

For 'new-line' in text fields press [ALT] and [ENTER] keys on keyboard (do not insert spaces to create line shift)  
Please do not change the format of the form (including name of page) as this may prevent proper registration of project data.

For new proposals, please complete the tab for 'Project Document', 'Budget' and 'Locations'  
Mandatory fields are marked with an asterisk

**Project Document**

**1. COVER (to be completed by organization submitting the proposal)**

<b>(A) Organization*</b>	Food and Agriculture Organization				
<b>(B) Type of Organization*</b>	<input type="checkbox"/> UN Agency <input type="checkbox"/> International NGO <input type="checkbox"/> Local NGO <input type="checkbox"/> UN Agency				
<b>(C) Project Title*</b>	Capacity building project for effective implementation coordination and monitoring of cluster activities				
<b>(D) CAP Project Code</b>	SOM-11/A/39858	Not required for Emergency Reserve proposals outside of CAP			
<b>(E) CAP Project Ranking</b>	High	Required for proposals during Standard Allocations			
<b>(F) CHF Funding Window*</b>	Standard Allocation 2 (Feb 2011)				
<b>(G) CAP Budget</b>	847000	Must be equal to total amount requested in current CAP			
<b>(H) Amount Request*</b>	357000.00	Equals total amount in budget, must not exceed CAP Budget			
<b>(I) Project Duration*</b>	12 months	No longer than 6 months for proposals to the Emergency Reserve			
<b>(J) Primary Cluster*</b>	Agriculture and Livelihoods				
<b>(K) Secondary Cluster</b>	Enabling Programmes	Only indicate a secondary cluster for multi-cluster projects			
<b>(L) Beneficiaries</b> Direct project beneficiaries. Specify target population disaggregated by number, and gender. If desired more detailed information can be entered about types of beneficiaries. For information on population in HE and AFLC see FSNAU website ( <a href="http://www.fsnau.org">http://www.fsnau.org</a> )		<b>Men</b>	<b>Women</b>	<b>Total</b>	
	<b>Total beneficiaries</b>	75	25	100	
	Total beneficiaries include the following:				
		0	0	0	
		0	0	0	
	0	0	0		
	0	0	0		
<b>(M) Location</b> Precise locations should be listed on separate tab	Regions: <input type="checkbox"/> Awdal <input type="checkbox"/> Banadir <input type="checkbox"/> Bay <input type="checkbox"/> Gedo <input type="checkbox"/> L. Juba <input type="checkbox"/> M. Juba <input type="checkbox"/> Mudug <input type="checkbox"/> Sanaag <input type="checkbox"/> Togdheer <input type="checkbox"/> Bakool <input type="checkbox"/> Bari <input type="checkbox"/> Galgaduud <input type="checkbox"/> Hiraaan <input type="checkbox"/> L. Shabelle <input type="checkbox"/> M. Shabelle <input type="checkbox"/> Nugaal <input type="checkbox"/> Sool <input type="checkbox"/> W. Galbeed				
<b>(N) Implementing Partners</b> (List name, acronym and budget)	1	1. TERRES SOLIDALI	Budget:	\$ 112,000	
	2		Budget:	\$ -	
	3		Budget:	\$ -	
	4		Budget:	\$ -	
	5		Budget:	\$ -	
	6		Budget:	\$ -	
	7		Budget:	\$ -	
	8		Budget:	\$ -	
	9		Budget:	\$ -	
	10		Budget:	\$ -	
			<b>Total</b>	Budget:	\$ 112,000
		<b>Remaining</b>	Budget:	\$ 245,000	
<b>Focal Point and Details - Provide details on agency and Cluster focal point for the project (name, email, phone).</b>					
<b>(O) Agency focal point for project:</b>	Name*	Luca Alinovi	Title	Dr.	
	Email*	luca.alinovi@fao.org	Phone*	4 000 000	
	Address	P.O BOX 30470-00100 NAIROBI			

**3. BACKGROUND AND NEEDS ANALYSIS (please adjust row size as needed)**

<b>(A)</b> Describe the project rationale based on identified issues, describe the humanitarian situation in the area, and list groups consulted. (maximum 1500 characters) *	The emergency situation in Somalia continues: an estimated 2.4 million people require urgent humanitarian assistance with failure of the Deyr rains occasioning a severe water crisis and the outlook for the next Guu season indicating below normal rains and therefore an increased probability of a failed crop. This is compounded by the general conflict and insecurity hindering the delivery of humanitarian assistance. In light of the increasing insecurity in parts of Somalia there is a greater reliance on local partners to deliver quality responses to people in need. The capacity of most local partners to deliver quality responses that adequately meet the needs of the populations in crisis is inadequate due to the limited understanding of FSNAU analysis - this serves as a major factor contributing to poor responses in addition to a weak implementation capacity by some partners. To address this gaps, training is required to bring them to an acceptable understanding of how to plan, implement and report on cluster responses. The cluster's ability to measure achievements against its objectives; to assess duplications in interventions; and to measure the efficiency of cluster
<b>(B)</b> Describe in detail the capacities and needs in the proposed project locations. List any baseline data. If necessary, attach a table with information for each location. (maximum 1500 characters) *	It is recognized that for the cluster to function optimally and effectively deliver a quality coordinated humanitarian response in the Agriculture and Livelihoods sector, it will be necessary to upgrade the limited capacities of many of its partners participating in the IASC Agriculture and Livelihoods Cluster. Because of the enormous differences in the cluster membership's needs the cluster will identify a process that will enable cluster members to strategically and systematically determine potential partners that stand to benefit from trainings offered through the cluster. The success of the cluster and its key partners hinges on the provision of an adequate level of resources directed to the Cluster in order to adequately monitor cluster led interventions. This will enable the cluster members to deliver quality interventions in support of agriculture and livelihoods in Somalia, and lead the cluster to achieve its objectives. Capacity building and monitoring is aimed at enhancing the ability for the cluster to ensure that populations in crisis are served adequately in a timely, accountable, efficient and effective manner. There exists a great need to train partners in basic
<b>(C)</b> List and describe the activities that your organization is currently implementing to address these needs. (maximum 1500 characters)	The cluster through FSNAU plans to train the partners at the field level on the Integrated Phase Classification (IPC) tool - a standardised mechanism that enables a stronger linkage between problem analysis and response. The cluster maintains a 3W matrix that helps to understand what organisations are implementing in different parts of Somalia. However this tool is not sufficient to monitor project progress and needs to be strengthened. The training activities will build on the successful 2010 cluster piloting of Project Cycle Management Training for partners in the Gedo region, which produced significant advances in terms of actual application of gained knowledge in programming, evidenced in the quality of subsequent proposals submitted by partners. The cluster conducted training on Geographic Information System through OCHA - Somalia for partners to have an understanding of how to map locations and track overlaps. The cluster has operationalised guidelines for implementation of livelihood interventions, that are used to guide agriculture, livestock and cash related interventions. The FAO led response analysis pilot project (RAST) was instrumental in

**4. LOGICAL FRAMEWORK (to be completed by organization)**

<b>(A) Objective*</b>	To increase the cluster's ability to implement and monitor cluster-led interventions.	
<b>(B) Outcome 1*</b>	Improved capacity of cluster members to employ basic project cycle management concepts in regular programming	
(C) Activity 1.1*	Conduct a survey of the cluster existing capacities in programming and project processes	
(D) Activity 1.2	Conduct at least 8 targeted training sessions on project cycle management for 100 people both male and female representing 50 org	
(E) Activity 1.3	Conduct a survey on agency capacity to implement acquired knowledge in planning and implementation of projects	
(F) Indicator 1.1*	Agriculture and Livelihoods	Number of capacity building training sessions organized or individ <b>Target*</b> 100
(G) Indicator 1.2	Agriculture and Livelihoods	Complete survey findings documented and utilized to prioritise are <b>Target</b>
(H) Indicator 1.3	Agriculture and Livelihoods	Number of organisations that demonstrate understanding of basic <b>Target</b>
<b>(I) Outcome 2</b>	Increased capacity of the cluster coordination mechanism to monitor progress and impact of cluster activities	
(J) Activity 2.1	Develop an overall cluster monitoring strategy against the indicators of the cluster's response plan and devolve by region and li	
(K) Activity 2.2	Facilitate individual agency meetings to discuss project progress and recommend appropriate revisions	
(L) Activity 2.3	Prepare substantive reports on cluster interventions ( from field focal points and at Nairobi level) for circulation to stakeholders	
(M) Indicator 2.1	Agriculture and Livelihoods	Number of capacity building training sessions organized or individ <b>Target</b> 80
(N) Indicator 2.2	Agriculture and Livelihoods	No of projects that are accountable through periodic reporting. <b>Target</b>
(O) Indicator 2.3	Agriculture and Livelihoods	No of reports shared with stakeholders including CHF secretariat <b>Target</b>
<b>(P) Outcome 3</b>		
(Q) Activity 3.1		
(R) Activity 3.2		
(S) Activity 3.3		
(T) Indicator 3.1		<b>Target</b>
(U) Indicator 3.2		<b>Target</b>
(V) Indicator 3.3		<b>Target</b>
<b>(W) Implementation Plan*</b> Describe how you plan to implement these activities (maximum 1500 characters)	The proposed project will be managed, from Nairobi (until conditions allow relocation to Somalia), by the FAO, with the FAO IASC Agriculture and Livelihoods Cluster Chair as Project Manager, supported by two National Cluster Support Officers (one of whom is provided by OCHA) for administrative and technical support and 2 local field cluster liaison officers to support the field sub cluster offices and an Monitoring officer. The project will be implemented at the field level, with the support of the Nairobi management team, by five regional Field Sub cluster coordinators for: Somaliland (Hargeysa), Puntland (Garowe), South-Central Somalia (Galgaduud, Mudug, Hiran, Middle Shabelle), South Central Somalia (Lower Shabelle, Bay, Bakool), South Central Somalia (Gedo, Lower Jubba, Middle Jubba). The project will also be supported, in their respective areas of specialization, by key FAO Emergency Coordination Unit (ECU) and Programme Development and Support Unit staff. The proposed project will recruit a participatory and	

**5. MONITORING AND EVALUATION (to be completed by organization)**

**(A)** Describe how you will monitor, evaluate and report on your project activities and achievements, including the frequency of monitoring, methodology (site visits, observations, remote monitoring, external evaluation, etc.), and monitoring tools (reports, statistics, photographs, etc.). Also describe how findings will be used to adapt the project implementation strategy. (maximum 1500 characters) \*

A cluster participatory monitoring strategy will be employed, ensuring full participation in planning, implementation and monitoring processes by the major stakeholders, who are the cluster partners of, national and regional authorities. The cluster coordination team will assist in developing monitoring tools to be shared with cluster partners and also hold individual agency meeting to discuss progress against benchmarks. The cluster will hire a specialized monitoring officer and will make use of a web based software. The cluster team will also make at least 4 site visits and third party monitoring (hiring independent monitoring firm – with access to project areas in order to triangulate information) and will endeavour to measure progress against indicators as well as provide timely remedial action in order to achieve impact. The cluster will provide periodic reports and reviews to the CHF and will use sub-cluster field focal points to triangulate information received before modifying implementation strategies if and when necessary. Lessons learned and best practise will be documented and circulated widely and will be used to inform future implementation and monitoring of cluster activities.

**(B) Work Plan**  
Must be in line with the log frame.  
Mark "X" to indicate the period activity will be carried out

Activity	Timeframe					
	Please select 'weeks' for projects up to 6 months, and 'months' for projects up to 12 months					
	Month 1-2	Month 3-4	Month 5-6	Month 7-8	Month 9-10	Month 11-12
1.1* Conduct a survey of the	X					
1.2 Conduct at least 8 target		X	X	X	X	X
1.3 Conduct a survey on age						X
2.1 Develop an overall cluste	X					
2.2 Facilitate individual agen		X	X	X	X	
2.3 Prepare substantive repd			X			X
3.1 0						
3.2 0						
3.3 0						

**6. OTHER INFORMATION (to be completed by organization)**

**(A) Coordination with other activities in project area**  
List any other activities by your or any other organizations, in particular those in the same cluster, and describe how you will coordinate your proposed activities with them

Organization	Activity
1 ALL CLUSTER MEMBERS	Provide inputs on capacity building and monitoring strategies
2	
3	
4	
5	
6	
7	
8	
9	
10	

**(B) Cross-Cutting Themes**  
Please indicate if the project supports a Cross-Cutting theme(s) and briefly describe how. Refer to Cross-Cutting respective guidance note

Cross-Cutting Themes (Yes/No)	Outline how the project supports the selected Cross-Cutting Themes.	Write activity number(s) from section 4 that supports Cross-Cutting theme.
Gender Yes	The project adopts a gender strategy that is four-pronged, namely: mapping of	826,828
Capacity Building		