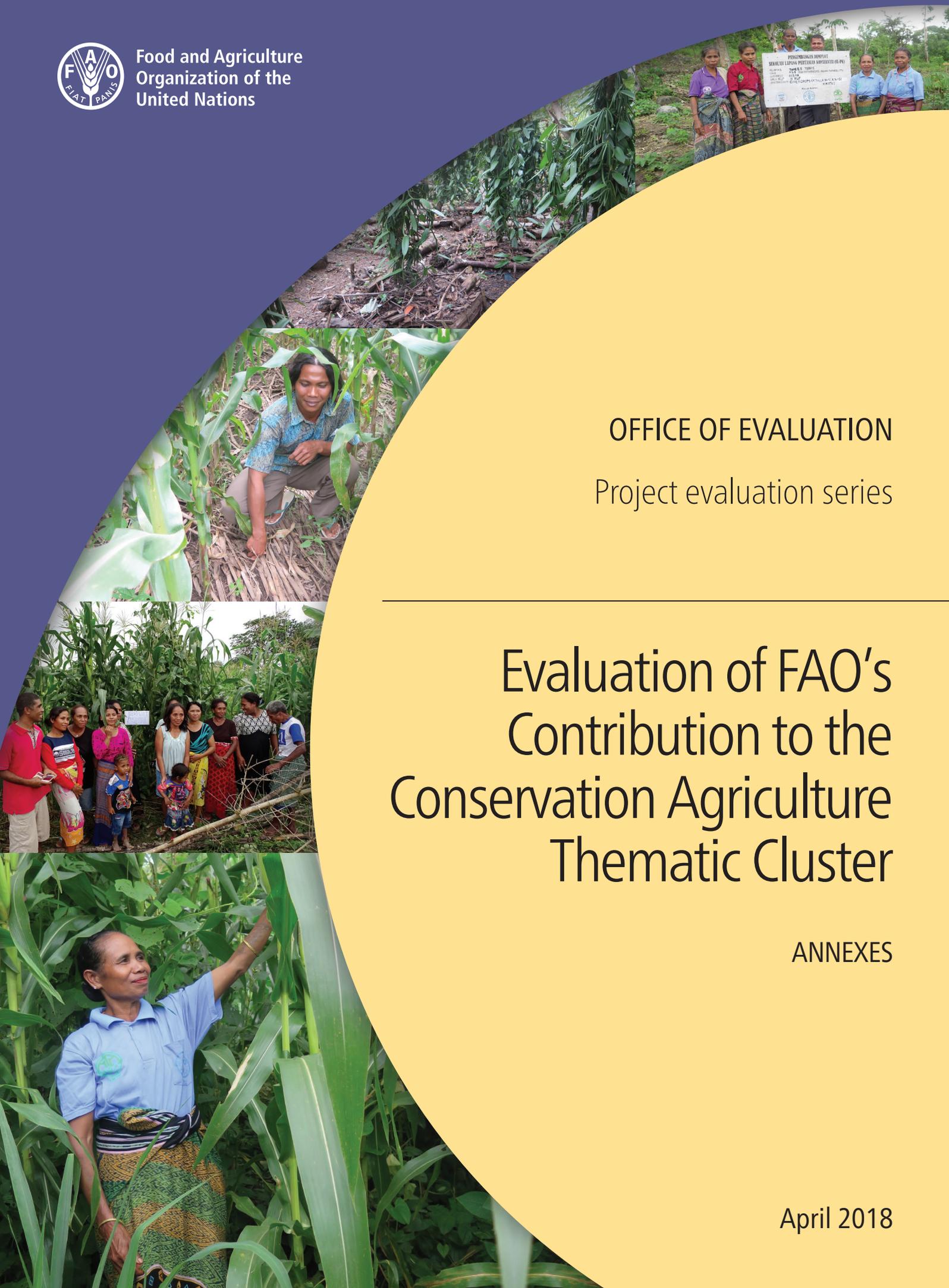




Food and Agriculture
Organization of the
United Nations



OFFICE OF EVALUATION

Project evaluation series

Evaluation of FAO's Contribution to the Conservation Agriculture Thematic Cluster

ANNEXES

April 2018

PROJECT EVALUATION SERIES

Evaluation of FAO's Contribution to the Conservation Agriculture Thematic Cluster

**Reducing Disaster Risks Caused by Changing Climate
in Nusa Tenggara Timur (NTT) and Nusa Tenggara
Barat (NTB) Provinces in Indonesia
"OSRO/INS/301/USA"**

**Enhancing Food and Nutrition Security and Reducing
Disaster Risk through the Promotion of Conservation
Agriculture in Timor-Leste "OSRO/TIM/301/USA"**

ANNEXES

**FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
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April 2018

Food and Agriculture Organization of the United Nations

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Annex 1. Terms of Reference

1. General background and context

1. Incidence of climate-related disasters has been exacerbated by non-climatic reasons such as forest degradation, deforestation and land use change. Together with other threats, climate-related disasters have a direct adverse effect on agriculture, forestry and fisheries which may threaten food security, nutrition status and poverty-reduction gains, thus compromising prospects for attaining national development goals.
2. The varying intensity and patterns of rainfall and extreme climate events (typhoons and El Niño) expand the coverage of climate change off-site impacts which include massive soil erosion and irreversible loss of sloping land soil fertility and life-threatening floods and landslide. With agriculture's dependence on optimal temperature and water availability, climate change has been and will continue to be a critical factor affecting the productivity of different activities within the sector.
3. Since most people in rural areas are dependent on agriculture, pervasive poverty exists among the small-scale farming sector. This poverty is partly a result of inappropriate farming methods and environmental degradation, hence creating a vicious cycle of low productivity and food insecurity.¹
4. The decline in crop productivity and production among the small-scale farmers has mainly been attributed to poor crop management practices; use of recycled seed; high cost of agro-inputs leading to reduced usage; soil loss and degradation; limited access to agricultural technology, capital and credit; limited access to agricultural support services; ineffective public extension services; excessive dependence on manual labour; extensive farming practices; wasteful utilization of inputs; and heavy dependence on rain-fed agriculture.
5. Agriculture is the main activity in Timor-Leste, providing subsistence to an estimated 80 percent of the population. It also generates an average of 90 percent of the exports, mainly due to coffee. Most farmers practice subsistence farming, planting and harvesting which is what they need for a simple lifestyle, collecting wild foods and traditional medicines, and the animals are very much left free to grow and reproduce. There are almost no large-scale farms.²
6. Due to the current El Niño effect (2016-2017), Timor-Leste's annual rainy/wet season (which normally lasts from December to March) has been low - and delayed in some areas - leading to drought conditions in many parts of the country. A rapid assessment conducted by the Ministry of Agriculture and Fisheries estimates that at least 120 000 people have been severely affected across five districts (Baucau,

¹ Climate Change Adaptation for Smallholder Farmers in Southeast Asia - https://ccafs.cgiar.org/publications/climate-change-adaptation-smallholder-farmers-southeast-asia#_Wirqw1WnGUK

² <http://gov.east-timor.org/MAFF/>

Covalima, Lautem, Oecusse and Viqueque), with 45.9 percent of households across the country likely to experience food insecurity from April to June.

7. The Indonesian agricultural sector remains large, comprising 14 percent of the country's aggregate gross domestic product in 2015. It is internationally significant in its production and export of rice, palm oil, coffee, rubber, cocoa and spices (nutmeg, cinnamon, and cloves). Half the population is still defined as rural, but rural communities face various other hazards affecting agricultural livelihoods such as crop and animal diseases and pest infestation. Climate change effects are increasingly evident: flooding, droughts and environmental degradation are more severe.
8. The current El Niño started to affect Indonesia in March 2016, reaching strong El Niño levels by July before peaking in December 2016. It remained strong in 2017. Drought had been recorded across much of Indonesia, leading to massive fires and drying of water sources. Delays in the rainy season continues until December or even January for parts of Indonesia. The Ministry of Agriculture estimates that 200 000 hectares of land could be impacted by a heat wave, potentially causing crop failure in 10-20 percent of farmland.³

2. The conservation agriculture cluster

9. Conservation agriculture (CA) aims to achieve sustainable and profitable agriculture and subsequently aims at improved livelihoods of farmers and sustainable soil management through the application of the three CA principles: minimal soil disturbance, permanent soil cover and crop rotations. CA holds tremendous potential for all sizes of farms and agroecological systems, but its adoption is perhaps most urgently required by smallholder farmers, especially those facing acute labour shortages. It is a way to combine profitable agricultural production with environmental concerns and sustainability and it has been proven to work in a variety of agroecological zones and farming systems.
10. Institutionalization and adoption of CA and agricultural climate change adaptation practices have the potential to increase productivity and resilience of crops against climate variability and change, and on the long-term improve resilience of agriculture-based livelihoods and enhance food security as the combination of residue retention and reduced tillage can improve soil structure and water storage and regulate the fluctuations in soil moisture and temperature associated with climate change. CA contributes to the mitigation of greenhouse gas emissions by sequestering soil carbon. Improvements in water-use efficiency, through increased water infiltration and reduced surface runoff, contribute to resilience in the face of drought. Overall, studies have found that CA can contribute to improving the resilience of farming systems to the rising temperatures and more variable rainfall associated with climate change.
11. The Food and Agriculture Organization of the United Nations' (FAO's) resilience agenda encompasses strategic partnerships and direct action in four key, mutually reinforcing areas for agriculture, food and nutrition (including crops, livestock,

³ [WFP Food Security Monitoring Bulletin - Indonesia 2015](#)

fisheries, forests and natural resources) at local, national, regional and global levels: i) govern risks and crisis through support to legal, policy and institutional systems and regulatory frameworks for risk reduction and crisis management; ii) watch to safeguard through early warning against potential, known and emerging threats; iii) apply risk and vulnerability reduction measures such as CA; and iv) prepare and respond to disaster and crises.

12. The "Enhancing Food and Nutrition Security and Reducing Disaster Risk through the Promotion of Conservation Agriculture" project (OSRO/TIM/301/USA) is funded by The United States Agency for International Development's Office of U.S. Foreign Disaster Assistance (USAID OFDA). USAID/OFDA committed funding to the four-year project in four annual tranches of USD 1 284 091, USD 1 100 000, USD 1 300 000 and USD 1 448 455 respectively – totalling USD 5 132 546. The expected end date of the project is December 2017. The project areas are 140 villages in Baucau, Ermera, Manatuto, Manufahi and Aileu⁴ Municipalities.
13. The "Reducing Disaster Risks Caused by Changing Climate in Nusa Tenggara Barat (NTB) and Nusa Tenggara Timur (NTT) Provinces in Indonesia" project (OSRO/INS/301/USA) is funded by USAID/OFDA. USAID/OFDA committed funding to the four-year project in two tranches of USD 1 580 000 (2014-2015) and USD 3 150 000 (2015-2017) respectively – totalling USD 4 730 00. The expected end date of the project is December 2017. The project areas are 16 sub-districts (Lombok Barat, Tengah and Timur Districts of Lombok Island, NTB Province; Sumba Barat, Barat Daya, Tengah and Timur Districts of Sumba Island, NTT Province; and Kupang, Malaka and TTU Districts of West Timor, NTT Province).
14. The two above-mentioned projects were designed jointly with matching scope and objectives. Despite the fact that the two projects had separate project teams, both projects benefit from joint management based in Jakarta and one lead technical officer based in the Regional Office for Asia and the Pacific (RAP). Given these synergies, the FAO Office of Evaluation (OED) decided to group the two projects under one cluster on CA.
15. The aim of the CA cluster is to promote conservation agriculture technologies and practices in Timor-Leste and Indonesia to strengthen resilience of agriculture and its dependent livelihoods, especially of smallholder farmers. These technologies and practices include no burning of crop residues and weeds, no/minimum ploughing or tillage of soils and the use of organic mulches, leguminous cover crops and green manures, intercropping of maize with leguminous food crops, contour (row) planting and crop rotations using legumes as well as direct seeding tools and machines such as hand-operated jab planters, Li seeders and injector planters and two-wheel tractor operated roller/crimpers, rippers and direct seeders through adaptive research and participatory approaches - Farmer Field Schools (FFSs).
16. At strategic level, the CA cluster in Timor-Leste and Indonesia designed to contribute to:

⁴ Aileu municipality was added to the project in 2016.

- FAO's Strategic Objective: 5 - Increase the resilience of livelihoods to threats and crises under the Organizational Outcome: 503 - Countries reduce risks and vulnerability at household and community level.
 - Organizational Output: 50301 - Improving capacities of countries, communities and key stakeholders to implement prevention and mitigation good practices to reduce the impacts of threats and crises.
17. At regional level FAO outlined five Priority Areas for Asia and the Pacific; the fifth priority, to which the CA Cluster is directly linked, is **coping with the impact of climate change on food and agriculture**.
18. At cluster level, the two projects have three outcomes:⁵
- Improved crop production and management, enhanced soil fertility and reduced soil erosion within demonstration sites through accelerated validation and adoption of conservation agriculture technologies and practices.
 - Resource-poor smallholder men and women farmers adopt and continuously practice appropriate conservation agriculture technologies and practices – through community-based participatory extension approaches.
 - Improved enabling environment for streamlining of CA and agricultural climate change adaptation technologies and practices into the development of national and municipality level agricultural policies, strategies and processes.

2.1 Institutional framework and coordination

19. FAO's key implementing partners in Timor-Leste include the National Directorates of Agriculture, Horticulture and Extension and of Research, Statistics and geographical Information of the Ministry of Agriculture and Fisheries, Mercy Corps (i.e. conservation agriculture in Manufahi Municipality) and RAEBIA Timor-Leste (i.e. conservation agriculture in Manatuto Municipality and tara bandu in Baucau and Manatuto Municipalities). Project activities for promoting conservation agriculture in Baucau and Ermera Municipalities and two Administrative Posts in Manufahi Municipality are implemented directly by FAO.
20. FAO's key implementing partners in Indonesia are the Ministry of Agriculture, Indonesian Agency for Agricultural Research and Development (IAARD) and its Assessment Institute for Agricultural Technology (BPTP), Balai Penyuluhan Pertanian, Perikanan dan Kehutanan (BP3K; Extension Services for Agriculture, Fisheries and Forestry) and Balai Pelatihan Pertanian (BPP; Sub-district and Village Agricultural Extension), Indonesian Centre for Agricultural Engineering Research and Development, Indonesian Center for Agricultural Land Resources Research and Development (ICALRRD), Indonesian Soils Research Institute and local government authorities of Nusa Tenggara Barat and Nusa Tenggara Timur provinces and target districts, international and national non-governmental organizations (NGOs) and the academia.

⁵ A full Theory of Change of the CA cluster will be developed by the evaluation team.

21. In terms of institutional setup within FAO, the two projects are managed by two country-based project teams under one management structure (one FAO Representative, one coordinator and one regional lead technical officer).

3. Evaluation purpose

22. The main purpose of the final cluster evaluation is to provide accountability to the donor and partners by assessing FAO's contribution to the overall improved agricultural climate change adaptation technologies and practices in Timor-Leste and Indonesia and to draw lessons from the implementation processes that could inform future decisions by the donor and FAO on the formulation of follow-up interventions. Box 1 highlights the purposes established and the intended users according to the purposes.

Box 1. Main purposes and intended users of the evaluation

Purpose	Intended user
<p>Accountability: to respond to the information needs and interests of policy makers and other actors with decision-making.</p>	<p>Inform decision making Provide Accountability</p> <p>→ Donors FAO Management Governments</p>
<p>Improvement: Program improvement and organizational development provides valuable information for managers or others responsible for the regular program operations.</p>	<p>Improve program</p> <p>→ Project Management and PTF</p>
<p>Enlightment: In-depth understanding and contextualized the program and its practices normally caters to the information needs and interests of program staff and sometimes participants.</p>	<p>Contribute to knowledge</p> <p>→ FAO staff and futur developers and implementers</p>

4. Evaluation scope

23. The cluster evaluation will assess the two projects as one unit, focusing on outcome level results and the most strategic outputs (as described in point 14 and 15). The evaluation will cover the total period of implementation of the two projects, which spans from 2013 to 2017, all activities implemented and planned at national and subnational levels, institutional and community levels.

5. Evaluation objective and key questions

24. The objectives of the evaluation will be to:
- assess the appropriateness of the cluster projects' design and approach;
 - assess the actual and potential impact of the cluster and its contribution to the overall improved agricultural disaster resilience and climate change adaptation technologies and practices in the target areas in Timor-Leste and Indonesia;
 - assess the actual and potential impact of the cluster projects on institutionalization of CA and scaling up interventions in Timor-Leste and Indonesia;

- assess the cluster projects' contribution to the development of individual and institutional capacity and enabling environment;
- identify success areas, gaps and lessons, and make the appropriate recommendations to the project team, the donor and other stakeholders to guide decision-making and planning for subsequent phases or similar projects in Timor-Leste and Indonesia.

Evaluation questions

- a. How relevant was the two cluster projects' design to the needs of institutions and targeted communities to reduce disaster risk and adapt to climate change?
- b. How effective were the two projects' partnerships (national/subnational institutions, implementing partners and farmer groups) in raising awareness and achieving and sustaining the results of the project?
- c. How appropriate was the selection of the conservation agriculture technologies and practices to the agroecological conditions (soil properties, cropping patterns, labour supply, socio-economic and cultural factors)?
- d. To what extent did the CA project help small-scale farmers to improve crop production and management in the targeted areas in Timor-Leste and Indonesia? Did the adoption of CA affect their income, food security and nutrition status and their resilience to disaster and climate change?
- e. To what extent are the cluster projects' outputs contributing to women's empowerment within the targeted districts? To what extent is the FAO gender policy applied in the two projects?⁶ Were there any differential impacts on youth and vulnerable groups?
- f. To what extent is capacity development integrated in the design, implementation and results of the cluster projects, at individual, organizational and enabling environment levels?

6. Methodology

25. The evaluation should adhere to the United Nations Evaluation Group (UNEG) Norms and Standards⁷ and be in line with the Office of Evaluation (OED) Manual and methodological guidelines and practices. This evaluation will use a mix of quantitative and qualitative methods, using a bottom-up case study approach. The methodology that the evaluation will draw on is Beneficiary Assessment methods.⁸

⁶ Following questions are suggested to align with FAO Gender Policy:

- Were gender equality considerations reflected in project objectives and design to address the needs, priorities and constraints of both women and men, and in the identification of beneficiaries?
- Were gender equality considerations taken into account in project implementation and management?
- Have gender relations and equality been or will be affected by the project? Particular attention will be devoted to the four FAO Gender Equality Objectives attainable at the level of initiative or thematic area: i) equal decision-making; ii) equal access to productive resources; iii) equal access to goods, services and markets; iv) reduction of women's work burden.

⁷ <http://www.uneval.org/document/detail/21>

⁸ Swiss Agency for Development Cooperation (contributors Cathy Shutt, IDS and Laurent Ruedin, SDC, SDC How-to-Note: Beneficiary Assessment, May 2013. (available at: <https://www.shareweb.ch/site/Poverty-Wellbeing/Documents/SDC%20How-to-Note%20Beneficiary%20Assessment%20May%202013.pdf>)

In addition to the usual quantitative evidence collected from the cluster projects monitoring and evaluation verified by the observations of the evaluation team.

26. Due to the lack of control groups, the evaluation will also utilize the Pipeline Design approach to assess the overall impact of the project on improving climate-resilient farming systems, as the cluster projects were implemented in phases over a period of time, the segments of the farmer groups that only benefited by the latter phases of the project will be used as comparison groups for the earlier phases. The evaluation will utilize extractive research methodology consisting of Participatory Rural Appraisal tools and systematic semi-structured interviews to assess the overall impact of the cluster projects on rural life and rural resources.
27. In order to answer the key evaluation questions, these will be broken down into sub-questions that will be presented in an evaluation matrix. The evaluation will use the following tools to collect primary data and evidence that answer the evaluation questions:
 - g. desk-review of existing project documents, reports and studies conducted by FAO and other partners;
 - h. semi-structured interviews with key informants, stakeholders, including project partners and beneficiaries at the national, district and local level;
 - i. direct observation during field visits to the cluster sites selected with the project teams and set in the evaluation mission schedule in the two countries.
28. The evaluation team will start by researching whether the cluster was based on a preliminary assessment of the needs of different stakeholders: e.g. Government, communities and vulnerable households. It will then research what these needs were, and whether the cluster responded to them. To gather information related to the questions the team will conduct semi-structured interviews and review relevant documents. Through stakeholder mapping carried out with the support from the country office, the team will identify who is best able to respond to each question.
29. Field work will be conducted in a representative sample of sites in both countries selected in consultation with the FAO Country Office, aiming at relevance and geographic variety. The selected sites will reflect different agroecological conditions, size and longevity of FAO support and the farming system.⁹ The evaluation team will meet direct beneficiaries and assess changes brought by the intervention on their farming practices and livelihoods. In so far as possible, considering time, logistical and methodological constraints, the team will assess short- and long-term impacts and negative and positive results at community level. The team will also meet with non-beneficiary households to explore targeting issues and spillover effects. The issue of sustainability will also be looked into, and what lessons can be learned from the intervention.
30. Emphasis will be placed on assessing the capacity development dimension in the design, implementation and results of the project, at individual, organizational and enabling environment levels.¹⁰

⁹ A detailed sampling framework and criteria will be developed for the field work.

¹⁰ See: <http://www.fao.org/capacitydevelopment/en/>

31. The evaluation team will triangulate its findings with the cluster projects' results frameworks outcome and output level indicators (baselines, targets and the progress) and other assessments or studies undertaken on cropping patterns, soil fertility, CA adoption, socio-economic status and other relevant areas.
32. The evaluation will adopt a consultative and transparent approach with internal and external stakeholders throughout the evaluation process including FAO and national partners. Triangulation of evidence and information gathered will underpin its validation and analysis and will support conclusions and recommendations.
33. The evaluation is also expected to contribute to the evaluation of FAO's contribution to increasing and improving provision of goods and services from agriculture, forestry and fisheries in a sustainable manner (Strategic Objective 2, Output 2.1.2 - Integrated and multi-sectoral approaches for ecosystem management, restoration climate change adaptation and mitigation are identified, assessed, disseminated and their adoption by stakeholders is facilitated).

7. Roles and responsibilities

34. The Office of Evaluation (OED) in consultations with the Budget Holder and the Project Managers will finalize the ToR, identify and recruit the consultants and organize the team's work; it is responsible for the finalization of the ToR and of the team composition;¹¹ it shall brief the evaluation team on the evaluation methodology and process and will review the final draft report for Quality Assurance purposes in terms of presentation, compliance with the ToR and timely delivery, quality, clarity and soundness of evidence provided and of the analysis supporting conclusions and recommendations. The Office of Evaluation (OED) also has a responsibility in following up with the Budget Holder for the timely preparation of the Management Response and the Follow-up to the Management Response.
35. The **Project Teams**, which include the FAO Budget Holder the Lead Technical Officer and the Project Task Force of the cluster to be evaluated, are responsible for initiating the evaluation process, providing inputs to the first version of the Terms of Reference, and supporting the evaluation team during its work. They are required to participate in meetings with the evaluation team, make available information and documentation as necessary, and comment on the draft final terms of reference and report. Involvement of different members of the project Task Force will depend on respective roles and participation in the project. The Budget Holder is also responsible for leading and coordinating the preparation of the FAO Management Response and the Follow-up Report to the evaluation, fully supported in this task by the Lead Technical Officer and Project Task Force.
36. The **evaluation team** is responsible for conducting the evaluation, applying the methodology as appropriate and for producing the evaluation report. All team members, including the Team Leader, will participate in briefing and debriefing meetings, discussions, field visits, and will contribute to the evaluation with written inputs for the final draft and final report. The evaluation team will agree on the

¹¹ The responsibility for the administrative procedures for recruitment of the team will be handled by the Office of Evaluation (OED).

outline of the report early in the evaluation process, based on the template provided by the Office of Evaluation (OED). The evaluation team will also be free to expand the scope, questions and issues listed above, as well as develop its own evaluation tools and framework, within time and resources available. An evaluation report is not subject to technical clearance by FAO although the Office of Evaluation (OED) is responsible for Quality Assurance of all evaluation reports.

8. Evaluation team composition and profile

37. The evaluation team will comprise of two international experts with multidisciplinary range of expertise:

- conservation agriculture (in addition to climate change adaptation)
- rural livelihoods development
- resilience (building and measurement)
- institutional capacity development
- agriculture economic development and good agricultural practices.

9. Evaluation products (deliverables)

- **Draft evaluation report:** the project teams and key stakeholders should review the draft evaluation report to ensure that the evaluation meets the required quality criteria.
- **Final evaluation report:** should include an executive summary and illustrate the evidence found that responds to the evaluation issues and/or questions listed in the ToR. The report will be prepared following the Office of Evaluation (OED) template for report writing.

10. Evaluation time frame

38. The evaluation will take place between January and April 2018. The main evaluation mission will last three to four weeks (January/Feb 2018).

Task	Timeframe	Responsibility
ToR finalization	End of November 2017	Office of Evaluation (OED) in consultation with FAO (Regional Office for Asia and the Pacific (RAP), Indonesia, Timor-Leste)
Team identification and recruitment Mission organization	Early December 2017	OED in consultation with FAO (RAP, Indonesia, Timor-Leste)
Review of background documentation and data	December 2017	Evaluation team
Missions to Timor-Leste and Indonesia	January/Feb 2018	OED, Evaluation team and FAO Country Offices
First draft for circulation	March 2018	OED
Final report	April 2018	OED

Annex 2. Suggested institutionalization plan – Indonesia

1. The project is due to end in July 2018. It is recommended that a final six months no cost extension is applied. This would allow the project to benefit from another conservation agriculture (CA) planting season to consolidate farmer and extension worker experience and additional time to implement the institutionalization process as described below.
2. For the final planting season, it is recommended that this be a consolidation among those farmers who have already been exposed to CA in previous seasons, with no new districts developed by the project. CA work should be led by the provincial and district agricultural offices, with backstopping support provided by the project. This would include supporting extension workers and farmers to reflect on the successes and failures of the 2017/18 growing season and building this learning into plans for the 2018 second season and the 2018/19 main season.
3. Strategically identify the critical policies, plans and budget outcomes at the national, provincial and district level that are required to create an enabling environment sufficient to encourage continuing CA scale-out by project end. This is likely to involve a degree of integration of CA into the OPSUS (and successor to OPSUS post-2019). Create a clear plan to achieve this.
4. Training and learning materials such as the handbook, visual aids, videos and 'WhatsApp' group should be finalized and handed over to Government and implementing NGOs for continued use and updating by them as appropriate. Where they are not already present, links should be made between the provincial and district departments, universities and technical schools working on CA and local NGOs as a local network of CA experience that needs to further collaborate and learn together. This might be well achieved by local level experience sharing and learning workshops.
5. Support district extension offices (BP3K) to recognize and support farmer-to-farmer spread of CA, with extension workers playing a backstopping role. This will hopefully help to institutionalize some support for CA, while extension's main focus remains on OPSUS.
6. Support to CA local content curriculum development in the universities and agricultural technical schools needs to be completed. This needs to be an interactive process, not just the presentation of modules to insert into the curriculum. Key will be encouraging the universities and schools to establish long-term on-station (and if possible on-farm) CA trial plots that show how the long-term soil quality is maintained and built through CA (that is the whole point of CA – it is a long-term process). This could enable successive batches of students to take over the research plots while learning practically about CA. Plots should cover both flat deep soils and sloping shallow soils.
7. Encourage the Indonesia National Agricultural Research System (NARS) to similarly establish some long-term trials and farmer monitoring. The recent ISRI three-year research proposal, endorsed by the Food and Agriculture Organization of the United Nations (FAO), is an excellent starting point. It is focused on FAO site specific experience and also includes outreach proposals to Gorontalo, Sulawesi. Rather than

just leaving ILRI/IAARD to 'get on with it', the opportunity for value added by FAO is important. There may even be an opportunity for a TCP.

8. Investigate the potential for national (and potentially island level) CA or climate smart agriculture networks – probably mainly among NGOs (what already exists?). Decide whether any support from FAO might be appropriate to help-up or strengthen such networks. There may also be a role in linking them to regional and global networks such as SEARCA.
9. FAO has been instrumental in introducing CA to Indonesia. FAO is in a strong position to both consolidate its reputation in relation to CA and bring forward the detailed tacit learning from OSRO/INS/301/USA. Probable roles for FAO in future out-scaling and upscaling are likely to be different from OSRO/INS/301/USA, with FAO playing more of a technical, networking, backstopping and quality assurance role, rather than an implementing one. This is likely to involve working in partnership (like the opportunities within Sustainable Agriculture Productivity Improvement Project (SAPIP) in Timor-Leste) and networking with other Ministries (Environment and Climate Change and others working on the Global Environment Facility (GEF), Green Climate Fund (GCF), etc.) and international organizations such as CANSEA. There should be funding opportunities (e.g. climate funds). FAO should look at the opportunities and develop a programmatic strategy for continued engagement with CA. This is likely to involve the development of a number of concept notes.

Appendices

Appendix 1. List of documents consulted

P. Niemeyer, 2013. *Natural Resource and Land Use Baseline Report of CA*

MAF and FAO, 2013. *Socio-economic Baseline Report of CA Project in TL*

FAO. *Gender in Agricultural Mechanization conducted for Timor-Leste*

FAO. *Mid-term ("terminal") evaluation conducted for Timor-Leste*

S. Cruz, 2017. *Adoption of Conservation Agriculture in Timor-Leste: A Cost Benefit-Analysis*

MAF, OFDA and FAO, 2018. *Terminal Evaluation report for Timor-Leste*

FAO, 2014. *Socio-economic survey conducted in Indonesia*

FAO, 2014. *Baseline soil survey conducted in Indonesia*

FAO, 2014. *Post-Harvest Survey Report conducted in Indonesia*

FAO Indonesia 2017 – *Policy Brief as of December 2017*

FAO TL 2017 - *Summary of Evaluation to farmers - OSRO/TIM/301/USA*

FAO Timor-leste 2018 - (OSRO/TIM/301/USA) Terminal Report (draft)

FAO *Agriculture and Consumer Protection Dept 2015 - Conservation Agriculture.*
<http://www.fao.org/AG/CA/1a.html>

FAO *Timor-Leste; Crop Cutting Assessment in Aileu, Baucau, Ermera, Manatuto and Manufahi Municipalities; January - May 2017*

Appendix 2. Mission itinerary in Timor-Leste and Indonesia

Day, Date	Location	Interviews/Focus Groups
Sun, 21 Jan 2018	Dili	CA Project Team Leader
Mon, 22 Jan 2018	Dili	Ministry of Agriculture and Fisheries' (MAF's) National Director for Research, Statistics and Geographic information
		MAF's National Director for Agriculture, Horticulture and Extension services
		MAF's National Director for Agriculture Technical Education
		Director of Mercy Corps
		Director of RAEBIA
Tue, 23 Jan 2018	Aileu	Farmer groups/implementing partner in Tulataqueu village
		Farmer groups/implementing partner in Faturasa village
		Farmer groups/implementing partner in Fadabloco village
Wed, 24 Jan 2018	Manufahi	MAF's Municipal Director
		MAF's staff in Betano research station
		Farmer groups/implementing partner in Daisua village
Thu, 25 Jan 2018		Alas administrative post
		Farmer groups/implementing partner in Mahakidan village
		Farmer groups/implementing partner in Umaberloic village
		Farmer groups/implementing partner in Abat Oan village
	Manatuto	Director and teachers of MAF's Agriculture Technical School
		Laclubar administrative post
Fri, 26 Jan 2018		Farmers groups/implementing partner in Batara village
		Farmers groups/implementing partner in Orlalan village
		MAF's Municipal Director
	Baucau	MAF's Municipal Technical staff
		Baguia administrative post
		Farmers groups/implementing partner in Fatulia village
		Farmers groups/implementing partner in Uma Ana Iku and Uma Ana Ulu village
		Quilicai administrative post
		Farmers groups/implementing partner in Lakoliu village
Mon, 29 Jan 2018	Ermera	MAF's Municipal Director
		Farmers groups/implementing partner in Baboeleten village
		Farmers groups/implementing partner in Lemialeten village
		Farmers groups/implementing partner in Haupu village
		Farmers groups/implementing partner in Lemian sorin balun village
		Farmers groups/implementing partner in Gulolo village
Wed, 31 Jan 2018	Dili	World Bank, USAID, European Union
Wed, 31 Jan 2018	Atambua	Farmer groups/implementing partner in Mandeu and Duakoran village
Thu, 1 Feb 2018	TTU	TTU District Agriculture Office
		Farmer groups/implementing partner in Subun Village
		Farmer groups/implementing partner in Fafinesu village
Fri, 2 Feb 2018	NTT	Provincial Agriculture Office
		University of Nusa Cendana (UNDANA)
Sat, 3 Feb 2018	Sumba	Sumba Barat Daya (SBD) District Agriculture Office
		Farmers groups /implementing partner in Kalembu Ndara Mane Village
		Farmers groups/implementing partner in Ndara Mane village
		Farmers groups/implementing partner in Pogotena Village
Sun, 4 Feb 2018	Lombok	Farmers groups/implementing partner in Pemongkong village
		Farmers groups/implementing partner in Jerowaru village

		UNRAM
		local NGOs
Mon, 5 Feb 2018	Dompu	Dompu District agriculture office
		Farmers groups/implementing partner in Kampasi Meci Village
Tue, 6 Feb 2018		Bima Agriculture Office
		Farmers groups/implementing partner in Madapangga sub-district
Thu 8 Feb	Jakarta	Round table with IAARD, Food Crops (MoA), ICALRRD, Bureau of International Cooperation (MoA)
Friday, 9 Feb		USAID



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