**Rapid Capacity Assessment for country:**

**Location:**

**Agricultural Marketing and Finance**

**Table of participants contributing to the Capacity Assessment**

|  |  |  |
| --- | --- | --- |
| **Participant** | **Number** | **Percentage** |
| **Local government** |  | % |
| **Central government** |  | % |
| **NGOs** |  | % |
| **Private sector** |  | % |
| **Academia** |  | % |
| **Producer organizations** |  | % |
| **UN agencies** |  | % |
| **Other** |  | % |
| **Total** |  | 100% |
|  |  |  |
| **Women** |  | % |

This questionnaire aims to identify strengths and weaknesses in the enabling environment and organizations. For individual capacity needs, a separate questionnaire is required.

Questionnaire on Technical Issues and the Enabling Environment

**Section 1: Technical questions on the performance of the sector**

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| **Technical questions** | **Rate 1 to 5 (1 is low)** | **What actions are needed to improve the situation?** | **Priority area of work (High, Medium, Low)** |
| **Agriculture Market and Finance Services** |  |  |  |
| To what extent do individual farmers belong to producer organizations? |  |  |  |
| To what extent are producer organizations able to organize themselves and operate in agricultural markets? |  |  |  |
| To what extent do multi-stakeholder platforms exist for commodities including platforms to link actors in a value chain? |  |  |  |
| To what extent are local markets linked to national and cross-border markets? |  |  |  |
| How would you rate the financial services (SACCOs, microfinancing, ag banks, etc) available to producers? |  |  |  |
| How would you rate the producers’ access to input credit and contract farming? |  |  |  |
| Of those who have access to input credit and contract farming, what percentage are women? |  |  |  |
| How would you rate the development of agricultural market infrastructure in terms of  -Marketplaces  -Roads  -Storage  -Transport  -Energy  -Basic technology for value addition | **…..**  **…..**  **…..**  **…..**  **…..** |  |  |
| **Planning** |  |  |  |
| To what extent is agricultural marketing & finance included in the District Development Plan? |  |  |  |
| How often is the district local government involved in planning for the agricultural marketing & finance sector at national level? | **(1= never**  **2 = rarely**  **3 = yearly**  **4 = quarterly**  **5 = monthly)** |  |  |
| **Knowledge & Communication** |  |  |  |
| Are communities adequately informed on issues concerning agricultural marketing & finance? |  |  |  |
| How regularly do we have educative programmes organized on agricultural marketing & finance? | **(1= never**  **2 = rarely**  **3 = yearly**  **4 = quarterly**  **5 = monthly)** |  |  |
| **Market Information Systems (MIS)** |  |  |  |
| To what extent does the local government collect information for an agricultural MIS in order to provide information to communities on market prices and available products? |  |  |  |
| To what extent does the local government disseminate agricultural market information in a timely manner that helps the producers in profitable decision making and in avoiding risks? |  |  |  |
| To what extent are communities willing to contribute to the sustainability of such MIS, via cost-sharing for information? |  |  |  |
| **Budgets** |  |  |  |
| About what percentage of the district budget is allocated to agricultural marketing & finance? | **Provide an estimate percentage %** |  |  |
| How is the capacity to advocate for budget to be allocated to agricultural market & finance at the district level? |  |  |  |

**Section 2: Policy formulation**

1. What are the key challenges being faced in the sector?
2. List the three key current needs in the development of the sector.

*(1 is most important)*

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| --- | --- |
| **Key needs in the sector** | **Rank 1, 2, 3 or leave blank** |
| Policy or strategy development |  |
| Programme formulation |  |
| Programme implementation |  |
| Programme monitoring |  |
| Emergency response planning |  |
| Budget preparation and prioritization and advocacy for further investment |  |
| Monitoring the situation including markets |  |
| Early warning |  |
| Other (specify): |  |

1. What are the main policies, strategies and legislation that exist or are being developed (include policies for short- and long-term decision making)?

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| --- | --- | --- | --- | --- |
| Current sector policies and legislation (ordinances/bylaws) | Status:  (Draft, Current, or Obsolete) | Need Changes (Y/N) | General awareness of the main principles of the policies  (1 to 4,  1 is low) | Extent to which policies are used to create District Development Plans? (1 to 4,1 is low) |
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1. What additional policies/strategies and ordinances are needed?

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| Future policies (to be formulated) |
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1. What are the key topics being discussed in district meetings, sector meetings and other fora that concern the sector?

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| Topics being discussed |
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**Section 3: Institutional Set-up for Coordination**

*Coordination mechanisms are bodies (committees or fora) that bring together several institutions and partners to ensure proper management of the sector. Coordination mechanisms may be the fora for policy dialogues amongst multiple stakeholders.*

1. What are the existing functioning coordination mechanisms in the sector and sub-sector? What is the purpose of coordination/meetings and who are the members and leaders? (You can enter more than one purpose)

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| --- | --- | --- | --- | --- |
| Existing coordination mechanisms | Purpose  (a. Monitor activities  b. Programme implementation  c. Policy formulation  d. Policy review  e. Information sharing  f. other) | Members | Leaders | Is local and national policy, strategy or legislation discussed? |
|  |  |  |  |  |
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1. What actions need to be taken to improve on the existing coordination mechanisms?

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| Actions needed |  |
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1. What new coordination mechanisms should there be? What should the purpose of coordination be? Who should be the member and leaders?

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| Needed coordination mechanisms and district meetings | Purpose | Members | Leaders |
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1. For the coordination mechanism indicated which stakeholders participate and which should participate?

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| --- | --- | --- | --- | --- |
| Stakeholder presence | Coordination Mechanism: | | | |
|  | …………………………. | | | |
|  | Currently participating | | Should  participate | |
| Yes | No | Yes | No |
| Central Government |  |  |  |  |
| Local Government |  |  |  |  |
| Civil Society Organizations (CBOs, NGOs) |  |  |  |  |
| International and UN Agencies |  |  |  |  |
| Research & Academic Institutions |  |  |  |  |
| Business/ Private Sector |  |  |  |  |
| Women’s Organizations |  |  |  |  |
| Community Representatives |  |  |  |  |
| Producer Organizations |  |  |  |  |
| Multilateral and Bilateral Institutions (Donors) |  |  |  |  |
| Other (specify) |  |  |  |  |
| Other (specify) |  |  |  |  |

1. How many women are working in the district local government (and hence participating in district meetings)?

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| --- | --- | --- |
|  | Current | Desired |
| Number | Number |
| Number of women |  |  |

1. In the coordination mechanisms, please rate the presence and participation of women. (1 to 3: low to high). In the first column, take the coordination mechanisms from the last questions.

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| --- | --- | --- | --- | --- | --- |
| **Existing** Coordination mechanisms | Presence of women  (Score: 1-3) | Participation of women (Score: 1-3) | **Desired** Coordination mechanisms | Presence of women  (Score: 1-3) | Participation of women  (Score: 1-3) |
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**Section 4: Organizations**

1. What are the main organizations working in the sector and what is their role/function?

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| Organizations | Current Role and Function | Additional Role and Function |
| Government: |  |  |
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| Non-state: |  |  |
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1. What other organizations should be working in the sector? What should their role/function be?

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| Organizations | Role and Function |
| Government: |  |
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| Non-State: |  |
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