

FEED THE FUTURE TANZANIA LAND TENURE ASSISTANCE (LTA)

# Quarterly Report

2<sup>nd</sup> Quarter – December 11, 2015 to March 31, 2016

Submission Date: May 1, 2016

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# LAND TENURE ASSISTANCE 2<sup>ND</sup> QUARTERLY REPORT

**CONTRACT NO: AID-OAA-I-12-00031**

**TASK ORDER NO: AID-621-TO-16-00005**

Contract Number: AID-OAA-I-12-00031

Task Order Number: AID-621-TO-16-00005

Activity Start Date and End Date: December 11, 2015 to December 10, 2019

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# I. PROGRAM OVERVIEW/SUMMARY

<b>Program Name:</b>	Feed the Future Tanzania Land Tenure Assistance (LTA)
<b>Activity Start Date And End Date:</b>	December 11, 2015 to December 10, 2019
<b>Name of Prime Implementing Partner:</b>	Development Alternatives, Inc. (DAI)
<b>Contract Number:</b>	Contract Number: AID-OAA-I-12-00031 Task Order Number: AID-621-TO-16-00005
<b>Name of Subcontractors/Sub awardees:</b>	Land Equity International (LEI)
<b>Major Counterpart Organizations</b>	District Land Office and Village Registries Iringa and Mbeya
<b>Geographic Coverage (cities and or countries)</b>	Initially Iringa Rural District followed by Mbeya Districts in years 3 and 4
<b>Reporting Period:</b>	December 11, 2015 to March 31, 2016

## I.1 Program Description/Introduction

As part of the Feed the Future (FTF) initiative, USAID has invested in several agricultural projects in Tanzania’s SAGCOT and is seeking to develop focused land tenure programming to support USAID’s existing and planned investments in the region.

The LTA activity seeks to clarify and document land ownership, support land use planning efforts and increase local understanding of land use and land rights. It is envisioned that the interventions will reduce land tenure-related risks and lay the groundwork for sustainable agricultural investment for both small holders and commercial investors throughout the corridor and in the value chains of focus for Tanzania’s FTF program.

Local sustainability is a critical component of the LTA activity. The goal of this activity is to empower district and village land institutions in the districts targeted by LTA to carry forward the capacity-building and land administration process independently (and with little or no outside financial support) once LTA concludes.

In carrying out the LTA activity, DAI will collaborate and coordinate with the GOT and other donor programs in order to produce complementary programming that is timely, cost effective and sustainable. DAI will coordinate closely with the land tenure programming of other bilateral donors, most notably the Land Tenure Support Programme for Tanzania (ODI) program funded by the UK Department of International Development (DFID), Swedish International Development Agency (SIDA) and Danish International Development Agency (DANIDA).

DAI will also coordinate closely with, and utilize lessons learned from the USAID MAST pilot project, which aims to test an innovative approach of mapping land and delivering CCROs using an open source mobile application.

## I.2 Summary of Results to Date

No results reporting for the period – PMP and standard indicators under development for submission and approval to USAID/Tanzania.

Standard Indicators	Baseline FY YYYY	Annual Target	Q1 FY12	Q2 FY12	Q3 FY12	Q4 FY12	Annual Performance Achieved to the End of Reporting Period (%)	On Target Y/N

Note: The Results Performance Column depicts level of achievement expressed as a percentage of Actual versus Planned.

## I.3 Evaluation/assessment status and/or plans

Assessment Type	Planned for (date)	Status
External Impact Evaluation	Q2-3 2016	Methods and procedures under discussion between USAID/DAI and MSI.

## 2. ACTIVITY IMPLEMENTATION PROGRESS

### 2.1 Progress Narrative

DAI was awarded the Feed the Future Tanzania Land Tenure Assistance Activity (LTA) task order under the Strengthening Tenure and Resource Rights (STARR) IQC on December 6, 2015. DAI Contracts Department, countersigned the task order on December 11, 2015. Project start-up activities commenced immediately.

Catherine Johnston:	Acting Project Team Director / Project Manager (field) Acting Chief of Party
Lawrence (Chris) Blatnik:	Start Up Manager
Ruth Nakaar:	Start Up Associate
Diana Price:	Start Up Recruiter
Martina Fongyen:	Project Manager (home office)

Key Personnel Chief of Party Clive English and Land Administration Specialist Alphonse Tiba finalized their employment agreements and mobilization plans. COP Clive English began remote desk work on the Inception Report and other technical activities, and mobilized to Tanzania on January 23, 2016. Land Administration Specialist Alphonse Tiba was approved for a short term assignment to participate in the USAID Kick Off Meeting and provide inputs to the Inception Report. He will mobilize permanently on March 1, 2016.

#### 2.1.1 Subcontractors, Resource Partners and Stakeholder Mobilization

COP and DAI project manager met with the USAID LTRM team and Cloudburst team in the Washington DC area in the first week of January.

DAI and subcontractor Land Equity International agreed staffing pattern and profiles for LEI long term and short term experts and field staff. COP Clive English met with proposed LEI senior experts in Tanzania in January. DAI Contracts Department has submitted Request to Subcontract documents.

COP also met with potential service providers InfoBridge and Law Advocates in Tanzania to discuss long and short term requirements of the LTA for GIS/IT and legal advice in the regularization of tenure under the Village Land Act.

On January 28 and 29, 2016 in Tanzania, additional coordination and handover meetings were held with the LTRM team (Yuliya Neyman and Ioana Bouvier) and Cloudburst (Karol Boudreaux).

#### 2.1.2 Start-up Program and Management

Development of the Inception Report and mobilization of key short term experts advanced the LTA technical and managerial start up. Key activities and tasks completed in this period include:

- Initial meetings with LTA COR Harold Carey: Acting COP Catherine Johnston on January 11, 2016 and COP Clive English via Skype on January 13, 2016 and in Tanzania on January 25, 2016
- MAST lessons learned meeting with USAID LTRM team, January 28, 2016.
- USAID LTRM Impact Evaluation for LTA introduction and briefing January 29, 2016.

- The start-up recruiter conducted interviews for all administrative personnel required under the contract and key staff were identified.
- Inception Report activities commenced with data collection. This included: Field research for Option 1, Villages in Kilombero District were undertaken. Field visits were also made to MAST pilot villages (Illalasimba, Itagutwa, and Idodi). Idodi was dropped from the MAST pilots and substituted with Kitayawa village. MAST pilot under the Cloudburst contract was then scheduled for Kitayawa village later in the first quarter of 2016.
- Short term expert Richard Baldwin mobilized to Tanzania for a 2 week assignment to assess the MAST pilots, and develop the Inception Report inputs for MAST/TRUST implementation. Discussions and reviews were held with the Iringa District Administration and Lands Office. A separate standalone Needs Assessment Report for MAST (Draft) was produced.
- Draft outline of the IR was submitted by LTA to COR for comments; COP commenced drafting of outline of activities, detailed methodology, work plan timeline, budgeting, and staff deployment; short term experts were identified and scopes of work developed for specific sections of Inception Report (Land administration field methodology (Alphonse Tiba), Capacity building (Dr. Kironde), Gender and Vulnerable Groups (M. Suma and Marjorie Mbilinyi), MAST/TRUST implementation methodology (Richard Baldwin), Monitoring and Evaluation (Catherine Johnston)).
- The date of February 25, 2016 for submission for the Inception Report was set.

In addition, the COP attended the USAID annual partners meeting in Morogoro on February 9-10, 2016.

### **2.1.3 Key issues Emerging from Inception**

Two key issues emerged during the Inception Period.

- Changes in the village selections for the 41 villages to be targeted by the LTA
- MAST software access and transfer protocols between contractors Cloudburst and DAI.

How these issues are addressed and the outcome has significant consequences for implementation of the LTA. The following comments summarize the principal points.

#### **Village Selections**

During the course of discussions relating to Inception the LTA COP and LTA COR were informed that the newly launched Land Tenure Support Program (procured by the Ministry of Lands (MLHSD) with funding from DFID, DANIDA and SIDA and implemented by Land Equity International) had been directed by MLHSD to begin activities in Kilombero District thus creating an overlap with the proposed work of the LTA with consequences for the effectiveness of LTA's activities in Kilombero District as mandated in the Task Order.

This required the LTA to select villages elsewhere. The MLHSD advised the focus should be on Iringa Rural District with extensions in capacity building to Mbeya region in years 3 and 4 of the program. Discussions were therefore held with the District Authorities and the Regional Administration with regard to how these selections were to be made. A preliminary list of target villages was submitted in March for review and consideration. Of these 6 were selected for an immediate start in project year 1 2015/16.



The LTA COP provided assistance to the COR in developing text for an amendment to the contract for addressing this issue. At the time of writing the contract amendment was still under consideration by USAID.

Subsequent to this the LTA received advice that, for the purposes of Impact Evaluation (IE) to meet USAID standards, the village selection process would need to be randomized to enable a Randomized Control Trial (RCT). Whilst this is the optimum USAID standard, this approach would need to be reconciled to the requirements/priorities of District and Region. At the time of writing this process is still being discussed. A Memorandum of Understanding has been submitted to DAI and USIAD/Tanzania for review and comment on the required activities of the IE. This will be commented on by the LTA and returned to USAID.

### **MAST Software and Access Protocols.**

A key part of the LTA project is the transfer and ongoing development of the MAST software and its application from Cloudburst (the current contractor) to the LTA under DAI. A key part of this is the management of the transition from the Pilot to enable the LTA project to further develop the software and related procedures for scaling up.

Early in January DAI proposed a list of queries to Cloudburst and USAID with regard to the access and use of MAST software. Clarifications have been slow in coming and were received in April via USAID.

During this period DAI also gave consideration to a number of options. After completion of the Needs Assessment it was determined that modifications would be needed to MAST to enable scaling up and ultimate linkage with TRUST. This would require a review of the existing code to see how the current design might be modified to meet the requirements. Three options were identified:

1. Use existing design and modify
2. Re-design to specific requirements – possibly using some of the existing code
3. Use alternative software sources such as FAO

All three would require a detailed procedural review to ensure the software was compatible with achievable procedures in the villages and the District Office.

At the time of writing it is likely a hybrid of options one and two will be developed.

### **Inception Reporting and Needs Assessment**

The first draft of the Inception Report was submitted February 25, 2016. This covered all aspects of the proposed LTA work in addition to content required in the contract. A separate Executive Summary was prepared for Government and local authorities. Also, a separate standalone Needs Assessment Report was prepared for MAST TRUST. Salient features of the Inception are summarized as follows:

- The Scope of Work is outlined as the requirement to scale up, not just MAST but the process and procedures for regularizing land for which MAST is a part. The purpose is to support the preparation of village land use plans and issuance of CCROs. This requires design and development of District and Village Land Administration Systems and procedures that are inclusive and fully participatory. Included in this is institutional capacity building, public information and consultation.

- Key issues surrounding MAST transfer and copyright issues, village selection procedures (as outlined above), issues around engagement at village and district level and longer term sustainability are addressed.
- Methodologies cover Activities 1 and 2 under the contract and describe in some detail the issues surrounding all aspects of the work and how these will be addressed. Methodologies related to Activity 1 look specifically at scalability and related issues in MAST/TRUST as well as field procedures and public outreach. Activity 2 discusses conceptual issues related to capacity building and related methods and procedures.
- Detailed work planning is presented with a Gantt chart and summary description of sequenced tasks as they relate to the activities. Key milestones and staff deployment schedule is presented. Supplementary plans reports are scheduled in the work program. These include a gender plan, Monitoring and Evaluation, Communications and Outreach Plan. These are scheduled for delivery in the next quarter.
- A notional budget for projected activities has been submitted to USAID

Following reviews and ongoing dialogue with the COR final draft of the Inception Report was accepted by USAID on April 14, 2016.

### **Work Targets for Next Quarter**

Given the need to concentrate on review and design in the first year of project activities the following schedule has been proposed for completion of 41 villages;

- 2016: Not less than 6 villages
- 2017: Not less than 11 villages
- 2018: Not less than 12 villages
- 2019: Not less than 12 villages

For the six villages scheduled for 2016, existing MAST will be used while the LTA developer continues with changes and development. Ongoing work in the six villages will enable feed-back to ensure development work proceeds in line with procedural changes.

At least five of the 41 villages will be extended to Mbeya in years 3 and 4.

Immediate priorities in the next quarter are to commence fieldwork as soon as possible. This will require.

- Village selections for the first six villages are agreed and District is supportive of start dates.
- All necessary base data and imagery is acquired on target villages
- Android devices and MAST software installed
- Preliminary designs for public outreach and local training in place
- All vehicles on site and technical support staff identified and recruited

We expect this position to be achieved by mid – late June. The aim will be to run village work concurrently with daily on site supervision and monitoring to tack issues and problems.

Also targeted for the next quarter is;

- Completion of the Monitoring and Evaluation Plan – first draft to be completed in May through STTA
- Communications and Outreach Plan – first draft to be completed in May through STTA
- Gender and Youth Involvement plan – to be completed by mid-June through STTA.

The Inception report sets out all key milestone dates and timings for these plans and the proposed field program.

## **2.2 Implementation Status**

The LTA is primarily an implementation project that will have a substantial ongoing field component. Field operations will continue through a four year period. Since the project is in its early stages and fieldwork has yet to commence, comments on implementation are restricted to those that relate to start up, mobilization of administrative and technical staff, completion of inception and work planning and collection of base data for work planning and field scheduling.

In this regard the following tasks have been completed.

- The Inception Report in which all activities, timing budgets are fully detailed.
- Completion of detailed needs assessment for MAST through STTA by the LTA GIS/IT specialist and the DIA Lands Director. A separate report has been produced.
- Preliminary selection of 41 Villages in Iringa District. A total of 36 of these will to be completed over the life of the project, with approximately 5 likely to be completed in Mbeya District Council.
- Field visits completed to all of the MAST pilot villages to observe procedures and processes. Observation of Mobile Applications as used to capture spatial and non-spatial data for CCROs issuance in Itagutwa and Kitayawa Village. Field visits and assessments completed in Ilalasimba an Itagutwa.
- Reconnaissance field visit to Kinyang'wanga Village to assess its status for engagement as one of the first six villages to work in Year 1.
- Ongoing meetings with the Authorized Land Officer and District Land Officers (Registrar of CCROs) in Iringa.
- Meetings with Regional Administrative Secretary (RAS) and District Executive Director (DED), Iringa re the start-up of LTA and the objectives of the project.
- Technical Adviser and Land Surveyor to the RAS.
- Meetings with the Zonal/district Land Commissioner in Mbeya, District Executive Director and District Land Officer, Mbeya

The next stage is the completion of the data collection that will enable effective mapping of the VLCs from the survey plans for the whole of Iringa and the acquisition of the imagery to enable effective demarcation and adjudication. It is expected fieldwork in the first of the six villages will commence in June/July.

## **2.3 Implementation challenges.**

### **2.3.1 Administrative**

Start-up has been subject to issues relating to VAT and Customs and Excise duties on incoming goods. The project will require consignments from abroad for two vehicles and IT equipment. Documents have been prepared – including covering letters from USAID - and submitted to the respective Ministry for approval. Unfortunately, the project still does not have approval for these exemptions. Work is ongoing to secure the signatures but it remains unclear whether this can be achieved at all.

The full contingent of administrative staff have now been approved and recruited. These include;

- Finance and Operations Manager (FOM) (will commence April 25, 2016)
- Accountant (commenced March 1, 2016)
- Operations Manager ( will commence May 2, 2016)
- Administrative Assistant (commenced March 14, 2016)
- Drivers (2) (one commenced March 1, 2016) – a second driver will be appointed when a vehicle becomes available.

From interview to approval, appointment and mobilization for the FOM and the Operations Manager has taken over two months.

### **2.3.2 Technical Challenges**

Technical progress on implementation has been dependent on the ability of the LTA to gain access to all data on the MAST program and the MAST software itself. This has been slow coming and has slowed work planning progress on the program.

Comments on the issues related to access to and transfer of MAST are detailed in the Needs Assessment Report and summarized in the Inception Report. Full access to the most up-to-date version of MAST and the related documentation, have now been received via USAID.

The details and specifications of proposed modifications and improvements for MAST, in addition to the requirements for linking these to TRUST will be presented in the next quarter. This will enable ongoing transactions and maintenance of the registers in the village and district offices once CCRO issuance is complete.

In addition, the VLC datasets (maps, polygon coordinates etc.) at District level are incomplete so there has been a requirement to obtain new maps and data from Dar es Salaam. An audit has been completed but there are outstanding queries regarding survey plan updates, village splits and survey beacon coordinates. Obtaining accurate information for target villages on these parameters is required to obtain imagery for

field planning and, specifically, demarcation and adjudication (MAST work). Assembling all the VLC data to enable effective use in sampling and planning village interventions remains a challenge.

## **2.4 Data/ Information Management**

As part of the upcoming development of the PMP and M&E plan, protocols for data management will be proposed before end of the next quarter.

# **3. INTEGRATION OF CROSSCUTTING ISSUES AND USAID FORWARD PRIORITIES**

## **3.1 Gender and Youth Empowerment**

Achieving gender balance in issues related to land access and ownership is a key consideration in any land program. How this is achieved and managed in the course of the LTA work and beyond is a key consideration. How these matters are dealt with under the law and in the course of routine adjudication and titling will be closely scrutinized.

It is noted that there is a generational difference with regard to emotional and customary attachment to land, with the younger people often having aspirations beyond village based agriculture and land ownership. This needs to be better understood.

The LTA will produce a strategy to ensure these issues are considered and implemented and that safeguards are introduced are introduced into the land administration system. A standalone document will be produced by the LTA for submission by June.

## **3.2 Sustainability Mechanisms**

The contract requires consideration be given to sustainability planning through submission of annual Sustainability Work Plans. This will require assessments and projections for longer term sustainability and roll-out, culminating in a final Sustainability Plan. Long term sustainability of land services is a complex issue that evolves over time. Summary comments are provided in the Inception Report

As stated, implicit in the approaches presented is the need to streamline and package land service delivery, both at village and district levels in such a way as to achieve full public buy-in at the lowest possible cost and to integrate cost recovery and potential revenues.

Real issues of sustainability however go beyond just succeeding in these key areas. The final sustainability plan will reflect the need to ensure ongoing roll out of programs both within and beyond the target districts that are optimal to requirements for all land users and are within the law. These early statements provided in this quarterly report serve to outline the approach the project will be taking to longer term sustainability.

### 3.3 Environmental Compliance

At the kick off meeting, USAID provided the Initial Environmental Examination (IEE) that determines whether LTA need to implement environmental monitoring or reporting. This report usually prepared during USAID's development of the project and the RFP.

The information that pertains to the LTA project is given on Page 30 described as Activity 1c. This states "Categorical Exclusion" that does not require the LTA to implement any environmental monitoring, mitigation plans, or reporting. The relevant section is provided below.

<b>Activity</b>	<b>Recommended Determination</b>
<p><b>1. Strengthen Capacity of governmental, private, and civil society groups and individuals to:</b></p> <p>a. Increase stakeholder involvement, public-private private partnerships, transparency to market information, and enforcement in sectorial (e.g., agricultural) policy implementation</p> <p>b. Streamline import licensing barriers, set price trigger ports for reducing tariffs, reduce customs-related barriers for foreign commodities in kind, promote exports within the East Africa region in selected agricultural value chains, and adjust fiscal policies and taxes.</p> <p><b>c. Develop land allocation and land dispute settlement mechanisms, and improve access to secure and well-defined land rights, particularly for women and smallholders.</b></p>	<p><b>Categorical Exclusion, per:</b></p> <p>216.2(c)(2)(i) education, technical assistance or training programs;</p> <p>216.2(c)(2)(iii) analyses, studies, academic or research workshops and meetings;</p> <p>216.2(c)(2)(xiv) studies, projects or programs intended to develop capability of recipient countries to engage in development planning.</p>

### 3.4 Policy and Governance Support

Despite the MAST centric nature of the pilot trial it is likely that procedures and processes refined during the LTA will have implications for land policy and local governance. It is to be hoped that the outcomes – particularly with regard to low cost registration policies and practice will, or could have national significance.

Whilst it is too early in the life of the project (with no fieldwork yet underway) to assess the implications of the LTA work at national and district level the LTA is well aware that there are opportunities for improving policy and governance under this assistance. Further comments will be made as the project evolves.

### **3.5 Local Capacity Development**

Given project start-up, engagement at technical level has been limited in this quarter. Issues for local capacity building are addressed in the Inception Report and mainly apply at village and district levels. Comments here are therefore limited to the approach to be adopted.

Ongoing work under the MAST pilots is continuing. However, under the MAST Pilot there is concern that current capacity needs to be improved and that the nature of the pilot work and structure of the local management was not able to address this.

Under the LTA project capacity building is addressed under Activity 2 and is a cross cutting issue. Capacity building will be undertaken through the process of providing more hands on technical assistance to District and Villages in the implementation of the land laws during village interventions using MAST/TRUST technology. Capacity will be addressed at several levels targeting primary stakeholders (land owners, land users and local land officials) at Village and District levels. There will also be a need for engagement with the central authorities – mainly the MLHSD through the Assistant Commissioner for Land - Zone Office based in Mbeya Regional Office.

In this quarter contacts have been made with all of these institutions. The primary aim over the next two quarters will be to mobilise the combination of attributes, capabilities and relationships that enable systems and institutions to perform and ultimately be sustained. Reporting on this approach will be made in subsequent quarterly reports.

## **4. STAKEHOLDER PARTICIPATION AND INVOLVEMENT**

In this quarter the LTA has fully worked with the staff in the Iringa District Land Office to ensure that all staff and the Director (chief executive) were kept informed and fully aware of the project and the role it will play in supporting local Government objectives.

An introductory meeting was held in both Iringa and Mbeya where DAI introduced LTA activities to the respective District Executive Director (DED) and the District Land Officials on the intended LTA activities in the district.

A Memorandum of Understanding (MoU) between the Implementing Agency DAI and the Iringa District Council (IDC) will be prepared and signed for the ongoing implementation of the LTA activities for the 4 year project period.

A full stakeholder analysis was completed as part of the Inception Report which provides for primary and secondary stakeholder participation. The nature of LTA involvement with all the key stakeholders and the communications agenda will be set out as part of the Communications and Outreach strategy to be produced in the second quarter.

## 5. MANAGEMENT AND ADMINISTRATIVE ISSUES

Key management and administrative issues relate to the following;

- The need for more timely approvals for administrative staff from USAID
- Greater clarification with regard to documents required for GoT on VAT and customs and excise exemptions

The LTA is currently seeking importation of key IT equipment and two vehicles for fieldwork. Documentation requires USAID signatures and endorsements (received) and MLHSD signatures (still pending) before submission to TRA. The procedure is long and has delayed progress on start-up. Vehicle documentation is urgently needed to mobilize for fieldwork.

It is unclear whether the Ministry is fully apprised of the LTA and its objectives (despite all USAID correspondence to them) to enable these signatures to be obtained. At the time of writing efforts are still ongoing to obtain the relevant signatures from the MLHSD

## 6. LESSON LEARNED

The LTA project was awarded to DAI with a view to expanding and rolling out the MAST Pilot work to a larger number of villages. This requires the incumbent company, Cloudburst, participate in a transition that would enable the LTA to review, in detail, procedures and processes and the manner in which the MAST has been applied. This is in addition to the need to complete their pilot work contract and close out – a process that has required a contract extension.

The overlap between the two projects has resulted in some confusion with regard to roles and responsibilities and access to software, data and ongoing fieldwork. Some of these issues have now been resolved but close out on MAST and handover has yet to be completed. At the time of writing this is scheduled for end June.

Given the overlap with two separate implementing partners with different objectives there is a need to ensure the protocols are clearly stated and that all parties are aware of their obligations. DAI sought clarifications with regard to the software access and use in early January but this was not resolved until late March.

It is recommended that a short summary be prepared that will set out how the transition process will be finalized so that the achievements so far can be taken forward.



## 7. PLANNED ACTIVITIES FOR NEXT QUARTER INCLUDING UPCOMING EVENTS

Detailed activities, timelines, key milestone and staff deployments are covered in section 4 of the Inception Report. The table below summarizes the key tasks and targets to be undertaken in the 2<sup>nd</sup> quarter.

The principle objective for the second quarter is to establish the fieldwork and ensure that the LTA can progress to the first of the six villages anticipated for 2016.

<b>Activity</b>	<b>Activities 1<sup>st</sup> Quarter</b>	<b>Dates</b>
Start up	Contract Signature	12/06/2015
Start up	Acting COP Arrival	1/11/2016
Start up	Kick Off Workshop	1/28/2016
Start up	<b>USAID Partners Meeting Morogoro</b>	2/9/2016
Start up	<b>Technical Meeting with Land Tenure Specialist, USAID Irrigation Project, Morogoro</b>	2/11/2016
Start up	<b>Meetings held with RAS and DED Iringa and DED Mbeya</b>	March
Activities 1 and 2	<b>Draft Inception Report</b>	2/25/2016
Activity 1	<b>Preliminary list of villages prepared by district and discussed with USAID and impact evaluators</b>	Early March 2016
Start up	<b>Ongoing dialogue USAID COR on Inception Issues</b>	Through March 2016
Start up	<b>Final Inception Accepted</b>	
Start up, Activities 1 and 2	<b>Quarterly Report 1</b>	5/1/2016
<b>Activities 2<sup>nd</sup> Quarter</b>		
Start up	Finalise start up, admin procedures and procurement	April/May
Activity 1	Village List Finalisation for 2016 target villages	4/11/2016
Activity 1	Field visits to target villages	April/May
Activity 1	Baseline village data collection and image acquisition	April/May
Activity 1	Detailed assessment of VLC VLUP Status	April/May
Activity 1	Detailed field schedule	May/June
Activity 1	MAST/TRUST design specification	May/June
Activity 1	Public outreach and training reviews	May/June
Activities 1 and 2	Local Workshop on LTA Way Forward	June 28th
Activity 1	<b>Gender and Vulnerable Groups Strategy</b>	5/30/2016
Activity 1	<b>Communications and Outreach Strategy</b>	5/30/2016
Activities 1-4	<b>M&amp;E Plan</b>	By end May/early June to be submitted by 7/29/2016

## 8. HOW IMPLEMENTING PARTNER HAS ADDRESSED A/COR COMMENTS FROM THE LAST QUARTERLY OR SEMI-ANNUAL REPORT

Monthly Reports for the LTA are all up-to-date and the inception report has been completed and accepted by the USAID/Tanzania COR.

With regard to the monthly reports the level of detail provided is acceptable to USAID but a request has been made to ensure the key issues stand out more clearly to enable immediate action.

A continuous dialogue was held between the COP and the COR on the content and detail of the Inception Report. Following submission of the first draft the COR provided detailed written comments and proposals for finalizing the report. All of these were acted on and agreed and the report was accepted on April 14, 2016.

This report is the first quarterly report to be completed and sits between close of start-up and commencement of fieldwork.

## 9. FINANCIAL SUMMARY

Feed the Future Tanzania Land Tenure Assistance (LTA)  
 Contract No.: AID-621-TO-16-00005  
 Financial Reporting at March 31, 2016

Budget Category	Contract Budget	Inception To Last Reported Period	Current Bill Amount	ITD Amount	Remaining Amount	% Budget Expended
Direct Labor (including Fringe)	\$1,646,000.00	\$70,466.34	\$31,627.44	\$102,093.78	\$1,543,906.22	6.20%
Travel and Transportation	\$316,118.00	\$40,597.58	\$13,663.74	\$54,261.32	\$261,856.68	17.16%
Equipment and Supplies	\$204,247.00	\$38,753.27	\$10,245.08	\$48,998.35	\$155,248.65	23.99%
Subcontracts	\$674,366.00	\$0.00	\$0.00	\$0.00	\$674,366.00	0.00%
Other Direct Costs	\$1,473,894.00	\$29,639.07	\$33,216.43	\$62,855.50	\$1,411,038.50	4.26%
Indirect Costs (Overhead/G&A)	\$1,211,725.00	\$58,716.82	\$22,152.48	\$80,869.30	\$1,130,855.70	6.67%
Fixed Fee	\$331,581.00	\$14,290.38	\$6,677.05	\$20,967.43	\$310,613.57	6.32%
<b>Total Cost Plus Fixed Fee</b>	<b>\$5,857,931.00</b>	<b>\$252,463.46</b>	<b>\$117,582.22</b>	<b>\$370,045.68</b>	<b>\$5,487,885.32</b>	<b>6.32%</b>
Contract Ceiling	\$5,857,931					
Obligation	\$2,500,000					
Obligation Remaining	\$2,129,954					
Percent of Obligation Spent	14.80%					
Months Spent	3					
Months Remaining	45					



# ANNEX A: PMP INDICATOR PROGRESS

No results reporting for the period – PMP and standard indicators under development for submission and approval to USAID/Tanzania.

**Table I(a): PMP - USAID Standard Indicators and Project Custom Indicators**

[Strategic Objective]											
Indicator	Data Source	Baseline data		FY 2012		Quarterly Status – FY 2012				Annual Performance Achieved to Date (in %)	Comment(s) <i>Deviation narrative</i>
		Year	Value	Annual Cumulative Planned target	Annual Cumulative Actual	Q1	Q2	Q3	Q4		
<b>Intermediate Result (IR):</b>											
<b>Sub-IR:</b>											
<b>Sub-IR:</b>											
<b>Intermediate Result (IR):</b>											
<b>Sub-IR:</b>											

<b>Sub-IR:</b>												
<b>Intermediate Result (IR):</b>												
<b>Sub-IR:</b>												
<b>Sub-IR:</b>												

