

# MONTHLY REPORT #10

## SEPTEMBER 2016

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

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

CCRO	Certificate Customary Rights of Occupancy
COR	Contract Officer's Representative
DAI	DAI Global LLC
FTF	Feed the Future
GOT	Government of Tanzania
LTA	Feed the Future Tanzania Land Tenure Assistance
M&E	Monitoring and Evaluation
SOW	Statement of Work
STTA	Short-Term Technical Assistance
USAID	United States Agency for International Development

## **MONTHLY REPORT NO. 10 SEPTEMBER 2016**

### **I. INTRODUCTION**

This monthly report covers project activities undertaken for the period from the 1st September to 30<sup>th</sup> September 2016. This report focusses on activities and constraints for this month of field activities in the first and second of the LTA villages.

Fieldwork has been completed in the first of the LTA villages with 838 parcels completed for 359 unique claimants. Defining and refining operational procedures for adjudication, screening of claimants and dispute referral and resolution procedures has continued to be the primary focus of LTA activity.

Rather than just allowing captured data that requires extensive 'cleaning' to be transferred to District under MAST, the LTA have commenced an Objections and Corrections Period through public display and consultation in the Village. The statutory period for this is 30 days, but in consultation with District this has been shortened to 15 days.

Closely tied to this are the proposed changes that will be needed to MAST – particularly the interim reporting and display facilities, and development of a business logic model to enable effective scaling up of field operations. Following the visit of the COR in August to review MAST progress, proposals have been submitted to USAID for a realigned budget (to meet the field requirements of the project) and the additional unanticipated work on MAST development.

Key statistics have now been compiled for field data. This development will allow the LTA to make proper entries to the M&E system.

The new public outreach specialist has commenced duties and has been focusing on improving and streamlining message development for village public outreach and training. Significant progress is now being made in this key area of activity.

Management meetings have commenced with the District Land Office and this is now significantly improving cooperation on procedural development. A procedural structure (overview) for the CCRO mapping, adjudication and titling has been developed and is now the agreed method. Collectively the LTA team is working to develop the operational procedures needed implement this in the target villages.

The next monthly report will be submitted not later than November, 15<sup>th</sup> and will cover the period 1<sup>st</sup> October – 31<sup>st</sup> October 2016.

### **2. STAFFING**

#### **2.1 Key Personnel**

Following the departure of the Land Administration Specialist (LAS) at the end of August, Clive English, Chief of Party has been covering all land administration and public outreach responsibilities with the assistance of the Field Manager and Public Outreach Specialist.

As set out in the transition plan for the departure of the LAS, the incumbent Deputy Land Commissioner for Iringa and Mbeya areas has provided excellent advisory support. He will commence duties with the LTA, full time, on 1<sup>st</sup> December. This appointment has been widely welcomed by the Ministry and District staff and the LTA team.

The Public Outreach Specialist (Ms Miriam Mshani) commenced duties on 1<sup>st</sup> September and has been actively engaged in ensuring the right messages are disseminated in public outreach in the villages. At the same time, she has been reviewing the Communication and Outreach Plan and making plans for links with other stakeholders and partner programs. A newsletter will also be prepared in October.

For the GIS/DB position, two individuals have been interviewed and their skills tested at the LTA office. One of these has been selected and will be hired to assist in all database and management work related to MAST and M&E. He will also support and train the DLO staff on-the-job. This appointment work will commence in October will be extremely important in taking the work forwards.

Updates on personnel are summarized as follows:

- GIS/DB Specialist – training and testing will begin in early October. This post is especially important as the point person liaising with the software developer for improvements to the MAST software, supporting field tasks and analyzing data for M&E. A local company has also been identified to provide specialist back up and training to all LTA and DLO staff as required.
- Monitoring and Evaluation Specialist – will analyze statistics for both M&E purposes and to provide management statistics and to feed-back to procedural development as the project progresses. A short list of possible candidates has been prepared.
- Only one field assistant needs to be identified and appointed. This will be made before the end of the year as fieldwork expands. The LTA is also looking closely at the opportunities for further training of trainers from existing village staff in readiness for rolling out to next villages (see below).

## 2.2 Field Staff

The Field Manager is continuing to oversee all field activities, data capture and quality control with District Land Office personnel. Field operations in Kinywan'ganga are now complete and the village has moved to public display and consultation. The second village (Kiponzelo) will commence in early October.

The new public outreach specialist has been working closely with the field manager to develop more effective outreach programs – specifically to re-organize and package key messages in land and to rationalize the processes of outreach. This is completing the work of the former LAS. These improvements are designed to reduce the time and costs.

The new village team structures employed in Kinywan'ganga will be replicated in Kiponzelo. Six field personnel from this village will be deployed to assist in training in Kiponzelo and the initial supervision and QC of the demarcation and adjudication period.

The model of training trainers from villages and extending their skills and services to other villages remains the primary method to be used for scaling up.

## **2.3 Subcontractors**

DAI and subcontractor Land Equity International have finalized inputs for a capacity building consultant. There will be no other inputs under this sub-contract. This position has not changed since the last monthly report.

# **3. PROGRAM AND MANAGEMENT**

## **3.1 Stakeholder Meetings and Consultations**

The LTA is still focusing on meetings at District and Village level to progress field operations. In September meetings were held in Kiponzelo and Usengelendete villages. Additional meetings will be organized prior to the start of the fieldwork.

During the 21<sup>st</sup> – 23<sup>rd</sup> the LTA public outreach specialist visited the USAID Quarterly M&E meeting in Dodoma.

## **3.2 Milestone Documents and Reports**

- A Donor Coordination Report remains due for submission.
- Comments received from USAID on the Gender Plan need to be finalized and agreed by the LTA COP and the COR. These relate specifically to the issue of pastoralists. A revised draft will be submitted to USAID.
- Comments and amendments to the LTA M&E Plan have been received. These have been reviewed and work is underway to finalize the indicators and related text.
- The first draft of the Annual Work Plan has been prepared and submitted. This is closely linked to the M&E Indicators Matrix and Baseline Targets. Comments were received and addressed in a second submission.
- The first draft of the Annual Report for FY16 is due for submission in October, prior to the COP going on leave.
- A budget realignment submission was made covering improvements to MAST, and the new staff profile geared to fieldwork and analysis.

### **3.3 Key Project Issues**

The focus has remained on fieldwork and ensuring the initial outreach and messages at village level are appropriate and properly timed as well as screening and checking for procedural and data errors.

New devices are being tested to improve the accuracy of the GPS in the androids for the recording of field boundaries. If proven to improve accuracy, these will be deployed in Kiponzelo.

Attribute data accuracy is much improved with the introduction of ‘adjudication books’ and ‘claims receipts’. The latter is provided to claimants on completion of the demarcation and adjudication process in the field, and is used for reference during public display and objections and corrections. Implementation of objection and corrections period will also improve accuracy and reduce the need for data cleaning.

At the time of writing over the first two days of objections and corrections the Adjudicators have seen over 100 claimants for 320 parcels, with few corrections. No objections have been recorded.

The following issues are being addressed:

- **MOU between LTA and the DLO:** The MOU between DAI/LTA and Iringa District Council, District Land and Natural Resources Office has been subject to further changes and reviews by the DLNR. Signatures are now expected in October. Consultations are underway regarding counterpart arrangements and the most effective way for staffing the field and office work.
- **Public Outreach:** Despite best efforts to get more structure/order and packaging to outreach and training in the target villages there are still issues to resolve on several fronts, including message delivery, who delivers and how, and the message content. On the latter, the progress of the registration requires the public be given very specific operational and procedural instructions and advice for systems and procedures to work more effectively. This remains a key challenge – and, more crucially, that the District Team will buy-in to a new and more systematic approach.
- **Strategies and Procedures overview:** The new LAS has confirmed procedural vacuums in several key areas of the LTA work. These are in methods and systems for delivery of public messages (see below), operational systems in the field, and post registration transactions. With regard to the latter there are simply no procedures being used for sub-divisions, dispositions, register annotations etc etc. In all of these areas the regulations assist only to a limited amount. This effectively means the LTA must design all procedures and, in some cases, the documentary infrastructure that must accompany it. The LAS is clear that when complete these developments will be of immense value to the ‘system’. He has advised that despite the many laws and regulations, the primary weakness has always been the lack of systems that bring these into effect. Whilst MAST will serve to support some of these key functions this the scope of change to deliver CCROs and LUP will extend.

- **Procedures and Dataset Quality:** Key procedures in the regularization of land, and those around MAST, continue to be developed using Kinywan'ganga village as an example. The team are now engaged in the process of public display and consultation of the data to resolve outstanding errors in data collection and to measure the incidence of disputes, and how to progress these to resolution. The target is to have all corrections completed before any printing is undertaken, and to enable adjudication forms and CCROs be printed and signed together. This will rationalize time and costs. All outstanding procedural issues and improvements must be resolved in time for commencement of fieldwork in Kiponzelo.
- **MAST Development:** The LTA has completed both detailed reviews and field testing of the software to establish value added to existing best practice in land regularization and the Tanzania Land Regulations (see above). The scope of the proposed changes now required to MAST have been documented and agreed following the COR's visit to Iringa in June. As a result, the LTA submitted proposals for further MAST improvements to USAID as a part of the LTA budget realignment submission (see below).
- **MAST Business Logic:** To achieve MAST development, the LTA will finalize the development of the land administration business logic for the field procedures (using the current LTA village fieldwork and MAST Pilot outputs to inform the process). Comments have already been received by the developer on the proposed business logic. This will be further developed for post registration transactions (TRUST) later in the project. However, as the LAS has pointed out, models for transactions (which do not currently exist) must be developed first. It is also unclear what the volume of transactions is likely to be until further evidence can be gathered from the village regularization work.
- **Scaling-up and Rolling Out:** The LTA is doing two things at the same time; innovation and development MAST and related procedures on the one hand, whilst maintaining momentum on the fieldwork and field progress on the other. Maintaining the strong cadre of capable field persons is essential for both of these. The first of the village trainers (the best of 3x para-surveyors and 3x adjudicators – six persons - from Kinywan'ganga) will be given extra training and provision to support moves in to Kiponzelo. A similar selection will be made in Kiponzelo to expand and support field operations further in to other villages, the next of which will be Magunga.
- **Impact Evaluation:** The Impact Evaluation Team completed fieldwork in a number of villages for RCT selections during the month of September. A presentation was made to the LTA before the IE team departed. A final list for the first 15 villages to be selected for LTA fieldwork under the RCT will be presented in October.
- **LTA Budget Realignment:** The LTA and DAI Home Office have submitted a budget realignment following several months of ongoing assessment and fieldwork. The revised budget allows for the changes to the staff profile to provide more effective support to the fieldwork and related costs, and unanticipated costs

related to the improvements to MAST. The latter requires a budget uplift which is awaiting approval from USAID.

- **Annual Work Plan:** A draft was submitted 18<sup>th</sup> September. This included a revised work plan/Gantt chart for the FY17 from that provided in the Inception Report in March. Comments have been received and a second submission with amendments returned to USAID.
- **M&E:** Revisions to the draft M&E Plan discussed with the COR during his visit to Iringa have been implemented and submitted in matrix formats. The number of indicators in the Indicator Matrix were rationalized and baseline and target indicators also changed accordingly. The actual target values were reviewed and amended as per the comments received from the COR. Changes to the text of the M&E Plan will be submitted in October.
- **Statistical Analyses on the Village Claims:** The final total of parcels/claimants is 838 parcels on 359 claimants. The first claimant's profiles from Kinywan'ganga have been subject to statistical analyses to populate the M&E Matrix and to inform for the next villages. These datasets reveal several key characteristics relating to how people hold land and are likely to transact land going forward. Also included is analyses of gender and youth with regard to claims on land.

#### **4. PLANS AND CALENDAR FOR OCTOBER 2016**

Activities shown in **Table 1** are expected to take place for the month of October, 2016. The key priority for the next month will continue to be a technical focus on design and implementation of the field program, the business logic models for MAST and commencement of software development and improvements to overall land administration procedures and outreach.

**Table 1: Plans and Calendar for October, 2016**

Planned Activity	Location	Expected Dates
Field operations training and mobilization for parcel demarcations in Kiponzelo. Current estimates of 2,700 parcels with around 900-1,000 claimants. Expected completion of up to 100 parcels to allow for slow start and training.	Iringa DC	2 <sup>nd</sup> /3 <sup>rd</sup> week October
Public Correction and Objections Pilots in Kinywan'ganga completion	Iringa DC	2 <sup>nd</sup> half of October
Commencement of land use planning Kiponzelo and Magunga	Iringa DC	Week commencing 10 <sup>th</sup> October.
Meeting with the National Land Use Planning Commission(NLUPC) in Dar es Salaam on the village use planning in the selected villages.	Iringa	Postponed from September following change of personnel of the LAS see above
Commencement of MAST software development	Iringa and off site remotely	ASAP

First training of Trainers prior to fieldwork in Kiponzelo	LTA Iringa Office	Week commencing 10 <sup>th</sup> October.
2 <sup>nd</sup> Draft of Annual Work Plan	Iringa	Submitted awaiting any further comments
Submission of budget realignment proposals	Iringa	Submitted awaiting approval.