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The U.S. Government's Global Hunger & Food Security Initiative

# MONTHLY REPORT #6

**MAY 2016**

**FEED THE FUTURE TANZANIA  
LAND TENURE ASSISTANCE (LTA)**

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## **1. INTRODUCTION**

This report covers project activities for the period 1st May to 31st of May, 2016. It covers issues related to start up, subcontracting and stakeholder engagement, and technical progress and the projected activities for the month of June 2016.

The next monthly report will be submitted not later than July 15th and will cover the period 1st June – 30th June 2016.

## **2. PROJECT START UP ACTIVITIES**

### **2.1 KEY PERSONNEL**

Mr. Clive English, Chief of Party, has remained on site in Iringa throughout May supported by Dr Alphonse Tiba who is Land Administration Specialist. Chief of Party has been under the full support of Fredy Msongole, a Finance and Operations Manager, who was appointed on 25th April, 2016 and commenced duties on 2nd May, 2016.

Ms Mercy Ndatulu, Operations and Administration Officer commenced duties on 2nd of May, 2016.

A Key field staff have yet to be approved and appointed. A general advertisement has been sent out for key specialists for public outreach and communications, GIS mapping and imagery and land administration to review the level of expertise and resources available and to gauge the level of interest in LTA work.

A field manager is being transferred from the MAST project to LTA by end of June. Other key personnel from the MAST program are under consideration for transfer to the LTA.

### **2.2 SUBCONTRACTORS**

DAI and subcontractor Land Equity International have finalised inputs for a capacity building consultant, but the LTA is still seeking field staff with solid field experience to address field scaling up initiatives, including a public outreach specialist to design key messages and methods of delivery.

### **2.3 FINANCE, ADMINISTRATION AND OPERATIONS**

DAI has continued to work through the start up process and is now nearing the end with all equipment and vehicles delivered and training on systems complete. Key activities and tasks completed in this period include:

- Land cruiser hard top was delivered to Iringa 21st May. Second vehicle (Toyota Hlix) is still in transit.
- IT Equipment consignment and second vehicle still awaiting clearance from the Ministry (Permanent Secretary Ministry of Lands to sign documents to approve tax exemptions).
- Chris Blatnik STTA completed further work on start up issues from 7<sup>th</sup> - 28<sup>th</sup> May providing guidance, including a training on compliance issues in the LTA project.
- LTA Administration Staff attended training on TAMIS (DAI's Management information system) since the arrival of Neil Enet STTA in 18<sup>th</sup> May – 1<sup>st</sup> June.

### **3. PROGRAM AND MANAGEMENT**

#### **3.1 STAKEHOLDER MEETINGS AND CONSULTATIONS**

LTA Executive Summary was circulated to all key stakeholders to provide an overview of the intended LTA project activity and approach. Copies of the summary were sent to the Iringa Regional Administrative Secretary (RAS), Ministry of Lands, Permanent Secretary, DED for Iringa and Members of Parliaments for Ismani and Kalenga Constituencies.

A list of stakeholders and their contacts has been prepared from the National to the Local level as part of the Communication Strategy.

On 27th May the LTA Team participated in an introductory meeting between USAID, the MLHHS and DAI/LTA in Dar es Salaam. The MLHHS was represented by the Deputy Permanent Secretary (DPS), Dr Moses Kusiluka, Mr Christian Mwalugaja, Principal Land Officer and Acting Assistant Commissioner Rural Land Administration and Mr Idrisa Kayera, Acting Assistant Commissioner, Urban Land Administration. USAID was represented by Ms. Yulia Neyman. The LTA was represented by the COP and DCOP.

Issues associated with the closure of the MAST program and the transition to, and establishment of, the LTA were presented and discussed. This included the transition timetable from MAST to LTA, an outline of the purpose and approach of the LTA, village selections and impact evaluation. The DPS was of the opinion that the POC, or another member of the MLHHS be engaged in the independent impact evaluation of LTA alongside the team contracted by USAID.

The opportunity was also taken to discuss tax exemptions for LTA IT equipment and vehicle imports.

Appointment of MLHHS Point of Contact (POC) was discussed and concluded. Following the meeting, MLHHS appointed Mr Switbert Charles Masali, a Land Officer in the Land Investment Division as PoC for the MLHHS on all LTA matters.

CoP and Land Administration Specialist met the Assistant Director for Rural Cadastral Surveys and was able to access the Village Land Surveys Plans to locate missing data which are essential for accessing coordinates for all villages. These are also key to providing coordinates for image acquisition. A visit was made to the Lands and Surveys Mapping Division to collect additional VLC data.

On 30th May, 2016, a joint meeting was held with Iringa District Council Officials, including USAID, Care (representing the MAST program), the Mast Consultant (representing Cloudburst), the MSI representative for Impact Evaluation and the LTA COP and DCOP. Issues related to the close down of the MAST Pilot Program and LTA takeover was presented to the District Executive Director (DED). The DED remarked positively on what had been achieved by the MAST pilot as per the memorandum of understanding (MoU) and assured DAI/LTA of good cooperation for future work.

### **3.2 MILESTONE DOCUMENTS AND REPORTS**

Schedules for milestone documents are included in the Inception Report (Table 14). The Quartely Report was submitted on 1<sup>st</sup> May. Comments have not yet been received.

A draft Communications Strategy was prepared setting out key plans for outreach and stakeholder consultation. This is presented in terms of primary secondary and tertiary stakeholders and key messages and involvement of these in the LTA over various stages of the project. This was submitted on 30<sup>th</sup> May.

The LTA M&E indicators included in the contract were discussed and reviewed and in places extended, in detail, in collaboration with Catherine Johnson (STTA 9-25<sup>th</sup> May). This is development of the preliminary comments on the indicators provided in the Inception report. These indicators have now been tabulated with regard to type, units of measurement, definitions, disaggregation, data sources and methods and frequency of collection. The indicators have also been established in TAMIS (DAI's management information system). The details of the indicators are being assessed and reviewed with regard to data collection and analysis. The final M&E plan will be submitted on or before July 27<sup>th</sup>.

A draft Gender Plan has been prepared and will be submitted on 15<sup>th</sup> June. This is presented in advance of field operations starting. There is a need to ensure all gender activities are evidence based thus the comments provided are only preliminary.

### **3.3 KEY PROJECT ISSUES**

Progress on two key issues (3.3.1 and 3.3.2) is summarised below. This follows a visit to Iringa by a USAID mission, including MSI, the Cloudburst Consultant and CARE 30<sup>th</sup> May – 2<sup>nd</sup> June.

#### **3.2.1 Village Selection Process And Impact Evaluation (IE)**

A meeting was held between the LTA, USAID and MSI on the 31<sup>st</sup> May to agree village selection procedures to meet randomised control trial (RCT) procedures. The discussion considered several aspects of the selection process. Salient points are;

- The first six villages scheduled for the first year will not be taken into account in the RCT.
- The remaining villages (30) will be randomly selected from a pool of villages pre-selected by the DLO.
- Five villages will be undertaken in Mbeya.
- A phased selection process for IE was agreed upon to allow for/coincide with the annual reviews of work at year end. The first RCT villages will be selected for 2017.

Discussions were also held on field logisitics for reconnaissance checking and screening of the selctions. It was agreed LTA and MSI would share information and data in the selection process, and that every effort would be made to reconcile the objectives of the RCT to the priorities of the DLO. The following actions were agreed.

- A revised MOU would be prepared
- The concept paper would be reviewed in the light of the discussions
- A discussion would be held with the DLO to explain the selection process supported by a memo to be presented to the DLO
- LTS would review the amended contract to ensure it remained consistent with the proposals for IE as discussed.

A review was conducted of the criteria used for selection of the villages. These are detailed in a document used for the MAST pilots but were reviewed for the purposes of the larger number of villages for the LTA. MSI agreed to draft the recommended changes and forward to the LTA

### **3.2.2 MAST Transfer and Access**

The LTA gained access to the MAST server in May and have been able to review database structures and parcel maps.

On 31<sup>st</sup> May DAI and USAID held a meeting with the Cloudburst Consultant and CARE Manager on the exit strategy for MAST Pilot and the logistics for the transfer of MAST to LTA.

A pre-prepared list of questions were provided by the Cloudburst Consultants to LTA. These related to the requirement to conclude the MAST close out report and hand over. Several of the questions related to the progress of LTA rather than the transfer and closure of MAST but all were answered systematically.

A skype call was made to the LTA IT Consultant. The call was attended by the COP LTA, the Cloudburst Consultant and the USAID representative. Issues relating to Cloudburst questions were briefly discussed, however, the focus was on the transfer of the server account to LTA.

It was agreed this would be concluded by 1<sup>st</sup> July and that LTA would submit a list of outstanding questions through USAID as soon as possible. This is in addition to those already submitted in January.

Cloudburst indicated that access to data might be needed to complete the titling for Kitayawa, the third and final village in the MAST trial program. It was agreed LTA would arrange for this access. However no decision was reached, or confirmation received, on whether the Cloudburst Consultant would have a further input in July or what the timing of this input would be.

Because of timing it will not be possible for the Cloudburst Consultant to overlap with the LTA IT consultant in July.

### **3.3 FIELD RECONNAISSANCE**

The LTA Team completed a field visit to three of the villages scheduled for LTA - Kiponzelo, Magunga and Usengelindete - to assess the local environment, village office condition/arrangement, accessibility and general topography and parcel configurations. These three villages are contiguous and are among the six villages planned for treatment in Year 1 of the project.

Corner coordinates were provided to USAID to obtain imagery for this area.

A visit to Izazi and Mnadani villages will be undertaken in June.

#### 4. PLANS AND CALENDAR FOR JUNE 2016

Activities shown in Table 1 are tentatively expected to take place for the month of June, 2016. The key priority for the next two months will be a technical focus on design and implementation of the field programmes.

**Table 1: Plans and Calendar for June 2016**

Planned Activity	Location	Expected Dates
MAST Close Out Workshop	Dar es Salaam	3rd June, 2016
Visits to Lands and Surveys to collect digital VLC data	Dar es Salaam	2 <sup>nd</sup> June 2016
Planned Workshop/Technical Meeting to discuss details of LTA implementation and content of MOU	Iringa	Date to be determined
Meetings with Iringa District Council Councillors to introduce LTA and initiate engagement at the Wards Level	Iringa DC	Date to be determined on consultation with Iringa DC DED
Field reconnaissance visits to remaining two out of all of the six villages for 2016 – Izazi, and Mnadani	Iringa District Council	Date to be determined
Preparation of Public Outreach materials and establishment of agendas.	Iringa DLO	Throughout June
Visit of LTA IT Consultant to conclude MAST transfer and support commencement of fieldwork	Iringa DLO	27 <sup>th</sup> June
Final scheduling of field tasks	Iringa	By second half June
Consultant to finalise recruitment and progress M&E plan	Iringa	27 <sup>th</sup> June
IT installation at LTA Office and Visit of IT specialist	LTA Office, Iringa	22 <sup>nd</sup> June