



ADAPTATION FUND



**Adapting to Climate Change Through Integrated Risk Management Strategies and
Enhanced
Market Opportunities for Resilient Food Security and Livelihoods**

Inception Report



September 2020

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List of acronyms

ACPC:	Area Civil Protection Committee
AF:	Adaptation Fund
ASP:	Area Stakeholder Panel
DADOs:	District Agriculture Development Officers
DAECC:	District Agriculture Extension Coordination Committee
DCCMS:	Department of Climate Change and Meteorological Services
DCCMS:	Department of Climate Change and Meteorological Services
DDPs:	District Development Plans
DEC:	District Executive Committee
DoDMA:	Department of Disaster Management Affairs
DPCU:	District Project Coordination Units
DSEPs:	District Socio-Economic Profiles
EAD:	Environmental Affairs Department
EE:	Executing Entity
EPD:	Economic Planning and Development
GVH	Group Village Head
HIS:	Integrated Household Survey
ICA:	Integrated Context Analysis
MGDS:	Malawi Growth and Development Strategy
MIE:	Multilateral Implementing Agency
MLGRD:	Ministry Local Government and Rural Development
MoA:	Ministry of Agriculture
MoITT:	Ministry of Industry, Trade and Tourism
NAIP:	National Agricultural Investment Plan
NAP:	National Agriculture Policy
NPCU:	National Project Coordination Unit
NRP:	National Resilience Plan
NRS:	National Resilience Strategy
SLPs:	Seasonal Livelihood Analyses
TA:	Traditional Authority
VAC:	Village Agriculture Committee
VCPC:	Village Civil Protection Committee
VDC:	Village Development Committee
VSLs:	Village Savings and Loans
WFP:	World Food Programme

1. Introduction

1.1 Purpose of the report

The inception of the project “Adapting to Climate Change through Integrated Risk Management Strategies and Enhanced Market Opportunities for Resilient Food Security and Livelihoods” followed the project approval by the Adaptation Fund (AF) on August 1, 2019 and was conducted as required by AF. The project will be implemented for five years from its inception date in 2020 with the Ministry of Agriculture as an Executing Entity (EE) responsible for the implementation of activities at the field level in accordance with the agreed project document and annual work plan and budget.

World Food Programme (WFP) is the AF Multilateral Implementing Agency (MIE) of the project, and fund custodian, with the WFP Country Director acting as the Fund manager. Furthermore, WFP is responsible for overseeing and coordinating the overall project management, monitoring and evaluation, financial management, capacity strengthening, providing technical backstopping, reporting to the AF and ensuring the project meets WFP and AF rules and regulations, including adherence to the AF gender policy requirements. At the national level, the project is being coordinated through support of the WFP Country Office, with coordination at the district and community level mainly through the WFP Blantyre District Office, which is responsible for the districts of Balaka, Machinga and Zomba. Additional technical support is being provided as required by the WFP Regional Bureau in Johannesburg, and WFP Headquarters in Rome, Italy.

The inception report complements the project document with the outcomes of the pre-inception activities, inception meetings and post inception consultations, analyses and meetings with the project stakeholders. After this background chapter, the report comprises a chapter on the workshop methodology and process, while the following one covers the workshop major outcomes. Conclusions are available at the end. The report also contains six annexes to provide detailed information on project objectives and expected results; the inception workshop programme, presentations which were made at both district and community levels; proceedings of the district meetings, and list of participants.

1.2 Background to the project

Malawi is experiencing an increase in the frequency, intensity and variability of weather-related shocks in recent years, including floods, droughts, dry spells, and increase in temperatures. Since the country’s economy relies on the agricultural sector, which employs more than 80% of its workforce in subsistence, rain-fed agriculture, its economic performance is significantly constrained by the impacts of climate change¹.

The repeated shocks result in households losing assets (physical and financial) on which their survival depends. To make matters worse, households’ production and income levels are reduced due to poor management of land, water and soils; low adoption of agricultural

¹ Malawi Poverty Statistics, 2016/17”, The National Statistics Office and the World Bank Group, <http://microdata.worldbank.org/index.php/catalog/2939>

technologies; low access to finance and farm inputs; low mechanization and technical labor skills; a limited irrigation system, and weak linkages to markets². The combination of severe weather-related events and the erosion of communities' capacities to cope has impacted negatively on the country, which needs to invest more in emergency assistance, additional health services and infrastructure repairs.

The AF Project seeks to enhance climate adaptation and food security of households through access to integrated climate risk management strategies and structured market opportunities. The project purposely targets those who are most affected by climate change, poverty, and food insecurity and who rely on agricultural livelihoods that are limited by and vulnerable to climatic shocks, especially women and other marginalized groups. In addition to extending and enhancing coverage of ongoing programmes to vulnerable areas, the project will facilitate a government-led implementation process that catalyzes multi-sectoral collaborative action, breaking the siloed approach to programme delivery. The project will bring together different sub-sectors within the agriculture sector (Crops, Extension, Irrigation and Land resources) to work with the Disaster Management, Community Development, Forestry, Trade and Environment and Climate Change sectors. The project will also facilitate collaboration with the private sector, especially the insurance sector, seed sector, and output markets (i.e. agro-dealers).

1.3 Target areas identification

Identification of project locations was informed by the 2014 Integrated Context Analysis (ICA), which is a historical analysis involving creation of maps that overlay relevant information, including historical occurrence of weather-related shocks to identify patterns of vulnerability. The approach helped in identifying most vulnerable geographical locations at district level. The project location selection at Traditional Authorities (TAs) level was further refined by the findings of the most recent Integrated Household Survey (IHS IV), which examines the periods of 2010/11 and 2016/17, and by additional analyses of food insecurity over a 10-year period between 2007 and 2017 conducted by the Government of Malawi's Department of Disaster Management Affairs (DoDMA). These data sets were overlaid with data on drought and flood vulnerability, stunting, ultra-poverty, literacy levels, and coverage of projects for each of the National Resilience Strategy (NRS) pillars. Additionally, the selection was guided by national resilience commitments, as expressed in different strategies, policies, and ongoing programs or initiatives such as the National Agricultural Investment Plan (NAIP).

The project will be implemented in three districts: Balaka, Machinga and Zomba Districts. These districts have higher needs and lower coverage of services and ongoing activities. They have recurrent chronic food insecurity challenges, which is evident with the high humanitarian assistance and malnutrition caseloads. They also have high exposure to climate shocks including floods, drought and strong winds which have often resulted into loss of both farm and off-farm properties. The proximity of and similarities across the districts offer an opportunity to test and validate integrated climate risk management strategies and structured market opportunities prior to scaling this method to other diverse contexts.

Within each district, a further verification of the original selected TAs was made to ensure coverage while avoiding overlap with newly started development/recovery activities by other agencies, since the project concept note development. A total of 85,000 households (382,500 beneficiaries) in Balaka, Zomba, and Machinga districts across 23 TAs are therefore being targeted in this project, an increase from the initial planned 22 TAs following recommendations

² Agriculture – JICA- Malawi Office, Sector Position Paper, May 2020 www.jica.go.jp › malawi ›

from the Balaka district inception workshop to include TA Nkaya. The TA was reported to be more vulnerable with limited presence of development partners working in the locality. The addition of the TA Nkaya is not affecting the overall total HHs covered by the project. The original caseload of TA Sawali is being proportional to the TA population split between TA Sawali and TA Nkaya.

1.4 Project Objectives

Project design: The Government of Malawi has made a commitment to address climate change and promote resilience, with a special emphasis on breaking the cycle of hunger. The AF project was developed by a special task force which was established for the design of the project with representation from the following entities: the Ministry of Finance, Economic Planning and Development, specifically the Economic Planning and Development Department (EPD); the Ministry of Agriculture(MoA); the Department of Climate Change and Meteorological Services (DCCMS); the Department of Disaster Management Affairs (DoDMA); the Ministry of Industry, Trade and Tourism (MoITT); the Environmental Affairs Department (EAD), and the Ministry Local Government and Rural Development (MLGRD). Through the deliberate efforts and engagement of these national stakeholders in the design of the project, the project is aligned to national priorities on climate change adaptation and resilience. At the project phase out, it is envisaged that it will have achieved the following objectives:

Overall goal: To enhance climate adaptation and food security of households through access to integrated climate risk management strategies and structured market opportunities. The project expects to deliver assistance in a way that develops the individual's capacity to adapt to climate change and become self-reliant.

Specific objectives:

- ❖ Strengthen awareness and ownership of adaptation and climate risk reduction processes at community level, particularly among women and youth, to mitigate the impacts of climate change, especially climate change-induced rainfall variability; to understand the importance of reducing the impacts of climate variability on their livelihoods and food security; and to use climate information for seasonal planning and climate risk management.
- ❖ Design and implement local resilience and adaptation plans through a community-based planning process, focusing on insurance-based asset creation schemes, income diversification and market linkages for increased adaptive capacity of individuals and households to become self-reliant and resilient to climate change.
- ❖ Strengthen government capacities to generate climate information and promote its dissemination and usage for forecasting risks of climate shocks, mobilizing early action, and co-developing tailored climate services for communities in order to mitigate risks associated with climate-induced socioeconomic and environmental losses.

The project will achieve its objectives by pursuing outcomes, outputs and activities as attached in Annex 1.

2. Inception Workshop Methodology and Process

To initiate the project, MoA in collaboration with WFP organized an Inception Workshop with project stakeholders (District Assemblies and local community members) from 15th to 21st June 2020. At district level, the inception workshop drew participation and attendance of members of the District Executive Committee (DEC) and District Agricultural Extension Coordination Committee (DAECC).

2.1 Inception workshop objectives and agenda

The Inception workshop aimed at achieving the following objectives:

- Communicate the scope and goals of the AF project to key stakeholders and community leaders in the project implementation districts namely: Balaka, Machinga and Zomba;
- Discuss and raise awareness on the project's governance structure;
- Identify key issues related to project implementation, results sustainability and stakeholders' and communities' roles and responsibilities;
- Clarify and agree on clear communication strategies among project partners;
- Agree on the first year's implementation plan;
- Validate the local level shock trends; and
- Identify local indicators for measuring project success with community members.

Table 1 below presents the sequence of the meetings.

Table 1: Inception workshop events and approaches

Date	Activity	Location	Approach	Participants
11 th June	District assembly courtesy calls	Balaka, Machinga and Zomba District Councils	• Face to face meetings with District Council officials	• MoA officials and a team from WFP
12 th - 13 th June	AF Project orientation to Ministry of Agriculture staff and WFP members	Blantyre WFP sub-office	• Conference setting- using group discussions and consultations	• MoA technical staff for the National Project Coordination Unit • District Project Coordination Units in all the three project districts. • WFP staff from the Country Office and Blantyre sub-office
15 th - 20 th June	District level inception workshops	District Council Offices	• Power presentations and group discussions	• DAECCs of Balaka, Machinga and Zomba. • Zomba DEC members
15 th - 20 th June	Community level inception workshops	23 TAS across Balaka, Machinga and Zomba districts	• Teleconferencing through ZOOM	• Community structures such as Village Development Committees, including traditional leaders, youth, women, business and farmer representatives

The various District and Community Workshops were held in the District Council chambers and traditional authorities' arenas. The workshops' agenda covered key issues regarding project scope, objectives, implementation arrangements, roles and responsibilities of main stakeholders, governance structure and monitoring and evaluation plans (See detailed agenda attached in Annex 2).

2.2 Methodology and Approaches

In view of the objectives of the inception workshop, a qualitative methodology was employed, relying on approaches that include literature review, visual power point presentations through Zoom and focus group discussions. The following section highlights the facilitation strategies of the AF inception workshop:

Preparatory meetings: A series of meetings were held between WFP and MoA. The meetings discussed and agreed on the inception workshop methodology, timelines, and logistics such as the visual meeting set ups and meeting sites. Due to the pandemic, meetings were conducted through skype calls, Zoom, phone and, where possible, in person.

The following adjustments were made in the organisation of the inception workshops due to the pandemic in order to adhere to the Government of Malawi preventive measures which prohibited large gatherings.

- **Use of Teleconference through Zoom Cloud Meeting:** since it was not possible to hold one meeting with large number of participants, use of a parallel teleconference setting was adopted for the community level (TA) workshops with Supporting Teams on the ground (see below) to follow each meeting in person. The workshops were centrally moderated by one person through Zoom. The facilitator guided the discussions from start to finish and ensured that there was consensus on each topic discussed. The teams on the ground played supporting roles to ensure that the participants remained focused and to ensure that, if connectivity was interrupted, the field team could lead the process for the duration of the interruption. The use of the teleconference approach through Zoom Cloud meeting was very beneficial as it allowed participants to interact across the TAs virtually, resulting in a very rich discussion and enhanced elaboration on the project to the community members. Participants in TA "A" were able to engage with participants in TA "B" virtually. A different approach was however adopted for the district level workshops where the facilitations were physically done by two officers.
- **Inception Workshop Support Teams:** Ten Supporting Teams were established comprising 1 WFP and 1 Government Staff with the Inception workshop facilitator stationed at the district council.

The **Inception Workshop** was therefore structured as follows:

1. **Project pre-orientation:** A project orientation to the Ministry of Agriculture staff and WFP inception workshop team members was conducted before rolling out the inception workshops at district and community levels. The team included MoA technical staff for the National Project Coordination Unit (NPCU) as well as the District Project Coordination Units (DPCU) in all the three project districts. Additionally, the team included WFP staff from the Lilongwe country and Blantyre sub-offices. The orientation objectives were three-fold:

- Acquainting participants with the project objectives (goal, specific objectives, outcomes, outputs and activities), project targeted beneficiaries at district and TA levels, components of the project, and first year district level budget;
- Orienting the participants on the teleconference approach that the workshop adopted at community level; and
- Ensure consistency in communication, facilitation and harmony across the different locations and even build coherence of the project over the different locations as a precaution in the event of a connectivity failure which happened in TAs Sale and Kapoloma of Machinga district and TA Ngwerero of Zomba district.

The project pre-orientation was conducted for two days. and at the end of the exercise, participants made the following resolutions:

- *Presentations:* English and Chichewa project presentations were to be made to the DA ECC and community members, with copies distributed to the participants during the inception workshop (See Annex 3). Considering that the district level presentations were not as detailed as the TA level presentations, the participants resolved that only a day should be allocated for the DA ECC and DEC inception workshops per district. This approach, was agreed by the DA ECC, a key technical arm of the agriculture sector at district level, thereby addressing the request presented by the councils during the courtesy calls on the need to separately orient the DA ECCs while saving on time as the initial plan had allocated two days to the DEC inception workshop
 - *Area Stakeholder Panel (ASP) and Village Agriculture Committee (VAC) representation:* The project orientation participants recognized that some key structures like the ASP and VAC were not included as expected participants to the inception workshop at community level. The pre-orientation noted that these community structures are key in the implementation of projects like the AF. It was therefore resolved that the structures' representatives participate to the workshop. The total number of participants therefore increased from 11 to 13.
 - *Seasonal Livelihood Planning (SLP) Validation:* Having gone through the SLP with the participants, it proved challenging to do the validation at TA level considering that the SLP presents the district picture. Additionally, the process required a lot of time which the workshop time frame could not allow, under the COVID-19 pandemic. The workshop agreed to instead focus on the trends of shocks/events in their locations across the years and briefly take the community members through the full SLP. Government participants to the workshop from Balaka district informed the workshop that they were already in the process of updating the Balaka district SLP. With this information, the workshop resolved that at an appropriate time in the course of AF project implementation, district teams should update their SLPs.
2. **Curtesy Calls:** Before the inception workshop was rolled out, MoA officials and a team from WFP paid courtesy calls to District Council officials in all the project implementation districts on 11th June 2020, with the aim of briefing the officials about the AF project and its objectives, as well as informing them about the upcoming inception workshops. The officials were then requested during the courtesy calls to organize the DA ECC and DEC meetings accordingly. This was deemed important as the officials required to be clear of the upcoming project (AF) before the general district council members. The courtesy calls also provided

an opportunity to the district councils to provide input in the inception workshop organization while ensuring adherence to the Government of Malawi COVID-19 preventive guidelines. In this view, not more than 13 participants were planned for the TA level meetings.

3. ***District workshops:*** DEC meetings in Balaka and Machinga failed to take place due to conflicting commitments of DEC members³. Furthermore, the districts found it challenging to organize the meetings with only few representatives of the DEC as there were restrictions on the size of the gatherings due to the COVID 19 pandemic. DEC members in Balaka and Machinga districts will therefore be oriented in due course. However, inception workshops were successfully held with the DAECC members in all the three districts.
4. ***Community Workshops:*** While observing the limit of 13 participants per workshop as a Covid-19 prevention measure, the workshops drew participation of leaders of various community structures, including traditional leaders, as well as youth, women, business and farmer representatives. A total of 117 community members were reached in Machinga district while 104 and 78 community members were reached in Balaka and Zomba respectively.

The following section provides the insights in terms of the outcomes that the overall inception workshop process has achieved.

³ The Inception Workshop time frame coincided with political campaigns as Malawi was preparing for Fresh Presidential Elections.

3. Inception Workshop Outcomes

3.1 Courtesy Calls Outcomes

All the District Councils welcomed the project and expressed readiness to commit staff for its implementation. District Agriculture Development Officers (DADOs) from all the project districts also confirmed office space availability for the District Project Coordination Units (PCU).

All Councils recommended the need to subsequently organize orientation workshops for the full council comprising of Councilors and Members of Parliament; and to orient the DAEC- besides the DEC- since it is a technical committee of the agriculture sector at district level.

3.2 District Workshops Outcomes

The DAEC, which is the technical arm of the DEC, approved the project and pledged to support all the project phases (implementation, monitoring and evaluation) but noted that there is need to refine the project targeting as to include the youth as part of the project beneficiaries. The project document will also have to be refined to reflect the suggested changes on the targeted TAs. Specific minutes per district are annexed to this report (Annex 3).

The total number of TAs to be targeted for project implementation has increased to 23 from 22 due to the recommendation by Balaka DAEC to include TA Nkaya on the list as it is reported to be more vulnerable with limited development partners operating in the area. In Zomba District, the DAEC and DEC recommended replacement of TA Mkumbira with TA Ngwerero due to the anticipated mobility challenges in the Mkumbira as it is located on an island.

Table 2 below presents district specific substantive issues raised and recommendations made during district level meetings:

Table 2: District workshops issues and recommendations

District	Issue	Recommendation
Machinga	Meteorological equipment: Participants wanted to know if the project will supply meteorological equipment to all areas which are being targeted? As of now most of the areas do not have and this might affect the collection of data for insurance purposes.	There is a Meteorological expert at National level who will carry out an assessment on the situation on the ground and advise the project implementation unit on what is supposed to be improved for better data collection. Purchase of any metrological equipment will therefore be dependent on the outcome of the assessment and recommendations by the expert.
	Targeting at TA level: The project is being rolled out at a time when some TA areas have been split as some Group Village Heads (GVHs) have been elevated to sub TAs and TAs. With this development, some of the targeted areas might have been allocated to a new TA. To resolve this, inquiry into which villages are most vulnerable will be done.	With the results of the inquiry, the concerned TAs could be approached to discuss and agree on the villages and households to include in the Adaptation Fund Project.
Balaka	Participation of women: An observation was made that the project plans to promote the participation of women and the youth but the disaggregated target figures only show women and men	It was clarified that the definition of youth in Malawi is 10 to 35 years. A good percentage of the farmers are within the youth category, but the responsibility is with the district specialists to make sure that the data is collected

District	Issue	Recommendation
	<p>without the youth. What strategies have been put in place to make sure that the youth participation is ensured?</p> <p>Targeting at level: The committee noted that the AF project is targeting areas such as Sawali, Toleza and Matola, but according to the district's project records, such areas have a lot more organizations and stakeholders working on various projects including those on climate change and resilience while TA Nkaya does not have any of such projects, and yet the TA is equally vulnerable to climate change shocks as it is most often hit by disasters</p>	<p>disaggregated at household level and individual level with data on men, women, youth, disability, child and elderly included.</p> <p>The committee therefore recommended that TA Sawali should be replaced with TA Nkaya.</p>
Zomba	<p>Targeting of the youth: Looking at the targeted beneficiaries the youth are not specifically targeted. From the presentation only men and women are appearing. How will the project ensure that the youth are not left out? Also, most of the times youth do not have access to land. Which strategies has the project put in place to enable youths to have access to land?</p> <p>Insurance Coverage: The insurance cover for the project has been mentioned that it will use weather index especially dry spells and drought, this brings a question on why has flooding not been included because this is a common risk for some parts of Zomba</p> <p>Targeting at TA level: During the workshop, a suggestion was made that Nkapita TA be replaced with TA Mwambo which is equally prone to disaster but there are no climate change and resilience related projects being implemented in the area while there are two (2) projects- PRIDE and Shire Valley being implemented in TA Nkapita. The suggestion was left to the DAECC and Project team to make a final decision on whether to replace TA Nkapita with TA Mwambo. However, after exhaustive reflection, TA Nkapita was maintained. A proposal to replace TA Mkumbira with TA Ngwerero was also made considering that TA Mkumbira is located in an Island.</p>	<p>As per Youth policy we start from 10 up to 35 years. The youth in this case are those who have households and it is very likely that they have land. The workshop sanctioned the Director of Agriculture and Environment and the District Youth Officer to meet and liaise with the project coordinator to make sure that the youth are part of the targeted beneficiaries of the project</p> <p>Response: With help from experts in the district, each area will have to decide on what to include in the insurance, it could be floods, dry spells, drought or diseases and pests depending on prevalence in a specific area. The list will also determine the cost of the premium, so the experts and farmers from every specific area will have to decide on what will be appropriate, this is planned to be done in August/September.</p> <p>TA Mkumbira was replaced with TA Ngwerero. The replacement decision was arrived at after considering mobility challenges to get to TA Mkumbira. The area is on Kachulu Island on Lake Chilwa, this makes it difficult to reach the area and could consequently threaten project implementation</p>

3.3 Community Workshops Outcomes

At the end of the two-day inception workshops in all the targeted TAs, the communities expressed satisfaction of the project objectives, and hinted that they envision some more capacitated communities who are resilient to climate change and variability and that they can mitigate disasters. Furthermore, the communities expressed confidence that once all the project

interventions are implemented, their vulnerabilities and poverty will be reduced. Over and above the communities' expectations, the project was duly accepted and approved by all the communities and their leaders. The main outcomes of the community workshops, including their full feedback, are provided in the subsections below.

3.3.1 TA level shocks trend analysis

The inception workshop sought to further understand climate change and shock trends at TA level. In this vein, shock trends were listed per TA. Provided in Table 3 is a summary of shocks and trends per TA.

Table 3: Summary shocks trends at TA level

District	TA	Main Shocks
Balaka	Chanthunya	The biggest shocks identified were prolonged dry spells/drought and flooding. Others include crop pest outbreak; stray wild animal attacks; hailstorms and strong winds; Price fluctuations; human disease outbreak-cholera.
	Nsamala	Prolonged dry spells which result in crop failure, poor harvest, food shortages, increased migration to South Africa and Mozambique, distress sale of livestock and early child marriages, worsened by fall army worm which reduce crop yield.
	Amidu	Prolonged dry spells resulting in crop failure, poor harvest, food shortages people end up consuming maize bran (Madeya) and zikhawo (wild yams/tubers), increased migration to South Africa and Mozambique, distress sale of livestock and early child marriages
	Phalula	Floods and strong winds that damages infrastructure (bridges, houses, schools, roads), Fall army worms that damages crops resulting in poor harvest; prolonged dry spells, droughts
	Sawali	Prolonged dry spells which result in crop failure, poor harvest, food shortages, increased migration to South Africa and Mozambique, distress sale of livestock and early child marriages, worsened by fall army worm which reduce crop yield.
	Matola	Prolonged dry spells and droughts which result in crop failure, poor harvest, food shortages, distress sale of livestock
	Toleza	Late onset of rainfall army worms, prolonged dry spells. Distress sale of livestock and early child marriages
	Nkaya	Heavy rainfall resulting in flooding of crops and livestock are washed away and cholera outbreak and food shortages.
Machinga	Nkula	Prolonged dry spells which normally occur during the tasseling stage of maize. Droughts resulting in crop failure, poor harvest and food shortages
	Mchinguza	Dry spells, fall army worms, flooding and water logging. These shocks result in crop failure, poor harvest and food shortages
	Kawinga	Dry spells, fall army worms, flooding, eastwards wind (mphepo ya mangoni) These shocks result in crop failure, poor harvest and food shortages
	Nkoola	Fall Army Worms, heavy rains which result in flooding of rivers such as Mikoko, Mpili, and Nkhande. Flooding also leads to frequent washing away of irrigation schemes such as Naming'azi, Magomero and Msewe. Water logging resulting in poor crop stand and poor harvest.

District	TA	Main Shocks
	Kapoloma	Strong winds, drought, water logging caused falling of houses and the affected households to go into camps for shelter, fall army worms. Heavy rains, cholera outbreaks, pockets of untold hunger, proliferation of commodity traders cashing in out of the hunger situations, people eating maize bran (madeya), commodity, outbreaks of elegant grasshoppers
	Sale	Prolonged dry Spells resulting in low crop yield and food availability, increased cases of malnutrition, heavy rains that destroy infrastructure (toilets). Other major shocks include human disease outbreak (cholera), floods, Strong winds, crop pest & animal disease outbreak
Zomba	Mbiza	Heavy rains leading to washing away of crops leading to low harvest. Destruction of houses, injuries due to houses falling on people, livestock death. People move to camps in schools i.e. Mulinga, Mpanda, Sambalendo and Jenala. There is also high incidence of Fall Army Worms that destroy crops, dry spells which result in total crop failure and reduced harvest. Pigeon peas is also affected. Men migrate to Mozambique in search of piece work.
	Ntholowa	Prolonged dry spells, drought, flooding of main rivers in the area, fall army worms resulting in low crop yield and reduced food availability, strong winds and hail storms, stray animals, disease out breaks that affect people. Drying up of Lake Chilwa which consequently affect the livelihoods of people that derive the same from fishing. Elephants that destroy banana plantations, distress selling of assets, young girls engaging in prostitution and early marriages.
	Nkapita	Dry spells that last more than 3 weeks. Maize scarcity. Adult malnutrition. Male labor migration. Females and children affected by labor migration. Localized food deficit. Walking long distances in search of food. People eating maize husks. Sale of assets at low prices as a coping mechanism. High school dropouts. High rate of early marriages. Serious Cholera outbreak. Malnutrition. Lake dry up. Hunger throughout the district. Elephants destroying crop (bananas).
	Nkagula	Unpredictable rainfall and dry spells. Flooding of rivers that result in destruction of structures including school blocks and bridges. Drying up of Lake Chilwa. Cholera outbreak. Early marriages.
	Ngwerero	Cholera outbreaks, child malnutrition. Prolonged dry Spells resulting in low crop yield and food availability, increased cases of malnutrition, heavy rains that destroy infrastructure (toilets).

3.3.2 Key issues arising from community discussions

Community understanding of climate change: Climate change is defined based on the common knowledge and observations on the rainfall patterns, frequency of droughts and floods. For instance, in Zomba (Ngwerero), climate change is noted as the change in the starting months of rainfall and ending months. Changes in rainfall patterns have resulted in changes in the growing seasons. For example, the communities pointed out that in the past, maize used to be planted in October, but it is now being planted in December and spilling over into January.

Communities further define climate change as declining annual rainfall amounts; a shortening growing season (rains starting later and ending earlier than usual); fewer but more intense rain events; more frequent and intense floods and drought; increasing inter-annual and spatial rainfall variability (including on timing of onset and cessation); increasing number of hot or dry days; and

longer and hotter summers. It is common knowledge among the communities that they are contributing to climate change through careless cutting down of trees and other human activities that have adverse environmental impacts such as cultivating along riverbanks, charcoal burning and burning of bricks. Communities are aware of climate change through radio programmes, agricultural extension workers, newspapers and observations when they travel.

Effects of climate change: community interaction and consultations and the shock trends updating exercise made clear that the AF project areas are vulnerable to prolonged dry spells, droughts, floods, hail storms, fall army worm outbreaks, cholera outbreaks, jigger fleas, water logging and more. According to the communities across the AF project areas, the major impact of climate change has been continued household food insecurity due to low agricultural production, as explained below:

Reduced agricultural production: The communities indicated that most of the households in the AF project areas are dependent on subsistence agriculture for their daily livelihood, as such, climate change threatens their food security especially with the unpredictable and increased variability in the timing of the rains.

Crop damages due to storms were also reported as a cause reduced crop production. Some parts of the AF Project areas experience heavy rainfalls which lead to flash floods that destroy crops thereby leading to low agriculture production and consequently food insecurity.

Loss of crops due to outbreaks of pests such as Fall Army Worms, is another major issue confronting the farmers. Food insecurity at household level is also being aggravated by other factors such as lack of access to agricultural inputs (improved seed, chemical fertilizer), choice of crops, agricultural practices, increasing population, inadequate access to extension services, among others. Climate change is continuously negatively affecting the livelihood strategies of the communities.

The areas experience floods and droughts which destroy and erode productive assets. When their frequency and intensity increases, farmers are left with no time to recover from previous impacts through either asset accumulation or acquiring the skills and knowledge necessary for adapting to future climate change. Consequently, communities are being subjected to a vicious circle of poverty and vulnerability. The social groups more affected by impacts of climate change include: the elderly, who are generally weak that they cannot go searching for casual labour as a regular coping strategy; orphans, since they have no one to fend for them; women, who walk long distances to fetch water when wells dry up due to prolonged dry spells. Dry spells can also lead to an upsurge in cholera outbreaks, due to use of water from unprotected sources.

In terms of coping strategies, it was noted that in some areas, the communities use exploitive strategies such as charcoal burning and cutting down of trees for firewood, to sell fuel. In some areas it was mentioned that women engage in prostitution as a way of earning money to buy food. The communities pointed out several interventions which are working well in building resilience of households and communities, and these included: small-scale irrigation, crop diversification, bee keeping, livestock diversification, village savings and loans associations, natural regeneration, construction of swales and check dams and planting of vetiver grass. The communities so far however indicated that they had not been able to engage in these livelihood diversification activities due to lack of knowledge, cash and other inputs.

Capacity building: The participants noted that being a new project, capacity building of the community-based structures, such as Village Development Committee (VDC), Village Agriculture

Committee (VAC), Area Stakeholder Panel (ASP), Area Civil Protection Committee (ACPC) and Village Civil Protection Committee (VCPC), will be imperative. It was noted that these structures will be key in implementation, as per project objectives and expected outcomes. The structures alluded that there will be the need to capacitate them in crop insurance; product marketing; post-harvest handling and management; seed banking/seed multiplication at local level; soil and water conservation; and climate information and services.

Messages and dissemination: The community members recommended that the project should consider producing Information, Education and Communication (IEC) materials such as pamphlets, T-Shirts, Calendars and others to be used in the dissemination of specific messages of the project. The materials will also be used to raise awareness of new initiatives such as crop insurance and others. This will also ascertain standardized messages being disseminated to the communities.

Exit strategy: The project should consider putting an exit strategy in place as this is key in ensuring that communities prepare on how they would sustain the project results without external support.

Community participation- implementation and monitoring: It was pointed out that there is great that the project does not leave out community members at any stage. The communities need to participate in the implementation and monitoring of the project and through their structures, spearhead the project.

Lesson sharing: the project should provide for forums to share lessons on successes and challenges encountered. As the AF project progresses, there should be space to learn from similar projects that were implemented in the same areas. Provision of feedback to the communities on the project progress will be key in ensuring transparency and accountability.

Farmer-based organizations establishment and registration: The communities noted that the AF project intends to work with cooperatives and associations, however, very few TAs have existing cooperative/associations. In addition, there are several non-registered farmer groups in most TAs. There is therefore need for the project to facilitate establishment of farmer associations and cooperatives where they are not in existence and facilitate registration of the farmer groups as cooperatives/ associations where they do exist.

Beneficiary Targeting: Basing on the numerous questions which were raised by the participants on how the project beneficiaries will be targeted, the need for clear guidelines on the process to be shared with the relevant local structures is key in order to ensure consistency across the TAs and districts and also minimize inclusion errors.

Community level operation arrangements: Participants sought clarity on how the project will support local level operations. Building on the project implementation plan, further local level operational plans will be required where the roles and responsibilities of the communities will be clearly spelt out as well as operational provisions to the communities by project. It will be necessary that a common understanding on this should be arrived at from onset of the project on the ground.

Insurance scheme: In all the TAs, participants expressed interest for the insurance scheme for it will provide resilience to multiple shocks i.e. floods, pest attacks, dry spells and others.

3.3.3 Feedback on project sustainability factors

The participants were also asked to discuss in groups on how to ensure sustainability of the project results after the project phases out. The participants raised the following key issues:

- Facilitate establishment of by-laws by the community to protect forests from deforestation and wild fires. Additional setting up of bylaws for different activities e.g. forestry, watersheds, livestock management.
- Promote asset creation activities which farmers can continue utilizing such as construction of fish ponds for fish farming.
- Encouraging establishment of Village Savings and Loans (VSLs) groups to promote a savings culture and allow continuity of activities e.g. payment of insurance premium.
- Build capacity of farmers in climate change adaptation activities such as ridge alignment contours to ensure that the farmers continue supporting each other for soil and water conservation.
- Establish community-based monitoring committees that would put in place community-based monitoring and evaluation systems. The communities also noted that capacity building in project implementation, monitoring and evaluation of the community structures such as the ASPs and VACs which oversee project coordination at TA and Village levels would ascertain sustainability of the project interventions.
- Link farmers to insurance companies so they are able to engage directly with them to ensure sustainability after the project is complete. Consider having insurance company offices opened in the district or nearby districts for easy follow up of activities.
- Establishment of well capacitated associations/cooperatives that would continue operating after the project and mobilize more farmers to join the associations/cooperatives and ensure adequate membership.
- Train farmers in business management to ensure that they continue doing businesses after the project.
- Encouraging the youth to take part in the activities and include them in leadership positions (i.e. at least 30%).
- Build the technical capacity of lead farmers in all the project interventions.
- Establishment of community-based committees and bylaws that will govern the activities even after the end of the project.
- Conducting community meetings for sensitization every 2 months.
- Encouraging women to constitute their own groups to ensure that they are free to participate among themselves as opposed to combined groups.
- Include rice wilt insurance as part of the insurance package.
- The project should make use of already existing decentralization structures and committees. The local structures including the extension workers should be provided with adequate training at the project onset.
- The project should promote use of locally available materials in the implementation of its activities.
- Promote exchange visits and trade/agriculture fairs to encourage cross learning.

- Include other sectors in program sensitization meetings i.e. health sector.
- Promote collective farming and produce marketing. Train the farmer organizations on group dynamics and assist them develop their constitutions.
- Continue raising awareness and capacity building on the agricultural practices being promoted by the project.
- Introduce competition within and across the districts so that TAs which are doing extremely well should be recognized.
- Provision of feedback to the community members on how the project is fairing/progressing including how other TAs are doing in the same district using similar teleconference methods.

3.3.4 Feedback on local indicators for measuring project success

Participants across the districts and TAs were asked on how they would measure project success after five years of implementation. This was a way of engaging the communities on development of project success indicators in their own context which could be tracked and reported back to them. Provided in Table 4 are some key indicator measurements of success. In all the project targeted project areas, the communities came up with what they consider to be project sustainability and success factors. These factors will be taken into consideration at all levels during project implementation, monitoring and evaluation as well as through the project exit strategy. The project team will review and integrate these indicators in the Monitoring and Evaluation (M&E) framework to ensure that they are tracked.

Table 4: Success indicators at community level

Indicator Description	Success measurement
Natural conservation	<ul style="list-style-type: none"> • Practicing conservation agriculture to safeguard against effects of climate change • Afforestation and regeneration of tree species • Abandoning charcoal selling business • Toilets to have san plat to reduce deforestation • From three stones to energy saving stoves
Seed	<ul style="list-style-type: none"> • Establishing seed banks in the community
Irrigation farming	<ul style="list-style-type: none"> • Increase in the number of households that are involved in irrigation farming, in addition to rain-fed agriculture
Crop yield	<ul style="list-style-type: none"> • Increase in crop yield • Improved productivity by 50% of the current levels.
Post-harvest losses	<ul style="list-style-type: none"> • Reduction in post-harvest losses
Income	<ul style="list-style-type: none"> • Increased income • Reduced cases of school dropouts and early marriages
Improved HH consumption of nutritious foods with all the 6 food groups for a healthy life	<ul style="list-style-type: none"> • 100% of the HH beneficiaries are eating six food groups (able to diversify diets).
Improved income for their businesses from by 4 times the amount they are making now	<ul style="list-style-type: none"> • HHs being able to afford important services like school fees. • Able to pay school fees for children and support them with learning materials
Good house, with iron sheets, burnt bricks, and cemented.	<ul style="list-style-type: none"> • 70% of the HHs have good house houses. • Good housing (Brick wall, with iron sheets& Cement floor)
Household livelihoods/assets improvement e.g. livestock, land	<ul style="list-style-type: none"> • 100% of HHs do not sell their livelihoods • 80% of the households should at least own small stock
People should be able to pay premiums	<ul style="list-style-type: none"> • Ability of farmers to pay premiums on their own
People should have access to viable markets	<ul style="list-style-type: none"> • Number of people with access to viable and reliable markets
Irrigation farming area increased	<ul style="list-style-type: none"> • 100 ha of land brought under irrigation every year

Indicator Description	Success measurement
Diversified crop production	<ul style="list-style-type: none"> Number of farmers practicing crop diversification/rotation
Promoting the culture of saving	<ul style="list-style-type: none"> The number of groups and amount of savings made About 85% youth engaged in agribusiness
Afforestation, regeneration and soil and water conservation practices in the community	<ul style="list-style-type: none"> Reduced impact of strong winds and heavy rains on the community by 90% Reduced spoil erosion
Catchment protection	<ul style="list-style-type: none"> Reduced incidences of flooding due to afforestation even along riverbanks Revegetation along the riverbanks

3.3.5 First year TA implementation plans

Annual work plans for the first year of project implementation were drawn at each TA based. This process was guided by providing the communities with insight in the available budget for the specific TA and its proportional caseload, enabling the communities to be realistic in their plans and expectations, while also reviewing actual costs and community available resources. The TA level project implementation plans for the 1st year have been included in the final consolidated AF Project workplan for the first year (Annex 6).

4. Conclusions

- With the adopted remote roll out approach via Zoom, the inception workshop was able to reach simultaneously a record of 117 community members in Machinga, 104 community members in Balaka and 78 community members in Zomba in the 23 TAs, more than doubling the community level participation in case the workshop meetings had happened in person at the district level. It is believed that this will be beneficial for the project smooth roll-out under COVID-19 restrictions.
- Project participants, District councils and leaders of communities endorsed the project and pledged their unparalleled support to its implementation. The workshop was successful in increasing the understanding, validating the objectives and enhancing the buy-in of the key stakeholders at both workshop levels. District and community participants therefore got well informed about the projects scope, goals, and objectives.
- Considering the recommendations of the district level authorities, in light of new established needs and newly started development projects since the development of the project, a replacement of TA Mkumbira with TA Ngwerero and the addition of TA Nkaya were considered in Zomba and Balaka districts, respectively. This is bringing the final total TAs to be covered by the project to 23 from the original planned 22 TAs, while maintaining the overall beneficiary target. Following this change the workshop participants approved the project.
- In all the targeted TAs, the communities expressed satisfaction on the project objectives, and hinted that they envision their communities to become more capacitated, more resilient to climate change and variability and that more able to recover from disasters. Furthermore, the communities expressed that once all the project interventions are implemented, their vulnerabilities and poverty will be reduced. Over and above the communities' expectations, the project was duly accepted and approved by all the communities who were led by their traditional and community leaders.
- In all the project targeted project areas, the communities came up with what they consider to be project sustainability and success factors. These factors will be taken into consideration at all levels during project implementation, monitoring and evaluation as well as through the project exit strategy. The project team is currently in the process of the review and integration of these indicators in the Monitoring and Evaluation (M&E) framework to ensure that they are tracked. The team will develop additional monitoring and reporting tools in close collaboration with WFP to support the communities establish their own output monitoring, using where possible new innovations to ensure that progress communication of the project to the targeted communities is formulated in line with how they would measure results. Where needed, the M&E team will also refine and redesign some outcome indicators, while ensuring that the AF indicators are maintained as per the approved monitoring framework.
- The TA level identified targets and activities for the 1st year have been consolidated and included in the Consolidated AF Project workplan for the first year (see Annex 6).
- On project implementation issues that were raised during the inception workshops and ranged from beneficiary targeting to designing of some components (i.e. insurance scheme, capacity building, community engagement, message dissemination to the project exit strategy), the project team will review and incorporate them in the project activity implementation processes (i.e. community project awareness, trainings, quarterly and annual reviews) and will continue to validate the revisions with the communities to ensure that the final implementation is fully

in line with the overall project objectives but also in line with the specific needs of each of the communities.

- Specifically, the project team before the end of the year will:
 - Develop a clear communication strategy.
 - Include an additional series of information sessions for Village Development Committee (VDC), Village Agriculture Committee (VAC), Area Stakeholder Panel (ASP), Area Civil Protection Committee (ACPC) and Village Civil Protection Committee (VCPC) to review which additional capacity strengthening are required to enhance the results of the project.
 - Develop a detailed beneficiary targeting criteria Standard Operating Procedures (SOP) to be shared with the relevant local structures to enhance clarity to avoid inclusion and exclusion errors.
 - Take into account the specific needs and shocks in the readjustment of the insurance package with the index development and through the years will continue to adjust the index to the needs of the communities.
 - Establish a series of awareness sessions on all project components within the targeted areas of project implementation.
 - Establish a series of Frequently Asked Questions (FAQs) pamphlets to guide the project teams at all levels in provision of appropriate responses to the various stakeholders.
 - Establish quarterly review meetings/forums to share lessons, successes and challenges using a similar Zoom approach to enhance intra-and inter-communities contact.
 - Start a full mapping of the existing cooperative/associations, including the informal non-registered farmer groups.

5. Annexes

Annex 1: AF Project objectives

Project Goal	To enhance climate adaptation and food security of households through access to integrated climate risk management strategies and structured market opportunities.
Outcome 1	<i>Improved access to insurance as a risk transfer mechanism for targeted farmers affected by climate change and food insecurity</i>
Output 1.1	<i>A weather index microinsurance product designed for drought and dry spells to cover farmers' needs at scale</i>
Activities 1.1.1	Collect and analyze historical rainfall and agrometeorological data for the index design
1.1.2	Work with farmers using a participatory index design approach to establish the triggers for the insurance and windows of protection
1.1.3	Collaborate with the national insurance association to underwrite the insurance product as per the agrometeorological parameters required and farmer feedback
Output 1.2.	<i>Awareness raised among farmers on weather index insurance and vulnerable farmers enabled access to weather index micro insurance</i>
Activities 1.2.1	Develop consumer education and protection materials to promote an improved understanding of insurance and financial literacy
1.2.2	Conduct community sensitization and mobilization on the insurance product to stimulate an informed demand.
1.2.3	Establish a cash payment avenue for more productive farmers affected by weather related shocks to seek insurance protection
1.2.4	Establish a non-cash payment avenue for less productive farmers affected by weather related shocks, as they develop the capacity to pay for this in cash
Output 1.3	<i>Strengthened national capacities and systems to provide weather index insurance through the private and public sector</i>
Activities 1.3.1	Continue to train and support the activities of the national index design group
1.3.2	Develop and test tools and systems that can support the work by the national index design group;
1.3.3	Establish a handover strategy of the insurance scheme to the national index design group.
Output 1.4.	<i>Inclusion of insurance (not limited to weather index insurance) as risk transfer mechanisms in national agriculture programs and supported schemes</i>
Activities 1.4.1	Provide technical advice and expertise to the MoAIWD on insurance as a risk transfer mechanism that can be leveraged across different programs;
1.4.2	Strengthen and transfer skills on insurance to MoAIWD technical staff operating sector wide programs;
1.4.3	Strengthen the risk transfer technical working group by the MoAIWD and other relevant sectoral approaches.
Outcome 2:	<i>Climate-resilient agriculture practices adopted among targeted farmers that contribute to the integrated climate risk management approach</i>

Output 2.1.	<i>Soil and water conservation practices promoted through individual and group asset creation, including irrigation development</i>
Activities: 2.1.1	Enable individual and group work on the creation, rehabilitation, and maintenance of water and soil conservation structures;
2.1.2	Contribute to local irrigation structures, as most appropriate and fitting with the context.
Output 2.2.	<i>Climate resilient agriculture promoted among farmers through extension service support</i>
Activities: 2.2.1	Promote minimal tillage for the enhancement of soil quality and water retention for crop production
2.2.2	Encourage the retention of crop residues to support soil processes and fertility
2.2.3	Encourage crop diversification and rotation for improved production and consumption
Output 2.3.	<i>Crop diversification supported with a focus on drought-tolerant and nutritious crops</i>
Activities 2.3.1	Explore crops that can supplement maize that are both climate resilient and nutritious.
2.3.2	Integrate the crops into CA trainings and supported in production and marketing.
2.3.3	Package and disseminate messages on the benefits of the crops both for production and consumption to targeted farmers and communities to further support their adoption.
2.3.4	Conduct cooking demonstrations and other practical trainings to facilitate the uptake of these crops into diets.
Output 2.4	<i>Climate provided to inform livelihood decision-making among farmers.</i>
2.4.1	Facilitate the collection of historical agrometeorological data to inform the climate services;
2.4.2	Produce downscaled seasonal and in-season forecasts for each district;
2.4.3	Develop advisories to accompany the dissemination of the seasonal forecasts;
2.4.4	Support extension officers to access, interpret, and disseminate the climate services;
2.4.5	Disseminate climate services through SMS and radio platforms.
Output 2.5.	<i>National capacities and systems strengthened to provide these integrated climate risk management approaches</i>
Activities 2.5.1	Foster cross-sectoral collaboration to facilitate access to integrated climate risk management approaches
2.5.2	Support institutionalization of the integrated climate risk management approach
2.5.3	Strengthen national capacities to deliver the integrated climate risk management approaches
Outcome 3:	<i>Strengthened market access strategies and approaches for smallholder farmers</i>
Output 3.1.	<i>Strengthened financial capacities and market access opportunities to enhance investment in climate-resilience agriculture (including saving, credit, and financial literacy)</i>

Activities 3.1.1.	Strengthen the financial literacy of targeted farmers to enable them to make informed and effective decisions about their financial resources
3.1.2.	Promote savings as a buffer against idiosyncratic shocks and a means to support productive investments for diversified livelihoods
3.1.3.	Enable access to credit for farmers to adapt and diversify their livelihoods, making them more productive and resilient
Output 3.2.	<i>Performance and outreach of farmer organizations/cooperatives strengthened, and capacity to engage in farming as a business enhanced</i>
Activities: 3.2.1.	Promote farmer organization through the linking of farmers to existing structures or the formation of new organizations, as most appropriate
3.2.2.	Enhance the performance of farmer organizations to improve engagement with buyers
Output 3.3.	<i>Targeted farmers supported to access storage and aggregating infrastructure for greater market access, including establishment of rural warehouses</i>
Activities: 3.3.1.	Enable the set-up of FO warehouses to support the aggregation and storage of produce for sale
3.3.2.	Support the connection of FOs to formal warehouse networks in the country that help guarantee the quantity and quality of produce to buyers
3.3.3.	Develop capacities of storage, including on quality assurance
Output 3.4.	<i>Market information provided to inform business planning and activities.</i>
Activities 3.4.1.	Collect market data from across the country, leveraging on existing efforts
3.4.2.	Package the collected data to share with farmers to inform their business planning
3.4.3.	Disseminate the collected and packaged data through different channels, specifically targeting FOs
3.4.4.	Report details of FOs, enabling the mapping of procurement capacities and needs
Output 3.5.	<i>Smallholder procurement promoted through government and private sector strategies and programmes</i>
Activities 3.5.1	Foster an enabling environment for FOs to engage with input and output markets
3.5.2	Facilitate contract farming arrangements linking smallholder farmers with buyers
3.5.3	Promote smallholder procurement by the government to meet strategic food security objectives

Annex 2: Inception workshop agenda

“ADAPTING TO CLIMATE CHANGE THROUGH INTEGRATED RISK MANAGEMENT STRATEGIES AND ENHANCED MARKET OPPORTUNITIES FOR RESILIENT FOOD SECURITY AND LIVELIHOODS” IN MALAWI

Expected outcomes

Day 1	Title of session	Objectives (responsible agency)	Approach	Expected Outcome	Facilitator
6:00 – 7:30	Teams travelling to different TAs				
7:30-8:00	Arrival / registration	Welcome			
9:00 – 10:00	- Welcoming/Opening remarks	Opening Prayer & Setting the scene: <ul style="list-style-type: none"> - Climate change in the district- Balaka, Machinga and Zomba - Government priorities & the national Investment Plan 	Presentation and group discussions	Collective familiarity with climate change effects in the districts and current mitigation and adaptation activities	Consultant
10:00– 11:30	The AF project	<ul style="list-style-type: none"> - Project objectives - Main components 	Presentation	Collective familiarity with the project objectives and project components	Consultant
11:30-12:00	Grab a tea/coffee				
12:00 - 13:30	The AF project - continued	<ul style="list-style-type: none"> - Project governance structure - Roles and responsibilities & coordination - Monitoring and reporting 	Presentation and group discussions		
13:30-14:30	Lunch				
14:30 - 15:30	AF & Seasonal livelihood Calendar	TA Seasonal livelihood Calendar presentation	Presentation		Consultant
15:30 – 16:30	Seasonal livelihood Calendar	TA Seasonal livelihood Calendar presentation	Presentation	TA validation of Seasonal livelihood Calendar presentation	Consultant
Day 2	Title of session	Objectives	Approach	Expected Outcome	Facilitator
08:00 - 08:15	Arrival				

08:15– 09:30	Group work feedback	District Seasonal livelihood Calendar presentation	Presentation	TA validation of Seasonal livelihood Calendar presentation	
09:30– 10:30	Key aspects	<ul style="list-style-type: none"> ▪ AF Gender mainstreaming ▪ AF Environmental and Social protection ▪ Work plan presentation 1st year 	Presentation		
10:30- 11:00	Grab a tea/coffee				
11:00– 11:45	Group work	TA workplan & budget validation	Group Discussions		
11:45– 12:30	Group work feedback	TA workplan & budget feedback			
12:30- 13:30	Lunch				
13:30– 14:30	Group work	TA indicators of success validation	Group Discussions		
14:30– 15:30	Group work feedback	TA Indicators of success	Group Discussions		
15:30– 16:30	Q&A	District Balaka, Machinga and Zomba and TA level concerns addressed	Group Discussions		
16:30	Closing Remarks	Wrap-up			

Annex 3: English and Chichewa presentations



Microsoft
PowerPoint 97-2003 English version



Microsoft
PowerPoint 97-2003 Chichewa version

Annex 4: Minutes of DAECC meetings

Minutes for Inception Workshop with Machinga DAECC On 15th June 2020

The meeting was opened with a word of prayer at 9:30 am

1. Opening remarks by the chairperson

The DAECC chairperson welcomed the all participants for availing themselves for the meeting and requested the participants to be attentive for them to give proper technical guidance.

2. Presentation of the AF project

A power point presentation on the project objectives, components and beneficiary targets per TA was made to the committee. It was pointed out during the presentation that the project is funded by Adaptation Fund and will be implemented by the Ministry of Agriculture with technical assistance from WFP and will be implemented in 9 TAs of the district for a period of five years. The budget details will be shared later when the project starts. The funds will be administered at national level. The resources will be released to the district accounts on quarterly basis in accordance with the scheduled activities. WFP will recruit an Accounts Officer to be deployed to district to manage the finances.

Areas for clarification:

The committee had some feedback to give on the project after listening to the whole presentation.

- **Livestock inclusion:** The committee wanted to find out if livestock activities are included in the project as livestock play an important role as a source of livelihood when there is crop failure. **Response:** It was clarified by the inception workshop facilitator that the presentation was a summary of the detailed project and that Livestock production activities are part of the planned details in the project document.
- **Project stakeholders:** The participants wanted to know how stakeholders from Non State Actors who are part of the DAECC going to be involved in the project activities. **Response:** It was clarified that the Ministry of Agriculture will have a Project District Coordinator who will be working closely with DAECC and coordinating the project implementation with other stakeholders at district level. Involvement will depend on the activities planned by the district team. The involvement of the DAECC as one of the coordinating committees it means the Non State Actors will be involved
- **Metrological equipment:** Participants wanted to know if the project will supply meteorological equipment to all areas which are being targeted? As of now most of the areas do not have and this might affect the collection of data for insurance purposes.

Response: There is a Meteorological expert at National level who will carry out an assessment on the situation on the ground and advise the project implementation unit on what is supposed to be improved for better data collection. So depending on the outcome of the assessment and recommendations by the expert the equipment might bought and installed that time.

- **Project targeting:** The project was commended for being aligned to District Development plan (DDP), however the committee wanted to know how beneficiaries will be targeted/ spread is it that the whole target of 85,000 right from the beginning or they would be spread so that additional figures are added.

Response: Targets for some activities will be staggered but will be wholesome from the beginning in the other. Specific targets at village level will be determined at the Extension Planning Area level with guidance of district technical team.

- **Capacity building:** The meeting wanted to be clarified on whether the project has capacity building components targeting government extension staff. **Response:** There are training

planned for staff and those informed in the implementation of project. The trainings planned are short courses not long term training.

- **Direct benefits to farmers:** Are there the tangible and direct benefits to the farmers in the project. **Response:** The benefits to the farmers are as informed by the activities. Some activities include: crop insurance cover, irrigation, fish farming, livestock production and soil and water conservation structures
- **Infrastructure development:** Is the project going to fund construction of structures at district, TA/EPA and village levels. **Response:** The project does not have special funding for local structure development
- **Small scale irrigation:** Irrigation is part of the project but from experience it has been seen that it takes a lot of resources and leave very little for the other activities so will it not be the same for this project? **Response:** The project will not fund construction of big irrigation structures but work with already existing schemes and small scale irrigation. The Advisory council at national level includes Directors from several thematic areas including irrigation who will also give technical guidance on irrigation development. At district level the District Irrigation Officer (DIO) will also give proper technical guidance and advice on irrigation development.
- **Marketing:** On marketing of crops it has been seen that farmers are in cooperatives but they are not willing to bulk their produce in warehouses to wait for better prices. They tend to shun paying a fee for storage hence continuing to work as individuals. Training and construction of warehouses have been done but there is no cooperatives is fully functional. Does the project have a solution to this challenge? **Response:** There are no special activities for such a problem but the project will work closely with the district technocrats to come up with solutions. For warehouse were not meant for farmers to keep their produce but rather the cooperative to keep what so ever belongs to them. There is need to harmonize how information about cooperatives is being passed on to farmers.
- **Allowances:** How is the project going to handle issue of allowances because communities like handouts. **Response:** The project will not be giving cash to community members instead it will be providing meals. For residential trainings it will be decided later.

Closing remarks

When there were no more questions to be asked the DAEECC chairperson, the Deputy Director of Land resources and the Director for Agriculture at District level made their final remarks. They thanked the participants for active participation. It was indicated that the project was recommended for approval by the DEC and the district council. An assurance was given that the project has total support from DAEECC and that efforts will be made so that the project be successful.

Minutes of Inception Workshop with Balaka DAEECC On 17th June 2020

1. Opening Remarks

Opening remarks were made by the chairperson of the DAEECC Mr Mwale. He welcomed all the participants to the meeting after a long period has gone without meeting. He further said that the purpose for the meeting was to technically look at a new project about to start implementing activities in the district. He encouraged the participants to scrutinize the project to see if it is aligned to Balaka District development plans and government policies, see if it is duplicating efforts already been done by other stakeholders, and finally advise if some changes should be made before accepting that it could go ahead being implemented in the district.

2. Presentation of the Project Outline

The project was presented to the committee through power point presentation. It was indicated in the presentation the AF project is funded by Adaptation Fund and that it will be implemented by the Ministry of Agriculture and Food Security with WFP providing technical support. The project is the first to be funded by Adaptation Fund in Malawi. Continued funding from Adaptation Fund for climate change adaptation in Malawi is entirely depended on the performance of this project in Balaka and the other 2 targeted districts. The 3 districts are acting as pilot districts.

Areas for clarification:

Upon listening to the presentation the committee needed some clarifications on some areas of the presentation

- **Livestock Inclusion:** It was asked whether the project has livestock intervention as a source of manure for Conservation Agriculture (CA) and also as an adaptation measure. **Response:** It was responded that the project has livestock production and the details are available in the project document.
- **Project stakeholders:** An observation was made that the project has too many levels of administration which could take up a lot resources and leave very little for the beneficiaries. Also considering that the project has a lot of 382,500 beneficiaries in 85,000 households for a budget of US\$ 9.9 Million in 5 years this could leave little resources to show impact. **Response:** It was elaborated that the National Resilience Steering Committee does not need funding as they are already committed to champion issues of resilience with government support. The project steering committee and National Advisory group work through meetings. The steering committee meet twice in a year while the National Advisory Group meet four times a years and the project will only support these meetings. The main cost centers which will require funding are Project Coordination Unit and the Districts coordination offices. It was also pointed out that most of the conservation and climate smart agriculture interventions are low cost activities hence it is fine to have a big number of beneficiaries. Even access to markets training uses a lot of money at the beginning and the amount reduces as the years go. It was further clarified that the flow of funds will be as WFP transfer money to government at National level and the Project Coordination Unit will transfer the money to district accounts on quarterly basis depending on the activities planned for that particular quarter. The next quarterly funds will wait for the reconciliation of the previous advances. The district will have its own account but discussions are still on the underway to whether there will be two accounts one for WFP and the other for the Government. WFP will recruit an accounts officer to be managing the finances at the district level.
- **Project targeting:** The committee wanted to know what criteria was used to select the target areas. Areas such as Sawali, Toleza and Matola they have a lot of stakeholders working on various projects while on the other hand the area of TA Nkaya do not have such privileges. The committee went further to request that Nkaya be one of the target areas for the project to replace TA Sawali. The said that Nkaya is equally vulnerable to shocks and has been hit in the past but very few organisations work in the area. **Response:** The criteria used looked at the frequencies, and intensity of flooding, dry spells, droughts and disease incidences. For the replacement of TA Sawali with Nkaya it was mentioned that it was the responsibility of the DA ECC. Whatever is agreed by the committee will be passed on to the higher levels for appropriate changes to be made. The DA ECC resolved that the project will be implemented in Nkaya instead of Sawali.
- **Participation of women:** An observation was also made that the project plans to promote the participation of women and the youth but the disaggregated target figures only show women and men without the youth. What strategies have been put in place to make sure that the youth participation is ensured? **Response:** In reply it was clarified that the definition of youth in Malawi 10 to 35 years. A good percentage of the farmers are within the youth category

but the responsibility is with the district specialists to make sure that the data is collected disaggregated at household level and individual level with data on men, women, youth, disability, child and elderly included.

- **Specific targets and funding for Balaka district:** These figures are important when presenting to the DEC. and the figures are also important for tracking district performance. **Response:** It was replied to that the overall budget for the whole project is US\$9.9 million for all the three districts and administrative expenses. Some figures for the district are available but there is a need to calculate expenses for capital items for the districts therefore specific funding per district will be provided later. For the district targets of beneficiaries, the project targets 85,000 households from first year up to the fifth. It was also added that the targeted figures will be fine-tuned when coming up with district specific annual work plans and if a district will be slow in implementation the resources would be transferred to the district which would be faster to avoid issues of underutilization of the funds by the end of the project. However, in conclusion the figures will be worked upon in readiness of the DEC meetings.
- **Infrastructure Development:** The committee wanted to know if the project has resources for construction of EPA offices as the District Agricultural Office is very lacking in infrastructure. **Response:** it was stated that the project has no allocation for building offices. It was also stated that construction of offices is purely a government responsibility.
- **Duration of the project:** A confirmation was sought for the duration of the project that is it 5 or 10 years. **Response:** it was responded to as 5 years.
- **Communication and Mobility:** Does the project have a budget for mobility and communication. **Response:** The project will provide a vehicle for each of the 3 districts but unfortunately the project does not have a budget for motorcycles. For the communication it will follow the way WFP does now at the moment there are dongles being used hence that might also be the way to go for the project.
- **Coverage of Insurance:** Another observation made was that the insurance from the project documents show that it will only cover losses from dry spells/drought and flooding but pests such as false armyworm, locusts, armyworm and others. **Response:** it was communicated that it is true that the project insurance activities is not covering pests. The district can recommend what should be covered by the insurance depending on the chances of the risk happening. However, it should be noted the insurance covers it affects the premium cost hence a need to mind the affordability for the farmers.

Closing Remarks

After the DAECC deliberated it was agreed that the project should go ahead to be presented to DEC for approval as it was technically fine. The chairperson with a promise that the DAECC will make sure that the DEC get convinced that the project is good. He also added that the DAECC will make sure that the project is successful in Balaka.

Minutes for Inception Workshop with Zomba DAECC and DEC On 19th June 2020

1. Opening remarks by the DAECC chairperson

The opening remarks were made the chairperson of DAECC. He welcomed all the members and encouraged them to freely deliberate on the project.

2. The presentation of the AF project

The project was presented to the committee through power point presentation. It was indicated in the presentation the AF project is funded by Adaptation Fund and that it will be implemented by the Minsitry of Agriculture and Food Security with WFP providing technical support. The project is the first to be funded by Adaptation Fund in Malawi. Continued funding from Adaptation Fund

for climate change adaptation in Malawi is entirely depended on the performance of this project in Balaka and the other 2 targeted districts. The 3 districts are acting as pilot districts.

Areas for clarification

The committee had some feedback to give on the presentation

- **Livestock inclusion:** The project is on adaptation to climate change but it seems that some aspects of adaptation such livestock production and fish farming have not been mentioned in the presentation are these deliberately omitted? **Response:** It was replied to that indeed livestock production especially of small stocks are key to climate change adaptation and fish farming as well. The project includes these as part of the intervention but it will be up to the district subject matter specialist to assess and identify the areas where these could be feasibly implemented. The details will have to be included in the district's annual work plans.
- **Project stakeholders: Meteorological equipment:** The committee wanted to know if the project will purchase meteorological equipment to be installed in various areas of the project. **Response:** In reply it was explained that the project has a meteorological expert from Meteorological department who will help with assessment to identify the gaps for weather data collection within the targeted districts and advise on what equipment will be needed for a particular place.
- **Project targeting:** The committee wanted to know what criteria was used to identify the TAs to target. The criteria used was frequency and intensity of risks due to climate change such as dry spells, flooding, and pest and disease infestation.
- **Targeting of the youth:** Looking at the targeted beneficiaries the youth are not specifically targeted from the presentation only men and women are appearing how will the project ensure that the youth are not left out? And most of the times youth do not have access to land, what strategies has the project put in place to enable youths have access to land? **Response:** As per Youth policy we start from 10 up to 35 years. The youth in this case are those who have households and it is very likely that they have land. The workshop sanctioned the Director of Agriculture and Environment and the District Youth Officer to meet and liaise with the project coordinator to make sure that the youth are part of the targeted beneficiaries of the project
- The chairperson said that inclusion of Nkapita TA in the Adaptation fund project was discussed at DEC level after the project's courtesy call. During the discussion a suggestion was made that Nkapita TA be replaced with TA Mwambo which is also a disaster prone area. This was because TA Nkapita area has two other big project namely PRIDE and Shire Valley to have a third would put pressure on the beneficiaries' time. He requested for a direction from the Ministry. **Response:** It was explained that the onus was in the hands of the district experts to make decision on the matter and relay the information to the project coordinating who would execute the same to the other levels of the project for a final decision. Upon discussing the DAEECC agreed to maintain TA Nkapita. A recommendation to replace TA Mkumbira with TA Ngwerero was also made due to mobility challenges in TA Mkumbira considering that its allocated on an Island.
- **Marketing:** What strategies has project put in place for marketing as is was mentioned that it is one of the objectives. **Response:** District Director of Agriculture and Environmental has subject matter specialist for the marketing these are the ones who will responsible for coming up with relevant strategies on agricultural marketing for Zomba district. The project will follow more of bottom up approach as to ensure that it answers to the challenges of specific areas with right solutions.
- It was observed that value addition was not mentioned during the presentation while it would an important activity in marketing? And crops of focus were also not mentioned. **Response:** The value addition is open as an option in the project on whether to go into value addition for

me it will on what the district will decide and plan. This is even true for what drought tolerant and early maturing crops and varieties will be grown in particular areas in the districts.

- It was noted that one of the key players in crop marketing the Ministry Trade was not included in the presentation is it that they do not form part of the Advisory Technical Group. **Response:** It was communicated that the department to dealing with trade is considered in the project only that the presentation did have player spelt out.
- **Insurance Coverage:** The insurance cover for the project has been mentioned that it will use weather index especially dry spells and drought, this brings a question on why has flooding not been include because this is a common risk for some parts of Zomba? **Response:** With help from experts in the district each area will have to decide on what to include in the insurance, it could be floods, dry spells, drought or diseases and pests depending on prevalence in a specific area. The committee wanted to know if the firm providing insurance has already been identified. And will the insurance be on individual or area specific.

Response: it was elaborated that the insurance company has not yet been identified. The identification process will follow normal procurement procedure. Due to the fact that the project is targeting smallholder farmers who have small land holding size the project will be area specific not individual basis. But in case the area has big farms these will have to make own arrangements.

- **Small scale Irrigation:** Will the project build new irrigation schemes or will work with the existing ones?

Response: The project has no plans to have construction of big irrigation schemes but instead it will concentrate on small low cost schemes and work with already existing irrigation schemes. The district irrigation office will determine what would be feasible and low cost.

- **Start date of the project:** The committee wanted to know the actual start date of the project. Which was communicated to be 1st July 2020.
- **Reforestation:** Will the conservation interventions going to include tree planting despite not being part of the presentation?

Response: The project will facilitate tree planting and forest regeneration as part of the interventions of the project.

3. Closing Remarks

Both the DAECC and DEC approved the project. The DAECC advised the project implementers to learn from ADAPT PLAN project which has more less like the same activities and is being implemented in TA Ngwerero and Mwambo.

Annex 5: List of Participants



List of Participants
Community Meetings

Annex 6: Consolidated AF Project workplan for the first year.



Copy of
Consolidated AF Prc