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

# MONTHLY REPORT #2

**JANUARY 2016**

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

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

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

**FEBRUARY 15, 2016**

This publication was produced for review by the United States Agency for International Development. It was prepared by DAI.



## **INTRODUCTION**

DAI commenced in-country start up activities, while continuing to develop home office administrative and financial management systems. Below is a summary of key tasks and achievements in January 2016.

## **PROJECT START UP ACTIVITIES**

### **KEY PERSONNEL**

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 as planned. 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.

### **SUBCONTRACTORS, RESOURCE PARTNERS AND STAKEHOLDERS**

DAI and subcontractor Land Equity International continued discussions about the best 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. DAI Contracts Department has submitted Request to Subcontract documents.

COP met with project resource partners InfoBridge and Law Advocates in Tanzania.

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

### **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 and COP Clive English via Skype on January 13 and in Tanzania on January 25
- MAST handover meeting with USAID LTRM team and Cloudburst (unfortunately interrupted by emergency drill at US Embassy) January 28
- USAID LTRM Impact Evaluation for LTA introduction and briefing January 29
- Inception Report: field research in Option 1 Villages in Kilombero District complete; field visit to MAST pilot villages and Iringa District Administration and Lands Office scheduled; draft outline submitted for LTA COR comments; COP drafting outline of activities, detailed methodology, workplan timeline, budgeting, and staff deployment; short term experts 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))
- Short term expert Richard Baldwin mobilized to Tanzania for a 2 week assignment assessing the MAST pilot, and developing the Inception Report inputs on MAST/TRUST implementation

## START UP – FINANCE, ADMINISTRATION AND OPERATIONS

DAI has a well established process for Project Start Up which ensures a rapid, efficient, and compliant start up of all projects worldwide. Key activities and tasks completed in this period include:

- Short term start up team (Start Up Specialist, Program Manager/Acting COP, Associate, Recruiter) received USAID approvals, mobilized to Tanzania and completed scopes of work and deliverables
- Kick Off Meeting with USAID/Tanzania on January 28 provided overview of key contractual, financial, administrative, communications, and environmental compliance and management issues
- Project office location in Iringa identified
- COP housing options in Iringa identified
- Bank accounts applied for and paperwork in process
- Local employment agreements finalized
- Recruitment for local staff (finance, administration, operations) complete
- Field operating systems and finance systems under development

## KEY ISSUES

The LTA COP and LTA COR were informed that the newly launched Land Tenure Support Program (procured by the Ministry of Lands (MLHHSD) with funding from DFID, DANIDA and SIDA and implemented by Land Equity International) had been directed by MLHHSD to begin activities in Kilombero District. This created concern for the effectiveness of LTA's activities in Kilombero District as mandated in the Task Order. The LTA COP provided assistance to the COR in developing strategy and approach for addressing this issue, and a meeting was scheduled with the MLHHSD for early February.

## PLAN AND CALENDAR FOR JANUARY 2016

Planned Activity	Location	Expected Dates
Inception Report Completed	Dar es Salaam, Iringa, US	February 1 - 25
Field research at MAST pilot sites and Iringa District Administration	Iringa District	February 1-5
USAID DO 2 Partners Meeting	Morogoro	February 9-10
USAID Irrigation Project stakeholder meeting, mapping/data coordination	Morogoro	February 11
Monthly Report #2 submitted	n/a	February 15
Start Up Specialist Rada Culibrk continues finance/admin/operations start up tasks	Iringa	February 8- 4 Mar
Field research and village selection criteria	Iringa District	February 15-29

for target villages to be selected to be undertaken in cooperation with local authorities		
Short term expert Alex Solovov conducts MAST software assessment, handover meetings with Cloudburst technical staff, begin upgrades/revisions as needed	Iringa	February 26 - onwards