

QUARTERLY REPORT

FEED THE FUTURE TANZANIA LAND TENURE ASSISTANCE (LTA)

1st Quarter — 1 October–31 December 2016

CONTRACT NO: AID-OAA-I-12-0003 I
TASK ORDER NO: AID-621-TO-16-00005

Submission Date: 1 February 2017

This document was produced as part of the Feed the Future initiative for review by the United States Agency for International Development. It was prepared by DAI for Feed the Future Tanzania Land Tenure Assistance Activity, Contract No. AID-OAA-I-12-0003 I Task Order No. AID-621-TO-16-00005.



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PROGRAM OVERVIEW/ SUMMARY

Program Name:	Feed the Future Tanzania Land Tenure Assistance (LTA)
Activity Start Date and End Date:	December 6, 2015 to December 5, 2019
Name of Prime Implementing Partner:	DAI Global, LLC
Contract Number:	Contract Number: AID-OAA-I-12-00031 Task Order Number: AID-621-TO-16-00005
Name of Subcontractors/ Sub-awardees:	Land Equity International (LEI)
Major Counterpart Organizations	District Land Office and Village Registries Iringa and Mbeya
Geographic Coverage (cities and or countries)	Initially Iringa Rural District followed by Mbeya District in years 3 and 4
Reporting Period:	1 October to 31 December 2016

PROGRAM DESCRIPTION/INTRODUCTION

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

The Land Tenure Assistance (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 anticipated that the interventions will reduce land tenure-related risks and lay the groundwork for sustainable agricultural investment for both smallholders 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 the LTA to carry forward the capacity-building and land administration process independently (and with little or no outside financial support or assistance) when LTA concludes.

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

DAI also coordinates closely with, and utilizes lessons learned from, the USAID Mobile Application to Secure Tenure (MAST) pilot project, which aims to test an approach for the mapping of land parcels, adjudication, and delivery of Certificates of Customary Right of Occupancy (CCROs) using an open source mobile application.

SUMMARY OF RESULTS TO DATE

Indicator Number and Source	Indicator's description	Annual Target	Q1 FY17	Q2 FY17	Q3 FY17	Q4 FY17	Annual Performance Achieved to the End of Reporting Period (%)	On Target Y/N
EG.10.4-2	Percent of individuals trained in land tenure and property rights as a result of USG assistance who correctly identify key learning objectives of the training 30 days after the training	80%	No data					
EG.10.4-3 Also STARR IQC (v)	Number of disputed land and property rights cases resolved by local authorities, contractors, mediators, or courts as a result of USG assistance.	234	16					
EG.10.4-4	Percent of people with access to a land administration or service entity, office, or other related facility that the project technically or physically establishes or upgrades who report awareness and understanding of the services offered.	75%	No data					
EG.10.4-5	Number of parcels with relevant parcel information corrected or incorporated into an official land administration system as a result of USG assistance.	14,040	No data					
EG.10.4-6	Number of people with secure tenure rights to land, with legally recognized documentation and who perceive their rights as secure, as a result of USG assistance.	4,570	No data					

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

EVALUATION/ASSESSMENT STATUS AND/OR PLANS

Assessment Type	Planned for (date)	Status
Independent Impact Evaluation	March 2017	15 villages selected for Randomized Control Trials for baseline data collection from March 2017 to December 2017

ACTIVITY IMPLEMENTATION PROGRESS

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 11 December 2015. Project start-up activities commenced immediately, and at the time of writing are largely complete. One year has elapsed since the start of the project (25 percent of elapsed time).

STAFFING, SUBCONTRACTORS, RESOURCE PARTNERS, AND STAKEHOLDER MOBILIZATION

Iringa Long-Term Team - Overview

Key personnel were in place throughout this quarter. The Chief of Party, Mr. Clive English, took annual leave from 21 October to 24 November. Ms. Catherine Johnston served as Acting Chief of Party during this period and, after successfully fulfilling her assignment and a handover with the COP and USAID/Tanzania, departed on December 3.

Following departure of Dr. Alphonse Tiba, Land Administration Specialist in August, 2016, the USAID/Tanzania approved Land Administration Specialist Mr. Malaka Msigwa began his full-time work on December 1. In the interim, Mr. Msigwa provided 15 days of targeted consulting on land administration and land law and demonstrated leadership in responding to questions and issues as they arose. During this period, the COP continued to cover land administration and public outreach responsibilities with the assistance of the Field Manager and Public Outreach Specialist.

USAID approved the promotion of two internal staff members from Administrative Assistant and Driver positions to Field Assistants, providing an opportunity for the project to maximize professional opportunities for staff, while supporting ongoing field activities.

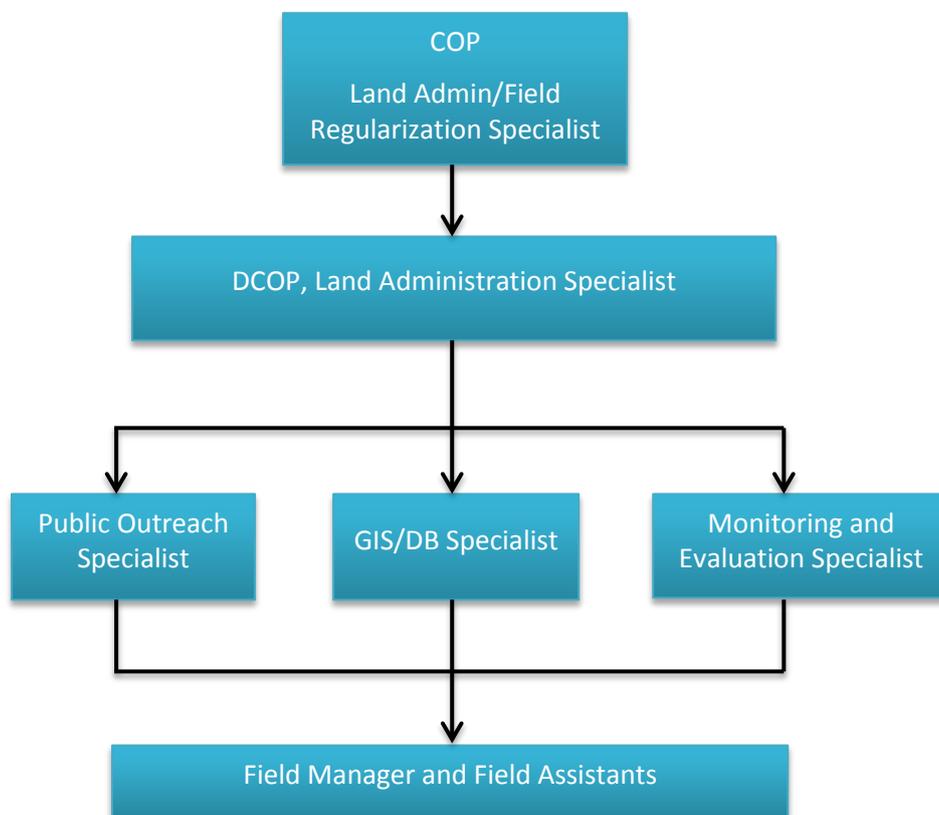
In October, DAI submitted an official Notification of Change of Key Personnel request to the CO/COR in regards to the COP, Mr. Clive English, who left his position on December 15, but continued to provide ongoing technical assistance in 2016 and will in 2017. DAI presented a proposed replacement candidate, Mr. Tressan Sullivan, for the COP position in November for approval. DAI received USAID approval in December, which facilitated a smooth transition for the new COP and allowed Mr. Clive English to meet his technical obligations through STTA.

DAI developed and submitted a restructured staff-profile and budget that was responsive to the LTA's needs and focus on public outreach, field regularization, delivery of land titles, ongoing data analysis and monitoring and evaluation. All the positions in the final long-term structure are shown in the organogram below. The Land Administration Specialist (DCOP), with support from the COP, will play a leadership role in technical management. Key points:

- A full-time national M&E specialist will manage the implementation of the M&E plan and related analyses. A suitable candidate has been identified for this position and the appointment will commence in early January 2017.
- Compilation of statistics, database management, MAST data capture, quality control and management of imagery and parcel data will be the responsibility of the GIS/DB specialist. A specialist is now in place.
- The long-term Public Outreach Specialist manages the Communications Plan and supports the DLO and field staff to develop extension materials and support field-work.

- The incumbent MAST Field Manager is in place and has commenced organizing, managing and training village participants in the main field tasks in co-operation with the DLO staff. Two field assistants were recruited to work alongside him and the DLO staff in the selected villages.

LTA recruited and competed these posts through a robust national advertising campaign and accounted for all of them in the approved budget-modification.



Short-Term Technical Assistance

STTA will complement and provide TA to long-term LTA staff across capacity building and software development. Key points:

- The nominated Software Development Specialist (Alexander Solovov) has continued interacting with the ground-based team to enhance MAST software and to develop TRUST (Technical Register Under Social Tenure) for post registration transactions and maintenance.
- Short-term capacity-building experts will advise and support key issues related to rolling out and scaling up the field and procedures and the required management and organizational change for land administration. An input from the nominated individual, Dr. Kironde, is expected in the new year.
- The outgoing COP, Mr. Clive English will provide direct support to codifying procedures and facilitating the scaling up of the village work. His input will commence in January 2017. Support will also be provided to the implementation of new MAST software expected at end February.
- Finance and Accounts advisor Heather Robertson visited the project December 12 -17 and provided useful inputs and practical improvements to the allocation of costs – particularly field costs.

In this quarter, STTA and administrative assistance is provided below:

Name	Dates	Task Summary
Catherine Johnston Principal Development Specialist	October 17 – December 3	Acting COP during COP leave period, Monitoring and Evaluation – further development of indicators and monitoring systems.
Heather Robertson	December 12 – 17	Finance and Admin training

Subcontractors

In the original LTA proposal and concept, sub-contractor LEI was poised to provide long term, senior level staff across capacity building, public outreach and gender. As aforementioned in this report, LTA's staffing profile changed relative to its technical needs and implementation and the new contract provides space for LEI senior staff such as Dr. Kironde (LEI) to provide ongoing, technical support and consultancies in change management and capacity building in the District Office to address large scale challenges related to CCRO production, issuance and storage.

Subcontract NGOs

There have been no further undertakings regarding the engagement of local NGOs to support field activities, specifically Tagrode (previously engaged by the MAST pilots). Similarly, there has not been a requirement to contract the services of CARE at this time.

Engagement with the District Authorities

Although LTA and DLO are engaged in a joint venture in field tasks, engagement at the office level needs to further develop to ensure that LTA integrates into the workings of the DLO to effectively implement changes necessary for mass registration. The visit by the USAID COR to the project, 30 November – 1 December and discussions with the District Land Officer highlighted this need.

The District Land Office requires some physical restructuring, and there is a need for changes for mass registration and management of maintenance transactions. This is a key challenge for the project.

The volume of work anticipated as LTA scales up and the likely impact on the DLNR staff and related resources will be significant. The LTA leadership has engaged on these issues and there are plans to raise some of the constraints with the Commissioner of Lands and the Minister in January at the Ceremonial issuance of titles in Kinywang'anga. At the same time, a change management plan will be prepared in the early 2017 to begin to implement change.

Engagement with the MLHSD

Apart from briefings with the LTA point of contact, Mr. Switbert Charles Masali, there have been no significant meetings with the Ministry in this quarter. A decision was taken by the Ministry that there would be a ceremonial issuance of titles in the first of the LTA villages in January 2017.

Engagement with the DFID Funded LTSP, Dar es Salaam

A meeting was held on October 20 with the new LTSP Team Leader and was attended by the USAID COR, Mr. Harold Carey. Participants discussed common areas of cooperation between the LTA and the LTSP and the need to arrange a visit by the LTSP to LTA Iringa to see the progress of the work and methods used. The meeting primarily focused on field methods and procedures and offered common ground between the two projects.

A further meeting was held on December 17 at the request of the LTSP involving most of the LTSP senior team. The meeting comprised a procedural walkthrough and a detailed discussion of the methods employed in the field.

It was agreed that the DFID LTSP team would visit the project again in the new year.

MSI/NORC Mission to Iringa to select Impact Evaluation Villages for Randomized Control Trials (RCT)

Following meetings in June 2016 at the LTA in Iringa, the approach and requirements for LTA village selections to enable RCT as part of the independent impact evaluation was agreed. This allowed for a two-phase approach for the selection of 30 RCT villages. The first 15 would be based on fieldwork to be undertaken in 2016 and the second 15 villages would be selected at the end of 2017.

The initial list of six villages identified by the DLNR/LTA would proceed as quickly as possible to establish and improve field procedures and reduce mapping and adjudication errors. These villages would *not* be included in the RCT.

Following fieldwork by the MSI/NORC team in September 2016, the list of the first fifteen villages was received in December. The LTA is now procuring imagery to enable a plan for fieldwork to be developed. Two out of the 15 RCT villages are on archive imagery. Work can therefore commence as soon as the three villages currently in progress are completed.

In the meantime, a plan for the procurement of new imagery for the remaining 13 villages has been submitted to USAID Washington. DAI US will coordinate with the USAID office to determine the best options for tasking the satellite.

Workshops and Communications

LTA participated in the following workshops and meetings this quarter:

- The Acting COP and Field Manager participated in the final day of the Tanzania Land Use Dialogue, an initiative co-sponsored by SAGCOT and the NLUPC to discuss land use planning for green development on November 3.
- The Personal Secretary of MLHSD Minister Lukuvi visited the LTA office on November 11 for an update on the program, and to discuss plans for Minister Lukuvi to participate in the Kinywang'anga CCRO issuance ceremony.
- The Acting COP met with Forestry Development Trust, a smallholder focused timber value chain initiative, on November 17, to discuss land tenure issues and how the LTA methodology may be applied in the future.
- The Acting COP presented at the NAFKA Collaborators Presentation during the NAFKA Annual Staff Meeting on November 23.
- Outgoing COP met with the MLHSD Point of Contact on December 15 for de-briefing on current activities, the transition to a new COP and work schedules for 2017.
- The COP met with the COR in December 16 to discuss ongoing progress and work to be undertaken during the transition to the new COP, and the first of the STTA inputs to be undertaken by the outgoing COP in January 2017.
- The COP met with the DFID LTSP project team on December 17 to discuss progress, project overlaps and methods and procedures. This was a detailed technical meeting that will result in a visit by the DFID team to the LTA in January.

Milestone Documents and Reports

Schedules for milestone documents are included Table 14 in the Inception Report. The following milestone documents were submitted and accepted in this quarter.

- Gender Plan finalized and accepted by COR
- Annual Report including FY2016 indicator results finalized and accepted
- Monitoring and Evaluation Plan finalized and accepted.
- Annual Work Plan, Year Two finalized and accepted

- Donor Coordination Report/Brief accepted with caveats on future submissions when the project is more advanced.
- MOU between LTA and the DLO, finalized and signed by both parties.
- LTA Budget Realignment completed and approved.

KEY TECHNICAL ISSUES

The Scope of Work requires the scaling up of the processes and procedures for clarifying rights in land to first registration, 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 technical issues for this quarter are summarized under the following headings.

- Village selections for the 41 villages to be targeted by the LTA
- Image Procurement
- MAST Software Development and Testing
- Design and codifying field procedures
- Improving title production facilities
- Change management strategies for District Land Office

Village Selections

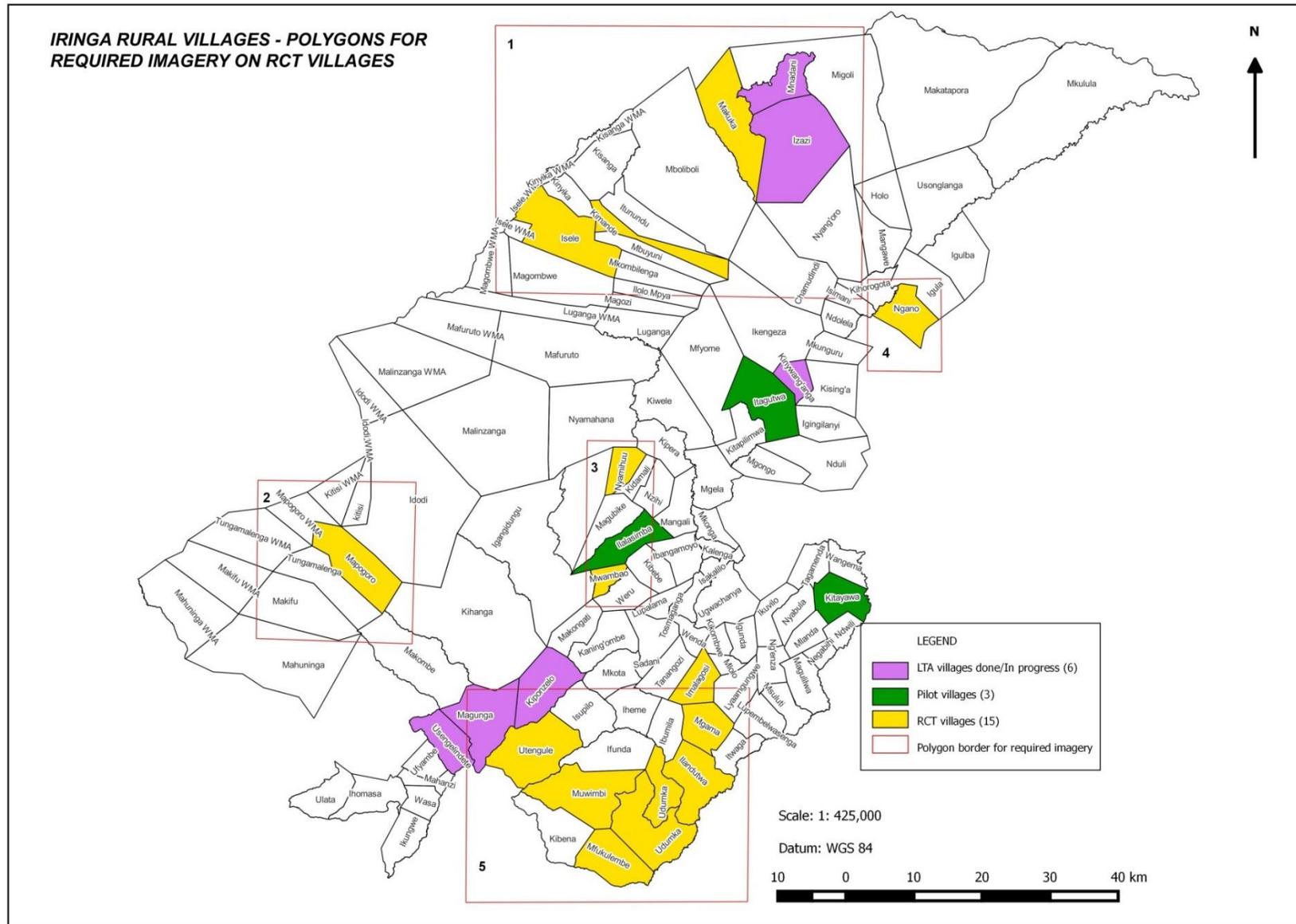
As stated above, the first 15 of the randomized villages under the RCT have been selected and image procurement is underway. Overall summary of the LTA villages is shown on the map below.

Image Procurement

Image procurement for the 13 of the 15 RCT villages as shown on the map will be procured in 2017 through USAID. Archive imagery will be used for Imalagosi and Mgama villages.

LTA is aware there are sustainability issues given that the licenses are not transferable. In 2017, efforts will be made to assist the Tanzanian Government to procure images with the correct resolution to enable the Districts to make maximum use of imagery for planning and cadastral mapping.

See map below which identifies imagery requirements for FY'17 planned villages and for the Random Control Trials.



MAST Software Development and Training

A key component of the LTA project is the transfer and ongoing development of the MAST software from that inherited from the MAST pilots managed by Cloudburst. Though the changes to MAST are required for scaling up, the LTA in the interim has continued working with the current version of MAST pending the arrival of the new version. The arrival of the new version and testing is scheduled for end of February 2017 up to mid-March.

In the meantime, detailed field training and procedural reviews have been completed, (in the light of the analysis of the MAST datasets from Cloudburst) and a business logic for MAST changes submitted to the software developer in early October.

The detailed technical specifications and work plan for MAST development have been completed by STTA, Alex Solovov. The following improvements have been implemented:

- Implement downloading of submitted claims, made by other para-surveyors.
- Implement viewing of attribute data for completed and synchronized claims.
- Implement project extent downloading and setting it as a default location to effect and improve zooming in when opening map.
- Implement updating of submitted claims to the server to get back assigned parcel number and other information generated by the server.
- Improve displaying of parcel layer to show assigned parcel numbers in the field.
- Implement displaying of vertices of all parcels when in the editing mode to improve digitising quality checks
- Implement extra control on the captured data fields.
- Add extra fields (Claim number, ID data, Juridical area etc.)
- Implement snapping function in the mapping and the option to set tolerance.
- Implement capturing of existing CCROs (capture existing CCRO number, parcel number) for onward checking during the regularisation process.
- Implement unclaimed parcels recording (capture parcel shape, description, media).
- Implement disputed parcels recording (capture parcel shape, description, media).
- Introduce CCRO type/status (new, disputed, unclaimed, existing).
- Improve capturing additional documents. Introduce document types.
- Adjust layer style displays to enable effective viewing of the underlying image.

STTA Alex Solovov completed the detailed technical specifications and work plan for MAST development. LTA encountered several unforeseen issues with the MAST code, specifically the structure, writing and security. The structure was sub-optimal and many changes had to be made to render it more efficient. These problems have now been resolved.

Design and Codifying Messages and Procedures

The intensive fieldwork in Kiponzelo village has resulted in some recurrent issues emerging with regard to the conduct in which the claims are taken. These relate to recording of planning breaches (existing or recently implemented), disputes and the methods to be used to resolve these. The inconsistencies noted are the result of incorrect and inconsistent messages at the outset of the fieldwork. These are mostly related to adjudication and what should and should not be recorded.

The LTA has adhered to the principle that all claims must be heard and recorded to enable evidence based planning and decision making regarding whether title can be given or not. Once the records are collected, *all* claims/parcels are subject to objections and corrections through the 10-day public

display and consultation in the villages, plus an assessment of the location of the parcels with regard to planning boundaries and restrictions.

The main advantage of this system is that it prevents arbitrary decision-making and exclusion of claimants and allows for systematic assessment of claims for acceptance and rejection.

The LTA has also adhered to the principle that all disputed claims and the respective disputants must be heard and their details recorded. These are then referred, systematically to the Village Council for resolution. The LTA deals with, and records, disputed properties and has put systems in place for referral and resolution.

These principles and their consequences for field recording and adjudication must be firmly established in each of the target villages. This must be done before fieldwork commences, and reinforced as issues arise in demarcation and adjudication.

These are real concerns that impact on the practical first registration procedures required for Tanzania. The procedures need to be codified and documented in the interests of best practice for scaling up and, more importantly, implemented in public messages, training and field practices.

Progress of Field Operations

The focus this quarter was on fieldwork and ensuring systems and procedures are functioning at a sufficient pace with the correct accuracy.

LTA tested a new GPS device called the Garmin GLO, which works easily in conjunction with the Android tablets to improve accuracy. Accuracy of +/-1 meter was achieved consistently. These devices have been procured and deployed for demarcation in Kiponzelo Village. Progress of field operations is summarized by village.

Progress report Kinywang'anga:

- Implementation of objection and corrections period was completed in October. This greatly improved data accuracy and reduced the need for data cleaning. During the period in Kinywang'anga, 784 of the total 854 claimed parcels were reviewed
- Seven minor disputes were resolved and those claims registered. The LTA will continue to work to establish a system for 'referrals of disputes' to the VC
- Data will now be reviewed and cleaned by the GIS/DB Specialist. It is important to note that following the upgrades to MAST the need for a large scale data cleaning will be significantly reduced.
- In collaboration with the Village Council, the LTA was able to resolve issues of those parcels mapped outside of the formal VLC boundary, and those that conflicted with VLUP land use plan designations. These decisions were taken using evidence based mapping. This system has worked well, based on the principle that all claims must be heard and mapped – even those that might be considered to be wrongly located for whatever reason. The concluded parcel map for Kinywang'anga is shown on the following page.
- Printing and registration commenced in late October. This was a labour intensive task that involved over 19 civil servants. For future villages the LTA/DLO have proposed to automate the systems and have written to the PS MLHSD detailing the requirements and protocols. A reply is awaited.
- Final totals for Kinywang'anga Village are as follows;
 - Total area 2,154 ha
 - 854 claims taken
 - 810 claims to title

— 44 claims rejected, 25 of these for land use planning breaches and 19 outside the VLC where and claims must be referred to neighbouring village.

- CCRO Issuance will commence in the new year with a ceremony to be attended by the Hon Minister of Lands.

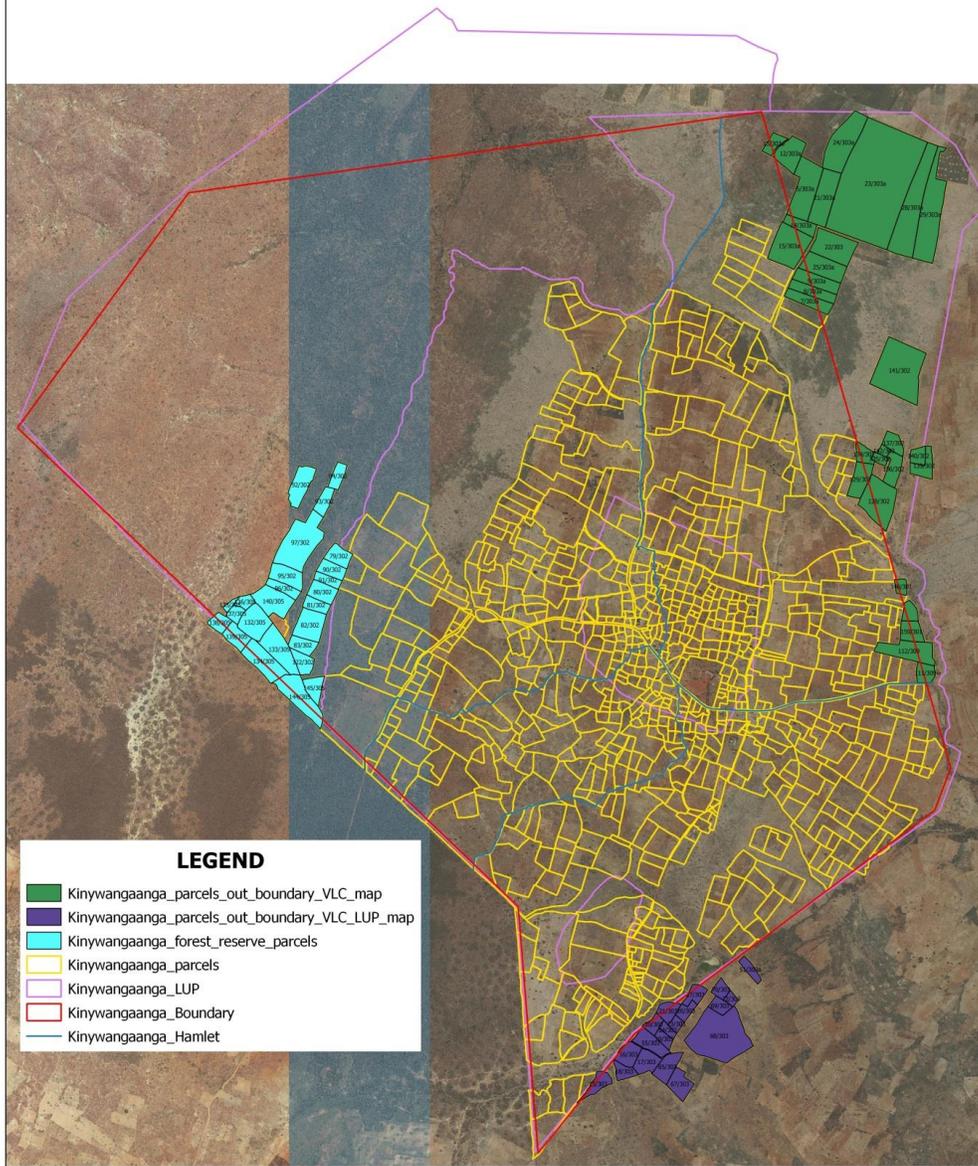
Progress Report Kiponzelo:

- Public outreach and training sessions addressing land administration, the land use planning process, and the CCRO process were completed with the Village Council, Village Assembly, the Hamlets, and the Women's Focus Group in October. Additional Hamlet meetings and the demarcation/adjudication were completed in November.
- Public outreach and training sessions were completed for the Village Land Use Planning Committee. LTA, the DLO and the Village Land Use Planning Committee worked together to complete the fieldwork for the land use plan. A draft of the plan was completed in November.

Commencement of work in other villages:

- Initial meetings were held in Usengelendete and Magunga in October. These villages will be managed concurrently as Kiponzelo is concluded. Likely start date is now January 2017.

KINYWANG'ANGA VILLAGE



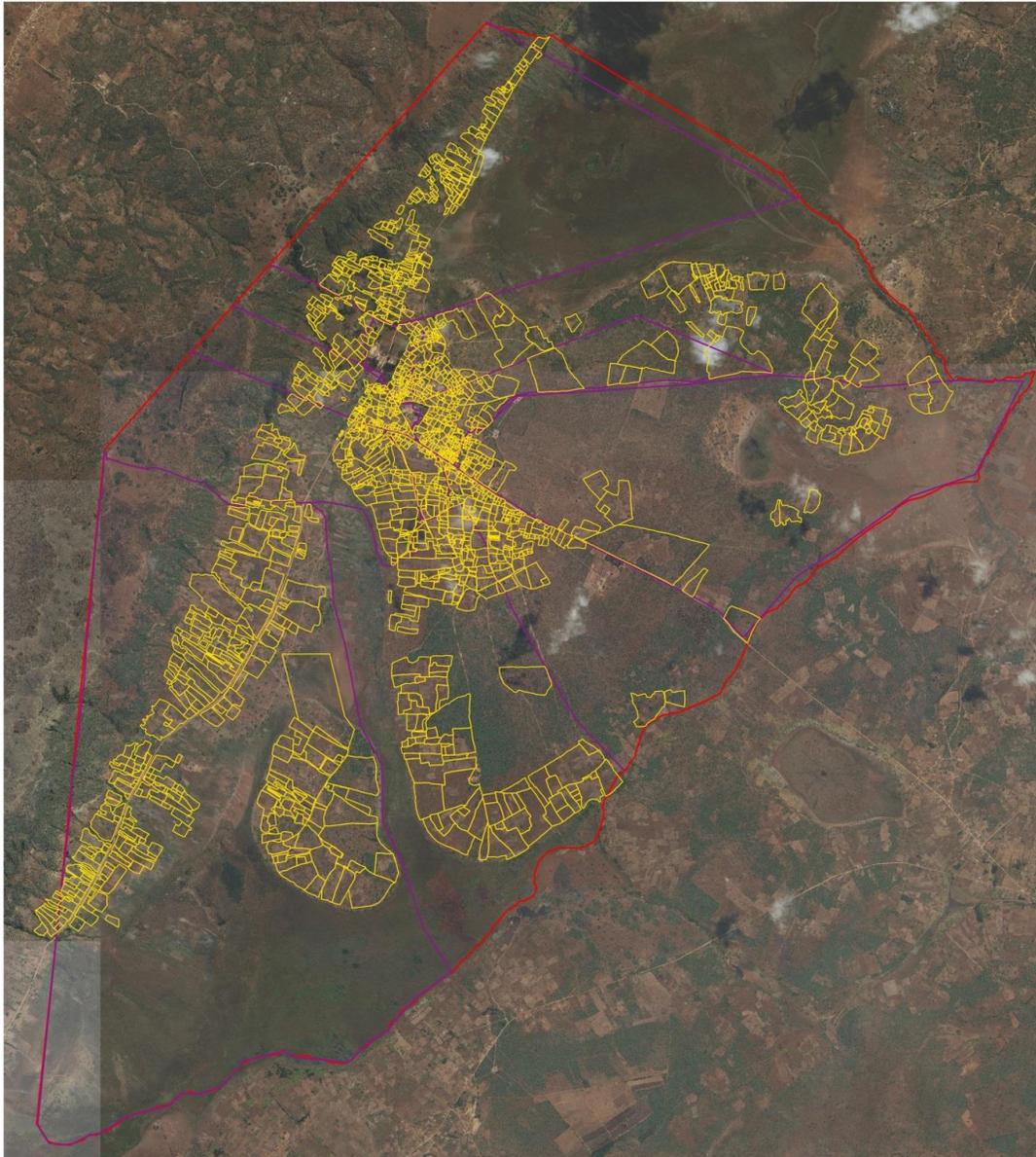
LEGEND

- Kinywangaanga_parcel_out_boundary_VLC_map
- Kinywangaanga_parcel_out_boundary_VLC_LUP_map
- Kinywangaanga_forest_reserve_parcel
- Kinywangaanga_parcel
- Kinywangaanga_LUP
- Kinywangaanga_Boundary
- Kinywangaanga_Hamlet

Scale: 1: 20,000

Kiponzelo Parcels 18 Jan 2017

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Scale: 1:35,000

WORK TARGETS FOR NEXT QUARTER

The Annual Work Plan 1 October 2016 – 30 September 2017 was finalized and approved in November. The primary focus of this quarter is to consolidate and progress fieldwork, refine and hone procedures and build a cadre of local skills to support expansion of field regularization activities. A review of the work targets for this quarter are summarized by activity as follows:

ACTIVITY 1: LAND USE PLANNING AND TENURE REGULARIZATION:

Assist villages and District administrations leaders and institutions in completing the land use planning process and delivering CCROs in selected villages within two districts of Iringa and Mbeya.

LTA Activity 1 is the largest and most complex project activity, driving progress and development in the other 3 activities. The LTA is required to assist Villages and District Land Offices with VLC, VLUP and CCRO delivery. The scope of work is considerable, requiring:

- Design and development of district and village land administration systems, procedures that are inclusive and fully participatory – with delivery of VLCs, VLUPs and CCROs.
- Development of village capacities to implement regularization of tenure and registration of land using the mobile applications - MAST.
- Public information and consultation, development of media messages and delivery strategies

Also included in this is unanticipated requirement for the improvement to MAST – requiring both research and development as implementation in the villages continues.

Activity 1 is divided in to 5 sub-activities. Work anticipated for this quarter is summarized below:

Sub-Activity 1.1 Baseline Village Selections and Reconnaissance

Current Status:

Work will continue in the first four of the 6 selected LTA villages. Kinywang'ganga is at the issuance stage and is almost complete. Kiponzelo claims are 90 percent complete and objections and corrections will commence in January.

Work will start on a further two villages, Magunga and Usengelendete in January. This will require two semi-detailed land use plans and up to 2,000 land parcels with at least 900 claimants.

The first 15 of the Randomized Control Trial (RCT) village selections have been identified. Two of these villages are currently on archive imagery - work will commence on these 2 (Imagosi and Mgama) when Magunga and Usengelendete are nearing completion.

More baseline data has been provided through the work of the Impact Evaluation Team MSI/NORC and several amendments made to current comprehensive list of villages and their respective areas and demographics.

Milestones and targets for this Quarter:

Apart from all data to be collected required for M&E and by the IE team there are no plans to add to baseline information in this quarter.

Sub-Activity 1.2: Field Tasks and Schedules

Progress and work rates in this sub-activity are dependent on significant progress in Sub-Activity 1.3 Public Outreach, Sub-Activity 1.4 Procedural Development and Sub activity 1.5, MAST/TRUST (Technical Register Under Social Tenure) Improvements (see below). Field progress in the villages will continue as improvements in these key areas are made. This sub-activity drives data for several major indicators and targets under the M&E plan.

Current Status:

Field progress in Year 1 was constrained by lack of clearly defined field procedures for first registration, issues related to the transfer of and improvements to MAST and IE selection procedures. Procedures are now being developed for a replicable system for first registration that can be scaled up.

Milestones and targets for this Quarter:

- Completion of the first two LTA villages 854 parcels Kinywang'ganga (CCRO issuance underway – ceremonial issuance planned for January 2017) plus approximately 1,800 parcels Kiponzelo shortly to go to objections and corrections
- Commencement of work on second two of the LTA villages Magunga and Usengelendete (2,000 parcels and 2 land use plans).
- All related procedures properly established and documented
- Improvements to MAST completed and operationalized.

Public outreach and training packages completed and ready for dissemination.

Sub-Activity 1.3: Public Outreach – Development of Information Packages and Training

The LTA has produced a Communications and Public Outreach Strategy that allows for phasing of the level of outreach required. The first phase requires the honing of packaged and nuanced messages, for the development of participatory land use planning and the required information, advice and instructions to enable the village to complete regularization for CCRO issuance.

Under Sub-Activity 1.3 for this quarter, consistency of messages and communications packages at village level must be the key focus to make all the systems timely, replicable and cost effective.

Current Status:

- Public outreach for villages is currently concentrated on individuals and/or organizations (NGOs CSOs) is not properly scripted and packaged for consistency of delivery for scaling up.
- Current packages are still not disseminating sufficient information, advice and instruction on procedures to be followed in the field.

Milestones and targets for this Quarter:

- Finalize public outreach, and training for the effective implementation of first registration.
- Design and produce media material and a strategy for the delivery of information and key messages through television, radio, public events, posters, banners, brochures etc. with the approval of MLHSD.
- Compile outreach packages and training modules for dissemination.
- Finalize and cost agendas and outreach for each village and finalize guidelines for mode of delivery.

Sub-Activity 1.4: Comprehensive Land Administration Procedural Development and Business Logic

Whilst laws and regulations exist for Tanzania, many with clear template documents/forms, there are no effective formalized operational procedures for bringing regulations and laws into effect. In order for the LTA to progress current tasks, there is a need to ensure all procedures are properly defined, can be effectively operationalized and fully costed. These developments also link with MAST/TRUST development and provide inputs into the business logic to enable software developers to make the necessary changes.

Current Status:

- Business logic for MAST submitted and now being incorporated in to the software
- Procedures for first registration defined and well documented but needs to be integrated into a single set of procedures in both English and Swahili.
- No progress on business logic for TRUST (Technical Register Under Social Tenure) at this stage.

Milestones and targets for this Quarter:

- Further develop key procedures and systems for implementation of the fieldwork.
- Document and consolidate all field procedures into an operational manual – to include key MAST functions – and implement relevant documentary infrastructure.
- Second version of MAST to be tried and tested.

Sub-Activity 1.5: MAST/TRUST Development and Design

MAST is currently a data capture tool that needs to fit within an overall set of processes and procedures for regularizing tenure in any given area. The MAST application specifically covers boundary demarcations, capture of claimant information and the transposition of this on to adjudication forms and eventually to CCRO documents.

Sub-Activity 1.5a: MAST Development

Current Status:

- MAST is currently in later stages of development

Milestones and targets for this Quarter:

- Review and test new version of MAST
- Detail requirements for TRUST.

Sub-Activity 1.5b: Development of Registry Maintenance Procedures (TRUST)

Current Status:

No work completed as yet.

Milestones and targets for this Quarter:

- Establish post-registration procedures and business logic in preparation for TRUST
- Agree business processes design and technical specifications for TRUST Development.

ACTIVITY 2: CAPACITY BUILDING

Educate and build capacity of village land governance institutions and individual villagers to complete the land use planning and CCRO process, effectively manage land resources, respect women's, youth and pastoralist's land rights and build agriculture-related business skills.

Ultimately, the timelines for these developments depend on a number of factors, not least public buy-in and local and national political will. The performance of the LTA capacity development will therefore be assessed, not only in terms of results based on reference to the outputs, existing human resources and skills level, but also in terms of the systems and procedures in place to produce outputs on a larger scale, at the right cost for the longer term, in a sustainable manner.

Sub Activity 2.1 Plans for Change Management at District Land Office

The volume of both fieldwork and subsequent production of title and planning documents will require changes in management, staff job descriptions and floor space as well as additions of equipment and furniture. A procurement plan has been prepared and discussions are underway regarding a more formal counterpart structure to cover the fieldwork and subsequent change management activities.

Current Status:

- No significant progress on this but there is now an imperative as titles are being prepared from the first of the villages.

Milestones and targets for this Quarter:

- Systematic consultations with DLO staff on requirements for change
- Change Management Plan and internal acceptance for implementation
- Procurement schedules to be prepared.

Sub Activity 2.2 Educate and Build Capacity at Village Level - ongoing with Field Schedules Sub-Activity 1.2

Scaling up and rolling out systems and procedures requires training and capacity building at village level and the development of systems and training of trainers from village communities to disseminate information, instruction and advice to other villages. The principle of splitting teams and deploying to other communities, under supervision, is the principle method used for scaling up field activities. This will initially require considerable well managed and nuanced training and public outreach (see above) before systems can be packaged and rolled out.

Current Status:

- Up to 15 individuals already identified for this role
- Training of trainers has been initiated.

Milestones and targets for this Quarter:

- Up to 20 trainers (10 para-surveyors and 10 adjudicators) to be fully operational for work in new villages.

ACTIVITY 3: EDUCATE AND BUILD CAPACITY AT DISTRICT-LEVEL LAND GOVERNANCE INSTITUTIONS IN MBEYA REGION TO (LAND USE PLANNING AND CCRO PROCESSES AND PROCEDURES)

No plans for extending work to Mbeya in this quarter.

ACTIVITY 4: BUILD CAPACITY TO USE THE MAST APPLICATION THROUGHOUT THE SAGCOT AND NATIONALLY.

Some liaison with the DFID funded LTSP on use and application of MAST

IMPLEMENTATION STATUS

As stated in the first quarterly report, the LTA is primarily an implementation project that will have a substantial ongoing field component. Field operations will continue through the remaining three-year period. Mobilization of critical technical staff with real operational experience is therefore essential.

The slower start on the villages will mean that the first six targeted villages will run into next year and will require effort to regain lost time. Current priority is being given to ensure all technical staff and staff of the DLO are able to work together as a team and that all methods and procedures are widely accepted and consistent. There is still some work to be done on this at the time of writing but as fieldwork develops this process will speed up. Over-time this is achievable given the political will and committed support from development partners.

IMPLEMENTATION CHALLENGES.

After one year of activity, the key implementation challenges going forward relate to the need to address the capacity constraints at District Level for the impending volume of fieldwork and printing and registering. Current facilities, though adequate, are not conducive to batch processing without fundamental changes in the floor space and office infrastructure.

In addition, in some departments, there is resistance to adopting changes that will be required and to adhere to manual methods where appropriate. At present there is a need to strengthen the DLO capacity for field interventions, equitable implementation and supervision of demarcation and adjudication and an organized and streamlined set of procedures for printing, registering and issuance of CCROs.

Binding the LTA and DLO staff into a coherent field team, with strong office back up support in mapping printing and registration clearly requires work by the leadership of both offices. Whilst this can be partly resolved through embedding staff in the District Office to implement change, it is apparent these must be some change in the response of the DLO leadership to enable these initiatives to be implemented.

Automating systems for batch processing is essential if the DLO/LTA initiative is to succeed and has been the subject of much discussion in this quarter. It would not be sustainable were this function to be taken over by the LTA Office, however, nor it is feasible to continue to use manual methods to prepare the documents for titling on the scale of production that is anticipated.

Whilst the MoU between the LTA and the DLO sets out the main requirements for development and team building between the LTA and the DLNR Office, this has had little impact on addressing these issues to date.

In this quarter, the LTA will engage with the DLO staff to review the options for change and how this will be managed and implemented. Through the input of the Capacity Building Specialist a change management strategy will be developed that all parties can buy in to and that can be implemented to enable the objectives for first registration to be realized.

Establishing a new approach to team work in the wake of the MAST project remains a challenge that can only develop as the field program advances. As a Technical Assistance Project the LTA has to build professional working relationships and team structures with the District Staff to progress the work and the 'learning by doing' approaches as activities expand. This is an imperative if the project is to be sustainable.

LTA DATA AND M&E

As part of the development of the PMP and M&E plan, protocols and procedures for data management are now in place and beginning to receive records and data. The M&E Plan is now complete and has been accepted. Full matrix lists all of the key indicators with definitions, frequencies, disaggregation, sources and methods has been produced.

INTEGRATION OF CROSSCUTTING ISSUES AND USAID FORWARD PRIORITIES

GENDER AND YOUTH EMPOWERMENT

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

The following tables illustrate the outcome of the claims procedure for Kinywang'anga village with regard to women and youth. These show the overall gender balance of claimants as well as the type of title requested, multiple parcel holders and the age range of the claimants.

GENDER BALANCE OF ALL CLAIMANTS

Gender of Claimants		%
Female	199	55
Male	160	45
	359	100

TYPE OF TITLE REQUESTED BY GENDER

Title Type	Male	Female	Total
Guardian (minor) ¹	4	2	6
Multiple Occupancy (Joint Tenancy) ²	85	95	180
Multiple Occupancy (Tenancy in Common) ³	28	31	59
Single Occupant	101	133	234
Tenancy in probate (Administrator) ⁴	9	16	25
	227	277	504

¹ Ownership cannot be granted to minors less than 18 years of age or adults who are under guardianship. The CCRO is issued in the name of the guardian and the ward (minor or adult) is listed as an interested person.

² Tenants hold ownership in equal shares under one CCRO. Neither can transact without the consent of the other.

³ Two or more tenants hold ownership in allocated shares. Each tenant can transact his or her share separately without the consent of the others.

⁴ After the death of a person and prior to the distribution of the deceased's estate the land may be held on behalf of the heirs, by a probate administrator appointed by the court. The CCRO is issued in the name of the probate administrator the heirs are listed as persons of interest.

MULTIPLE PARCEL HOLDERS BY GENDER, KINYWANG'ANGA

Claimants with number of parcels	Female	Male	Total
1	52	52	104
2	38	30	68
3	43	22	65
4	18	16	34
5	18	15	33
6	14	13	27
7	6	4	10
8	2	2	4
9	3	3	6
10	1	-	1
11	3	1	4
12	1	2	3
Total	199	160	359

AGES OF CLAIMANTS KINYWANG'ANGA

Age by Gender	<=20	>20 - <=35	Total < 35	%	>35 - <=50	>50	Total > 35	%	Grand Total
Male	8	33	41	11	62	57	119	33	160
Female	4	29	33	9	74	92	166	46	199
Total	12	62	74	21	136	149	285	79	359

The results show a relatively high proportion of women claimants (55%) contrary to common perception that few women have rights of claim over land. These figures are however findings for a single village and not necessarily representative of the district as a whole. A breakdown of the overall parcel and proportionate land area owned by men and women will be tracked and presented in the next quarter.

The age range shows a preponderance of both men and women claiming land over the age of 35.

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 of the LTA to other districts and nationally, culminating in a final Sustainability Plan. Provision is made in the contract to transfer systems and procedures from Iringa to Mbeya when a level of certainty and sustainability around the overall procedures and processes becomes clear.

It has been stated in previous reports (Inception Report and Quarterly Reports *passim*) that long term sustainability of land registration services is a complex issue involving many complex decisions that evolve over time.

As stated in the last QR, implicit in the approaches to achieving sustainability requires development, streamlining and packaging of low cost land service delivery, both at village and district levels to achieve full public buy-in at the lowest possible cost. Closely aligned with this is the need to integrate cost recovery and potential revenues. Real sustainability can only be measured by the uptake of these initiatives by the public and the local authorities. Full participation of local communities, and 'people's' understanding and ownership of the processes remains the key to success.

It is the task of the LTA, over the life of the project to try to meet all of these challenges in the framework of a target for the regularization of 41 villages (36 in Iringa and 5 in Mbeya). Whilst the LTA is now addressing some of the changes required, it remains too early to predict outcomes. Nevertheless, some of the key sustainability issues currently being considered are summarized as follows.

- Access to suitable imagery and the cost of imagery – essential for regularization work – for local use in both hard and soft copy. Currently the LTA is using licensed imagery that is not transferable to client agencies.
- Acceptability of administrative procedures, locally and nationally, to bring land to first registration
- Design of local land administration services (village and District levels) for first registration and post registration administration and public buy-in/demand.
- Fees, costs and revenues
- Physical infrastructure required
- Change management strategies including staffing, roles and responsibilities and leadership required for all of the above

The demographics will continue to increase the pressures on land and access to land. The demand for land services can therefore only increase. The LTA needs to provide the support to establish systems that can respond to this challenge.

POLICY AND GOVERNANCE SUPPORT

It is likely that procedures and processes refined during the LTA and the broader scope of work will have implications for, and can benefit the land policy and local governance debates. Key and emerging issues relate *inter alia* to the following:

- Regulatory changes to enable automation of systems and procedures
- Modifications to the documentary infrastructure (related to the above)
- Approval of clear operational procedures for first registration and transactions at all levels
- Clarifications of roles of the village and district in first registration and subsequent registry maintenance and transactions.
- Institutions, staffing and management structures need to run the system once it is established.

Clarification has been sought from the MLHSD on the issue of automation (7 December). Further issues will arise as the pace of first registration picks up.

LOCAL CAPACITY DEVELOPMENT

Under the LTA project capacity building is being addressed under Activity 2 and is a cross cutting issue. The current model being followed is through provision of full time technical assistance, learning by doing at District and Village levels.

The LTA has signed a protocol through an MOU for working full time with the District Office to build capacity and manage change. However, it is clear that efforts will need to be made in the next quarter to secure change if the objectives of the LTA are to be met.

The MoU between the Implementing Partner, DAI, and the Iringa District Council (IDC), was prepared with this approach in mind. This MoU seeks to change mindsets and establish a true working partnership and full-time engagement to ensure lasting and sustainable change. This strategy is the only way forward but requires effort on all sides to ensure it will succeed in the longer term. Results of such engagement will not be felt or take significant hold until well in to 2017.

For a number of reasons, the scheduled management meetings under the MOU have not taken place. There remains a need to re-activate these meetings for more effective field and back office coordination.

In next quarter, 1 January – 31 March 2017, as stated, the basis for change and methods and procedures for District interactions with the village authorities will need to be clarified through a clear Change Management Strategy. At the time of writing, these discussions are still on-going. The primary aim over the next two quarters must be to mobilize the combination of attributes, capabilities/capacities and relationships that enable systems and institutions to perform and ultimately be sustainability.

STAKEHOLDER PARTICIPATION AND INVOLVEMENT

A full stakeholder analysis was completed as part of the Inception Report. This provides for primary and secondary stakeholder participation. The nature of LTA involvement with all the key stakeholders and the communications agenda has been set out as part of the Communications and Outreach Plan submitted in May.

In this quarter the LTA has continued to build relationships with the staff in the Iringa District Land Office and village officials as the work has progressed. The visit of the Minister's PA to the LTA and request for a ceremony to issue titles to the first of the LTA villages in Kinywang'anga will provide opportunities to engage all of the key local and national officials including the Commissioner of Lands.

This quarter's briefings have been held with the District Executive Director (DED) to advise on progress of work and selections of the villages.

Two technical meetings have been held with the DFID funded LTSP Team to review common areas and how to engage more effectively on the methods for fieldwork. The outcome of these meetings has resulted in field visits by the LTSP team to Iringa scheduled for January.

MANAGEMENT AND ADMINISTRATIVE ISSUES

As noted, the incumbent COP has moved into a technical role and will now be succeeded by a replacement COP, Mr. Tressan Sullivan. The first quarter will represent the transitional phase. The former COP will remain engaged technically and will assist the new COP in taking over administrative and technical roles.

The full time appointment of the new Land Administration Specialist (also DCOP) has had a positive impact, both on the LTA team and the local authorities. He brings a wealth of experience in Tanzania's land administration system to the TA team and is able to liaise effectively with the DLO and assist in progressing the work.

The LTA has maintained good relations and liaison with the Ministry through the point of contact. This will continue in this quarter.

LESSONS LEARNED

LTA intended to scale-up and roll out MAST pilot work to a larger number of villages. This required substantial detailing, procedures and processes, significant changes to MAST, and the manner in which the MAST is applied in the field. Closely related to this is the need to ensure public messages in areas to be regularized are detailed and precise instructions and advice provided.

Some of the key headline lessons learned in this quarter are summarized as follows.

- A requirement to gain more effective team work, between the LTA and DLO staff. This will require more frequent management meetings and a change of mindset in some of the leadership.
- Correct messages and training must be given in the field and properly delivered to avoid problems during fieldwork. This has been problematic to date. Current practices do not conform to best practice, whilst best practice does not adhere to the current DLO policy of only providing legalistic messages at the expense of procedural ones. The LTA is working to resolve these difficult issues.
- There is a need for more effective adjudication training in the 'how to' area of addressing specific issues for planning and disputes during registration. This is also an issue to resolve the DLO.
- As the number of parcels adjudicated and forwarded for titling is increased there is an urgent need for change in the way in which first registration certificates are produced endorsed, dispatched and issued. This will require significant change in the operations at the DLO – requiring an intervention by the LTA team.

The key lesson here is that a Change Management Strategy that all parties can sign up to must be discussed and agreed in this coming quarter to enable effective implementation.

PLANNED ACTIVITIES FOR FIRST QUARTER INCLUDING UPCOMING EVENTS

The table below summarizes the key tasks and targets to be undertaken in the 2nd quarter 2017. The principle objective is to strengthen the fieldwork and ensure that the LTA can progress to run villages concurrently.

Activity	Activities 2nd Quarter 2017	Dates
Activities 1 and 2	Commencement of duties for LTA M&E Specialist	Early January
Activity 1	CCRO issuance ceremony Kinywang'anga village and detailed discussions/meetings with all stakeholders	24 th – 26 th January
Activity 1	Completion of all claims in Kiponzelo (approximately 1,800)	End January
Activity 1	Commencement of Objections and Corrections (10 working days) Kiponzelo	February
Activity 1	Procurement of imagery for the 15 RCT treatment villages	ASAP
Activity 1	Revisions and changes to outreach messages and training – production of key materials	ASAP/on-going
Activity 1	Codifying procedures and documentation	March
Activity 1	Review and testing of new MAST	End February/early March
Activity 1	Commencement of work in 2 further villages, Magunga and Usenglendete	End January
Activity 2	Change Management Strategy for DLO – consultations and reporting	February
Activity 1	Transactions procedures to be clarified	End February early March
Activities 1 and 2	M&E Quarterly Meetings in Zanzibar	

HOW IMPLEMENTING PARTNER HAS ADDRESSED A/COR COMMENTS FROM THE LAST QUARTERLY REPORT

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. Further comments would be welcome to ensure this understanding for the monthly report still prevails.

Regular contact with the COR on all matters technical has proved to be immensely valuable to help maintain continuity and share ideas.

Concerns about the current status of the LTA team have been addressed. The important LAS position has been filled and a replacement COP is now on seat and the incumbent will serve as a STTA in the coming quarter. Field assistants have been promoted from within the LTA team and a new driver will be appointed early in the new year.

Concerns regarding reaching a consensus with the DLO on public outreach and training materials are still in hand. The LTA is aware of the issues and is pressing the DLO for changes to ensure the fieldwork is properly implemented

ANNEX A: INDICATOR TABLE

FIRST QUARTER

(1 OCTOBER – 31 DECEMBER) 2016

Indicator Number and Source	Indicator's description	Annual FY17 Target	Actual Q1	Actual Q2	Actual Q3	Actual Q4	Comments
EG.10.4-2	Percent of individuals trained in land tenure and property rights as a result of USG assistance who correctly identify key learning objectives of the training 30 days after the training	80%	No data				
EG.10.4-3 Also STARR IQC (v)	Number of disputed land and property rights cases resolved by local authorities, contractors, mediators, or courts as a result of USG assistance.	234	16				
EG.10.4-4	Percent of people with access to a land administration or service entity, office, or other related facility that the project technically or physically establishes or upgrades who report awareness and understanding of the services offered.	75%	No data				
EG.10.4-5	Number of parcels with relevant parcel information corrected or incorporated into an official land administration system as a result of USG assistance.	14,040	No data				
EG.10.4-6	Number of people with secure tenure rights to land, with legally recognized documentation and who perceive their rights as secure, as a result of USG assistance.	4,570	No data				
I. Custom Indicator	Number of villages with Village Land Certificates (VLCs) incorporated into an official land administration system as a result of USG assistance.	4	0				

Indicator Number and Source	Indicator's description	Annual FY17 Target	Actual Q1	Actual Q2	Actual Q3	Actual Q4	Comments
2. Custom Indicator	Number of villages with Village Land Use Plans (VLUPs) in full compliance with applicable requirements, standards and approvals as a result of USG assistance.	9	1				
3. Custom Indicator	Number of villages with at least 80% of parcels incorporated into an official land administration system as a result of USG assistance.	13	1				
4. Custom Indicator	Parcels in villages receiving USG assistance that are not incorporated into an official land administration system.	1,560	44				
5. Custom Indicator	Average cost per village land use plan corrected or newly established as a result of USG assistance.	For Corrected, <1,000 For Newly established, <2,000	\$1,500				Based on one village with newly established land use plan
6. Custom Indicator	Average cost per parcel corrected or incorporated into an official land administration system as a result of USG assistance.	<\$20	No data				
7. Custom	Number of people reached through communication campaign activities	145,669	1,186				
8. Custom	Number of women's groups formed or strengthened	13	0				
9. Custom	Number of claimants filing land claims as a result of USG support	6,062	782				

Indicator Number and Source	Indicator's description	Annual FY17 Target	Actual Q1	Actual Q2	Actual Q3	Actual Q4	Comments
10. Custom	Number of Trainings Delivered	147	20				
11. Custom	Number of individuals trained in land tenure and property rights as a result of USG assistance	11,682	1,249				