

VALUE CHAIN ANALYSIS

Management meeting at TNRF on 16th Feb,2009

Present:

Daniel Ouma(TNRF)

Christin Bakuname(SNV)

Emmanuel Sitayo(IIED/KIMMAGE)

Elifuraha Laltaika(CORDS)

Dr.Honest Ndanu(VET AID)

Agenda:

To discuss the issues of data collection preparations, responsibilities and logistics for actual data collection

The meeting started by going through the last meeting minutes held at SNV then revisited various methodologies for data collection.

Categories of data collection methodologies

- Key Informant Interviews(KII)
- Survey Interviews
- Secondary data
- Pastoralists semi structured interviews

The meeting agreed to look at each methodology,who is involved,sample size,resources needed and the way forward.

Key Informant Interviews

Researchers:(4 people)

Elifuraha Laltaika (CORDS)-Team Leader,Beatrice Laizer(IIED/KIMMAGE),Daudi Haraka(PINGOs/IIED),

Steve Shikuku(PINGOs)

Sample Size

To do 35 key informant interviews divided as follows:

Livestock traders -10

Abattoir	-1
Meat shops/Butchers	-8
Nyama Choma	-10
Hotels	-6
Supermarkets	-5
Total	40

Time frame

3 days for preparation-booking appointments with the respondents

4 days for actual data collection

1 day validating the information collected

Resources required

Preparation phase-3days

Transport Tshs $15,000 * 3 \text{days} * 4 \text{ people} = 180,000$

Communication allowance Tshs $10000 * 4 \text{ people} = 40,000$

Lunch allowance Tshs $5000 * 3 \text{days} * 4 \text{people} = 60,000$

Incentives- NO INCENTIVES AT THIS STAGE

Total for preparation phase=Tshs 280,000

Implementation phase-4days

Transport Tshs $15,000 * 4 \text{days} * 4 \text{people} = 240,000$

Lunch allowance Tshs $5000 * 4 \text{days} * 4 \text{people} = 80,000$

Incentives $100 \text{USD} * 4 \text{days} * 4 \text{people} = 1600 \text{USD}$ approximately 4.1 million Tshs depending

Total approximately Tshs 4,330,000

Survey Interviews

Researchers (6 people)

Dr.Christine Bakunama(SNV)-Team Leader,Gedion Sanago(CORDS),Sekemi Sakana(CORDS),Emmanuel Sitayo(IIED/KIMMAGE),Joseph Laizer(IIED/KIMMAGE) and Daniel Ouma(Coordination of the whole process)

Sample size 200 questionnaires

Traders-20

Butchers/Meat shops-40

Nyama choma-100

Hotel-20

Supermarkets-20

Total 200

Preparation

To meet on 23rd to plan on the process

Resources required: Tea and Lunch

Implementation- 3days

Resources required:

Lunch.Transportation and communication Tshs $30,000 * 3days * 6people = 540,000$

Incentives $100USD * 3days * 6people = 1800$

Total approx.Tshs 2,340,000

Pastoralists-Semi structured questionnaires

Location: Monduli, Simanjiro and Longido districts

Researchers: Dr.Ndanu (VET AID)-Team Leader+3 government field officers

Sample size;30 interviews;10 from each district

Preparation on going

Implementation phase-6days;2days per each district

Resources required

Vehicles and fuel-VET AID to provide

Field allowances for :Tshs 30,000*2days*3people=180,000

Incentives for Dr .Ndanu :100USD*3days=300-1 day per district

Total=Approximately 500,000

Iljursi-3days

Researcher:Ipanga Kimaay(IIED/KIMMAGE)

Location:Loki and Kisongo

Resources needed:

Vehicle and fuel+Driver-SNV to provide

Lunch allowance Tshs 5000*3days*1 person=15000

Incentives:100USD*3days=300USD

Communication 10,000

Total approximately Tshs 325000

Secondary data

Each team to collect secondary data from relevant offices

SUMMARY

	KII	SI	ILJURUSI	PASTORALIST
Days	4	3	3	6
No.of researchers	4	6	1	4
Lunch allowance	Tshs 5000 per day per person	„	„	„
No of respondents	40	200	10	30
Transport	Tshs 15000 per person per day	„	SNV	VET AID
Communication	Tshs 10000 per person	N/A	Tshs 10,000	N/A
Contingency	Tshs10000 per person	„	„	„
Incentives	100USD	„	„	Not applicable for govt.officials

Other issues agreed upon

- Daniel to liaise with VET AID to get a formal letter from the livestock and municipal office by this week
- All researchers to meet their team leaders on 23rd to strategise on the way forward at TNRF offices
- Daniel to write email to Ced and Raymond inquiring about the state of questionnaire
- Each researcher to get a contingency of Tshs 10,000 during the exercise-data collection.
- Raymond to come on Sunday 1st March to meet with all researchers on 2nd before going to the field.
- All the preparations to take place on the last week of February
- Data collection to take place on the first week of March
- Per diems shall not be paid to researchers because the work shall be done within Arusha municipality
- CORDS agreed to contribute some resources during the dissemination phase

The meeting ended at 1300hrs