

Bangladesh Integrated Agricultural Productivity Project
 Technical Assistance Component
 Work Plan for 2013

#	Activity	Content <i>Brief description of the activity</i>	Target Audience <i>Nature and approximate number of participants; exact list to be worked out at a latter stage</i>	CD Partners <i>Both national and international partners contributing to delivery of CD activity</i>	Venue	Timing <i>Timing is tentative in most cases and will depend upon internal and external factors</i>	Result <i>To which of the 3 project output(s) does activity contribute to (ref project document)</i>	Status <i>Part of activities are firmly confirmed; others have been identified and need further formal request / confirmation</i>
1	PCM Summary Workshop	2 Half-day workshops to share findings of PCM workshop with Government decision makers and Development Partners respectively	Higher level decision makers in Govt and also DPs (max 30 people for each session)	IMA to facilitate jointly with BPATC	Dhaka	Workshop report finalized by end January; Presentations prepared in February; Workshops on March 3 rd and March 4 th	Output 1	<u>Confirmed</u>
2	Long Term Training – Masters	Re-issue announcement	Same as in the original announcement	Universities identified by selected candidates out of pre-identified universities		Re-advertise in January; selection panel in April Masters start in September	Output 1 and 2	<u>Confirmed</u>
3	Website	To show activities and achievements of the TA component and report on them; Provide resources (guidelines, links,	Potential stakeholders in the Government, civil society and development partners with a	Concept and content development by the team; local web consultant could	N/A	Start in January and go throughout the year	All 3	<u>Confirmed</u>

		experiences, rpersons,) on investment programming Provide a forum for networking and exchanges	particular focus on those who will have participated in CD activitie English and Bangla	develop this; and then we would also need someone to maintain it (could be the same person that does communications and supports the networks)				
4	Leaflet,	Communicating the purpose , 2012 activities, resources provided and way forward of the TA component,	Wide public English and Bangla	Local translator and editor		January and February		Confirmed
5	Technical assistance on Livelihood Field School of IAPP	Provide advice on how best to develop the approach and its implementation under IAPP	Implementer and partners involved in LFS development	FFS specialists from other projects in Bangladesh and in the region (e.g. RAP)		February/March	Output 3	
6	IAPP Team Building Retreat	Retreat for PMU and IAPP TA staff	IAPP PMU and IAPP TA team – All PMU; also regional managers and district coordinators	IMA to facilitate	Retreat area outside of Dhaka	February/March – 3-4 days including a weekend Agenda developed by January 2013	Output 1	<u>Confirmed</u>
7	Procurement Sensitization Training	Govt and DP procurement rules; and general procurement principles; sensitization to the rules for all those working on projects in order to facilitate work	1-2 days with general project staff (20-30 ppl); 2-3 days with procurement officers (10-12 people)	Possibly bring in someone from Central Procurement Technical Unit of IMED Possibly involve	Residential	March/April – 5 days Concept note by February, 2013	Output 1	Upon confirmation of interest by PMU and the WB

				<u>ESCB</u> (<u>Engineering staff college Bangladesh</u>); Also include partners from WB and maybe other DPs				
8	Basic Financial Management Training	Training on financial management	IAPP staff only – PMU and district staff; ideally not more than 10 people	Need to discuss with TTL of SPEMP (DFID financial management CD project) to see what options are	Residential	March/April – 5 days	Output 1	Upon confirmation of interest by PMU and the WB
9	RuralInvest Follow Up Training	Follow up to RuralInvest training in December	Same participants as during the December training	FAO Investment Centre	Residential	Second End of March	Output 1 and 3	<u>Confirmed</u>
10	National Federated FO Sharing Workshop	Among federated FO leaders (RDRS, NATP, SDF, RFLDC, KKM – need to confirm the names) – to share on good practices, challenges, etc... could also look at applying the GAIN methodology or doing some institutional assessments	Leaders of federated FOs – need to think on number of ppl	Action Aid Bangladesh, AFA, development partners supporting FOs	Residential	March – 2 days Concept note by February 2013	Output 3	Confirmed
11	RB M&E Training	Focus on how to implement an M&E system	Project staff (also beyond IAPP) – (8-10 people)	IMA, possibly in partnership with BPATC	Residential	March/April	Output 1	<u>Upon confirmation expressed during the RBM workshop</u>
12	Training	Focus on logframes and	Higher level GoB	IMA and	Residential	April/May (to	Output 1	<u>Upon</u>

	course on Results Based Project Design	also on DPP completion	staff involved in project planning	knowledgeable government staff, in partnership with BPATC		overlap with RBME training)		<u>confirmation expressed during the RBM workshop</u>
13	Training for IAPP CFs Remaining 5 Batch Training for CFS on CM	Provide training to IAPP CFs on how to mainstream nutrition messages to share with the community groups they work with	All CFs – 375; batches of 25	Sub-contract NGO – need to think who? Possibly VERC	Residential	April/May 5 - 7days Remaining batch of CFs from initial training: February	Output 2 and 3	<u>Confirmed</u>
14	RB PCM Training module	Training module on results-based project cycle management	Participants in short term training events organized by the team	BPATC jointly with IMA	BPATC	April (definitely after NUFFIC course is done)	Output 1	confirmed
15	Sharing workshop on building strong village level institutions(2)-Regional, including IAPP LFS	Bring together people/projects/etc... with good experience developing village level institutions and have them share their experience with the IAPP team	District coordinators, and CFs, maybe also DAE	Need a good facilitator – in Bangla... possibly Mahmud or Imanun	Centrally in Dhaka? Or separately in the regions?	May/June	Output 3	Confirmed
16	Study tour for FO leaders (Foreign)	Exposure by federated FOs to a strong federation(s) in other countries and draw lessons for their own development	Leaders of federated FOs (possibly the same as those that participate in the workshop), as well as relevant facilitators –8 -10 people... i.e. one leader and one facilitator from	Yet to be worked out Need good facilitation as well as translation;	TBD	Possibly May	Output 3	Confirmed

			each federated FO					
17	Exchange visits between federations of FOs in Bangladesh – Empower them to advocate higher level	Based on findings of FO report, organize exchange visits between organizations in Bangladesh – need to think more on the concrete visits Empower them to have stronger voice in investment project cycle	Leaders of federated FOs- and possibly also relevant facilitators of institutions – the number can be a bit larger than the study tour	Yet to be decided	Have to think on this	Possibly June	Output 3	Confirmed
18	Social Analysis and Gender in Project Design	Propagate social analysis guidelines developed by FAO / TCI and support their implementation	Project designers	TCI		Need to identify potential beneficiaries First half of the year	Output 1	Scope will depend on the demand
19	Environmental issues in Project Design	Identify and propagate relevant tools to strengthen inclusion of environmental dimensions in projects	Project designers and implementers	TCI		Mid year	Output 1	Strong demand and engagement to be confirmed
20	TCI Medium Term Training	Bring 2 to 3 GOB staff to FAO TCI for a 3 month on-the-job training Subject / nature of the work to be undertaken depending on profile of participants	Select 2 to 3 strategic staff in ministries (MoA, MFL, Planning Commission, ERD, IMED) will nominate 2-3 people, then there will be a selection panel (shortlist and interview) to choose the final 2-3 people	TCI staff to mentor	TCI - Rome	Concept Note by February Start planning ASAP; selection in June and staff would come in September	Output 1	Activity will take place pending identification of 2-3 qualified candidates by FAO TCI and IAPP TA team
21	Management	Training in project	PDs of projects	IMA	Residential	August/Septemb	Output 1	Request

	Training	management, team building, leadership, soft skills	(including IAPP, but also beyond)			er (5 days)		development Partners their proposals during the PCM Restitution meeting in February
22	Study tour to Philippines on RBM		High level Govt decision makers	Has to be facilitated – need to identify relevant partner	Philippines	September/October – 4 -5 days	Output 1	Needs confirmation by the Government and IFAD
23	Translation of Good Agricultural Governance Book	Into Bangla	Higher level officers (ERD, MoA, MoFL, NARS, DAE, Project Officers)	It will be translated by Dr. Indrajit Roy (Co-author of the book)	N/A	Second half of the year Start from 1 st half	Output 2	Confirmed
24	Nutrition Workshop	3 day workshop with project planners to familiarize them with nutrition interventions that may be options to include in the design of investment projects, as well as tools and guidelines for integrating nutrition into investment	Project designers in MoA MFL and maybe also Planning Commission. Involve Ministry of Health?	Nutrition working group FAO nutritionists; NFPCSP FAO RAP	Residential	Second half of the year – 3 days	Output 3	<u>Confirmed</u>
25	Good Agricultural Governance Training	Conduct a week-long training programme aimed at national capacity building in agricultural governance to improve implementation of agricultural R&D projects	Central and local level staff – IAPP and other (25 people in each training); could also invite DPs	RAP and international consultant ((Dr. Indrajit Roy)	TBD – 1 in Rangpur and 1 in Barisal?	First week of November, 2013, and 2 nd one first December	Output 2	Need a formal request by the Government as a follow up to 2012 training event

26	Dialogue workshops on irrigation	Explore and develop innovative ideas to eliminate existing constraints to expansion of irrigation coverage, explore new modalities for PPP investment in the irrigation sector, particularly in irrigation infrastructure and link it export-oriented commercial agriculture, where feasible	Public and private sector stakeholders To be further spelled out (FAO / RAP International consultant	One in Rangpur and one in Barisal	In November, following the end of the Governance training	Output 2	<u>Needs the confirmation by the Government</u>
27	Dialogue workshops on seed sector	Critical overview of the seed sector, seed policy and the regulatory framework, issues of seed quality control, private sector role, the informal seed sector.	Public and private sector; include SCA in these discussions	FAO RAP / international consultant (Dr. Indrajit Roy)	One in Rangpur and one in Barisal – need to find venue	In December, following the end of the Governance training	Output 2	<u>Needs the confirmation by the Government</u>
28	M&E Network Development	Continued support and facilitation of the fledgling network	Current members – and possibly include those from the new M&E course	Possibility to include this in the TORs of a national consultant and also get support from IMA	Possibly host another meeting at the PMU	Throughout the year	Output 1	Confirmed
29	Explore ways to improve curriculum of extension training	Review current curriculum and identify entry point to improve it to better serve effective investment programming requirements	Agricultural colleges	Yet to be defined	NA	Second half of the year	All outputs	Needs confirmation and commitment by the Government
30	Unexpected	Throughout the course				Throughout the	All three	Only if and when

	capacity development activities	of the year, other needs may arise and we will aim to address them				year		urgent unforeseen requests are received
31	Review of strengths and weakness of DPP	Address one of the main bottlenecks identified for the effectiveness of project cycle management	Key staff and decision makers in planning commission and technical ministries	Associate Development Partners, UNDP and planning commission	Dhaka	Second half of the year	All three	Needs to obtain confirmation and engagement of relevant counterparts in the Government and DPs
32	Areas of work to be explored in 2013 for possible delivery in 2014	Many needs were identified during the preparation of the work plan – some will have to be considered next year, but we can explore further how to implement in 2014				Throughout the year	General	