

CFC/ICO/45

**BUILDING CAPACITY FOR CAPACITY FOR  
CERTIFICATION AND VERIFICATION FOR  
SPECIALTY COFFEE IN EAFCA  
COUNTRIES**

**CFC PROJECT PROGRESS REPORT**



**JANUARY 2011**

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## I PROJECT SUMMARY

- 1.0 Project Title: Building Capacity in Coffee Certification and Verification for Specialty Farmers in EAFCA Countries.
- 2.0 Project Number: CFC/ICO/45
- 3.0 Project Executing Agency (PEA) : Eastern African Fine Coffees Association (EAFCA)
- 4.0 Location of the Project: Burundi, Rwanda, Ethiopia, Kenya, Tanzania, Uganda, Malawi, Zambia and Zimbabwe
- 5.0 Starting Date: January 2010
- 6.0 Completion Date: July 2015
- 7.0 Financing:
- 7.1 Estimated Total Project Cost : USD \$ 4,600,727 as per budget
- 7.2 CFC Financing : USD \$ 2,000,000
- 7.3 EU Financing : USD \$ 1,500,000 as per budget
- 7.4 Counterpart Contribution : USD \$ 995,725
- 8.0 Mode of Financing : Grant
- 9.0 Collaborating Agencies : Several, including National Coffee Institutions, EAFCA membership and Government Ministries.
- 10 Supervisory Body: International Coffee Organisation (ICO)

## II BACKGROUND AND CONTEXT

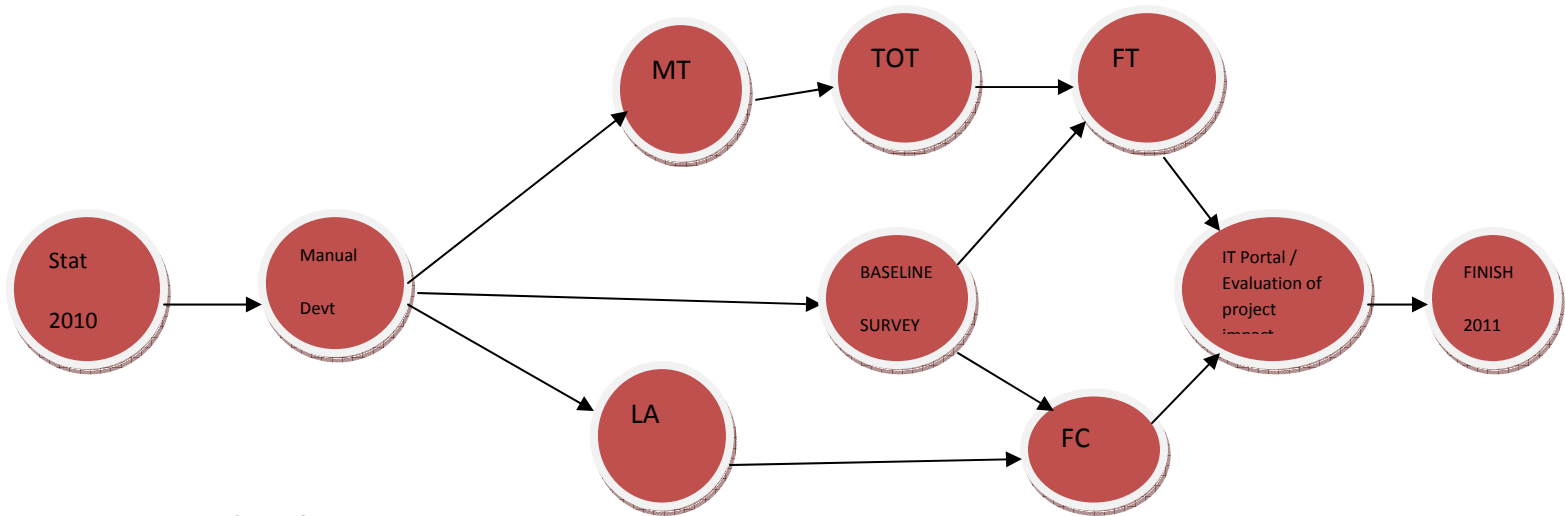
The CFC/ICO/EU Project on building certification capacity is being implemented with an ultimate view to improving the livelihoods of coffee farmers in the Eastern African Fine Coffees Association (EAFCA) countries predominantly in Eastern and Southern Africa. These countries are Burundi, Ethiopia, Uganda, Kenya, Malawi, Rwanda, Tanzania, Zambia and Zimbabwe. To achieve this goal, the project takes the approach of building capacity within the regional National Coffee Institutions (NCIs) so that farmers would have affordable access expertise for compliance to the myriad certification standards prevalent in the region. In this regard, farmers would sustainably attain certification or verification which in turn would render accessibility to the global markets for certified coffee.

Arguably, certification/verification would improve productivity of farmers, improve yields and quality of coffee, improve better terms of trade for the farmers and render market access. The benefits would effectively culminate into better livelihoods for the target farmers.

Through training of professionals in the National Coffee Institutions (NCIs), a cadre of professional pool would be created. The logical framework of the project is outlined in Annex 3.

The project implementation process is being based on a basic project network diagram as shown in Figure 1. This guides the implementation process so as to attain the intended project goal. The overall goal of the project is to build capacity for certification and verification by training 6,030 farmers and professionals from national coffee institutions. The project activities being implemented are: Development of training manual, undertaking baseline surveys, training of master trainers, training of trainer-of-trainers, training of auditors/certifiers, training of farmers and certification/verification of farmers. The precursor to most the activities is the development of training manual.

Figure 1: BASIC CFC/EU/ICO PROJECT (CFC/ICO/45) NETWORK DIAGRAM



KEY TO DIAGRAM

MT: Master Trainers

TOT: Trainer of trainers

FT: Farmer Training

LA: Lead Auditor training

FC: farmer Certification

IT: Information Technology Portal

### III PROJECT IMPLEMENTATION

The implementation process of the project has progressed from the moment the project agreement was signed amongst the Eastern African Fine Coffees Association (EAFCA), Common Fund for Commodities (CFC) and the International Coffee Organisation (ICO). In this regard, subsequent successful activities undertaken during the year under review included project preparation with respect to hiring of project core staff, launch of the project on 13 February, 2010 and Institutional mapping. Other successful activities undertaken include the launch of master trainers training, convening certification standard owners' conference and project consultative meetings with project stakeholders at both country and supervisory body level. Successful activities undertaken during the year under review included signing of project

In a nutshell, the core activities undertaken included the launch of master trainers, convening a conference for certification/verification standard owners, the launch of the inception report and institutional mapping / beneficiary mapping, signing Memorandum of Understanding and, most recently commencement of the baseline survey and development of the manual. Figure 1 shows the basic project network

diagram. A summary of project activities undertaken during the year under review are outlined in Box 1.

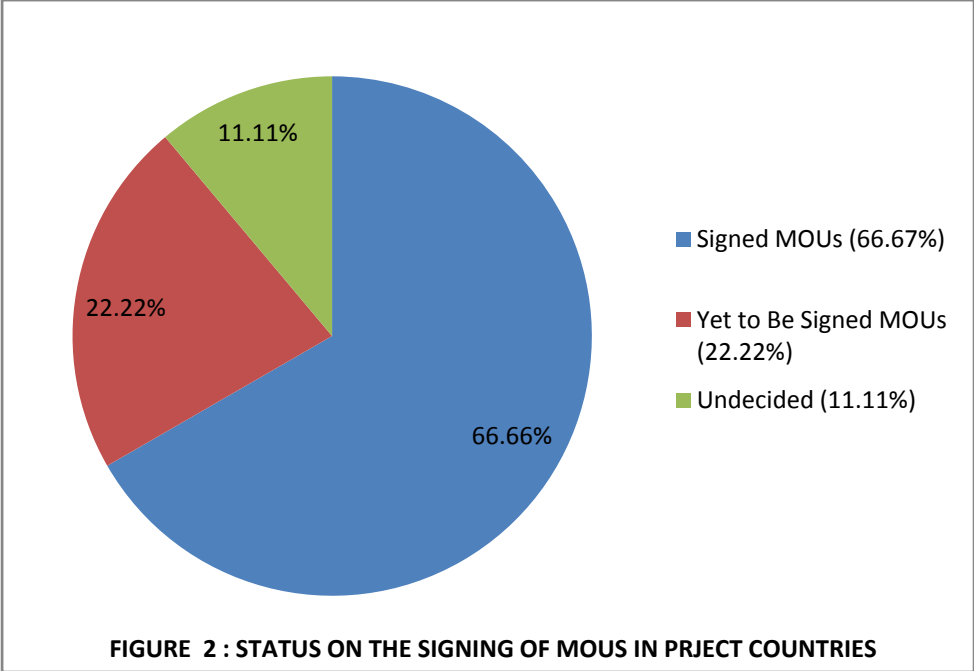
Box 1: Summary of Annual Project Activities undertaken

- Project preparation: signing of project agreement and hiring project staff
- Launch of the CFC/ICO/EU Project, 13 February 2010
- Certification Conference for Certification Standard Owners, June 2010 (Report available on [www.eafca.org](http://www.eafca.org)).
- Launch of Master Trainers training
- Launch of the Inception Report (project planning document), available on [www.eafca.org](http://www.eafca.org).
- Institutional Mapping & country-level consultations
- Identification of the project beneficiaries
- Signing Project Agreement documents with National Coffee Institutions (NCI)
- Stakeholders Meetings
- Development of Training Manual

(a) Completion of Signing Memorandum of Understanding (MoU) .



The signing of Memorandum of Understanding with the National Coffee Institutions (NCIs) is almost finalized. So far six (6) National Institutions have signed the MoUs. Two MoUs (for Tanzania and Kenya) are at internal evaluation stage while a stakeholders' meeting is scheduled for Ethiopia in the month of February. To date over sixty-six percent (66.6%) of the National Coffee Institutions have signed up. Figure 2 shows the proportion of MoUs signed and Table 1 lists the project participating countries with respect to project beneficiaries and status of the MoU signing.



MoU SIGNING IN ZAMBIA



MOU SIGNING IN MALAWI



Mou Signing & Stakeholder Meeting in Burundi



Stakeholders Meeting in Uganda

A summary of target beneficiary and country project status is given in Table 1 below. The project status with respect the target beneficiaries, memorandum of understanding and baseline surveys have been highlighted in Table 1.

Table 1: Summary of country Activities

Country	Target Number of Beneficiaries				National Coffee Institution	MOU Status	Baseline Status
	MT	TOT	Auditors	Farmers			
Zambia	4	10	4	550	Coffee Board of Zambia (CBZ)	Signed	Being done
Zimbabwe	4	10	4	500	Coffee Research Institute (CoRI)	Signed	Being done
Malawi	4	10	4	550	Coffee Association of Malawi (CAMAL)	Signed	Being done
Uganda	4	10	4	1000	Uganda Coffee Traders Federation (UCTF)	Signed	Being done
Burundi	4	10	4	650	Autorite de Regulation de la Filiere Café du Burundu (ARFIC)	Signed	Being done
Rwanda	4	10	4	650	Rwanda Coffee Development Authority (RCDA)	Signed	TBCS
Tanzania	4	10	4	800	Tanzania Coffee Research Institute (TACRI)	17/01/11*	
Kenya	4	10	4	900	Coffee Research Foundation (CRF)	19/01/*	TBCS
Ethiopia	4	10	4	1058	The Ministry of Agriculcture (MoA)	3/2/11	
TOTAL	36	90	36	5858			Await MoU  Await MoU  Await MoU

\*Scheduled signing meeting or document have been delivered and are undergoing internal processes of the NCIS

Key to Table 1:

MT - Master Trainers

ToT - Trainer-of Trainers

MoU - Memorandum of Understanding

NCIs - National Coffee Institutions

TBCS - To be commenced soon

(b) Commencement of Development of Training Manual

The process of identifying the service vendor for the development training manual was finalized and the process has been commissioned to commence. As noted from figure 1 showing the project network diagram, the development of the training manual is a precursor to the activities of the project and therefore plays the foundational role to the implementation of the project. The Project Executing Agency (PEA) will work closely with the contracted service vendor in order to come with a document that will meet the training needs of the project.

(c) Famer Group Mobilization and Identification

All National Coffee Institutions have been engaged to identify target coffee cooperative and/or farmer groups for project interventions. The National Coffee Institutions (NCIs) have been given criteria for identifying farmers or farmer groups in the project. Coffee farmers being targeted in this project are those with basic good agricultural practices truck record and well located for trucking project results and impacts.

(d) Commencement of Project Baseline Surveys

As can be noted from Figure 1 baseline surveys are an important activity in the implementation of the project. Two surveys are planned for in this project, at the beginning and end of the project. The first survey has commenced with institutions that have completed signing memorandum of understanding with the project executing agency (PEA). The other survey will be undertaken at the end of project activities in order to measure the impacts of the project. Annex 2 provides a guideline tool to baseline surveys being undertaken by the national coffee institutions.

## Project Marketing

The Eastern African Fine Coffees Association as the project executing agency (PEA) has been active in the project marketing activities of the project. The PEA web site ([www.eafca.org](http://www.eafca.org)) has been modified to include a website page exclusive for the building capacity for certification project activities. Further synergies have been developed with world coffee associations to market the project and the specialty coffee produced from the project participating countries. Collaborations have been done with the Specialty Association of Japan (SCAJ) which culminated in extensive presentations of the CFC/ICO/45 project activities at the World Specialty Coffee Association of Japan Conference and Exhibition in Japan. This initiative was undertaken in collaboration with the Japan External Trade Organisation (JETRO). Extensive consultative meetings have been held with Government Ministries and Coffee Board to ensure buy in. The PEA also participated in the 2010 Specialty Coffee Conference (SCAA). In the same vein, the PEA will market the project at the upcoming Specialty Coffee Association of Europe (SCAE) in June 2011. On the other hand the CFC project will be a key partner in the upcoming 8<sup>th</sup> African Fine Coffee Conference and Exhibition (8<sup>th</sup> AFCC&E) in Arusha, Tanzania from 17<sup>th</sup> to 19<sup>th</sup> February. The rationale behind participation in these strategic conferences is to lay ground for the marketing of the certified coffees emanating from the project

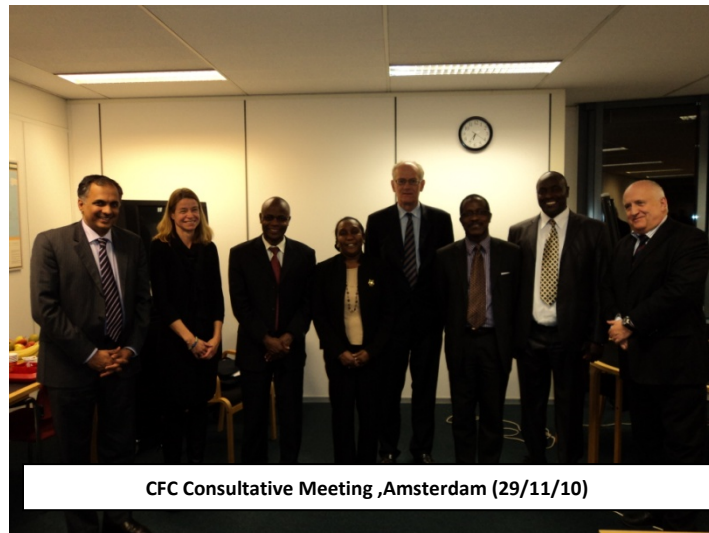
### (e) Project Information Dissemination

The information in the project is being disseminated through the project executing agency (PEA), website ([www.eafca.org](http://www.eafca.org)). The online news letter, *Bwana Kahawa* and the *annual EAFCA Review magazine* are being utilized for dissemination of project. The national coffee institutions in the project participating countries are also involved in dissemination of project activities through their local platforms such the *coffee clubs* and local seminars and workshops, Other platforms being utilized for dissemination of activities are stakeholders meetings in the participating countries, coffee club meeting, coffee conference like SCAJ, SCAE, SCAA and the EAFCA annual conference and exhibition. The other platform will be the project information technology (IT) portal.

### (f) CFC/ICO/EU Meeting in Amsterdam

As part of the implementation process of the project, A successful meeting on the EU/CF C/ICO Building Capacity for Certification Project was held on 29<sup>th</sup> to 30<sup>th</sup> November 2010 at the Common Fund for Commodities (CFC) Headquarters in

Amsterdam, Netherlands. The meeting drew representatives of the Common Fund for Commodities (CFC), International Coffee Organisation (ICO), Eastern African Fine Coffees Association (EAFCA) and De Chazal Du Mee (DCDM)



The core focus of the meeting was to synthesize the strategic roles that DCDM and EAFCA played in the Project. In a nutshell EAFCA as the Project Executing Agency (PEA) will provide overall oversight on all project activities. It was agreed that DCDM plays the role of Financial Advisor and Accountancy role to the Project in order to enhance compliance to the requirements of the funding agencies. At the same meeting, the presentation of the overall project budget was done by EAFCA. The meeting provided an important platform for in-depth discussions tailored to clarify myriad outstanding issues related to the CFC/ICO/45 Project. The meeting was successful and was important in charting the way forward on the project. A comprehensive report is available online at [www.eafca.org/cfcproject](http://www.eafca.org/cfcproject).

(g) Assessment of Resources Utilization

A financial report highlighting the resources utilization is provided in Annex 1.

## IV LESSONS LEARNED

### Lessons Learnt for signing MoUs with National Institutions

Significant progress has been recorded with regard to the signing of the memorandum of understanding with the National Coffee Institutions. The feedback from the various stakeholders' meetings held in different countries that the National Coffee Institutions involved with the project should only play the coordinating role and not be involved with any service delivery assignments of the project. This would avert conflict of interest in the implementation from. Further, when it came to opening of project accounts, it was noted that National Institutions with existing CFC project accounts should just open sub-accounts for purposes of accounting of the Project funds. This would avert any additional costs associated with opening accounts in the region.

### Project Budget

The feedback received from the participating countries is that the project budget was lean and required building synergies with other partners in order to fill any gaps that may arise. In countries where on-going certification activities are present it has been suggested that the project may partner with such beneficiaries in order to maximize the impacts of the project.

### Approach and Methodology

It has come to fore that the approach and methodology of working with the National Coffee Institutions has greater merits for the project in that the quicker project acceptability and adoption has been achieved by most countries. This is a positive lesson learned.

## V THE WAY FORWARD

The project will be implemented according to the activity schedule and network diagram highlighted in Figure 1 above. The sequence of activities starts with the development of the training manual which is the basis of training activities. The award of training component to service providers will follow. The beneficiaries to be trained are master trainers, trainer-of-trainers, auditors and farmers. Once farmers have been trained, they will a target for certification or verification. The PEA is committed to ensuring that the project activities are implemented in the most sustainable and efficient way. On the other hand, scheduled meetings have been outlined to conclude the signing of MOUs with countries that have not yet signed, vis-

à-vis, Tanzania (documents under internal evaluation), Kenya (documents under internal evaluation and Ethiopia (4<sup>th</sup> February).

## VI CONCLUSIONS AND RECOMMENDATIONS

The project activities undertaken during the year under review include the project launch, conference for standard owners and other stakeholders, launch of the training of master trainers, beneficiary/institutional mapping, signing of memorandum of understanding with National Coffee Institutions and launch of baseline surveys. Several successful stakeholders consultative meetings have been held in the participating countries in order to strategically chart the way forward on the project. An important consultative meeting was held in Amsterdam with representative from CFC,ICO, EAFCA and DCDM on 29<sup>th</sup> to 30<sup>th</sup> November 2011 (briefing on [www.eafca.org](http://www.eafca.org)). Country stakeholders held after this meeting include Burundi (6<sup>th</sup> December 2010) Rwanda (8<sup>th</sup> December 2010), Tanzania (17<sup>th</sup> January, 2011) and Kenya (19<sup>th</sup> January). These meetings are tailored to harmonise all aspect related to the CFC/ICO/EU project in the participating countries.

On one hand specific meetings have been held with the different service vendors of training manual development and training of the different project target beneficiaries. The sustainability to the project lies in the training of the professionals upon whom certification capacity will be drawn by the farmers. The multiple certification strategy being employed will render the farmer ability to switch different standards at minimal switching costs. In addition, farmers will have leverage with regard to market options, improved productivity, improved quality and sustainable environment. The recommendation is to engage the beneficiaries and stakeholders on a continuous basis for the attainment of the overall project goal.

## ANNEXES

### ANNEX 1: FINANCIAL REPORT

## Summary Project Costs by Category of Expenditure (USD)

**Project Code: CFC/ICO/45**

**Reporting period: 1<sup>st</sup> January 2010 to 31<sup>st</sup> December 2010**

**Currency: USD**

I	Vehicles, machinery & equipment	3,966.64
II	Civil works	-
III	Materials & Supplies	-
IV	Personnel	99,455.53
V	Technical Assistance and Consultancy	198,508.58
VI	Duty Travel	105,571.46
VII	Dissemination and Training	154,037.07
VIII	Operational costs	31,671.29
IX	Supervision and monitoring	56,244.01
		<hr/>
		649,454.58
		<hr/> <hr/>

## ANNEX 2: GENERIC TOOL FOR CFC BASELINE SURVEY

### BUILDING CAPACITY FOR CERTIFICATION AND VERIFICATION PROJECT (CFC/ICO/45)

#### Baseline Survey

DATE:.....

#### 1.0 Country Profile

- 1.1 Country Name:.....
- 1.2 Total Population.....
- 1.3 Total Coffee Production.....
- 1.4 Total certified coffee grown.....
- 1.5 Existing Certification initiatives.....
- 1.6 Dominant Coffee genus grown.....
- 1.7 Market destination (s).....

#### 2.0 Farmer Group/ Cooperative/ Wash Station Profile

2.1 When was the cooperative founded? (year) .....

2.2 How many members were part of it at its creation? .....  
are part of it today? .....

↳How many villages does it cover? .....

2.3 How many people work in the cooperative? (a) Full-time? ..... (b) Part-time?.....

#### A. Members profile

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2.4 What is the average size of members' coffee plantations? (ha) *0.7ha*

*Please indicate the average size of the coffee plantations of the cooperative members.*

2.5 How many members cultivate <0.5ha:.....

0.5-1ha:.....

>1ha:.....

2.6 What is the percentage of members who have additional agricultural activities<sup>1</sup>? .....

<sup>1</sup> Others crops, livestock, fruits and vegetables, other

## B. Cooperative profile

**2.7 Total farm size** (sum of the members' farm size): (ha).....

↳ **Total coffee size:** (ha).....

Please indicate the **total farming land size** of the cooperative that includes all the members farming lands.

Then, please mention the **total size of the coffee plantations** cultivated by the members.

**2.8 Which of the following cultivars are grown and which percentage of the coffee size do they represent?**

(a) Arabica:.....%    (b) Robusta: .....%    (c) Other: name and %:.....

## C. Production data

**2.9 Please fill in the following table about production data for the last 3 harvesting periods?**

(Always start in row 1 with the last harvesting period)

	Harvesting period (months, year)	Coffee volumes (bags)		Total coffee plantation size (ha)	Average productivity (total bags/ha/year)	Average estimated production cost (local currency per bag)
		Dry	Wet			
1						
2						
3						

*Unit:* You can either answer in kg or bag knowing that 1bag=60kg

The production cost is the sum of the variable costs (cost of inputs, of labour) and the fixed costs (lands, buildings, equipment). If the variable costs are only available, just indicate them and add a note. If the interviewee does not know, leave it blank.

## D. Coffee quality

**2.10 What percentage of coffee was exported for the last 3 harvesting periods?**

	% coffee exportable	Grade of coffee sold (%)				
		Low quality : 1	2	3	4	High quality : 5
1						
2						
3						

Please fill in the grey row with the grade classification of the country starting from the low quality grade to high quality grade

Please indicate the percentage of coffee exportable starting in row one with the last harvest figure. About the percentage of each coffee grade sold, please fill in the classification of the country. It may be less or more than 5 grades depending on the country classification.

## D. Marketing/Sales

**2.11 How many outlets/buyers/prospective buyers is the cooperative selling to?** (multiple answers possible)

- (a) Processing plants: ..... (b) Local market/local shops: ..... (c) Wholesale market:.....  
 (d) Exporters:..... (e) International buyers:..... (f) Other.....

Please indicate to whom the cooperative sells coffee and the quantity of each outlet (in kgs).

**2.12 How much coffee did the cooperative sell over the last 3 harvesting periods?** (in total and as Certified Coffee)

Yr	Total volume of coffee sold (bags)	Coffee Volume Sold as Certified	Type of Certification Programme
1	.....	.....	.....
2	.....	.....	.....
3	.....	.....	.....

Please indicate the volume of coffee sold **per year** by the cooperative in **total** and as **Certified** coffee and type of certification programme.

## E. Pricing

**2.13 According to the coffee quality grade, what is the average coffee price paid to farmers and the average premium received from certified coffee over the last 3 harvesting periods** (bags)?

Yr	Average coffee price paid to farmers (local currency/bag)					Average premium paid to farmers for certified coffee sold ? (local currency/bag)				
	Low quality : 1	2	3	4	High quality : 5	Low quality : 1	2	3	4	High quality : 5
1										
2										
3										

Please indicate the average coffee price paid to farmers starting in row one with the last price figure and then, the average premium paid to farmers for coffee sold as certified according to the quality classification of the country.

## F. Certification

**2.14 How many certification programmes does the Cooperative follow?.....**

**2.15 What were the certification costs for the last certification riod?**(localcurrency/year).....

Please indicate the certification costs per year the cooperative has to pay to be able to sell certified coffee. And when the last certification process (if any) took place.

**2.16 Is there a good cooperation between farmers and certification bodies throughout the farm certification process? (a) Yes (b) No. If No, why?**

**2.17 How many trained local inspectors are there to carry out inspections?.....**

## **G. Services**

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**2.18 What kind of services does the cooperative provide to its stakeholders?**

- (a) Trainings      (b) Technical assistance in the field      (c) Inputs supply      (d) Tools/equipment supply  
(c) Soil analysis      (d) Product transportation      (e) Finance/marketing      (f) Other.....

*For this question, several answers are possible*

## **H. Cooperative management**

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**2.19 How many members serve on the cooperative board?.....**

**2.10 Is it easy to get farmers involved in the cooperative management? (a) Yes... (b) No... Why?**

*Please indicate as many reasons as possible why farmers are involved or not in the cooperative management.*

**2.11 How much is the share to become a cooperative member?(local currency).....**

*Please indicate how many shares a farmer must buy to become a cooperative member. It can be a number of bags given at the harvest to the cooperative, etc.*

**2.12 What is the average capital that farmers invest in the cooperative? (local currency).....**

*Please add notes if needed about the members' financial investment in their cooperative.*

**2.13 Is there a community fund used for economic, social and educational projects?  Yes  No**

**If Yes, what for?** (a) Savings accounts for farmers (b) School (c) Hospital (d) Provision of potable water  
(e) Other....

## **I. Additional information**

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**2.14 What evidence is there at the cooperative level of implementation of good agricultural practices and management?**

*Please indicate how one can prove that the implementation of good agricultural practices and management is beneficial.*

**2.15 What are the main issues/constraints faced by the Cooperative in its daily farm work** (in terms of production, processing, logistics, marketing, environment, funds, manpower, etc.?.....)

*Please indicate all the problems the cooperative meets especially about coffee certification, if there is any.*

**2.16 What are your priorities to ensure the cooperative/farm/farmer group sustainability** (economic/social/environment)?.....

*Please write all the interviewee suggests. It is important to understand what the cooperatives will undertake to exist in a long-term run.*

**2.17. Further comments?**

**Thank you for your collaboration!**

## ANNEX 3 LOGICAL FRAMEWORK

Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
<p><b>Broad Goals</b></p> <p>Build Capacity within EAFCA region and beyond, for good Agricultural practices and sustainability practices for socially acceptable, environmentally friendly and economically successful coffee production among producers.</p>	<p>1.0 At least a 25% increase in quality, production and exportation of certified / verified coffees.</p> <p>2.0 Livelihoods of coffee growers and other stakeholders improved with a substantial increase in number of people employed by the coffee sector.</p> <p>3.0 Long term supply of quantities and qualities of certified / verified coffees.</p>	<p>1.0 Export / financial data/statistics from growers and other stakeholders in participating member countries.</p> <p>2.0 Impact and evaluation reports from stakeholders and the project.</p>	<p>1.0 Reasonable prices obtained from top-cupping coffee due to improved quality that are also certified / verified.</p> <p>2.0 Quality of life and quality of environment improved and are visible.</p> <p>3.0 Political commitment to support sustainable coffee economy using the three pillars to sustainable development.</p>
<p><b>Project Purpose</b></p> <p>To increase the quality and quantity of certified/verified coffee produced and processed within the EAFCA region through training of 6030 farmers and extension officers.</p>	<p>1.0 A 20% increased demand for coffees meeting minimum criteria for certified / verified EAFCA region coffees.</p> <p>2.0 A 30% increase of importing and roasting companies supporting and assisting farmers in sustainable coffee production.</p> <p>3.0 A 25% increase in volumes of certified and verified coffees produced by farmers over the 5 years.</p>	<p>1.0 National data on quantity for certified / verified sustainable coffee and all other coffee data.</p> <p>2.0 Reports on cup quality of certified / verified sustainable coffee within the EAFCA region.</p> <p>3.0 Data from certification and verification organisations.</p> <p>4.0 Publications featuring the significant improvement in certification capacity in the region.</p>	<p>1.0 Improved quality and marketability of sustainable coffee.</p> <p>2.0 Consumers / importers and roasters are and appreciative of quality coffee that is produced sustainably.</p> <p>3.0 Increasing demand for certified / verified coffee.</p> <p>4.0 Farmers are willing, able and prepared to collaborate with suitable coffee programmes at this level, e.g. providing parchment or green coffee samples for cup evaluation determination when requested to do so.</p>
<p><b>Outputs</b></p> <p>1.0 Farmers practicing good farming and sustainable production practices.</p> <p>2.0 Capacity existing at national coffee institutions to train and offer support to producers in certification and verification.</p> <p>3.0 Exports of certified/verified coffee disseminated through training.</p> <p>4.0 Trainees execute certification / verification coffee programmes effectively, professionally and efficiently.</p>	<p>1.0 An increase in utilization of existing infrastructure for instance the washing stations operating at full capacity.</p> <p>2.0 Volume of exported certified coffee increases by 25% by year five (5).</p> <p>3.0 At least 14 members of staff from National Coffee Institution trained as Sustainable Master Trainers with at least 15 workshops set to achieve this. These shall be selected from the 201 trainer of trainers (TOTs) that shall be trained in the programme.</p> <p>4.0 At least 6030 farmers trained through workshops.</p> <p>5.0 At least 78 sustainable coffee professionals (certifiers and verifiers) trained and operational by year 4.</p>	<p>1.0 Audit of growers, farmer associations or cooperative unions and societies.</p> <p>2.0 Progress reports on regional coffee certification / verification project.</p> <p>3.0 Dissemination by the National Coffee Institutions of sustainable coffee verification / certification related material.</p> <p>4.0 Statistics from ICO.</p> <p>5.0 Data and reports from certifying / verification agencies.</p> <p>6.0 Attendance registers of trainees.</p>	<p>1.0 Farmers and other stakeholders willing to collaborate with sustainable development professionals at this level.</p> <p>2.0 Farmers adopt sustainability initiatives in the field of coffee.</p> <p>3.0 Private sector operators take interest in regional coffee certification / verification project.</p> <p>4.0 Competitive internal market environment ensuring that traders and marketing agents pass on the benefits to farmers in a timely and dependable manner.</p>

## ANNEX 3: Project Logical Framework Cont'd

Narrative Summary	Verifiable Indicators	Means of Verification	Assumptions
<p>Inputs : Activities</p> <p>1.0 Develop curriculum of training aids for Master Trainers.</p> <p>2.0 Identify and select suitable Master Trainers from the national institutions from the participating countries.</p> <p>3.0 Determine and select trainees for sustainable coffee training, certifiers, verifiers, auditors and inspectors to participate in the training of trainers training sessions.</p> <p>4.0 Training farmers on sustainability practices for socially acceptable, environmentally friendly and economically successful coffee production.</p> <p>5.0 Monitor and evaluate cost-benefits associated with various sustainable coffee initiatives and their efficacy within the region.</p> <p>6.0 Evaluate the cup and green coffee quality in relation to various sustainable coffee initiatives.</p> <p>7.0 Assist stakeholders to identify appropriate marketing channels for certified / verified coffees both in the niche and mainstream coffee markets.</p> <p>8.0 Identify and select suitable areas and farmer groups growing coffees that meet special sustainable certification / verification criteria.</p> <p>9.0 Organize stakeholders' meeting in participating countries on a regular basis.</p> <p>10.0 Establish effective communication channels between EAFCA, ICO, CFC and others.</p> <p>11.0 Establish and implement sustainable administration and accounting procedures.</p> <p>12.0 Develop detailed annual work plans and budgets.</p> <p>13.0 Source and provide technical support.</p> <p>14.0 Prepare regular reports to the ICO, CFC and other relevant bodies / stakeholders</p> <p>15.0 Organize supervision missions for ICO, CFC and others that stakeholders feel appropriate and relevant.</p>	<p><b>Component 1: Building certification / verification training capacity within national coffee institutions</b></p> <p>Training of Master Trainers from National Institutions and private sectors plus conducting of training of trainers' workshops for farmer extensionists and trainers from national coffee institutions and private sector.</p> <p>US\$ 1,140,122 over fours.</p> <p><b>Component 2: Training of farmers to meet certification and verification standards.</b></p> <p>Training of farmers in sustainability practices for socially acceptable, environmentally friendly and economically successful coffee production.</p> <p>US\$ 1,955,460 over the five years</p> <p><b>Component 3: Building capacity of professional certifiers / verifiers.</b></p> <p>Training of certifiers / verifiers over five years.</p> <p>US\$ 842,628</p> <p><b>Component 4: Project Management and Coordination</b></p> <p>Management and coordination of the program.</p> <p>US\$ 557,517</p> <p>Grand Total = US\$ 4,495,725</p>	<p>1.0 PEA Project Progress Reports.</p> <p>2.0 Annual Audit Reports.</p> <p>3.0 Mid-Term Review and Project Completion Review.</p> <p>4.0 Periodic reports from EAFCA and any regional visits to assess the progress of the coffee certification / verification projects</p>	<p>1.0 Financing from CFC and any other sources is made on a timely basis in line with proposed activities and Annual Work Plan / Budget.</p> <p>2.0 EAFCA, the PEA, collaborating institutions coordinate and execute the project efficiently, professionally and effectively.</p> <p>3.0 All project participants remain committed to the sustainable coffee project purpose.</p>

