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# FEED THE FUTURE TANZANIA LAND TENURE ASSISTANCE (LTA) Quarterly Report

3<sup>rd</sup> Quarter – April 1, 2016 to June 30<sup>th</sup> 2016

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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>	April 1 to June 30 <sup>th</sup> 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 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 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 and Tenure Support Program 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 approach for the mapping of land parcels, adjudication and delivery of 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 discussed between USAID/DAI and MSI/NORC – and MOU has been drafted and is awaiting signature.

## 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 and at the time of writing are largely complete.

#### 2.1.1 Start-up Program

Administrative staff are all in place. These include Fred Msongole, Operations and Finance Manager, Ms. Mercy Ndatulu, Operations and Administration Specialist, Mark Kihula, Field Accountant, Ms. Jackeline Mhegi, Administrative Assistant.

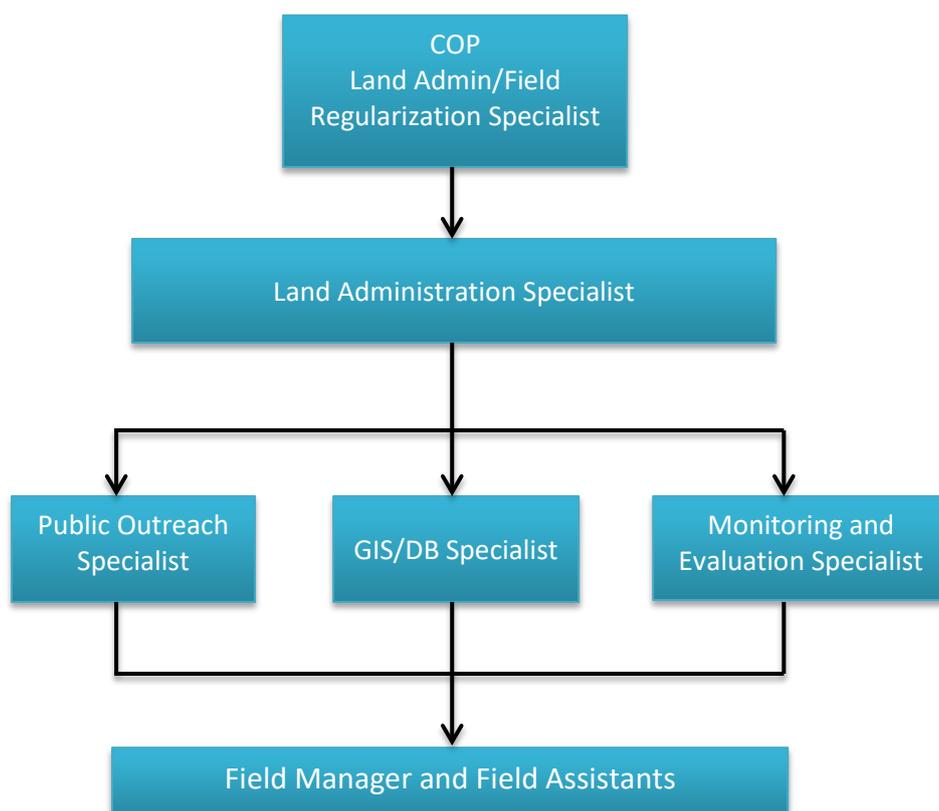
Start up has been concluded with inputs from the TAMIS training specialist, and an input from the IT specialist to set up the server and systems in the LTA DAI Office in Iringa (see below).

#### 2.1.2 Staffing, Subcontractors, Resource Partners and Stakeholder Mobilization

##### Iringa Long Term Team - Overview

Key personnel have been in place, full time, throughout this quarter, Chief of Party, Clive English and Land Administration Specialist, Dr. Alphonse Tiba.

DAI have completed a final review and re-structure of the original team as envisaged in the bid documents. The long term structure is shown in the organogram below. This reflects the need to maintain a balance between progress with public outreach and field regularization, ongoing data analysis and monitoring and evaluation. The overall structure requires to be overseen by the land administration specialist.



To strengthen the team and ensure the DLO has support in all of the main technical areas it has been determined that;

- A full-time national M&E specialist will be appointed to manage the implementation of the M&E plan and related analyses.
- 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.
- The long term public outreach specialist will manage all aspects of the Communications Plan (see below) and support the DLO and field staff in preparing extension materials in support of the fieldwork.
- The incumbent MAST field manager will be recruited at the end of June and will be given an enhanced role organizing managing and training field tasks in cooperation with the DLO staff. Two field assistants will be recruited to work alongside him and the DLO staff in the selected villages.

Steps have been taken to recruit all of these individuals through a national advertising campaign. This has taken time, as LTA is trying to ensure that selected staff can carry out their assigned tasks which are largely related to implementation and thorough and detailed analysis of the resulting records. This not only serves the needs of M&E but is also needed to support management decision making.

A budget realignment due at the end of August will reflect these changes and arrangements.

#### Short Term Technical Assistance

The long term team will be supported by short term TA in two key areas of work - capacity building and software development.

- The nominated Software Development Specialist (Alexander Solovov) will interact with the ground based team as the work develops to develop the key changes necessary changes for the MAST software and to develop TRUST for post registration transactions and maintenance.
- The short term capacity building expert can advise and support key issues related to rolling out and scaling up the field and procedures of land administration, and the required management and organizational change. The nominated individual, Dr Kironde, also has wide ranging experience in land issues and can advise on several strategic issues related to land administration.

In this quarter, short term technical and administrative assistance was provided as shown in the following table.

Name	Dates	Task Summary
<b>Catherine Johnston Principal Development Specialist</b>	10 <sup>th</sup> -22 <sup>nd</sup> May	Monitoring and Evaluation – development of indicators and monitoring systems
<b>Chris Blatnik – Start –up Specialist</b>	10 <sup>th</sup> May – 27 <sup>th</sup> May	Finance and admin training
<b>Neil Enet – TAMIS training Specialist</b>	19 <sup>th</sup> May-1 <sup>st</sup> June	TAMIS training
<b>Alexander Solovov GIS/DB Software Development</b>	28 <sup>th</sup> June -15 <sup>th</sup> July	Reviewing MAST and
<b>Catherine Johnston Principal Development Specialist</b>	30 <sup>th</sup> June-19 <sup>th</sup> July	Finalising M&E and technical recruitment support.

<b>Martina Fongyen</b> <b>LTA Project Manager</b>		LTA Project Manager
<b>Eric Bjers – IT Support</b>	22 <sup>nd</sup> June – 8 <sup>th</sup> July	IT Installation and training at

### Sub-contractors

As per 1<sup>st</sup> quarterly report, DAI and subcontractor Land Equity International agreed staffing patterns and profiles for long term and short term experts and field staff. Under the original profile LEI were to provide long term senior staff for Capacity Building Consultancy, Public Outreach and Gender support.

However, because of the long term requirements of the field program this profile has been changed to allow for more field staff and support. The capacity building consultancy under LEI has therefore been reduced to short term inputs and, following withdrawal of the original LEI public outreach candidate in May this post has now reverted to DAI.

A new appointment for public outreach is now in hand following three interviews of short listed candidates.

### Sub-Contract NGOs

The LTA has reviewed the prospects for the transfer of some key staff members and NGOs from the MAST Pilots to the LTA. Under the MAST Pilots Tagrode fulfilled both a management and a technical role. Fieldwork and delivery was undertaken alongside DLO staff and technicians. This approach has not been without its problems and tensions.

Given the full time presence of LTA technical and administrative staff assistance, on site in Iringa, and the need to build capacity at District level there is no immediate need to extend the sub-contract of Tagrode from MAST to the LTA. Consideration will therefore be given to Tagrode providing additional field technical support when the field program expands to two or more villages operating concurrently.

A decision has been taken not to extend the services for Tagrode for the time being. Similarly the services of CARE will not be utilized at this time.

### Engagement with the District Authorities

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

A subsequent meeting was held with the Head of DLNR on 1<sup>st</sup> June 2016 to discuss the methodology for village selections under the Randomised Control Trials (RCT - see below). A summary document was provided to the Director to explain the principles of how this will be undertaken.

On June 24<sup>th</sup> the LTA held a Technical Workshop attended by all of the Iringa District Council Land Office staff, CSOs and the representative of the Ministry of Lands, Mr Switbert Masali. The agenda included:

- Briefing on LTA – objectives, strategies and activities; themes to be followed and challenges

- Proposed LTA Work Program on selection of villages, procedures and processes and Impact Evaluation (IE)
- Rules of engagement and the content of the intended Memorandum of Understanding (MoU) and planning for sustainability
- Iringa DLO shared experience with MAST including success stories and outstanding issues.
- Ministry of Lands shared Ministry perception of MAST as tool for data capture in the registration and administration of land.

Following the workshop a draft MOU between the DLNR and DAI was prepared for consideration. This has now been reviewed by all parties and finalized and will be signed in July.

Given that LTA is a technical assistance program with very different set of objectives and requirements from those of the MAST Pilots, the management structure and modes of engagement with the District Land and Natural Resources Office will need to change. Changes will require the full time technical support staff of the LTA (rather than the intermittent inputs of NGO sub-contractors) to meet the needs of a much larger workload.

The volume of work anticipated as LTA scales up and the likely impact on the DLNR staff and related resources will be significant. Discussions are in hand to evolve management and organizational change models, with appropriate costs, for the DLO. This will include changes in the use of floor space, requirements for additional equipment and archive space and a customer services area. A review of roles and responsibilities will also be undertaken to cope with the larger workload.

A summary of the guiding principles for these changes and the relationship between the LTA and the District are given in the Draft MOU. In the MOU a Joint Management Team (JMT) is proposed that comprises the Head of the DLNR, DLO, the COP LTA and DCOP LTA and the District Land Use Planner. This team will meet to discuss and resolve all issues relating to the management and implementation of the LTA both in the field and the back office.

In the light of these changes the 'notional budget' and work programs evolved during the inception period will be re-visited.

### **Engagement with the MLHSD**

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

Following the meeting a point of contact was appointed by the Ministry to oversee LTA activities. Mr Switbert Charles Masali will provide support and communication with the Iringa Team. Mr Masali is a land officer in the Land Investment Division.

CoP and DCOP (Land Administration Specialist) also met with the Assistant Director for Rural Cadastral Surveys and was able to access the Village Land Surveys Plans to locate missing Iringa map data, essential for accessing coordinates for all village boundaries. These also provide village coordinates for image acquisition for each village selected. A visit was also made to the Lands and Surveys Mapping Division to collect additional VLC data.

## USAID Mission Visit to Tanzania

A visit was made to the LTA by USAID representatives and MSI/NORC in late May early June to map out the arrangements for transition from MAST to LTA – for which a date had been set of 30<sup>th</sup> June – and to discuss arrangements for village selections under randomized control trial (RCT) for the LTA, for which village selection criteria needed to be agreed.

During the mission visits were made to the MLHSD. The USAID team also visited Iringa (30<sup>th</sup> May - 2<sup>nd</sup> June) for meetings with the LTA team and local officials, including the District Executive Director (DED).

The team then returned to Dar es Salaam for the MAST close out meeting on 3<sup>rd</sup> June. The participants in the mission are shown in the table below.

<b>Name</b>	<b>Designation</b>
<b>Ms Yuliya Neyman</b>	USAID Land Governance and Legal Advisor
<b>Ms Ioana Bouvier</b>	USAID Senior Geospatial Analyst
<b>Mr Benjamin Linknow</b>	Research Scientist – NORC
<b>Mr Jeffrey E Harrick</b>	Research Scientist Land PKS
<b>Mr Jeffrey Euwama</b>	Cloudburst Consultant
<b>Mr Mustapha Issa</b>	Care International – MAST coordinator.

A visit was made to Dar es Salaam by the LTA COP and the DCOP to participate in a meeting with the MLHSD on 27<sup>th</sup> May (see above). This meeting discussed MAST transition and the appointment of a MLHSD point of contact (POC) for the LTA. The appointment of the POC was made on Monday 30<sup>th</sup> June.

The USAID team adjourned to Iringa to review LTA progress and address issues of MAST transfer/close out and the selection of villages for LTA. The following meetings and discussions were held.

1. On 30<sup>th</sup> May a joint meeting was held with the visiting Mission and the District Executive (see above)
2. A meeting was held on May 31<sup>st</sup> at the LTA office to discuss the transition timetable from MAST to LTA. This was attended by the USAID representatives, the COP and DCOP LTA, the Cloudburst Consultant and CARE field manager. A presentation/list of questions was posed to LTA by the Cloudburst Consultants. Many of these related to issues beyond the end of the MAST Pilots and in to the LTA program. These were answered systematically by the LTA. A telecon was later held with the LTA Software Developer, Cloudburst Consultant, COP, and USAID representative. Responses to Cloudbursts questions were drafted, and written questions were, at USAID's request, drafted by LTA and sent to Cloudburst regarding MAST transfer to be completed by 30<sup>th</sup> June.
3. A meeting was held on June 1<sup>st</sup> at the LTA to review the approach and requirements for LTA village selections to enable RCT as part of the independent impact evaluation. The following undertakings were agreed.

- An MoU between the LTA and MSI/NORC would be drafted. At the time of writing the latest iteration is still to be signed.
  - A letter to the DLNR explaining the requirements of providing a list of 75 villages for the MSI/NORC as a basis for sampling for the RCT. This letter was drafted and submitted to the DLNR at a meeting attended by the MSI/NORC and USAID representative the COP and DCOP.
  - 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.
  - An agreed set of selection criteria would be fixed by the LTA and the MSI/NORC to agree the final selections under the RCT. Provision of an extension to the current list to include up to 75 villages to include control and treatment groups. The LTA would participate in village reconnaissance and selections from the 75 against fixed criteria.
  - Village selections would be phased over the LTA project period to enable careful budgeting and adjustments in schedules to be made without jeopardizing the RCT.
  - Informal technical discussions were held with the USAID GIS/Remote Sensing Specialist on the acquisition procedures for imagery. Corner coordinates have been provided for the first six villages. Lower resolution imagery for region wide land use and structural planning is being sought to enable local village land use plans to be compiled and drafted quickly to fit district and region wide planning objectives. Storage and security protocols were agreed. USAID Washington agreed to complete region wide searches and send to the LTA.
4. Final completion of Kitayawa before the closure of the MAST Pilots was not possible. A discussion was held about how the LTA could assist in closure and completion of outstanding tasks. Whilst the LTA agreed to assist in overseeing conclusion, no formal document or agreement was signed. It has since been determined that there remains an additional requirement for title delivery in Itagutwa which will require assistance and time. It is understood a final handover report for the MAST Pilots was to be prepared by Cloudburst by the end of June detailing all requirements. However, this has not been passed to the LTA for consideration and action.
  5. Informal technical discussions were held with the Land Potential Knowledge System (PKS) in relation to the land tenure work. The PKS was demonstrated.
  6. A joint field visit was made to Kitayawa village to observe the signing of Adjudication Forms.

### **Workshops and Communications**

The following workshops and meetings were attended in this Quarter:

- COP and DCOP Land Administration Specialist attended MAST Close Down workshop on June 3<sup>rd</sup> in Dar es Salaam. Success Stories, engagement with communities, and coordination with DLO were presented. The Workshop was attended by delegates from USAID, IFAD, Iringa District Council, Land Use Planning Commission and the DFID Land Tenure Support Program. COP Clive English presented a briefing on the objectives of the LTA.
- The COP attended the Iringa Hub workshop in Iringa on 8<sup>th</sup> June. The LTA was able to introduce itself to all other projects and local officials and the Iringa Hub partners.
- The 4<sup>th</sup> Annual M&E Workshop 29<sup>th</sup> June – 1<sup>st</sup> July in Mbeya was attended by the DCOP.

- Two visits were made to the DFID LTSP project to review progress on developing field programs. The LTSP Team leader has now resigned and new appointment will be made. Progress toward mobilizing for full fieldwork is awaiting the results and costing of field trials using drones. Preliminary results and costs have been passed on to the LTA. The DFID program expressed interest in trialing MAST and reviewing the LTA regularization procedures.

### **Milestone Documents and Reports**

Schedules for milestone documents are included in the Inception Report (Table 14). The 1<sup>st</sup> Quarterly Report was submitted on 1<sup>st</sup> May. Comments were received from USAID and addressed. The following milestone documents were submitted.

- **A draft Communications Strategy** (5/30/2016) was prepared setting out key plans for outreach and stakeholder consultation. This is presented in terms of primary secondary and tertiary stakeholders and key messages and involvement of these in the LTA over various stages of the project. This was submitted on 30<sup>th</sup> May – comments were received and answered and the final version submitted.
- **A draft Gender Plan** (06/15/2016) was prepared and submitted. This was presented in advance of commencement of field operations, the comments provided are therefore only preliminary. The plan highlights the need to ensure all gender activities and facts on women’s access to land are evidence based, thus some changes are anticipated in how the LTA may respond to emerging issues based on field experience.
- Work has been ongoing on the **LTA M&E Plan**. This has been undertaken based on the LTA M&E indicators included in the contract documents. Preliminary comments on these indicators were tabulated in the LTA Inception Report and these have now been detailed in the draft M&E Plan. In setting out the M&E plan and the key indicators, previous experience from land projects, best practice from other countries and the experience of MAST have been taken into account. Indicators have been tabulated with regard to type, units of measurement, definitions, disaggregation, data sources and methods and frequency of collection. The indicators have also been established in TAMIS (DAI’s management information system) to enable ongoing recording and monitoring. The final M&E plan will be submitted on or before July 29<sup>th</sup>.

### **2.1.3 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.

- Village selections for the 41 villages to be targeted by the LTA and the role of MSI/NORC Impact Evaluators
- MAST Transfer and Software Development
- Image Procurement
- Design and commencement of field operations

## **Village Selections**

Further work has been undertaken to obtain more baseline data on the status of the villages in Iringa. This has involved;

- Locating missing VLC files and completing the baseline mapping – most of the VLC survey boundaries and beacons have now been located and digitized.
- Further checks on parcel maps and locations of existing CCROs – additional parcel maps in two villages have been located and a further check on the numbers of CCRO's issued District wide made. New figures have been produced but these have not been fully checked against existing files and records
- Additional checks on villages with VLUP. This remains as per the previous QR and will require further investigations on the status other than what is in the current tables at the present time.

This baseline information is essential for village selection and work planning and is required to obtain an overview of the status of cadastral mapping and CCRO issuance across the District. It is also essential to ensure there is no duplication of effort and that village selections are targeted at those geographical areas where work is most needed. The data, most of which comes from the Iringa District Land and Natural Resources Office, is currently dispersed and at times contradictory. Vital information is often found by chance and District wide statistics are difficult to compile.

A list containing data on map, VLC and VLUP and CCRO status, populations and estimated numbers of parcels is being constantly update and provided to MSI/NORC. At the time of writing the current status shows a total of 131 villages with all population and household data. This is the master list that will drive all project planning and village selections.

The need to randomize village selections to under an Independent Impact Evaluation (IE) to enable a Randomized Control Trial (RCT) depends on the accuracy of this list. Whilst this is the optimum USAID standard, the randomized approach would need to be reconciled to the requirements/priorities of District and Region.

A Memo of Understanding between the MSI/NORC (the IE Contractors) and LTA/DAI has been submitted to DAI and USAID/Tanzania for review and comment. This has still to be finalized and signed.

## **MAST Transfer and Program Development**

A key part of the LTA project is the transfer and ongoing development of the MAST software from Cloudburst (the current contractor) to the LTA under DAI (the incumbent contractor). This needs to be done with a review and all land administration procedures to enable scaling up.

Key issues surrounding MAST transfer and apparent copyright issues have now been resolved. Password for the AWS and the Geoserver and the DMI MAST interface were acquired in May. As from 30<sup>th</sup> June DAI have taken over the AWS account from MAST and are engaged in analyzing all the spatial and textual information.

Acquisition of imagery (see below) and the procedure for tiling and uploading to the geoserver, creating a project for the target villages and uploading onto the androids have been established at the LTA. Three village projects have been established. This gives the LTA three out of the six villages established (Kinywang'anga, Kiponzelo and Magunga) a fourth is ready to begin work when required.

Though changes are required to MAST for scaling up the LTA will, in the interim, continue working with the current version of MAST until such times as the newer version is ready. However, a detailed

field training and procedural review has been completed in the light of the analysis of the MAST datasets. These procedures will be field tested against the existing MAST design to enable the business logic and systems and procedures to be improved.

The focus of the review will be on the process of adjudication in the field and ongoing access to records by the villages once data has been captured, including a 30 day public display objection and correction period. This will counter the complaints from claimants and village authorities that they do not get to see the parcel maps and related records until the so-called 'adjudication forms' are printed and delivered to the village for signing. There are also issues relating to the visibility of the parcel IDs during fieldwork and real time views of parcel mapping on the ground as the work progresses.

These are real concerns that practical first registration procedures required for Tanzania and, in the interests of best practice for scaling up, need to be fixed. Equally, access to data storage and management needs to be incorporated into the District Land Office system on local servers as the current infrastructure is not sustainable. The LTA has been and will continue to look at all of these issues in the coming months.

Some anticipated Changes to MAST and related procedures are shown as follows.

- Data reviews and searches relating to individual claimant profiles are showing key areas where there is a need to improve overall adjudication procedures and recording of attribute data in MAST.
- Close inspection of the parcel maps reveals the persistence of intersection errors - even after data cleaning. This will require further modification to the software and improvements in training of trusted intermediaries (now renamed Para-surveyors), field supervision and checking and methods for systematically covering land parcels. The aim is to eliminate the need for verification, large scale and costly data cleaning and correction.
- The process of demarcation of parcels and adjudication of the claims follows a well-defined set of procedures. The parcel is demarcated by a locally recruited and trained para-surveyor in the presence of witnesses and the claimant(s) interviewed by the adjudicators. Details designed to support the claim are recorded by the adjudicators. Partly due to the design of MAST and partly due to how this has been applied and managed in the field this process has been compromised. The para-surveyor has been entering data that should be entered after checking and interview by the adjudicators. The adjudicators are sometimes absent when adjudication data is entered and important verification checks are not made. This is potentially a serious flaw that could lead to inaccurate and inappropriate information emerging on the adjudication form and eventually the tile. Given the size of the android devices being used it is also problematic for adjudicators to witness the data entry and confirm its accuracy. Steps are being taken to ensure the integrity of the both of the adjudication process as defined in the Land Regulations and accuracy of the resulting records before they are printed at the District Land Office.
- A key procedural change will be the introduction of a standard objection and correction period using public displays of maps and claimant lists. This will be built into overall systems and procedures. The recommended length of time for this period (as per the Regulations) is not less than 30 days. During this period the adjudicators take responsibility for rectifying errors and recorded any disputes or contested claims.
- Consideration is being given to the how to record, manage and address disputes as they arise in the field, and what mechanisms will be used for appropriate dispute resolution.

Identification of these changes issues raises the issue of whether to modify existing software or to substantially re-develop it to fit more appropriately with the regulations and international best practice. Though the LTA will progress work with the existing version decisions on whether to make the necessary changes, and consequent costs, will require more time than was originally envisaged in the work plan.

Though this was anticipated in the last QR, the scope of the modifications is greater than expected. Inclusion of a system for recording and managing disputes during field registration for example will require consultations with local authorities before changes can be made.

Short term consultant Alex Solovov commenced work analyzing existing MAST software and data configurations to develop and improve MAST. This is being done through a systematic step by step review of procedures in conjunction with the drafting of an effective registration procedures manual. Work flows for writing the codes are being prepared.

Thought is now being given to development of the required business models for post registration and development of TRUST. This includes procedures for maintaining the registers in the post registration period for, sales and transfers, inheritance and/or sub-division.

#### **Image Procurement**

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.

Assembly of baseline topo maps and VLC survey boundaries for the whole of Iringa Rural will enable the LTA to manage essential baseline information for the selection of villages going forward – including those selected under the RCT. This can also provide a baseline for the eventual production of a baseline parcel index maps as more and more land is registered.

Images (with appropriate index maps) have now been acquired from USAID Washington to enable LTA to establish village projects and identify key gaps in the image coverages District wide and where additional tasking from the satellite may be required.

Images have been assembled for four out of the first six LTA villages. Two out of the six villages (Izazi and Mnadini) have approximately 35 percent cloud cover and will require alternatives be sought. Following tiling of the images four out of the six villages can be started using MAST. Three have been prepared for fieldwork (Kiponzelo, Magunga and Kinyang'wanga) and work has commenced in one village (Kinyang'wanga). See accompanying map.

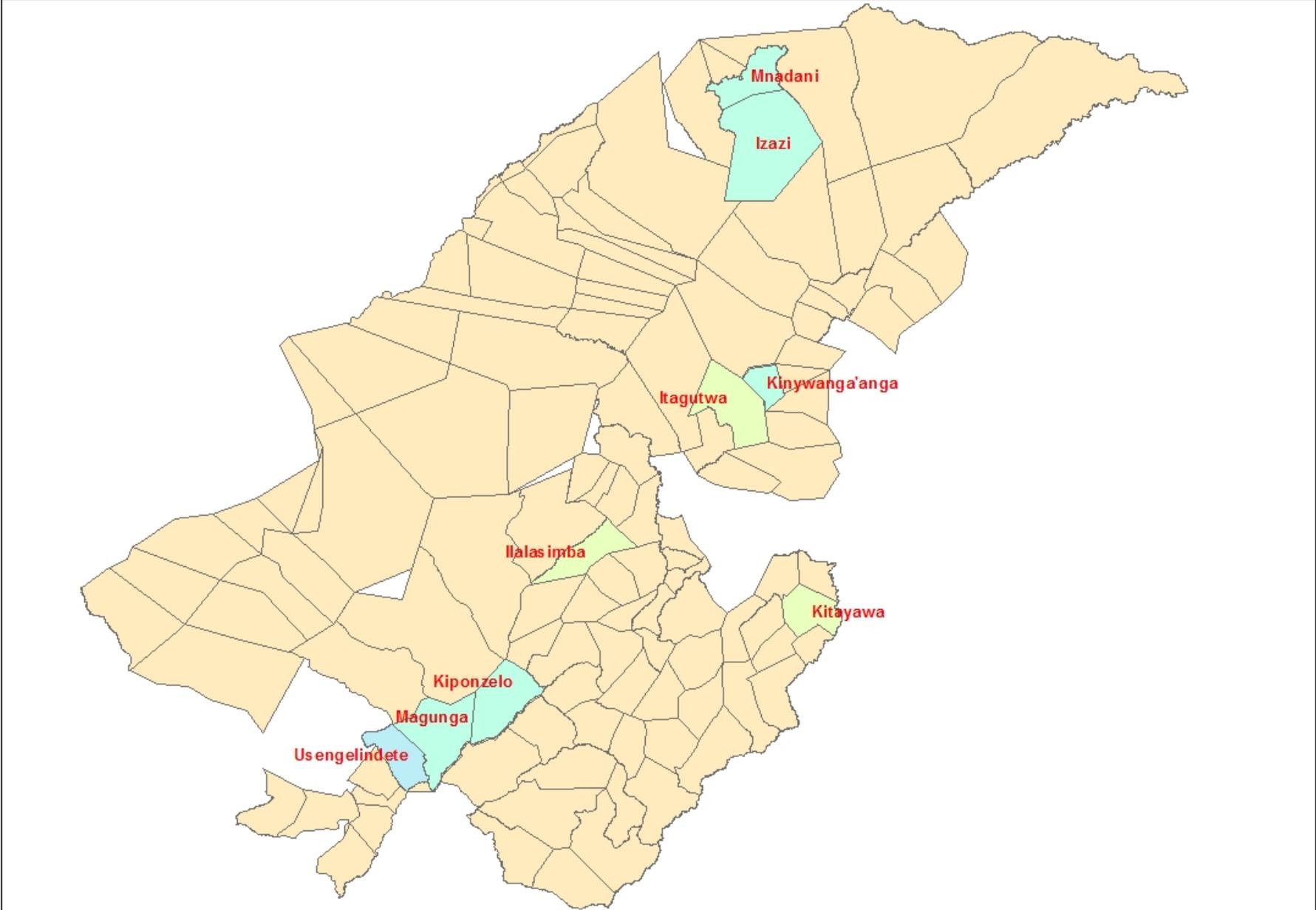
It must be remembered that randomising village selections will require a rational plan for the acquisition of imagery. Tasking of satellite imagery to get cloud free coverage will take some time and randomising the geography of selections will require availability of imagery to be the first check on suitability of the villages.

### **Design and Commencement of Field Operations**

Though the MAST Pilot has completed three villages the LTA has found little public outreach, training, extension and adjudication material that can be readily applied and properly packaged to enable roll out.

Systematic field procedures (instructions, advice and general information) has not been developed to a replicable standard. Efforts that have been made have been personalized and highly variable in quality.

The LTA now has to design all of these materials for extensions and ongoing work. This has proved a challenge as much of the relevant detailed has to be obtained from regulations and other manuals. There remains a considerable volume of work to be done on this to facilitate roll out.



## 2.2 Work Targets for Next Quarter

See also table in **Section 5**. The work program/plan compiled for the Inception Report must now be reviewed and revised based on the later than expected start to fieldwork, the more than expected changes (and therefore slower delivery) of MAST, and the likely work rates that can be expected given the revised procedures.

The primary focus of this quarter is therefore to consolidate fieldwork, refine and hone procedures and build a cadre of local skills to support expansion of field regularization activities. Key work targets for the coming quarter include the following;

- Completion and detailing of public outreach messages for village sensitization.
- Completion and detailing of simple training packages and delivery systems for demarcation and adjudication in English and Swahili.
- Refinement of all procedures schedules and development of a procedures manual.
- Completion of business logic to enable MAST improvements and commencement of work on MAST modifications.
- Consultations with the National Land Use Commission on streamlined procedures for development of land use plans.

Work has now started in the first of the 6 LTA villages in Kinywang’ganga village, with an anticipated period to completion of 3 weeks. During this work, activities will commence in the three contiguous villages of Kiponzelo, Magunga and Usengelendete. Targets for this quarter include;

- Completion of Parcel demarcations and adjudication on approximately 600 parcels in Kinywang’ganga village
- Identification of trainers for deployment in other villages from Kinywang’ganga and MAST pilot villages for deployment to other villages.
- Commencement of land use planning activities in Kiponzelo, Magunga and Usengelendete villages.
- Commencement of village liaison and sensitization in Kiponzelo (approximately xxx parcels) by second half of August.
- Efforts to streamline VLUP and CCRO production and delivery systems.
- Effort to map out the change management requirements at the DLO.

Baseline data is still incomplete and will require renewed effort to acquire all the baseline information that will be required for expanding the fieldwork and sampling of villages for impact evaluation.

The additional long term staffing noted in **Section 2** and revised field programs must be accounted for in a budget realignment that will reflect the requirements for the LTA to manage the long term field operation. This will also require completion of a revised work plan.

## 2.3 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 a four-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 some work to be done on this at the time of writing but as fieldwork develops this process will speed up. Success in these key areas will enable the LTA to run villages concurrently.

The aim will be to find the best of the adjudicators and para-surveyors and develop these as implementers and trainers and to raise the cadre of staff from the public resource to ensure registration and the possibility of achieving it is extended to all communities. In addition to this, there will be a need to simplify and streamline data collection management and storage and the services of the registry to meet the extra workload. This will serve M&E and improve the functioning of the Registry.

Over-time these grand designs are achievable given the political will and committed support from development partners. This will take time, particularly to develop the systems needed for expanding the numbers of villages and extension of land rights. At this early stage it remains to be seen whether full buy-can be achieved.

## 2.4 Implementation challenges.

Technical progress on implementation has been dependent on the ability of the LTA to gain access to all data in the MAST program and the MAST software itself. Access to the software May through June and July has enabled LTA to review all the details and identify the key challenges and the requirements for change. A detailed assessment of both the spatial datasets and attribute information has revealed several areas for change that were not envisaged during the initial needs assessment.

A new list of requirements has been prepared by the Software Specialist and this will now form the basis for the modifications and improvements to MAST commencing with the business logic related to each of the field tasks. the and they are attached as ANNEX to this report. In addition to changes to the attributes and validation criteria there will be provision for entering disputes, and improved information to facilitate adjudication. Changes in field procedures also have to be managed these include;

- Changes to field training and management agendas
- Changes to field adjudication
- Addressing disputes as they arise and recording these for full resolution

There will also need to be significant changes in the procedures for processing and signing as well as transactions as the current situation is not suited to volume or batch processing.

Establishing a new approach to team work in the wake of the MAST project remains a challenge that can only develop and 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. Real efforts are being made now to integrate District staff in to planning and budgeting. This will require a change in the mind-set and presents its own challenges.

In all these aspects recruiting staff for the LTA who are capable of task delivery, and who have the right skills for an implementation program of this kind also presents remains a challenge. The final shape of the LTA team for delivery will be as given in **Section 2**.

An MoU sets out the main requirements for development and team building between the LTA and the DLNR Office.

## **2.5 Data/ Information Management**

The LTA/DAI office now has its own server and protocols. This was installed in July.

### **MAST Data**

As stated MAST data has now been downloaded and subject to detailed analysis. The integrity of this information in its current form will be maintained and no changes will be made to this. The longer term plan is to move this on to a locally based server.

### **Imagery**

All imagery and other spatial data will be installed and saved in secure location. Since imagery is licensed and cannot be transferred this will be password protected and subject to controlled use.

### **LTA Data and M&E**

The data and information gathered by the LTA falls broadly into two groups.

1. Data (spatial and attribute data) collected and analyzed through the use of MAST related first registration procedures in the field. These data are determined from MAST and other land related records and are stored under the LTA systems in support of the DLNR and may be used for inputs into the M&E. This contains all land and attribute records for claimants on which management and technical decisions are based.
2. Data that is specifically collected for, and incorporated into the M&E and PMP plans and stored in the DAI management information system (TAMIS). Some of this data is drawn from 1 above.

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 scheduled for delivery on 29<sup>th</sup> July. A full matrix lists all of the key indicators with definitions, frequencies, disaggregation, sources and methods.

Methods are being introduced in the field to gather additional information required for development of land transactions databases, such as intentions for use and disposal of land, sub-divisions, inheritance and

land purchases – with relevant prices. Whilst some of these are routinely collected in MAST some of the data are not.

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

### **3.1 Gender and Youth Empowerment**

The Gender and Vulnerable Groups Plan was submitted in June. This sets out the principles under which a land administration should address equal opportunity and access to service when it comes to issues of land. It also seeks to address any imbalances in access to information and ensure that groups are not inadvertently excluded from the system.

In the first of the LTA villages the LTA Team will seek to ensure existing women’s groups are targeted and that the appointing authority, that is the Village Council and the Village Assembly ensure full engagement of both men and women in all of the committees related to the implementation of the LTA. The Village Land Act, No.5, 1999 and related regulations of 2001 are clear on the issue of gender in the participation of both male and female in matters associated with the land and the associated rights.

Similarly, the LTA Team in its training program has ensured that youth and women are targeted during training activities and that progress in these areas is properly quantified and managed. Indicators have been established in the M&E plan to ensure progress in these areas can be demonstrated. As stated in the last QR, 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 still needs to be better understood but it also noted that the main body of individuals coming forward to participate in the mapping and adjudication processes are younger.

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.

### **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 and it remains too early to predict outcomes. Summary comments provided in the Inception Report still stand.

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 will be determined by the uptake of these initiatives by the local authorities.

Full participation of local communities and ‘people’s’ understanding and ownership of the processes in the key to success. If demand remains strong the development of the services must respond creating an imperative that must be addressed. As the demographics continue to develop and access to land becomes scarcer, the demand for land services can only increase. The LTA needs to establish systems that can respond to this challenge.

### **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.

As reported in the Q2 Report 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.

In addition, the Tanzania Environmental Management Act, 2004 does not categorize land tilting as a project that is subjected to Environmental Clearance. Nevertheless, the LTA will ensure environmental compliance based on the preparation of each village land use plan. Village land that is environmentally sensitive - such as community forests, wildlife corridors, grazing areas, land for agricultural use – will be correctly categorized for the purposes of environmental and sustainable management of land resources.

### **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 and the broader scope of work will have implications for, and can benefit the land policy and local governance debates.

It is to be hoped that the outcomes – particularly with regard to low cost registration policies and practices will, or could have national significance. Further comments will be made as the project evolves.

### **3.5 Local Capacity Development**

Issues for local capacity building are addressed in the Inception Report and mainly apply at village and district levels. Under the LTA project capacity building will be addressed under Activity 2 and is a cross cutting issue. Capacity building will be undertaken through the process of providing full time technical assistance through learning by doing at District and Village levels.

The LTA is now working to establish a protocol through an MOU for working full time with the District Office to build capacity and manage change. In this quarter the basis for these arrangements and the interactions with the villages have been evolved. At the time of writing these discussions are still ongoing. 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.

## 4. STAKEHOLDER PARTICIPATION AND INVOLVEMENT

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 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. As fieldwork picks up momentum this involvement will intensify and will be the primary focus of the LTA in this quarter.

Comments on stakeholder engagement for this quarter are provided in **Section 2**, however, details of the plan are provided in the Communications and Outreach Plan. This provides for a phased increase in the levels of engagement with the complete range of stakeholder as the work progresses, thus avoiding the risk that achievement can be over promised and speculative results and outcomes not wholly achieved in line with the levels of communication that may be required. The ‘start small think big’ mantra is particularly relevant in this instance.

The MoU between the Implementing Partner DAI and the Iringa District Council (IDC) was prepared with this approach in mind, but it 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.

A full briefing of the Ward Councilors on the LTA will be undertaken at a session of the Council Meetings at the IDC headquarters in August.

## 5. MANAGEMENT AND ADMINISTRATIVE ISSUES

There are no specific management or administrative issues to report in this quarter. All importations of vehicles and equipment were completed and all are installed and functioning in Iringa. Additional importations may be required for which the LTA will need signatures from the MLHSD and USAID. Signatures from the Ministry should be more easily obtained now that a point of contact has been established.

## 6. LESSONS 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 required 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.

Comments were made in the last quarterly report regarding some of the confusions and ambiguities re the closure of one project and the start-up of another where these overlap.

Submissions were made in writing to Cloudburst and USAID – most notably in January and February to ensure a systematic handover of all relevant materials related to the software. The most recent written submission at the June mission required LTA to submit written questions and queries pending the Closure of MAST. This after the LTA had responded to written questions from the Cloudburst Consultant at the May meeting in Iringa (see above).

Cloudburst were to have submitted a close out report to USAID by end of June. This has not been received by the LTA, though LTA has been asked to assist with outstanding tasks following the close out. No formal replies to any of the documents DAI/LTA submitted on these issues was received.

This has resulted in a lot of confusion with regard to roles and responsibilities – particularly with access to software, data and the results of fieldwork. Though most of these issues have now been resolved there are still residual problems re the MAST close out and the District Office that are impacting on the LTA.

In situations there is a real need to ensure the protocols are clearly stated and that all parties are aware of their obligations. The lesson here must be to ensure all parties meet their obligations in this regard.

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

The table below summarizes the key tasks and targets to be undertaken in the 4<sup>th</sup> quarter.

The principle objective for the 4<sup>th</sup> quarter is to establish the fieldwork and ensure that the LTA can progress to the first of the six villages anticipated for 2016.

Activity	Activities 1 <sup>st</sup> and 2 <sup>nd</sup> Quarter	Dates
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
Activities 3 <sup>rd</sup> Quarter		
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	May
Activity 1	<b><i>Gender and Vulnerable Groups Strategy</i></b>	5/30/2016
Activity 1	<b><i>Communications and Outreach Strategy</i></b>	5/30/2016
Activities 1-4	<b><i>M&amp;E Plan</i></b>	By end May/early June to be submitted by 7/29/2016
<b>Activities 4<sup>th</sup> Quarter</b>		
Activity 1	<b><i>Ward Councillors Briefing Meeting Iringa District Council</i></b>	6 <sup>th</sup> August
Activity 1	<b><i>Fieldwork for CCROs delivery in Kinywang'ganga</i></b>	August/September
Activity 1	<b><i>Fieldwork for land use planning in Kiponzelo, and Magunga and Usengelendete Villages</i></b>	August/September
Activity 2	<b><i>Change management planning and budgeting DLO</i></b>	August
Activity 2	<b><i>Costings and budgeting for 3 Village Registry rehabilitations</i></b>	August
Activity 2	<b><i>Establishment of Village Land Councils in each of the 3 target Villages for this quarter</i></b>	August/September
Activity 1	<b><i>Ongoing development of procedures and related documentary infrastructure</i></b>	July/August

## 8. 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 still prevails.

Queries were raised in the last QR re the proposed staffing profile. These have been addressed in **Section 2.1.2** of this report. Other salient points are answered as follows:

- The need for a 'mini-workplan' to show fieldwork and short to medium term plans is accepted. However before doing this the LTA has been trying to firm up on plans and precise dates with the DLO. This report agrees a new work plan will be submitted and at the time of writing it is feasible to submit new timelines.
- Queries were raised in the last QR about the selection and order of first six villages which will not be part of the IE selection process. At the time the order was not known as there

was no imagery available. The order now is Kinywang'ganga, Kiponzelo, Magunga, and Usengelendete. The remaining two village images have cloud cover issues.

- With regard to the formal clearance – these villages are agreed and a formal letter has been written to that effect.
- Public outreach and training materials are not yet fully developed and this is likely to take time as there seems to be some disagreement and lack of consistency on how this should be done. The aim remains to package message content, timing, who and how (methods) when all parties at District agree the approach. The MAST Pilots have some experience to impart but as with other components this must be clarified packaged and scaled up.
- Maps and data received from Dar. Baseline data is still incomplete and the overall list is still being compiled.

## 9. FINANCIAL SUMMARY



Feed the Future Tanzania Land Tenure Assistance (LTA)  
 Contract No.: AID-621-TO-16-00005  
 Financial Reporting as of June 30, 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	\$223,700.87	\$37,466.22	\$261,167.09	\$1,384,832.91	15.87%
Travel and Transportation	\$316,118.00	\$78,051.30	\$21,357.03	\$99,408.33	\$216,709.67	31.45%
Equipment and Supplies	\$204,247.00	\$83,038.55	\$28,589.03	\$111,627.58	\$92,619.42	54.65%
Subcontracts	\$674,366.00	\$0.00	\$0.00	\$0.00	\$674,366.00	0.00%
Other Direct Costs	\$1,473,894.00	\$81,254.06	\$17,195.09	\$98,449.15	\$1,375,444.85	6.68%
Indirect Costs (Overhead/G&A)	\$1,211,725.00	\$152,241.45	\$30,143.32	\$182,384.77	\$1,029,340.23	15.05%
Fixed Fee	\$331,581.00	\$37,097.17	\$8,085.05	\$45,182.22	\$286,398.78	13.63%
<b>Total Cost Plus Fixed Fee</b>	<b>\$5,857,931.00</b>	<b>\$655,383.40</b>	<b>\$142,835.74</b>	<b>\$798,219.14</b>	<b>\$5,059,711.86</b>	<b>13.63%</b>

Contract Ceiling	\$5,857,931
Obligation	\$2,500,000
Obligation Remaining	\$1,701,781
Percent of Obligation Spent	31.93%
Months Spent	6
Months Remaining	42

# 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>												