved service delivery. In this regard, respondents were asked whether or not they know their development rights and if they participate in LG development programmes. Figure 3.7.4 shows majority (> 50%) smallholders in Lira and Nebbi dioceses are aware of their development rights (decentralized development and food

security) and only few (<45%) smallholders in Arua diocese are aware of their development rights. On participation in LG development programmes, the study also reveals that majority ((> 50%) smallholders in Arua and Lira dioceses participate in LG programmes and few ((<48%) smallholders in Nebbi diocese participate in LG programmes. This finding indicates LG inadequate involvement of local communities in development activities thus giving room for poor service delivery.

3.8 Household financial management

3.8.1 Financial management practices

Prudent financial management practices are essential for livelihood enhancement among smallholders. Table 5 below shows majority (70%) smallholders in Lira diocese and very few (30% and 16%) in Arua and Nebbi dioceses belong to VSLAs. However, though many people in Lira were members of VSLAs, the amount they saved per month was very low (UGX 48,867 only) compared to VSLA members in Arua and Nebbi dioceses (Table 3.11). This finding indicate low amount contributed by members in VSLAs reflects savings per individual member. There is need to build capacity of VSLAs in member mobilization and savings management. Table 3.11 also reveals that:

- Majority of smallholders (63%) in Nebbi diocese and less than half (35% and 29%) in Arua and Lira dioceses saved on self or at home.
- Majority smallholders (63% and 59%) in Arua and Nebbi dioceses respectively, primarily spend their income on food and almost half (46%) in Lira primarily spend their income on education costs.

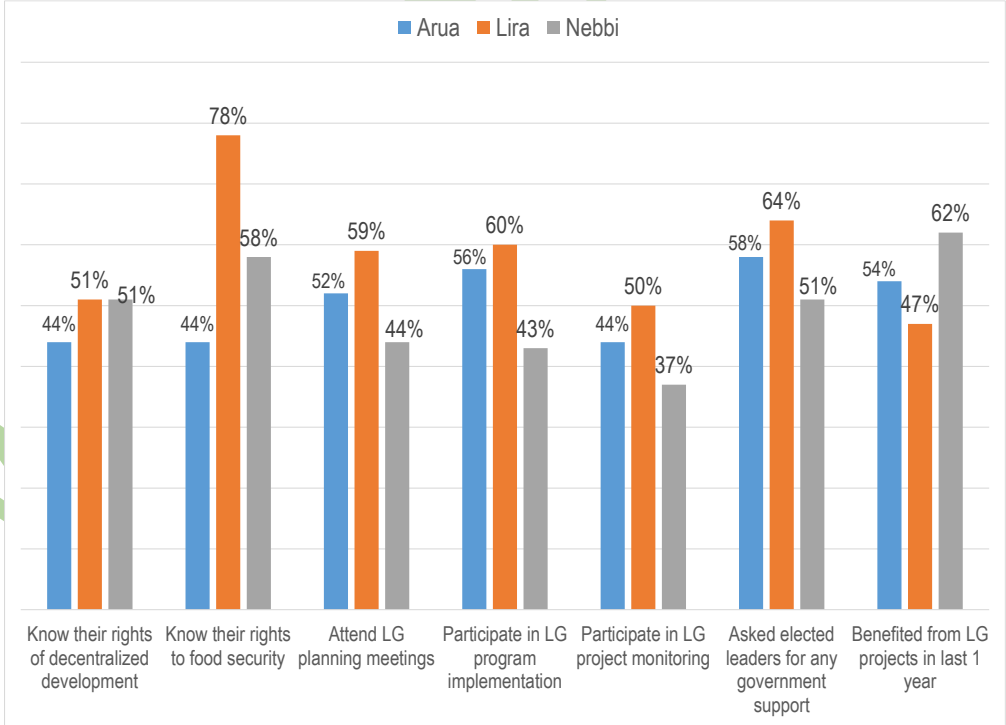

Figure 3.34: Participation in LG programmes.

Table 3.10: Financial management practices.

	Arua	Lira	Nebbi
Smallholder members who belong to a VSLA (%)	30	70	16
Average amount saved per month (UGX)	173,440	48,867	127,567
Places for saving (%)			
– On self or home	35	29	63
– With family/friends	0	2	4
– Banks/SACCO	30	13	12
– Savings group	22	52	19
– Other Informal groups	0	3	1
– In livestock/ productive assets	12	0	2
Regular household expenditures (%)			
– Food	63	29	59
– Clothing	2	3	1
– Airtime	2	0	1
– Family support	3	2	3
– Agricultural inputs	7	5	4
– Education cost	15	46	16
– Medical bills	5	12	14
– Asset acquisition	1	4	2
Expenditure in education and health (UGX)			
– Average amount spent on education last term	229,938	222,550	169,583
– Average amount spent on medical treatment in last 6 months	59,600	143,591	24,500

3.8.2 Household productive asset ownership status

Household productive assets can easily be converted into income that are re-invested in to other IGAs. Table 3.12 below shows smallholders in Lira and Nebbi dioceses own more cows and poultry than those in Arua diocese. However, smallholders in Lira diocese do not have chairs with cushion.

Table 3.11: Productive assets and ownership.

	Arua	Lira	Nebbi
Mean household productive asset (number)			
– Cows	2	3	7

	Arua	Lira	Nebbi
– Goats	5	4	1
– Poultry	5	7	7
– Motorcycles	0	0	1
– Bicycles	1	1	1
– Radios	1	1	1
– Mobile phone	1	1	1
– Chairs with cushion	2	0	1
– Mattresses	2	2	1
Estimated earnings from productive assets (UGX)			
– Cows	3,778,163	1,676,800	1,749,869
– Goats	300,247	360,000	358,824
– Poultry	145,545	64,012	78,084
– Motorcycles	1,774,400	1,441,667	1,648,625
– Bicycles	143,712	119,257	134,772
– Radios	56,734	26,574	47,903
– Mobile phone	82,750	44,138	56,606
– Chairs with cushion	110,000	56,500	132,500
– Mattresses	95,080	69,711	86,357

The net financial status of the household is in Table 3.13.

Table 3.12: Financial net worth.

	Arua	Lira	Nebbi
Mean values of asset wealth (UGX)			
Estimated total value of productive asset	6,486,631	3,858,659	4,293,540
Average amount saved in the bank/SACCO	388,450	171,136	145,000
Average amount in cash at hand	54,088	116,818	295,000
Average amount in credit	64,250	133,864	156,167
Average amount in debts	119,275	119,727	179,167
Net worth	**6,874,144**	**4,160,750**	**4,710,540**

3.9 Household sanitation and hygiene practices

The common sanitation and hygiene practices that were mentioned during KII to contribute to the increasing incidences of sanitation and hygiene related diseases in the dioceses were;

- Presence of many disease-causing bugs — virus, bacteria, protozoa and parasitic worms that are found in the faeces of infected people. These find their way into human bodies through contaminated soil, water and food.
- Mosquitoes breeding in stagnant water, and algae and fungi in neglected surroundings contaminate water.
- In adequate safe water, toilets and sewerage systems.
- Eating fresh and uncooked food contaminated by human faeces or irrigated with untreated wastewater.
- Consuming contaminated water and undercooked meats or raw milk from infected animals such as poultry, pigs, goats and cattle.
- Bathing in contaminated water.
- Sharing clothing, beds, bedding, and towels used by an infected person.
- Keeping long nails that can host germs and spread infection.
- Walking barefoot especially in public toilets/ showers.

3.9.1 Sanitation practices

Higher number (89.2%) of the respondents accepted owning a bathing shelter. Higher number were in Arua (97.2%) and Lira (93.4%) dioceses compared to Nebbi (89.2%) diocese. Majority of the bathing shelters of the HHs in the dioceses were semi-permanent and strong (Figure 3.34). However, relatively lower number (< 20%) of the HHs had weak and collapsing bathing shelters. Observation also indicated that some of the water containers that were used by the different HHs for fetching and storage of water were unclean (Figure 3.35).

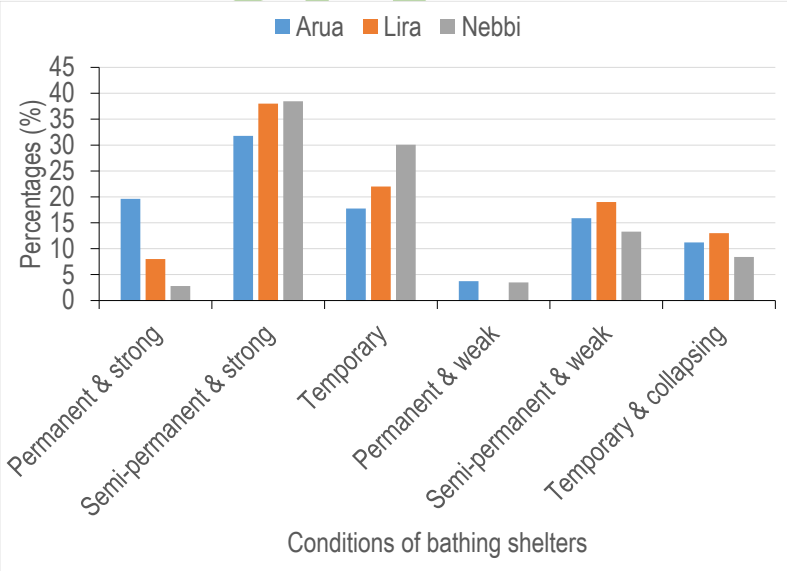

Figure 3.34: Bathing shelters conditions of the HHs.

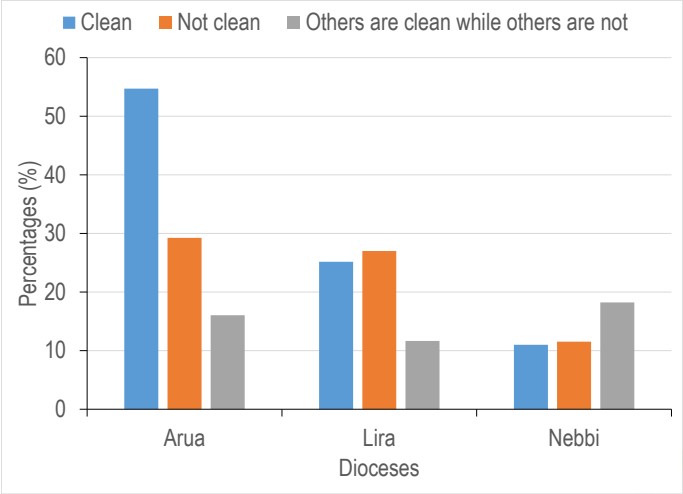

Figure 3.35: Conditions of water containers of the HHs.

Majority of the HHs in the dioceses have separate kitchen and animal house. The corresponding percentages for the HHs in the dioceses of Arua, Lira and Nebbi that had separate kitchen and animal house were 84.1%, 77.6% and 69.6% respectively. Higher percentage of the HHs had separate and strong kitchen and animal houses (Figure 3.36). Except for Lira diocese that had lower number (41.1%), Arua (83.3%) and Nebbi (80.8%) dioceses had more HHs with drying racks. The common types were the drying stand and hanging drying racks (Table 3.14).

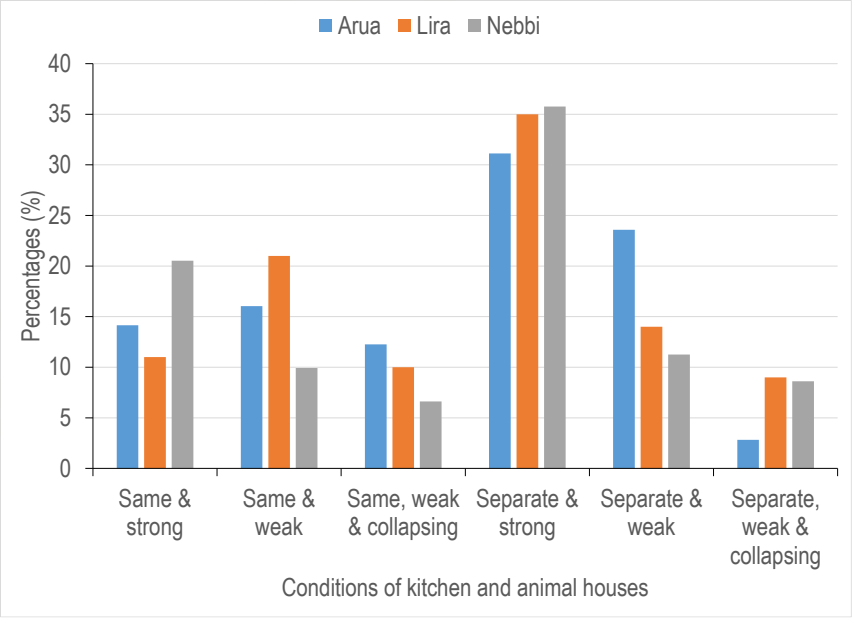

Figure 3.36: Conditions of kitchen and animal houses of the HHs.

Table 3.13: Types of drying racks of the HHs.

	Dioceses		
Types of drying racks	**Arua (%)**	**Lira (%)**	**Nebbi (%)**
Drying stand	46.9	41.4	54.1
Hanging drying rack	39.8	32.8	35.1
Stones/logs with metal plate	11.2	1.7	6.8

The overall average of the individual percentages of the conditions of the racks that were used by the HHs for drying dishes and cloths were relatively equal for the weak and collapsing (30%) and strong racks (31%). Dirty racks were still being used and only between 10 - 27% of the racks were free draining racks (Figure 3.37).

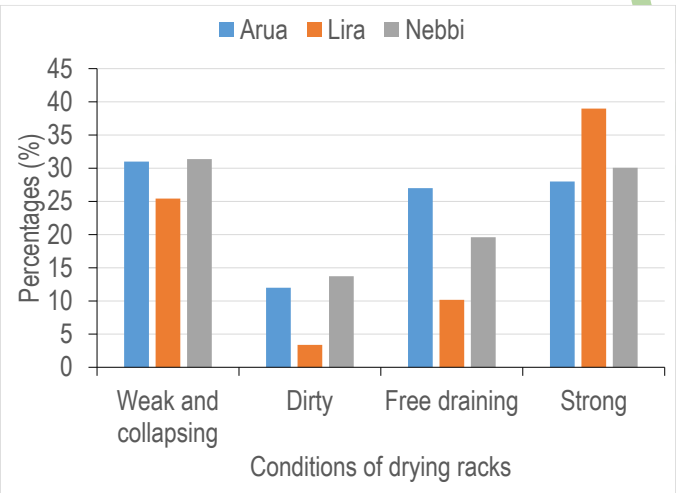

Figure 3.37: Condition of drying racks for dishes and cloths.

Overwhelming number in Arua (97.2%), Lira (94.3%) and Nebbi (88%) had latrine. Although some HHs said construction of pit latrine was not applicable to them (< 9.7%), the latrines at the HHs were constructed by different sources (Table 3.15). Majority of the HHs (> 83%) constructed their latrine.

Although there were pit latrines with slabs, majority of the pit latrines of the HHs in the different dioceses had no slabs (Figure 3.38). About 1% of the HHs in Arua diocese reported their pit latrine draining in canal/creeks and rivers and was the only diocese with composting latrine (3.7%). Majority HHs in Arua (89.8%), Lira (65.4%) and Nebbi (86.8%) pit latrine within 50 m from their houses.

Table 3.14: Different sources that constructed pit latrine.

	Dioceses		
Construction sources	**Arua (%)**	**Lira (%)**	**Nebbi (%)**
Self	86.1	92.5	83.2
Local authority/Government	5.6	0.0	1.8
NGO	2.8	0.0	1.2
Others	1.9	1.9	4.2

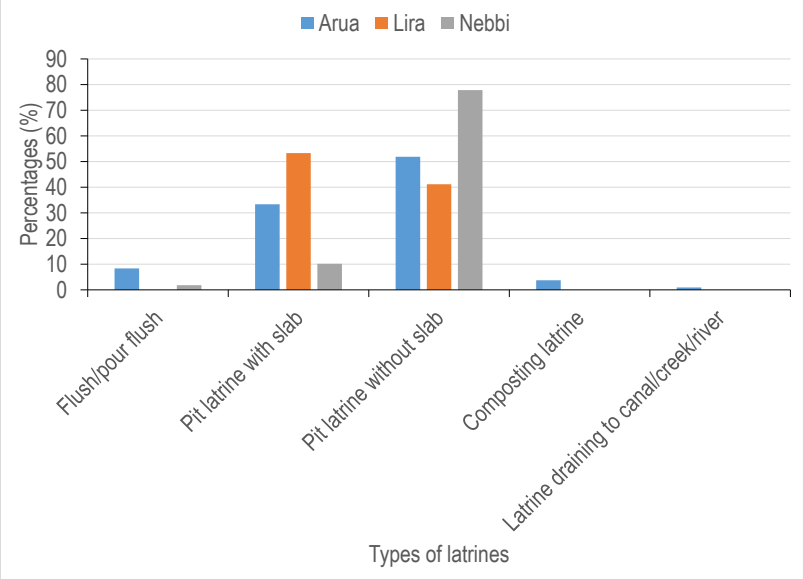

Figure 3.38: Types of latrines of the HHs.

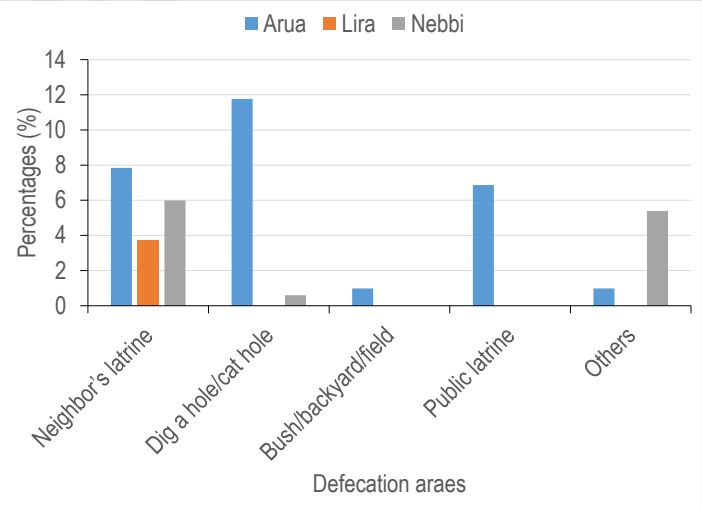

Figure 3.39: Defecation areas for some of the HHs.

Latrines were being shared between 2 - 4 families in Arua (36.1%), Lira (4.7%) and Nebbi (9%). More families (5 – 7) shared latrines in Arua (11.1%) and Nebbi (5.4%) while more than 7 families were also sharing latrines in the dioceses of Arua (9.3%) and Nebbi (1.2%). The families without latrines and could not share any were defecating in different places (Figure 3.39). Use of public latrines and bush/backyard/field defecation were uncommon in Lira and Nebbi dioceses.

The reasons for not constructing latrine were numerous (Figure 3.40). HHs in Arua diocese had more reasons for not constructing latrine compared to Lira and Nebbi. Some of the reasons were lack of space while others had ample space for defecation. All the HHs in the dioceses said constructing a pit latrine was expensive.

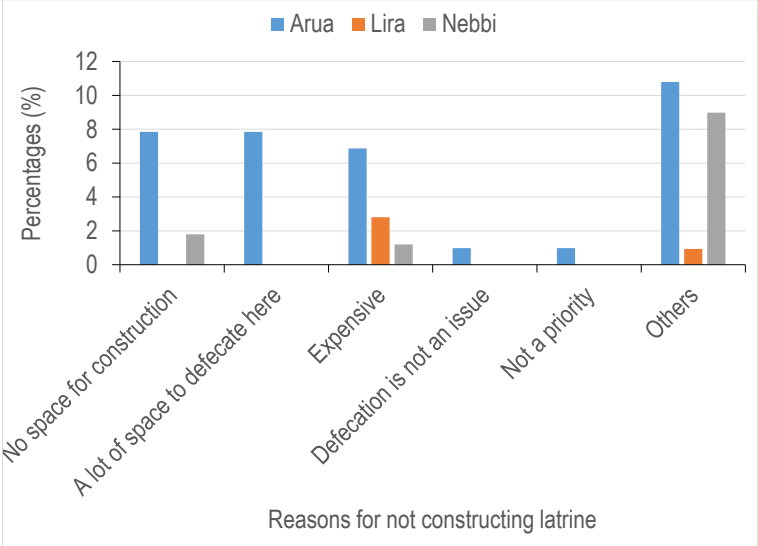

Figure 3.40: Reasons for not constructing pit latrine.

Although the disposal of babies' feces were majorly done in toilets in the dioceses of Arua (70.6%), Lira (80.4%) and Nebbi (78.4%), there were haphazard disposal as well. These include those that were being buried, thrown on the ground/ field, garbage pit, bushes and other disposal places that existed could not define. Most HHs in Arua (88.2%), Lira (69.2%) and Nebbi (74.9%) dioceses disposed of their other household wastes/garbage in garbage pit or buried them. Other waste disposal places for the HHs are in Table 3.16.

3.9.2 Hygiene practices

The times of washing hands by the HH members were majorly before and after eating, and also after using latrine and defecation (Table 3.16). Higher HHs were using water only (51.4%) and water and soap (38.3%) in Arua diocese (Table 3.16). In Lira diocese 72.8% use water and soap while 27.2% use water only. Relatively equal numbers used water only (44.2%), and water and soap (46.2%) in Nebbi diocese. Similar numbers of HHs in Lira (56.3%) and Nebbi (56.4%) said washing hands using soap was not applicable to them. The major reasons for not using soap in all the dioceses was reportedly the expense of buying it.

However, in Arua diocese, washing with soap was reported as taking time. Observation of hand washing facilities around the HHs in the diocese are in Figure 3.41.

Table 3.15: Ways of wastes/garbage disposal.

	Dioceses		
Wastes/garbage disposal	**Arua (%)**	**Lira (%)**	**Nebbi (%)**
Burn	3.9	7.5	1.8
Public disposal area	2.0	0.0	0.0
Landfill/to fill low ground	1.0	4.7	7.8
Composting	2.9	0.0	2.4
River	2.0	0.0	0.0
Thrown anywhere	1.0	14.0	2.4
Others	1.0	0.0	7.8

Table 3.16: Key times of washing hands, substances for washing hands and the reasons for not using soap.

Key times of washing hands	**Arua (%)**	**Lira (%)**	**Nebbi (%)**
Before eating	55.9	16.9	74.3
After latrine use	13.6	61.0	11.8
After handling baby	1.7	1.7	0.0
After eating	13.6	0.0	2.2
Before feeding child	3.4	0.0	0.0
Before food preparation	0.0	3.4	0.0
After defecation	10.2	0.0	5.9
After handling rubbish	0.0	3.4	0.7
Others	1.7	13.6	4.4
Substance for washing hands			
Water only	51.4	27.2	44.2
Water & soap	38.3	72.8	46.2
Water & sand/leaves	0.9	0.0	1.9
Water and ash	6.5	0.0	5.8
Others	2.8	0.0	0.0
Reasons for not using soap			
Washing with soap takes time	29.0	0.0	10.3
Soap is not a practice even before	2.8	3.9	1.3
Water alone cleanses the hand	8.4	7.8	12.2
Negligence/laziness	5.6	9.7	3.8
Expensive to buy soap	22.4	17.5	20.5
Others	7.5	0.0	0.0

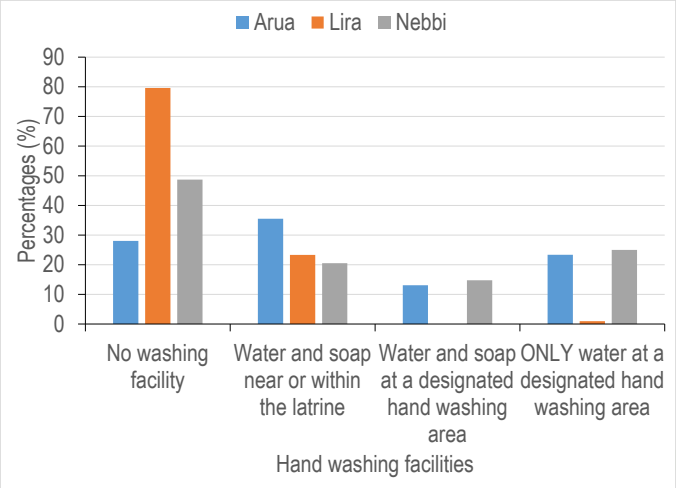

Figure 3.41: Presence of hand washing facilities around the HHs.

Higher number of the respondents in Arua (99.1%), Lira (83.5%) and Nebbi (100%) dioceses accepted having heard hygiene/health messages for the last 3 months before the baseline survey. The messages that were dominant in Arua diocese were covering food, reporting cholera cases and use of latrine for defecation (Table 3.17). In Lira diocese the common messages were report of cholera cases, use of latrine for defecation, washing hands with water and soap, and covering food. The use of latrine for defecation and reporting cholera cases were common in Nebbi dioceses.

Table 3.17: Health messages received for the last 3 months before the baseline survey.

Types of messages	Arua (%)	Lira (%)	Nebbi (%)
Bury feces	1.9	0.0	3.2
Use of ORS	1.9	1.0	0.6
Cover food	15.0	3.9	2.6
Report cholera case	12.1	8.7	10.3
Bath regularly	0.9	0.0	2.6
Use latrine for defecation	11.2	7.8	21.2
Clean & cover water containers	0.9	0.0	2.6
Dispose garbage properly	0.9	2.9	2.6
Prepare food hygienically	2.8	1.0	9.6
Stop open defecation	5.6	2.9	3.8
Cleanliness around water point	2.8	0.0	3.2
Dispose baby's feces to the toilet	2.8	0.0	0.6
Water treatment (boil, chlorine, etc.)	0.9	1.9	0.6
Use of mosquito nets	7.5	1.9	4.5
Wash hands with water & soap	0.9	3.9	1.9
Others	0.0	1.0	4.5

The common channels for the health messages to the HHs were church/mosque, community health volunteers, radios and government health workers (Figure 3.42). However, Arua, Lira and Nebbi dioceses had church/mosque, radios and government health workers respectively as their main channels of receiving health messages. The preferred channels were not different from the main channels for communication of the health messages (Figure 3.43).

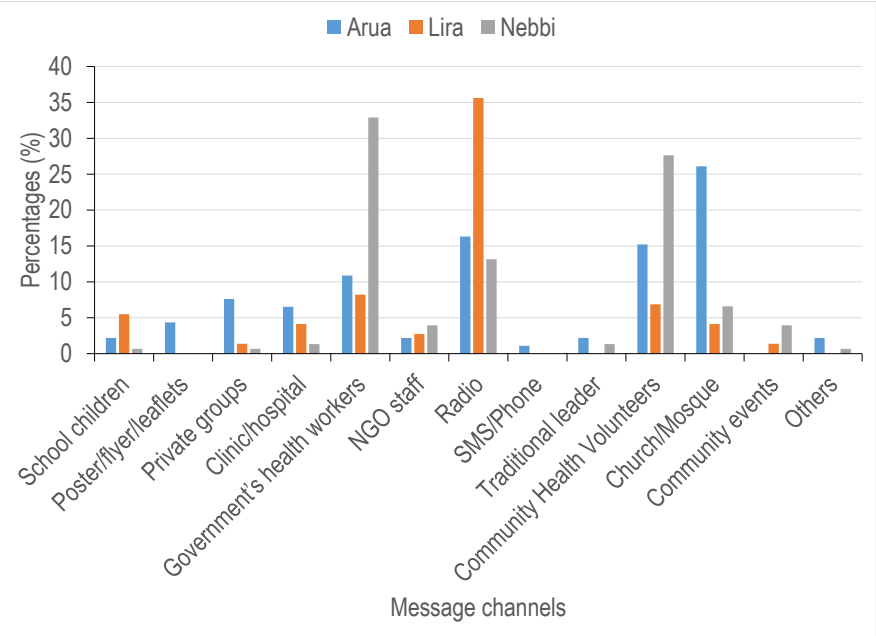

Figure 3.42: Channels of delivery of the health messages.

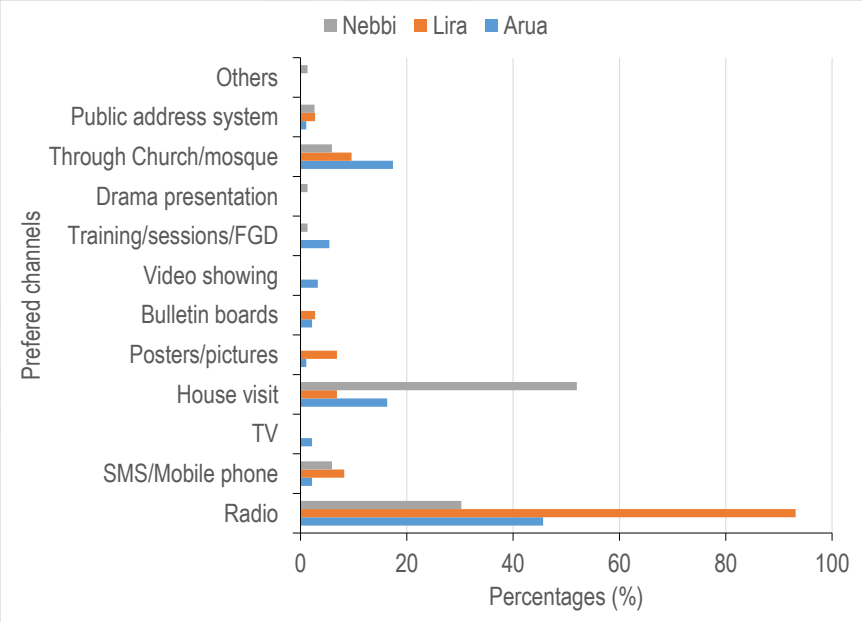

Figure 3.43: Preferred channels for receiving health messages.

3.9.3 Constraints in achieving total sanitation and hygiene in the dioceses

- Poor participation of men in sanitation and hygiene programmes.
- Laxity by communities to sustain existing sanitary facilities.
- Presence of hard rock and soft soil in swampy areas is a discouraging factor in the construction of latrines in particular.
- Children defecating behind latrines due to fear of falling in the pits.
- Lack of guidance by parents and caretakers making it complex to achieve open defecation free (ODF).
- Failure by leaders to be exemplary, leaving communities with no option to copy from.
- Ineffective support supervision by LGs, M&E at all levels of service delivery.
- Collapse of old/ under construction latrines.
- Sharing of latrines.
- Involvement of local leaders is a big challenge since they have busy schedules.
- Hard cores in the community continues to distract the attention of others.
- Sustainability of existing facilities by the community still remains major issue.
- Latrine quality remains wanting.

How the challenges were addressed;

i. Women were tasked to come with their husbands for Follow up Madonna (FuM) meetings.
ii. Increased interface with the community during community meetings and FuM.
iii. Community advised to use appropriate technologies.
iv. Parents are advised to be vigilant to monitor behavior of children including guiding them in case they want to defecate.
v. Pay surprise visits.
vi. Homes of leaders were inspected. This resulted into production of fame and shame list of the leaders.
vii. Communities were advised to construct latrines with strong but lasting materials, lining pits and undertake construction within short period.

3.10 Capacity of implementing partners

3.10.1: Partners in sanitation and hygiene

Some of programmes /projects that helped in addressing some of the bottlenecks in sanitation and hygiene are summarised Table 3.18.

Table 3.18: Sanitation and hygiene implementing partners.

S/N	Name	Geographical area	Type of activity
1.	Belgian Technical Corporation (BTC).	Whole district	Support to institutional capacity building on governance, leadership and management.
2.	Global Fund.	Whole district	Support to HIV/AIDS, TB and Malaria interventions.
3.	WHO.	Whole district	Support to HMIS and surveillance.
4.	UNICEF.	Whole district	Support to immunization activities.

S/N	Name	Geographical area	Type of activity
5.	Baylor Uganda.	Whole district	Support to comprehensive HIV/AIDS services.
6.	AFARD	Whole district	Water and Sanitation, Nutrition, HIV/ AIDS.
7.	CARITAS	Whole district	HIV/AIDS awareness among the Youth.
8.	Marie Stopes Uganda (MSU).	Whole district	Provision of Long Term and Permanent Family Planning Services. Training of health workers in reproductive health service provision.
9.	Uganda Health Marketing Group (UHMG).	Whole district	Provision of HIV counselling and testing services.
10.	The Carter Centre (TCC).	Whole district	Support to elimination of Neglected tropical diseases.
11.	Programme for Accessible health Communication and Education (PACE).	Whole district	Support to PLWHA with Basic Care Kits.
12.	SURE.	Whole district	Medicine management, logistical support inform of computer, motorcycles and capacity building for staff.
13.	Church of Uganda	Whole district	HIV/AIDS, Safe Water and Sanitation, Health Service Delivery
14.	Uganda Red Cross Society (URCS).	Whole district	Disaster preparedness and response.
15.	Nebbi Catholic Diocese	Whole district	HIV/AIDS, Safe Water and Sanitation, Health Service Delivery
16.	Programme for Accessible health Communication and Education	Whole district	Support to PLWHA with Basic Care Kits.
17.	Aids Information Centre (AIC).	Whole district	Provision of HIV test kits, Septrin and data support to test sites.
18.	Uganda Red Cross Society (URCS).	Whole district	Disaster preparedness and response.
19.	FHI360	Whole district	Communication and Publicity
20.	Reproductive Health Uganda (RHU)		Reproductive Health Services including HCT, Linkage and referrals of HIV positives
21.	SUSTAIN		Comprehensive HIV Care and Treatment
22.	RICE WESTNILE		Prevention
23.	CARE International		Emergency care and Gender Issues

3.10.2 Partners in agriculture

There were a number of development partners i.e. the private sector, NGOs and other government institutions that played complimentary roles in the agricultural development in the dioceses, however most of them have now closed. Those that collaborated with the various districts in the dioceses are as indicated in the Table 3.19.

Table 3.19: Developmental partners within the dioceses.

S/No	Development partner	Activity	Area of cooperation / status
01	WelthungerIlfe	• Procurement and supply of agricultural inputs e.g. seeds and planting materials • Organize exchange/exposure visits and demonstrations • Extension services to farmers • Rehabilitation and/or construction of storage facilities	Adwari & Okwang sub counties. **Ended**
02	ACF	• Procurement and supply of inputs e.g. seeds and planting materials. • Organize exchange/exposure visits and demonstrations • Extension services to farmers. • Cash transfers.	Ogor, Orum and Olilim sub counties. **Ended**
03	CARE-Partners for Resilience	• Procurement and supply of inputs e.g. seeds and planting materials.	Orum and Olilim sub counties. **Ended**

		• Organize exchange/exposure visits and demonstrations • Extension services to farmers. • Promotion of VSLA.	
04	CARE- Water for Agriculture	• Action research and advocacy. • Organize exchange/exposure visits and demonstrations.	Ogor, Orum and Ololim sub counties. **Ended**
05	ALREP	• Construction of sub county production office in Ogor Sub County • Installation of solar system in office block at Ogor Sub County • Procurement of motorcycles • Laptop computers • Construction of community cattle crush	Ogor, Okwang, Ololim, Orum. **Ended**
06	CLUSA	• Agribusiness trainings • Demonstration and training of farmers on conservation farming techniques • Supporting of producer & marketing groups on collective marketing • Promotion of VLSA activities • Linking the value chain actors	All sub counties **Ended**
07	BEAD for life	• Supporting various agricultural activities through farm inputs distribution and training	All sub counties **Closed**
08	Integrated Seed Sector Development (ISSD)	• Promotion of the development of the informal seed sector- the quality declared seeds (QDS)	Okwang sub county **Ended**
09	AVSI	• Promotion of youth skill development in agribusiness and vocational studies	**Ended**
10	VODP2	• Promotion of lol seeds e.g. sunflower and soy beans production	**Active**
11	NAADS/ Operation Wealth Creation (OWC)	• Promotion of perennial commercial crops (Citrus, mangoes and coffee) Agribusiness trainings • Demonstration and training of farmers on conservation farming techniques • Supporting of producer & marketing groups on collective marketing • Promotion of VLSA activities • Linking the value chain actors	**Active**
12	AFARD	• Supporting various agricultural activities through farm inputs distribution and training • Agribusiness trainings • Demonstration and training of farmers on conservation farming techniques • Supporting of producer & marketing groups on collective marketing • Promotion of VLSA activities • Linking the value chain actors	**Active**

The dioceses are willing and ready to partner with any of organizations with similar areas of interest so that they complement each other. In addition, the Local government will help in policy making and enforcement; M&E, and for provision of technical advice and staff.

3.10.3 CARITAS capacity

Findings

1. Administrative system

    a) There is presence of organogram based on the diocese structure of administration. They follow the church mode of administrative system.
    b) The present staff in dioceses have the required qualifications and skills as per their positions.
    c) Staff appraisal is done annually and at times based on request for a particular project.
    d) Recruitment system;
        - Advertise is done in the national newspaper and also use radios.
        - Lower positions are advertised locally.
        - Staff are employed on merit based on qualifications and experienced need for a particular task.
    e) Presence of strategic plan:
        - All the dioceses had strategic plans in place which were expired. However they reportedly are working on the new plans for 2018 -2023.
    f) Monitoring
        - No monitoring policy, rely on the framework sent by head office
        - No general M&E plan
        - No M&E officer on the ground
        - Monitoring is done by Carita(U)

2. Administrative personnel

    - Executive officers and programme coordinators are degree holders in the relevant fields necessary for those positions.
    - M& E officers are not at the branches. The branches rely on the M&E officers sent by the head office.

3. Technical personnel

    - There are no specific officers/persons recruited for production, health/sanitation and agribusiness. The work in these sections is handled by programme coordinators and in most cases by sustainable livelihood officer.
    - At times when need arises, resourceful personnel are hired to handle a particular programme on casual basis for which they are rewarded on spot.

4. Financial personnel

- The personnel's on the ground are qualified for the job with relevant bachelor's' degree in the field of accounting and finance. In addition some of them even have Professional qualifications like CPA.

5. Financial systems

a) General ledgers are prepared accounting to the standards required and maintained on daily basis as per the transactions carried.
b) Financial transactions / records are audited by auditors sent by Caritas (U) from Kampala but it's difficult to tell whether the auditors are internal or external. While the Caritas branches in the dioceses do not have internal audit department. This means no internal auditors as such what should have been done by the internal auditor is done by the accountant pending verification by the one sent by Caritas (U) from Kampala.
c) Tacking records / balances is done through verification of transactions, books accounts and filling of records.
d) The computerized accounting software not being used and yet installed in their PCs but the accounts are still stuck to the use of Ms Excel. This indicates that the persons responsible for financial recording keeping are not comfortable with the accounting packages installed.
e) There is sign of control of ledgers especially the hard copy ones. They are properly stored.
f) Internal audit is done at diocesan level

6. Financial reporting

a) Budgets are prepared on annually for the running of the organization. High attention is paid to the budget lines for smooth management of the project being under taken.
b) Do prepare monthly Trial Balance
c) Financial reports are always submitted to management as and when needed by management
d) Review of financial report including cash flow is weekly. This helps in assess the financial strength of the organization.
e) To ascertain the cash position of the organization, cash flow forecast is regularly done to minimize cases of having cash difficulties /financial distress which may affect implementation of programmes/projects.

7. Internal control systems

- Have no financial manual in place but highly rely on the donors' financial regulations as per the project being implemented.
- In most cases they follow financial instructions from Caritas Head offices.

- Segregation of duties is not properly followed, there are some officers who are handling more than one tasks. This is risky and can lead to fraud.
- Special audit is also done for specific activities /projects.
- External auditors are at times appointed by donors for their projects.

8. Inventory control

- Have inventory registers in place.
- No designated officer appointed as store keeper, but rely on assigned officer who does the work for a short period of time since that is not the person's job requirements.
- Inventory ledgers are not used, store records are kept in an ordinary black book without any proper format of tracking inventory movement such as LIFO, FIFO etc.

9. Fixed assets

- Assets registers are being kept and log books say for vehicles are kept under lock and key.
- For movable assets like vehicles, motor cycles, there is a book for recording in and out usage.

10. Receivables

- there is no policy for managing receivables
- the officers do not have any idea of managing receivables
- No track records in place

3.11 Reccomendations

3.11.1 Agricultural production and food security

i. For farmers to increase their incomes, they must have access to sustainable markets.

- **Local and national markets** in towns, cities and other urban centres are one of the easiest markets for farmers to reach and often constitute the largest market in most of the districts. To access these markets, farmers and other actors, such as seed multipliers and input traders, need to organize themselves if they are to equitably benefit. Internal /local markets are the most important as they absorb most of the produced by farmers.

ii. **Policy Issues**

a) **Food security*:*** Every household should ensure they produce enough food to meet the family demand throughout the year and to achieve this, the following must be taken into account;

- The district authority shall ensure they sensitize farmers to plan short term crops and initiate post-harvest programs, this shall be guided by technical officers of the higher and lower local governments.
- Two third of every food harvested, must be stored for domestic consumption, and to ensure that this is followed; the lower local government at LC I, should enforce the above policy measures.

b) **Commercial productivity*:*** Every farmer should practice farming as a business, each farmer should select the priority crop enterprise which has got market linkage
District to target at least three strategic cropping enterprises that alleviate food insecurity while generating income and blends well with other non-crop enterprises. Every household should have at least 1 acre each of these crops alongside other food crops enterprises. (**Enterprise mix should be encouraged**)

c) **Development of date collection system:** Within the existing Local Government structures at district and sub-county levels, the Secretary Production LC I shall be sensitized and will be responsible for production data collection at village level and forward it to the sub-county based extension officers.

d) **Agricultural technology promotion:** Every sub-county must have a demonstration site to promote new technology of crop production.

e) **The role of NGO:** Organizations that support HIV/AIDS victims should target farmers groups who are vulnerable to HIV/AIDS. The NGOs engaged in the production sector should participate in the sector coordination meetings. Regular supervision and auditing of NGOs by responsible Government sector shall be adhered to as a policy matter.

f) **Soil conservation practice**: Every farmer shall observe recommended soil and land use practices that conserves soil and water quality, soil fertility and soil structure to ensure sustainable land use.

iii. To multiply and distribute improved genetic resources to producers.

iv. To facilitate development of agricultural service infrastructure through Establishment of agricultural laboratory at district HQS or Establishment of plant clinics at LLGs.

v. To promote water for agricultural production and sustainable soil fertility and land use management; Promotion of small scale irrigation and Implementation of Integrated Soil Fertility Management (ISFM).

vi. To promote and support commercialization of the agricultural sector through value chain development by Guide strategic enterprise selection to ensure competitiveness and profitability of the chosen commodities; Developing of the marketing chains of selected crops.

vii. To promote, coordinate, monitor and build capacity of farmer organization- Encourage peer learning & adoption of agricultural technologies; Learning, Practice and Alliances; Institutional Capacity Building.

viii. Promote crop productivity enhancing technologies.

Identified development interventions

- Institute an efficient and effective delivery of technologies and uptake of knowledge through establishment of an innovative system-MSIP and farmer institutional development.

- Linking agricultural research and extension at lower local government level-Adaptive trials of released varieties with farmers.
- Increase farmers' participation in technology development: Farmer to Farmer Seed development, promotion of informal seed sector.
- Enhance farmers' access to production and agro processing technologies.
- Provide farmers with quality agricultural information.
- Promote value addition and agro processing technologies as a means to increase household income.
- Put in place actions that lower the vulnerability of the farming communities to potential events which can affect crop production.
- Explore and strengthen capacities among the farming communities that could be used to prevent potential events from occurring, mitigate and respond to disaster should they occur.
- Conduct early detection of crop pests and diseases and any other hazards that may affect cop production.
- Control of crop pests and diseases in the district.
- Increased knowledge in soil and water management, combined use of organic inputs and judicious use of mineral fertilizers in the farming systems.
- Improved understanding among key stakeholders of Integrated Soil Fertility Management (ISFM) interactions and actions needed to remove socio-economic constraints to adoption of ISFM practices.
- Establish demonstrations on small scale irrigation and water harvesting technologies.
- Engage public/private sectors to promote full packaged animal traction technologies.
- Certification and verification of vegetative planting materials.
- Verification of seeds for viability.
- Improve implementation of standards for agricultural production.
- Build the capacity of farmers and sub county local government through trainings and providing technical, logistical support.
- Engage PLWA, PWDS, and OVCs Youth into agricultural production of high value enterprises.

3.11.2 Sanitation and hygiene

- Investments in improving sanitation will accelerate progress towards the Millennium Development Goals and save lives."
- Using proper toilets and hand washing - preferably with soap - prevents the transfer of bacteria, viruses and parasites found in human excreta which otherwise contaminate water resources, soil and food. This contamination is a major cause of diarrhea, and other major diseases such as cholera, schistosomiasis, and trachoma.
- Improving access to sanitation is a critical step towards reducing the impact of these diseases. It also helps create physical environments that enhance safety, dignity and self-esteem. Safety issues are particularly important for women and children, who otherwise risk sexual harassment and assault when defecating at night and in secluded areas.
- Promoting sanitation and hygiene in schools benefits both learning and takes care of the health of children. Child-friendly schools that offer private and separate toilets for boys and girls, as well as facilities for hand washing with soap, are better equipped to attract and retain students, especially girls. Where such facilities are not available, girls are often withdrawn from school when they reach puberty.

- In health-care facilities, safe disposal of human waste of patients, staff and visitors is an essential environmental health measure.
- "Safe drinking-water supply including continuous disinfection (chlorination),
- Improve sewage-disposal systems and protection of the water supply from contamination
- Washing hands with soap and water always,
- Washing vegetables and fruits in clean water before eating or cooking. Proper cooking potentially contaminated foods are some ways to ensure food is free of infection-causing pathogens.
- Proper disposal of solid waste helps to reduce the collection of water. Waste disposal management is essential to eliminate mosquito-breeding sites in addition to covering/filling of all stagnant waters to avoid water accumulation.

3.11.3 CARITAS officers

- There is need to recruit more manpower to beef up the team on the ground in the following positions:
    i. Finance Coordinator
    ii. Program accountants
    iii. Account - assistants at filed office levels
    iv. M& E officer for the branches
    v. Production officer, health/ Sanitation officer and agribusiness officer
- Diocesan offices should come up with M&E policy / manual for monitoring activities on the ground rather than waiting from the head office
- There is need for modification of the organogram to suit Caritas activities instead of following the diocese structure which may not be suitable for some projects.
- The Key Informant Interviews with diocesan Caritas finance officers revealed that they are still using excel for capturing financial transactions and preparation of Financial statement yet most organizations today have up graded to the usage of accounting software packages such as tally that is internationally recognized. Why are they not complying with the usage of accounting software packages if they have the capacity to handle? To address this gap, there is need to build the capacity of the staff in M&E and also for the Finance team in software applications such as Tally.
- Inventory management needs more attention. There is need for inventory manual and responsible officer be appointed as a store keeper.
- There is need to have in place a department for internal audit at the branch level.

3.12 Baseline survey indicators

The summary of the baseline outcome and output indicators were developed from the Logframe of the proposal submitted for funding and the programme result chain (Table 3.20).

Table 3.20: Logframe with objectively verifiable indicators and the baseline percentages. The overall project baseline percentages for the indicators can be calculated as the average values of the indicators of the dioceses.

Purpose	Indicators	Baseline August 2017		
		Arua	Lira	Nebbi
Impact: Impact: improved food security, nutrition and livelihoods among small holder farmers in Northern Uganda.	% of population below the international poverty line of $ 1.9 per day	91%	97%	99%
Outcome 1: Improved food and nutritional Security among the small holder farmer households	% of HH taking 3 meals per day during lean season	40%	9%	38%
	% of HH having quality and diversity of the diet for all household members [protein, vitamins, and minerals]	35%	21%	44%
	% of HHs with adequate food all year round	28%	8%	34%
	% of HH with significant increase in yields of cassava in Arua, sesame in Lira and cassava in Nebbi (HH with 1-20 bags)	35%	36%	24%
	% HH with 21-40 bags	0%	0%	2%
	% HH with 41-60 bags	0%	0%	1%
	% HH with 61-80 bags	0%	0%	0%
	% HH with 81-100 bags	0%	0%	0%
Outcome 2: Increased market access and income among small holder farmer household [male and female]	% of HH with income above 1,000,000 UGX per year	38%	29%	31%
	% of HH with increased acquisition of assets [motorcycle, bicycle, solar, land , livestock and change in shelter]	33%	27%	37%
	% of smallholder HHs who report having sold their products as a group	21%	17%	20%
	% of targeted small scale farmer HHs with access to credit and financial services	13%	13%	11%
	% of farmers with diversified enterprises.	24%	15%	18%
Outcome 3: Increased use of sustainable environment practices among the targeted communities	% of households that have adopted sustainable environmental practices	19%	15%	17%
	% of HHs who have at least three home hygiene and sanitation facilities	26%	21%	37%
	% of smallholder HHs who are aware of improved sustainable environmental practices	63%	64%	42%

Purpose	Indicators	Baseline August 2017		
		Arua	Lira	Nebbi
	% of smallholder HHs using improved sanitation & hygiene KAPs	93%	88%	80%
	Smallholder HH average expenditure on sanitation & hygiene related infections treatment in UGX	83,465	99,068	69,794
	Livestock output per year (Number)	4.8	2.2	1.5
	Smallholder with IGAs (%)	83	52	42
	Acreage under main income crops (Acres)	1.2	1.9	1.8
	Adoption of improved crop production Practices (%)	62%	55%	45%
	Adoption of improved livestock production Practices (%)	44%	48%	26%
	Access to credits (%)	0	0	0
	Smallholder in VSLAs (%)	30	70	16
	Smallholder amount saved in VSLA per month (UGX)	173,440	48,867	127,567
Improved women empowerment among smallholder communities	Asset ownership rights (%)	74	31	64
	Gender violence (%)	22	6	20
	Women participation in decision making (%)	76	48	64
Outcome 4: Civil Society (Caritas and farmer's groups) is able to deliver services and promote structural change	Improved programme Documentation and Results (Baseline, Midterm and Endline)			
	% of farmer groups who have undertaken strategic efforts in lobbying for their key priorities			
	Partner's CIMS score has improved			
	Partners have improved capacity in the cross cutting issue			
	M&E systems (Functionality)	No	No	No
	Plan and budget submission (Time)	Untimely	Untimely	Untimely
	Smallholder participation in LG Development programmes (%)	53	56	47
	Smallholder awareness of rights (%)	44	65	55

ANNEXES

Annex 2: Terms of Reference

UGANDA EPISCOPAL CONFERENCE

(UGANDA CATHOLIC SECRETARIAT)

Nsambya Hill, 672 Hanlon Road

P O Box 2886, Kampala Uganda, E.A.

Our Ref:.....

Your Ref:.....

10th March , 2017.

M/s .....

.....

Procurement Reference Number: UEC-CAR/SRVCS/2017/00008

Dear sir/madam

Request for proposals for a consultant to carry out a baseline survey for the integrated programme for good governance and sustainable livelihoods.

The Procuring and Disposing Entity indicated above invites your proposal for the services described above.

This procurement process will be conducted in accordance with the Proposals Procurement method contained in the Uganda Episcopal Conference – Uganda Catholic Secretariat's Manual: Proposal Procedures.

The services required are described in detail in Part 2: Terms of Reference.

Any resulting contract shall be subject to the terms and conditions detailed in Part 3: Contract.

Any queries should be addressed to **The Procurement Officer** at the address given above.

Please prepare and submit your proposal in accordance with the instruction in Part 1: Proposal Procedures or inform the undersigned if you will not be submitting a proposal.

The planned procurement schedule (subject to changes) is as follows:

Activity	**Date**

Issue of request for proposals	10th March 2017
Submission dead line	14th March 2017
Opening of Proposals	14th March, 2017
Evaluation process	Within 2 working days from bid closing date
Display and communication of best evaluated bidder notice	Within 2 working days from contracts commit approval of evaluation report
Contract award and Signature	After expiry of the best evaluated bidder notice and SG's approval where applicable

Yours sincerely,

Nakigudde Josphine.

For; The National Director Caritas Uganda

PART 1: PROPOSAL PROCEDURES

Procurement Reference Number: **UEC-CAR/SRVCS/2017/00008**

Preparation of Proposals: You are requested to quote for the services by completing, signing and returning:

the Proposals Submission Sheet in this Part;

the List of Services and Price Schedule in Part 2;

the documents evidencing your eligibility, as listed below;

You are advised to carefully read the complete Request for Proposals document, including the Special Conditions of Contract in Part 3: Contract, before preparing your quotation. The standard forms in this RFP may be retyped for completion but the Bidder is responsible for their accurate reproduction.

Validity of Proposals: The proposal validity required is 90 days.

Sealing and marking of Proposals: Proposals should be sealed in a single envelope, clearly marked with the Procurement Reference Number above, the Bidder's name and the name of the Procuring and Disposing Entity. Envelopes should be sealed in such a manner that opening and resealing cannot be achieved undetected.

Submission of Proposals: Proposals should be submitted to the address below, no later than the date and time of the deadline below. Late proposals will be rejected.

Date of deadline: 14th March.

Time of deadline: 3.00 PM

Address: Procurement Officer's Office

P o Box 2886, KAMPALA

Nsambya Hill, 672 Hanlon Road

Opening of Proposals: Proposals will be opened internally by the Procuring and Disposing Entity. Bidders' representatives are not permitted to attend the opening. A record of the opening will be posted on the Procuring and Disposing Entity's Notice Board within one working day of the opening.

Evaluation of Proposals: The evaluation of proposals will use the Technical Compliance Selection methodology as detailed below:

Preliminary examination to determine eligibility (as defined below) and administrative compliance to this Request for Proposals on a pass/fail basis;

Detailed evaluation to determine commercial and technical responsiveness;

Financial comparison to determine the evaluated price of proposals and to determine the best evaluated bid.

Proposals failing any stage will be eliminated and not considered in subsequent stages.

Eligibility Criteria: You are required to meet the following criteria to be eligible to participate in public procurement:

have the legal capacity to enter into a contract;

not be insolvent, in receivership, bankrupt or being wound up or subject to legal proceedings for any of these circumstances;

not have had your business activities suspended;

have fulfilled your obligations to pay taxes and social security contributions;

have the nationality of an eligible country, as defined in the Special Conditions of Contract;

not to have a conflict of interest in relation to this procurement requirement; and

not to be subject to suspension by the Public Procurement and Disposal of Public Assets Authority.

Documents Evidencing Eligibility: You are requested to submit copies of the following documents as evidence of your eligibility and sign the declaration in the Proposal Submission Sheet: See Terms of reference attached.

Nationality of Personnel and Origin of Supplies: All personnel employed under any resulting contract shall have the nationality of an eligible country as defined in the Special Conditions of Contract. Any related supplies or works purchased under any resulting contract shall have as their country of origin an eligible country, as defined in the Special Conditions of Contract.

Currency: Proposals are to be priced in **Uganda Shillings.** The currency of evaluation will be **Uganda Shillings.**

Prices: Prices quoted in the proposal are to be inclusive of all costs for performing the services, including staff costs and the cost of any materials or supplies used in performance of the services.

Best Evaluated Bid: The best evaluated bid shall be the lowest priced proposal, which is eligible and substantially responsive to the commercial and technical requirements of the procuring and disposing entity and shall be recommended for award of contract. A Notice of Best Evaluated Bidder will be published on the Procuring and Disposing Entity's Notice Board for a period of 5 days prior to contract award and shall be copied to all Bidders.

Award of contract: Award of contract shall be by placement of a Purchase Order in accordance with Part 3: Contract.

Right to Reject: The Procuring and Disposing Entity reserves the right to accept or reject any proposal or to cancel the bidding process and reject all proposals at any time prior to contract award.

Proposal Submission Sheet

[Complete this form with all the requested details and submit it as the first page of your proposal, with the documents requested above attached. Ensure that your proposal is authorised in the signature block below. A signature and authorisation on this form will confirm that the terms and conditions of this RFP prevail over any attachments. If your proposal is not authorised, it may be rejected.]

Proposal Addressed to (PD Entity):	
Date of Proposal:	
Procurement Reference Number:	
Subject of Procurement:	

We offer to provide the services described in the attached Statement of Requirements, in accordance with the terms and conditions stated in your Request for Proposals referenced above.

We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in Part 1: Proposal Procedures of your Request for Proposals.

We undertake to abide by the Code of Ethical Conduct for Bidders and Providers during the procurement process and the execution of any resulting contract;

The validity period of our proposal is: _____ days/weeks/months from the time and date of the submission deadline.

We confirm that the rates quoted in the List of Services and Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

Proposal Authorised By:

Signature: _____ Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorised for and on behalf of:

Company: _____

Address: _____

PART 2: STATEMENT OF REQUIREMENTS

Terms of Reference

Procurement Reference Number **UEC-CAR/SRVCS/2017/ 00008**

Purchase Order Serial Number: _____

[Purchase Order Serial Number to be completed in the event of award of contract only]

TERMS OF REFERENCE

BASELINE SURVEY FOR INTEGRATED PROGRAMME FOR GOOD GOVERNANCE AND SUSTAINABLE LIVELIHOOD ENHANCEMENT.

Preamble

This Term Of reference specifies the background, objective and purpose of an intended baseline study for Caritas Uganda and Caritas Norway Partnership.

Caritas Uganda is the Social Pastoral and Development arm of the Uganda Episcopal Conference. The organisation aims to fulfil its mission of '**fostering sustainable integral development through promotion of community initiatives and policy advocacy**'. This is done through its structures that stems from National level through the 19 Catholic dioceses, the parishes and the communities.

Caritas Norway is the development and relief Organisation of the Catholic Church in Norway. The primary goal of the organisation is to support poor countries within the area of development cooperation; human rights; peace and reconciliation work and emergency and relief. They also motivate parishes in Norway to develop solidarity with the poor in other countries and increase awareness of unjust structures and causes of poverty

Background and context

The two agencies above have been in partnership for over 15 years working in different parts of Uganda to fulfil their aim of ameliorating the effect of economic poverty among targeted communities and increasing awareness on governance for better accountable and transparent service delivery. The partnership has been working on five year Programme phase targeting different districts and communities within Uganda. The Programme is now moving to its fourth phase 2018 -2022, and will focus on five priority areas [improving agricultural production; increasing household incomes; nutrition; civic competence and climate change] these priority areas will be addressed by the six strategic objectives below, that are in line with Caritas Uganda Strategic plan, the Uganda Government National Development Plan II and the UN Sustainable Development Goals:-

Increased agricultural production & productivity by 50% in 6000 households by 2022.

Improved quality and food up take in 6000 households.

Increased household income by 50% in 6000 households by 2022.

Lobbied and advocate for conducive policies for Small Holder Farmer.

Critically addressed the adverse social and environmental impacts of climate change and develop resilient mechanisms, systems and capacities.

Strengthen institutional capacity of Caritas Uganda and partner dioceses to deliver on Programme results.

Adopting the Human rights based approaches to development the programme has been employing the following main strategies to achieve its objectives:-

Solidarity building

Community empowerment

Advocacy and campaigns

Target communities.

The choice of the community to work with is based on Caritas principle of "option for the poor", the Programme targets, the rural marginalized communities and households.

Purpose of the baseline

The purpose of the baseline survey is to clearly identify, articulate, and document the existing situation/ benchmarks of the households and communities Caritas will work with at the onset of its new phase period 2018 -2022 so that changes as a result of interventions in the identified area can be measured and the process to reach those changes can be tracked for future improvement.

Objectives of the baseline

Assess the current situation of agricultural production and productivity of the targeted communities.

Assess the socio-economic conditions and identify the main sources of income of the targeted communities relating this to the standard poverty indices.

Identify systematic data and information and overall situation analysis on conditions and positions of people living in poverty in relation to their rights and entitlements as enshrined in national and international legal and policy instruments.

Assess the capacity of implementing local NGO /CSOs / Faith Based Organization in the areas of Programme area of priority.

Map out similar/relevant initiatives of different stakeholders in the target area in terms of policies, practices and actions and mechanism of coordination between the agencies.

Scope and focus of the baseline

The study will cover Catholic dioceses of Arua, Lira and Nebbi, specific locations are as tabulated below:-

Catholic Diocese	Civic District	Catholic Parish	Sub county
Arua	Arua	Mingoro	Ayivuni
	Koboko	Palorinya	Itula
	Maracha	Tara	Tara
Lira	Otuke	Aliwang	Ogor
	Alebtong	Aloi	Abia
	Dokolo	Dokolo	Okwalongwen
Nebbi	Nebbi	Panyimur	Panyimur
	Zombo	Jangukuru	Jangukuru
	Zombo	Yamu	Atiak

Specific tasks

The baseline survey should relate to the objectively verifiable indicators in selected districts and National Development Plan [NDP II]. All information should be gender-disaggregated. Analysis should focus on the five program thematic focus as below:

Agricultural production and productivity.

Assessment should look at land under production, ownership of the land and yields of at least three major crops grown and livestock per acreage.

Assess the technology employed by the farmers; access to credit for agricultural production; access to farm inputs; and access to extension services.

The study will also look at the quality of agricultural product of the selected major crops if it meets the minimum market standards and Farmers involvement in collective organisation/ solidarity groups.

Food and nutrition security

Analysis should focus, but not limited to the following aspects: Prevalence [in percentages] of underweight children under five years of age among the target communities and the proportion of under-nourished households looking at the quality; number of meals taken per day and the ability of a household to safely store or have enough food throughout the year .

Household income

Assess the sources of income for the households and communities

Assess the level of income per household and the annual growth of income from agriculture and other income generating activities or enterprises in households.

Lobbying and advocating for conducive policies

Under this thematic focus the assessment will look at the following tenets:-

Level of knowledge/information on available policies and laws on food production and security; Level of community participation in planning, implementation and monitoring of government programmes focusing on food security and marketing; Level of citizen's demanding and monitoring the delivered services; Level of communities understanding and appreciating their basic Human rights and responsibilities. And level of participation in sub county, district planning and budgeting process.

Environmental management

Level of environmental protection/conservation knowledge and practices including analysis of climatic change and environmental management concerns within the communities, district and national levels.

Hygiene and Sanitation focusing on the housing condition, access and use of basic sanitary facilities [latrines, tip taps, drying racks, cloth drying lines, rubbish pits, bathing shelter] and the general observance of recommended hygienic and sanitation practices.

7.6 Cross cutting issues

A Gender Equity (Equal Opportunity for all)

Under this, the analysis should show the level of gender disparity right from the household, village, sub-county, county, district and National levels and its implication to the above set objectives.

B HIV/AIDS and Hepatitis B

This is to analyze the level of risks exposure of the people to HIV/AIDS, Hepatitis B and Malaria and how these can affect development.

C: PWD [People With Disability]

The analysis should provide information on PWD following the thematic focus for example assessing the current situation of agricultural production and productivity of PWDs in the targeted communities and establishing their main sources of income within the targeted communities.

Other tasks

Identify and recommend agencies or local community organizations / groups to be partnered with or networked with for the implementation of the program.

Methodology

The Consultant will be expected to employ methodologies that he/she feels fit for the assignment and for meeting the above mentioned objectives. These should include but not limited to desk review and field visits. The desk review will include an analysis of documents, policy analysis of key policy documents and reports that have been produced by Caritas Uganda and other stakeholders with regards to the identified areas of focus and cross cutting issues.

The primary source of data for project indicator design will be expected from the following sources such as Household Survey of women and men; Time diaries; Community mapping; Qualitative focus group discussions, individual interviews and key informant interviews. Further interviews should be made with current collaborators of Caritas Uganda and other stakeholders involved in the Programme thematic focus.

Deliverables

The main expected outputs/deliverables will include the following:

Inception report on the execution of the assignment within (5) days of the commencement of the consultancy.

Questionnaire and field test result before finalizing the questionnaires

Draft comprehensive report is expected five (5) days after field work.

The final report is expected three (3) days after the presentation to stakeholders. The final report will be presented in soft copy (CD format) and two (bound) hard copies. The final report will at the very least contain, but not be restricted to the following.

Executive Summary (including main conclusions and recommendations).

Background with analysis of the state context.

Methodology

Main Findings,

Conclusion and recommendations

Annexes (TOR, abbreviations, list of persons interviewed, references, tables with survey data, questionnaire forms used, etc.).

A systematic baseline database

Clear Pictures / photographs of status quo that the consultant deems necessary as per Programme focus area.

Time Frame

The survey is expected to take 45 days between March and April 2017. The above timeframe is meant to be used as a reference for the consultant in order to prepare the proposal. The definitive timeframe will be agreed within the assignment but the first draft report should be presented by the 15th April 2017.

Report and Presentation

Presentation of findings will be done in a validation workshop for selected Caritas staff from the National office and participating dioceses and other stakeholders to enrich the findings.

Contract

The consultant will be contracted by Uganda Episcopal Conference. A contract document will be signed by the Secretary General of the UEC, witnessed by the National Director of Caritas Uganda, and the consultant before start of the exercise.

Conditions of payment

The consultant's fees shall be inclusive of all office administrative costs, including accommodation, travel expenses, enumerator & data clerk fees. The consultant(s) will be required to have in-build resources (translation personnel and time) into his schedule and budget. Sixty per cent (60%) of agreed amount will be transferred as down payment by Caritas Uganda to the Consultant.

Thereupon the Consultant will assume responsibility of conducting the agreed upon activities, and consequently, deliver a quality report. The 40% balance will be transferred immediately on delivery of the final report.

Logistical support

This baseline study is commissioned by Caritas Uganda. The National Director will be responsible for ensuring that agreed Terms of Reference for the study is observed, disbursement of funds and other logistics. Meanwhile, day to day follow up to ensure successful and quality of deliverables will be done by the M&E unit.

Profile of the Consultant /firm

The study will be assigned to a consultancy firm or bidder with:-

At least a Master's degree in -related Programme areas of focus.

Broad knowledge of sustainable food security issues, sustainable agricultural practices, and agricultural value addition, access to markets, micro finance, Programme management as well as organizational development.

Experience of working with issues around democracy and the rights based approach.

Good knowledge of issues pertaining to gender, PWD and HIV/AIDS

A minimum proven experience of 5 years assignments related to analyses, feasibility studies, baselines, and performance measurements of similar nature.

Relevant geographical experience from East Africa, ideally previous work in Uganda and capacity to deploy in the districts simultaneously to beat time.

Successful previous consultancy experience with Church or Caritas will be an added advantage. Respect for local culture, and understanding of communities and beneficiaries will be expected.

Consultants must include CVs of person/s who will actually carry out the evaluation and report writing with their submission of the expression of interest.

Submission

Interested and qualified consultants/firms should submit both technical and financial proposals with detailed resumes showing competence and experience of their consulting assignments in the relevant area of focus, addressed to the National Director – Caritas Uganda, Nsambya Hill, Plot 672 Hanlon Road, P.O. Box 2886 Kampala-Uganda; email- caritas@caritasuganda.org.ug. Deadline of submission is 4:00pm on the 15th March 2017.

Annex 2: List of KII respondents

Name	Organization	Position	Contact
1. Rev. Fr. Olum Moro	Panyimur Catholic Parish	Parish Priest	0782555887
2. Mrs. Betty Opio	Panyimur Catholic Parish	Chairperson Parish Pastoral Council	
3. Rev. Fr. George Angala	Jangokoro Catholic Parish	Parish Priest	0782468016
4. Mr. Peter Anyolitho	Jangokoro Catholic Parish	In-charge Agriculture, Parish Pastoral Council	
5. Podi Wa Ke temu women group	Yamu Catholic Sub Parish	Farmer group	
6. Rev. Fr. Charles Openytho	Yamu Catholic Sub Parish	Parish Priest	0756818124
7. Kwatabango group	Yamu Catholic Sub Parish	Farmer group	
8. Rev. Fr. Moses Onzima	Palorinya Catholic Parish	Parish Priest	0777338191
9. Mr. Kennedy Igama	Palorinya Catholic Parish	Project Technical Officer	0773943048
10. Mr. Donald Ocen	Palorinya Catholic Parish	Catechist	0784649110
11. Mr. Luke Etri Kinya	Palorinya Catholic Parish	Catechist	0783003255
12. Rev. Fr. Jino	Tara Catholic Parish	Parish Priest	
13. Rev. Fr. Victor Ogenmungu	Mingoro Catholic Parish	Parish Priest	0788745684
14. Mr. Ferdinand Okello	Caritas Lira	Deputy Director	
15. Mr. Denis Thomas Opio	Caritas Lira	Field Officer	
16. Rev. Fr. Remijo Twinomugisha	Aliwang Catholic Parish	Parish Priest	
17. Rev. Fr. Opio	Aloi Catholic Parish	Priest	
18. Rev. Fr. James Michael Ebong	Okwalongwen Catholic Parish	Parish Priest	0773397356