

# Ministry of Agriculture and Forestry



## POVERTY REDUCTION FUND SEMI-ANNUAL PROGRESS REPORT

(January – June 2021)



*PRF aims to develop and implement innovative community driven activities, enabling rural households to improve their livelihoods, well-being and nutrition through group-based activities.*

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## ABBREVIATIONS

AFN	Agriculture for Nutrition
AL	Agriculture for Livelihood
AWPB	Annual Work Plan and Budget
CD	Community Development
CDD	Community Driven Development
CF	Community Facilitator
CFA	Community Force Account
CMS	Community Managed Sub-Projects
CLTS	Community-Lead Total Sanitation
DAFO	District Agriculture and Forestry Office
Deepen CDD	Deepen Community Driven Development
DNO	District Nutrition Officer
DPO	District Planning Office
DRM	Disaster Risks Management
DSEDP	District Social Economic Development Plan
EIA	Environmental Impact Assessment
EM	Energy and Mine
ESF	Environment Safeguard Framework
FRM	Feedback and Resolution Mechanism
FNG	Farmer Nutrition Group
GESI	Gender Equity and Social Inclusion
GOL	Government of Lao
GIS	Geography information system
GPAP	Governance Public Administration Reform
HGNDP	Health Governance and Nutrition Development Project
HH	Household(s)
HR	Human Resource
HNG	Home Nutrition Garden
IE	Internal Evaluation
IEC	Information, Education, Communication
IGA	Income Generating Activities
IFAD	International Fund for Agriculture Development
IFR	Interim Un-Audited Financial Report
KBF	Kum Ban Facilitator
KDPs	Kum Ban Development Plans
KPIs	Key Performance Indicators
LAK	Lao LAK (Lao Currency)
LN	Livelihood and Nutrition
LWU	Lao Women Union
LYG	Livelihood Young Graduate
LYU	Lao Youth Union
MAF	Ministry of Agriculture and Forestry
MIP	Micro Investment Plan
M&E	Monitoring and Evaluation
MIS	Management information system
MNS	Minutes
MTR	Mid-Term Review
NCD	Nutrition and Community Development

NGPES	National Growth and Poverty Eradication Strategy
NCRDPE	National Committee for Rural Development and Poverty Eradication
NGOs	Non-Governmental Organizations
NPL	Non-Performance Loan
NRDS	National Rural Development Strategy
NYG	Nutrition Young Graduate
ODF	Open Defecation Free
PDO	Project Development Objective
PG	Producer Group
PGG	Producer Group Grant
PAFO	Provincial Agriculture and Forestry Office
PRF	Poverty Reduction Fund
PRF I	Poverty Reduction Fund Project I (2003 – 2011)
PRF II	Poverty Reduction Fund Project II (2012 – 2016)
PRF III	Poverty Reduction Fund Project III (2017 – 2019)
PRF III AF	Poverty Reduction Fund Project III Additional Financing (2020-2024)
POM	Project Operational Manual
PM	Prime Minister
PMT	Project Management Team
RMG	Road Maintenance Group
RRPM	Reduction Rural Poverty and Malnutrition Project
SDA	Sub-Project Damage Assessment
SDG	Sustainable Development Goals
SBCC	Social Behavior Community Change
SDC	Swiss Agency for Development and Cooperation
SHGs	Self Help Groups
SHP	Strategic Healthcare Program
#SP	Number of sub-projects
STEP	Systematic Tracking of Exchanges in Procurement
SWSSHP	Scaling-up Water-supply, Sanitation and Hygiene Project
TOT	Training of Trainers
VDP	Village Development Plan
VFRC	Village Feedback and Resolution Committee
VO	Village Organization
VHV	Village Health Volunteer
VIT	Village Implementation Team
VMC	Village Multipurpose Center/ Village Mediation Committee
VSMC	Village SHG Management Committee
WB	World Bank
YG	Young Graduates

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## EXECUTIVE SUMMARY

During 2003-2020, through the implementation of the Poverty Reduction Fund (PRF), which is considered to be a key government instrument that contributes to poverty reduction in the rural areas of Lao PDR, through the delivery of technical and financial resources and small-scale public infrastructures to the poorest villages. By encouraging community participation in development, whereby community themselves decide on how resources are allocated through local participative planning processes, manage sub-project funds, and implement sub-projects. Over 18 years, PRF contributed to the rural development and poverty reduction in the country, where the national poverty incident reduced from 46% in 1992/93 to 23% in 2012/14, and lower than 20% in 2020. By moving forward to contribute to the Sustainable Development Goals (SDGs), PRF aims to capture the increased emphasis on livelihood and nutritional outcomes, by improving access to prioritized basic services as well as to support the production and consumption of nutritious foods in the Project's targeted poor communities. PRF's concept still aligns with the 4 priority plans of MAF, including 1) Ensuring Food Security, 2) Agricultural Production for Commodity, 3) Forestry and Natural Resources Management, and 4) Rural Development and Poverty Eradication., these plans have already been detailed in a five-year plan of MAF (2021-2025).

This report highlights the achievements as well as key issues faced under the implementation of the Poverty Reduction Fund (PRF) during January-June 2021 and specify the work plan for July-December 2021. This report captures covers information, and data on the physical, social and environmental progress of the six provinces supported by SDC under the PRF III Extension including the other four provinces under PRF III Additional Financing.

Due to the COVID-19 pandemic where lockdown was put into effect in Lao PDR many activities of the PRF be completed were not able to complete based on workplan and target timeline by December 2020 (only 105 out of 236 sub-projects had been completed on time), including the activities under the AF and the sub-project implementation in those six provinces (Lounnamtha, Louangprabang, Savannakhet, Saravanh, Sekong, and Attapeu); therefore, the PRF team focused on the implementation of 131 uncompleted sub-projects by June 2021 and some activities related to the operation and maintenance training before handing over those buildings to the communities and the local Government. By June 2021, all 236 sub-projects (178 of SDC and 58 of GOL) in Cycle XVII had been completed, and utilized by 137,415 beneficiaries including women (49% of the total number of beneficiaries) and 129,200 are from small ethnic groups (94%) in 232 villages in 23 districts of 6 provinces.

As mentioned in the Annual Report 2020, by applying the Community Force Account/Community Managed Sub-projects (CFA/CMS) approach, two skilled labourers of the target villages were selected and received vocational training at Provincial or District Vocational School, there are a total of 284 labourers (17 labourers around 6%, of which 11 are migrants from neighboring countries, and 6 are from the cities in Lao PDR) have been trained and 248 of them (87%) are from small ethnic groups. Those people had assumed to become village contractors to construct the sub-projects that PRF support, and also other projects in their community. To prove this assumption, by June 2021, PRF monitored the status of all CFA's construction after completing the work with PRF, 138 out of 284 skilled labourers (49%) continued working on construction within villages and also villages nearby, which indicated those labourers become human resources, and contributed to their community development, and they can be trainers to other villagers (***This is called community to community learning for skill development and job creation***). This would confirm

that through the CFA approach which has been provided as the optimal suit for a poor community to raise their living quality and benefit to all communities, particularly the poor families to get opportunity to work and earn income.

The Community-Driven Development (CDD) approach for local empowerment direction, CFA has been proven to be a successful in local/rural development, especially for the construction/rehabilitation of small/medium rural infrastructure, leading to wide community engagement, empowerment, and ownership, and contributing to the sustainable use of the rural infrastructure. These approach provided immediate and long terms positive impacts to the villagers in which villagers gained new technical skills in small construction works and the financial resources encouraged and contributed to an increase transparency and accountability among villagers, thus giving them capability and responsibility to fully manage the available resources provided by PRF.

During this period of the report, the PRF team was able to update the CFA guideline by incorporating lessons learned from the previous implementation of sub-projects. This updated CFA guidelines will be applied for sub-projects to be financed under the new PRF III AF from 2021-2024. To ensure that the concerned sectors acknowledged about the concept of CFA, and the role it plays for rural development, this concept will be crucially discussed in the next PRF's Board Meeting.

**Status of Road Maintenance Group (RMG)** after handing over to the local authority. In 2020, under SDC financial support, PRF continued the activities under the RMG work which covered 6 Provinces (in non-PRF III AF), in 20 Districts, 37 road sub-projects, with a total of 48 RMGs by using the remaining fund from SDC that have been established. 204 women from poor families are RMG members to maintain the total of 193.5 km with a total US\$ 146,024.41 and ended in January 2021. To ensure the sustainability of RMG, thus this work was handed over to communities and concerned sectors to continue the activity by themselves based on the given agreement such as 1) Organizational Structure of the RMG and activities, 2) to Continue Road Management, and 3) the Coordination between the village office and the District Public works and Transport Office (DPWTO). This will be a helpful plan for both the village organization (VO) and the concerned sectors to have close coordination and monitoring to manage PRF's work in the communities.

The internal assessment (in Savannakhet and Saravanh provinces in March 2021) confirmed that the RMG has provided many advantages for the community as it can benefit women for income which help their family's living condition better, while women do not have to work on heavy machinery for the road maintenance work and the access roads to their community get improved in a good condition. In some provinces, it was reported that the husband or son in family members were helping women RMG members with the road maintenance in case of sickness or unhealthy or big removing of the landslide. It shows that RMG has been an important alternative income for families during the pandemic.

The PRF III Additional Financing (AF) sub-projects in the 12 target districts, which planned to be identified after the SHGs and VSMCs were formed and could identify the most needed infrastructure for their productive activities. Due to the second wave of the COVID-19 pandemic and lockdown in Lao PDR in early 2021, some activities were postponed to the next quarter, including the Village Development Plan (VDP) in 231 villages which will be organized during



July-August 2021, following by the District Planning and Coordination Meeting would be organized by mid-October 2021 and then the training on Environmental and Social Safeguard including FRM and DRM will be provided, together with survey design. If all plans are consecutive, the sub-projects could be implemented from late 2021 to early 2022.

For the **livelihood work**, we could implement SHGs activities in only 229 out of 231 villages (99.13%), due to these 2 villages are classified as not poor and exceeded criteria according to Decree 348 and the villagers agreed not to join livelihood activities under PRF. As of June 2021, a total of 970 SHGs had been established (84%) with more than 11,914 members, while 10,765 are female (90%) and 68% are ethnicity and about 60% are from poor and poorest families.

At the same time, a total of 1,354 villagers were selected to work for the Village Self-help Group Management Committees (VSMCs), of which 1,094 are women (81%), who have been assigned clear roles and responsibilities for leading SHGs and performance financial management including bookkeeping and accounting system. As of June 2021, the total savings are US\$ 108,936.85 the average savings per member is US\$ 9.14, and the size of monthly savings is US\$ 1.33/person/month compared to a minimum size of saving US\$ 0.58/person/month.

As of June 2021, a total of 1,354 VSMCs were on board for functioning and received training of Module 3 “Roles and Responsibilities of VSMC members and maintaining the Bookkeeping and Accounting systems of SHGs”. After Module 3 training was completed, 229 villages have been able to open their bank accounts for receiving seed grants from PRF, then the team will focus on seed grant loans taken by each member for livelihood activities such as animal raising, cropping, etc. The VSMC members will focus on monitoring the outcome of livelihood by activities, including the credit, repayment, dividend from SHG interest and income from livelihood activities in livestock and farming. To ensure that the project will ensure data entry in the new MIS system, which can access by all the stakeholders.

In terms of **Farmer Nutrition Groups (FNGs)**, diverse activities have been implemented including capacity building to key staff at the target district, particularly, the training for the District Nutrition Officers (DNOs) and NYGs on the B1 which included the topics of maternal and child nutrition, cooking with recipes for children aged 6-23 months, and how to organize FNG meetings, and the village orientation meeting was completely held in all 231 villages. There are 236 FNGs<sup>1</sup> in 228 villages (because 3 villages are pilot villages) with a total of 9,829 direct and indirect members from 5,542 households including 1,169 pregnant women; 856 lactating mothers, and 3,517 children 6-23 months, 3,434 mothers of 6-23 months, and 853 child-aged 0-5 months. Due to the outbreak of the COVID-19 in early 2021, it had some difficulties for FNG’s activity implementation. There is the restriction of lockdown between districts, villages in the province, so the villagers do not come out for their normal lives and the DNOs cannot work in the villages, so they delayed to update and enter data of FNG in May 2021. However, the data of FNGs has become updated again in June 2021.

During this reporting period, The budget of supporting FNG cooking activities has been completely transferred to 12 districts, 4 provinces with a total of LAK 1,021,626,000 to be implemented in 228 villages, an average of about LAK 4,400,000 per village. As of June 2021,

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<sup>1</sup> We based on the data in the MIS which appears 236 FNGs in June 2021.

there were 118 villages (51%) out of 231 villages implemented for FNG meetings and FNG cooking activities as regular 3 time per week.

**Nutrition Convergence Meeting** on SBCC delivery and WB multi-sector nutrition convergence (MSNCA). During this reporting period, PRF attended different meetings (quarterly and semi-meetings) under the Nutrition Convergence, where all convergence project task teams (RRPM, HGNDP/HANSA, SWSSHP, and PRF), PMUs, and MPI Coordinators update the implementation status of each project. In general, the nutrition convergence meetings discussed coordination and how to get to work together in the same geography in those 12 districts in the 4 target provinces. One of the key works that PRF had done so far is about the village scorecard that PRF already provided appropriate data and information to MPI who is leading this work. The MIS convergence is still challenging because each project developed its system to capture key data under the project's activities. During the half-year meeting (June 2021), the meeting agreed to suggest MPI/key convergence implementers make all developed convergence coordination and SBCC delivery guidelines, communication tools, MIS tools, same data code and household code that all project can use, and other tools developed up to date equally accessible for GOL and project task teams, and also suggested to have convergence meeting in each level frequently (national, provincial and district levels). This is important to avoid overlap work and ensure that beneficiaries will not spend much of their time attending the different weekly meetings. The PRF team developed a SBCC strategy for the nutrition activities for the PRF. The team also reviewed the service contracts with LFN, Click and LBD are not overwhelmed by frequent LBD and negotiated follow-up contract. high volume of data collection

**The grievances are a part of PRF's feedback** which are recorded into the MIS either by filling out an electronic form (using the existing forms that already developed online but developed to online application) on the application using mobile tablets or website or by directly sending SMS to the project-specific number. Feedback is from the villagers of the target villages, VITs, VSMC, participants of the meetings organized in the community. The number of received feedback has included requesting fund & technical support, compliment, complaint, and others, particularly in the 4 provinces covered by PRF III AF will be mainly trained on providing feedback into the data system, and the 4 provinces need to have fruitful data of the project implementation. During this reporting period, 324 feedbacks were received (63 requests for information about the work of PRF, 195 requests for further financial support from PRF, 09 requests for additional information, 48 compliments to PRF, and only 08 complaints including 2 complaints about the delay of the construction in Saravan and Sekong, 6 complaints about SHG activities in the 4 provinces (Details in 2.2.21). All complaints and feedback have been either resolved or responded to by reasonable explanation.

**Gender Equality and Social Inclusion (GESI):** During the implementation of PRF III (2017-2020), the Gender Action Plan has applied with different PRF's activities such as planning, implementation, operation and maintenance, RMG (100% women members), SHGs (90.67% women member), VSMC (65% are women), and FNGs (?). In livelihood work through the SHG initiative that strongly encourages women's participation as well as nutrition which focuses on supporting pregnant women, and lactating mothers as target priority which indicates that women are strongly involved. In June 2021, the operational structure of PRF III AF shows that PRF has 271 in total staff which included 96 females (44.24%) which is 14.24% higher than target while

26.73% of the total staff are from ethnic minority groups which are 3,60% higher than 2020. For 2021, Gender aspect will also be mainstreamed in all PRF's activities but we should have a GESI Focal Point staff to help in developing the strategy to promote the work on GESI which is a requirement detailed in the Project Appraisal Document (PAD No. 3134) that PRF should be aware of. This is also important to set up the focal point staff to support the GESI work during the period of PRF III AF.

**Environmental and Social Safeguard compliance:** During the implementation of all sub-projects in 2020, there was no issue concerning environmental and social safeguard policy. According to the assessment done by the Environmental and Social Safeguard Specialist (ESSS), both environmental and social safeguard compliance is satisfactory. To continue the work, the ESSS and the Quality Assurance Advisor (QAA) mandated by SDC will continue assisting in supervising and monitoring environmental aspects/compliance during sub-projects construction in the 6 provinces during the remaining months of PRF III's implementations, particularly, the implementation of 53 sub-projects under GoL's last batch financing LAK 13 billion which will be constructed during the second half of 2021 (Cycle 18).

To ensure the safeness of work, the PRF also coordinated with the National Regulatory Authority (NRA) on the process for obtaining a UXO clearance certificate even if the subprojects are small and focusing on rehabilitating and improving existing infrastructures for all 10 provinces. During this reporting period, the PRF obtained documents related to UXO clearance from UXO-Laos, a government-owned company to conduct a UXO survey and clearance.

**Financial Status:** 99% for the IDA credit 5827-LA equivalent 100% due to the conversion exchange rate from XDR to US\$ has fully been disbursed. For IDA credit 65060 the disbursement ratio reached 11% of the total budget PRF III AF. For the Swiss Agency for Development Cooperation (SDC) disbursement rate reached 95%; and for the COVID-19 project (funded by SDC) disbursement rate reached 99%, and the Government co-financing contribution reached 65% as of December 2020. By the end of 2020, PRF sent the request of US\$ 1.6 Million (or LAK 13 Billion) to the Government, which is the last commitment of the GoL's co-funding to PRF III, and it was officially approved by MPI in May 2021 for implementing 53 subprojects, 21 districts, 6 provinces. PRF then cooperated with the National Assembly to have an official document (detailed in the finance part) and then PRF can move to the next steps in getting a formal approval from SDC for the costed-extension of PRF III until June 2022.

**Monitoring and Evaluation system for the PRF III AF** had been developed and provided different data and information through the reports and meeting presentation to the Government, donors, and development partners including the convergence projects; in addition, different pieces of training (Regarding M&E tasks and MIS system with the form use, data collection and data entry to the system) to concerned staff in different levels were developed and trained, particularly at national and district level. This is important to ensure that all people understand at least the basic concept, needs, and continue to support M&E work during the project life. For the 4 provinces under AF, we focused on monitoring the data of livelihood through Self Help Group (SHG) and nutrition through farmer nutrition group (FNG) activities and ensure that all key data was entered

into the MIS system. In addition, the data related to capacity building and training, FRF, and others should be entered into the system. Key data of those activities have appeared in [www.prfmis.org](http://www.prfmis.org).

Due to the limitation of the existing MIS, it misses some key data related to the Self-Help Group (SHG) as well as the data on nutrition. As the PRF III, AF is more focused on Livelihood and Nutrition; therefore, the new MIS will need to prioritize the capturing of real-time data of various aspects of Self-Help Group (SHG), Producers Group (PG) and design appropriate system to capture systematic data of Nutrition activities such as the activities of the Farmer Nutrition Groups. The data will be entered in **Connect Online Connect Offline (COCO)** based software. The updated TOR had been made and the selected firm will be engaged to the created additional provision in the new MIS (otherwise called upgraded MIS) to capture SHG, PG, and Nutrition activities in the COCO method. The upgrading of the MIS will make it more accessible to more stakeholders to track project progress. It is expected that the completion of the procurement process and signing of a contract with the selected firm will be done by July 2021. The contracted firm will start the work by August 2021 and the final version of MIS (including field testing, training of project staff and YGs and finalization) will be submitted to PRF by the end of 2021, which is the period of the first repayment of SHG members in each target village.

### **Status of the Final External Evaluation of the Poverty Reduction Fund III**

By the end of 2019, PRF planned to conduct the impact evaluation of PRFIII. The objective of this evaluation's results and achievements, based on the project's relevance, effectiveness, efficiency, sustainability, and impact according to OECD/DAC criteria ([www.oecd.org/dac/evaluation](http://www.oecd.org/dac/evaluation)), and draw the main lessons learned. The evaluation should bring to light the main factors that have contributed to success or failure, and assess the sustainability potential of results and impacts beyond the project duration. Due to the impacts of the COVID-19 pandemic, there was a limited number of the international consultant to proceed with the work, during June 2021, there was one team to submit the REOI document to PRF, then the procedure of procurement work will be done by August 2021 and the evaluation shall be completed by the end of 2021 which will highlight .

### **COVID -19 Pandemic Prevention Project and COVID-19 impacts in 2021**

During this reporting period, PRF also focused on the implementation of the COVID-19 Pandemic Prevention Project, a total of US\$ 500,000 funded by SDC. This project was implemented from 17 August 2020 until 17 April 2021 lead by the Nutrition and Community Development Unit (NCD).). in 900 villages, 92 schools in 35 districts, 10 provinces with the total participation of 57,393 villagers who were representative of each household, from which 52% are women and 79% are ethnic, with a total of 454,572 beneficiaries which is 10.2% is higher than the target (406,999) in 900 villages, 50% of the total are women and 83.3% are from the ethnic group. Several key trainings were provided at local levels by experienced trainers from concerned Ministries and other relevant sectors such as Health, Women's Union, Education and Sports and Agriculture and Forestry including local governments at provincial and district levels. All training tools and technical lessons utilization are certified by the Health Department.

In addition, at least 3,082 Village Health Volunteers (VHVs now) have skills learned on in producing simple masks that can be utilize in their respective communities. Students. Students and teachers from 92 schools have acknowledged the safety measures and methods to protect

themselves getting the COVID-19, which would also prevent the virus to spread in the community. These people can also utilize their knowledge and skill in assisting other nearby villages. This activity also faced several challenges as it was prepared and implemented in a short period, which might miss some key activities and stakeholders that would link to unsustainability after the project closure. In consultation with MoH, the PRF were advised to utilize local textile for the making of the masks that are available in the villages/or at districts, thus providing additional income to local people and also ensuring the sustainability of the raw materials.

In early 2021, due to the second wave of COVID-19 pandemic in Lao PDR that extended lockdowns that caused some activities of PRF to delay the operation, thus the need to revise the schedules. PRF has closely coordinated with the government sectors to implement the COVID-19 prevention activity in terms of consultation, cooperation, and following up in the field. The Provincial and district governors strongly realized the importance of COVID-19 prevention in the communities when villagers are gathering for doing activities. The provincial governors of 10 provinces have issued the Notification of Lockdown the province to preventing and dealing with the COVID-19 Outbreak in the provinces such as Travelling restriction from province to province, district to district and village to village, 14 day-quarantine for the visitors, traveling out of the province for official matter need to have a certified document from the concerned organization, check-point is set in provinces, districts, and villages. The notification will be revised periodically based on how the COVID-19 outbreak situation is evolving. New Normal of working, online application is considered to be a key tool to that PRF's national office could provide different set of trainings to its local staff including young graduates that they can continue to provide to local communities.

The COVID-19 outbreaks in 2021 is causing high numbers of the Lao workers to return to Lao PDR (at least 250,000 people, age 17- 40 years old), unofficial news reported that about 15% of these migrant workers are infected by the COVID-19 virus, this would create a hard situation that the GoL has to consider for the solution, which associated income losses and unemployment which leads to increase poverty particularly in rural areas under the coverage of PRF. The Community-based Approach or Community Force Account (CFA) applied by PRF III has proven to contribute to employment creation, in response to unemployment generated by impacts from COVID-19. For example, in 2020, under the CFA work, 6% of total skilled labourers were the migrant workers in the target villages of PRF; and poor families in the targeted villages received income during the sub-project construction period (LAK 50'000/day for unskilled, and LAK 100'000 for skilled labourers) and another benefit is PRF have upgraded the skills of the returnees on the construction work by attending the skills labour training.

To overcome the unemployment and rural poverty created by COVID-19, GoL must take crucial decision to seek external support from potential Development Partners such as World Bank and others, is to provide the opportunity for the poor people in rural areas to improve people's living conditions as well as the economy, through the job creation opportunities under CFA experience, by enhancing community technical production capacity, and stable livelihood productivity under livelihood links to nutrition and working closely with local Government to

monitor and support the work at the local level. This is one topic to be discussed during the next PRF's Board Meeting which will be organized by August 2021.

### **Key activities from July-December 2021**

- Organize PRF's Board Meeting to discuss the progress work of PRF through 18 years of PRF and plan for future, also discuss the exit strategy of 6 provinces if no available budget to continue the work after 2021.
- The 6 provinces uncovered by PRF III AF, will focus on the implementation of 53 sub-projects under the last batch of the GoL's contribution to 53 villages of 21 districts, through a cost-extension of the PRF III operations funded by SDC.
- Support the External Final Impact Evaluation of PRF III Mission which will be conducted in 4 provinces as mentioned in TOR, including Louangnamtha, Louangprabang, Savannakhet, and Saravanh (not covering the PRF Component 4 and PRF Additional Financing), and follow-up the outcomes of the evaluation.
- For the 4 PRF III AF provinces: Self Help Groups are established in the first phase 229 villages and few SHGs have received Seed Grants to provide loan to their members. After receiving loans from SHGs, the SHG members will take up income generation activities (IGA) such as chicken raising, goat raising, pig raising, maize production, vegetable production, handicraft, non-farm enterprises, etc. In the upcoming half yearly plan from July to December 2021, the project will provide training and ensure adoption of animal raising techniques, crop-growing techniques, sustainable agriculture practices, use of biodiversity or eco-agriculture activities for pest management, vaccinations, processing, storage, identifying local, and urban market links through agribusiness enterprises, increasing financial assets, and access to finance. The Nutrition foods produced as part of the livelihood activities could – in addition to household food consumption be sold to the FNGs for the supplementary meals for children six months and pregnant women and lactating mothers. The farmer nutrition groups will work with service providers to introduce home nutrition gardening with nutrient dense and climate smart crops, multi-media peer learning for change of nutrition related behaviours in the 1,000 day window and introduce goat dairy under a “milking cook eat” scheme in some selected pilot villages.  
PRFPRF will ensure that all key data of FNG will be added to the new system.
- The village planning (For the first batch of 231 villages) will start in the second half of 2021, where the VSMC who will employ as VITs and will work closely with YGs, the type of sub-project will be smaller compared with traditional PRF and will apply the CFA approach which averages US\$ 14,500 per sub-project, which related to agricultural activities including the construction and innovation of weirs, ponds, canals, gates, spillways, livestock handling facilities, grain storage facilities, fencing, nursery construction, and other light structures like rural road improvement, and water support. The sub-project implementation would be started by the end of 2021 or early 2022 if the situation of the COVID-19 pandemic is resolved.
- For Nutrition convergence, PRF will continue coordinating with all convergence projects, particularly, the MIS data sharing, planning integration, SBCC, etc.

- It would be good to have a bullet point on M&E on the MIS, content on M&E Roadmap, etc.

## CHAPTER I: PROJECT BACKGROUND

The PRF III Additional Financing (AF) Project has been built on the successful experience of the PRF II and PRF III Phases. So far, the objective of the Poverty Reduction Fund (PRF) has been to improve access to services for poor communities and to create stronger links between the local government service provision and the aspirations of villagers. During 2020-2024, called the PRF III AF period, this project development objective remains relevant. However, to capture the increased emphasis on livelihood and nutritional outcomes, The Project's objective has been revised to, **“improve access to community prioritized basic services, as well as to support the production and consumption of nutritious foods in the Project's targeted poor communities”**.

In 4 northern Provinces, The PRF III AF will achieve the new livelihood and nutrition elements of the revised objective by i) providing capacity building assistance to form, nurture, and strengthen Self Help Groups (SHG) and Producers' Groups (PG); giving seed capital, technical assistance, to engage them in nutrition sensitive agriculture which will improve the production and productivity of crops, livestock, and non-farm activities for household consumption and sale to improve their livelihood and income; and ii) forming and strengthening groups of pregnant women and mothers with children under 2 years old to grow diverse and nutritious foods in their gardens, year-round, and to process and cook food for their own and their children's consumption.

### Fund Sources

The PRF III AF has a total envelope of US\$ 22,500,000 over a 4 year-implementation (2020-2023). While the main implementation period will be through the end of 2023, some financial work/audits will continue until mid-2024. SDC has supported US\$ 5,400,000 for the PRF III extension (2020-2021) as well as providing the SDC Additional Funding of US\$ 500,000 for the COVID-19 Prevention activity.

Table 1: Total budgets for PRF III Extension and PRF Additional Financing (2020-2024)

Source of Fund	PRF III's Extension in FY 2020-2021 (US\$)	PRF III AF Original Budget (US\$)
International Development Association (IDA), as the credit amount	-	22,500,000
Switzerland: Swiss Agency for Development and Cooperation (SDC)	5,400,000	-
SDC Additional funding for COVID-19 prevention outreach) <sup>2</sup>	500,000	-
Government of Lao PDR 2020*	1,625,000	-
Government of Lao PDR 2021*	1,625,000	-
<b>Total (US\$)</b>	<b>9,150,000</b>	<b>22,500,000</b>

\*Note: Excluding community contributions.

<sup>2</sup> Detailed progress on the implementation of Additional funding for the COVID-19 prevention shall be reported in a separate report.



*Source: PRF Financial and Administration Division*

The project's structure consists of four components, including Component 1: Community Development Sub-Grants, CFA approach will be applied to all sub-projects under donors' funding (28%); Component 2: Local and Community Development Capacity Building (5%); Component 3: Project Management (13%); and Component 4: Nutrition Enhancing Livelihood Development (54%) which are key project activities for this period.

The selection of PRF III AF target locations was prepared by each target district. As a principle, adjustments were made so the PRF III AF could continue to operate in the same geographical areas (10 of the 12 districts to be targeted under the PRF III AF were covered by PRF III). This built on the institutional capacity already established, and further developed the capacity of local communities and government authorities to collaborate for local socio-economic development in partnership.

For the selection of targeted villages of PRF III AF, the villages were selected based on one criterion – they are in the 12 nutrition convergence districts and not covered by AFN project, there is a total of 481 villages (the actual number is 465 villages) which will operate activities in two phases, one at the beginning and the second one after the second evaluation mid-line survey.

For the total villages that will receive sub-project, funding only one time in the period of PRF III AF, there are 361 out of 481 villages<sup>3</sup> (75%), the criteria of selection will base on the followings:

1. Percentage of poor households
2. No physical resettlement/consolidation of other villages to this village in the last and the next 4 years

In the 6 provinces (Louangnamtha, Louanprabang, Savannakhet, Saravanh, Sekong, and Attapeu) under the PRF III extension, funded by SDC in 2020, all key works had continued from previous PRF's structure and activities, including sub-project implementation (*including RMG, DRM, etc*), local & community capacity building, and project management cost. For sub-project selection, the existing KDP of PRF III was used and CFA had been applied to all sub-projects under SDC's funding in this Cycle 17. The budget ceiling had been reduced to about US\$ 14,500 to allow the implementation of more small-scale sub-projects by the community themselves, in line with the CFA approach.

In 2021, due to the last batch of the GOL co-financing of LAK 13 Billion (out of the total committed LAK..... ) which will support 53 sub-projects, in 21 districts in the 6 provinces, the PRF III will be extended until the end of June 2022, to ensure a smooth and effective implementation. The PRF operational costs (monitoring activities) for these government-funded sub-projects will be covered by SDC through an additional funding of about USD 395,000.

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<sup>3</sup> The actual number has 231 out of 465 villages, the number of villages was reduced due to the consolidation of village administration, Hydro Power Construction

## CHAPTER II: ACHIEVEMENT AGAINST RESULTS FRAMEWORK

### 2.1 Sub-Project Implementation Progress

In 2021, the COVID-19 pandemic situation continues and delays the sub-project implementation of Cycle XVII in 2020. However, PRF has followed up and supervised the activities regularly with the district team by having weekly and monthly meetings for consulting and reporting the implementation and finding a solution for problems encountered together. As a result, in June 2021, all 236 sub-projects (178 of SDC and 58 of GOL) had been completed and benefited all target villages.

The last batch of the GOL co-financing of LAK 13 Billion was officially approved by MPI on 25 May 2021 which supported 53 subprojects in 21 districts, 6 provinces; and in parallel, the SDC fund will support the management cost.

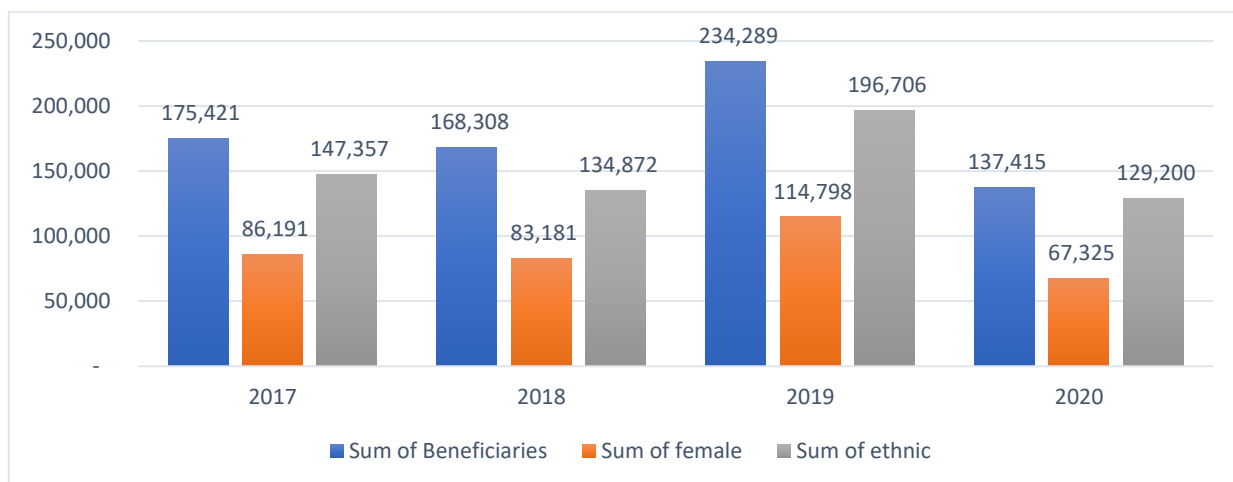
The sub-projects to be constructed in the 12 PRF III AF targeted districts will be identified only after the SHGs are formed and can identify the most valuable infrastructure for their productive activities. From July to mid-August 2021, the implementation of the village development plan will be completed in 231 villages, and the District Planning and Coordination Meeting will be done in mid-October 2021, so infrastructure will likely not be constructed until late 2021. Therefore, the beneficiaries of 4 AF Provinces in 2021 will be based only on the number of SHG members in this reporting period.

### 2.2 Achievements against indicators in PRF's Results Framework

#### 2.2.1 Direct project beneficiaries

In Cycle XVIII (2021), 53 sub-projects under the GOL co-financing of the PRF III are being supported in 53 villages, 21 districts, 6 provinces, reaching a total of 29,814 beneficiaries; 14,590 (49%) are females and 88% are from small ethnics. The beneficiaries of the 4 northern provinces will consider the benefit from livelihood and nutrition as well as infrastructure improvement linked to supporting the activities of both livelihood and nutrition which would be able to mention in December 2021.

Figure 1 Number of PRF's beneficiaries by gender and ethnic (2017-2021)



Source: PRF MIS System, June 2021

In terms of the achievement indicators, the cumulative numbers (from 2017-2020) of beneficiaries that the PRF is exceeded nearly 1.4 % the final target is 876,700 people while the actual number is 889,302. (Details of each indicator using the accumulated number is described in Annex 1)

### 2.2.2 Female beneficiaries (Percentage)

As mentioned above, the total number of beneficiaries of this year is 29,814 people which included a total of 14,590 females equivalent to 49 % which is 1% lower than the project's targeted indicator (50%).

Table 3: The sub-projects' female and ethnic beneficiaries in Cycle XVIII

Province	Village	#Sub-project	Beneficiaries		
			Population	Female	Ethnic
Savannakhet	14	14	8,778	4,264	5,096
Luangprabang	9	9	4,804	2,321	4,804
Luangnamtha	8	8	3,040	1,406	3,040
Saravanh	10	10	6,461	3,270	6,452
Xekong	8	8	4,014	1,846	4,014
Attapeu	4	4	2,717	1,483	2,717
Total	53	53	29,814	14,590	26,123
%				49%	88%

Source: PRF\_MIS System, June 2021

*In five years (2017-2021), mostly the indicator of female beneficiaries is between 49-50 %. In comparison, it is about 1% slightly lower than the target.*

### 2.2.3 Ethnic beneficiaries (Percentage)

Almost all of the subprojects are located in remote areas where the majority of the population is comprised of ethnic groups. In 2021, the total number of ethnic beneficiaries is 26,123 people equivalent to 88 % which is 18% exceeded the targeted indicator (70%). Please see details of table 3.

### 2.2.4 % Reduction in time to access a health facility (Percentage)

As mentioned in the last Annual Progress Report 2020, we used the data of four years between 2017-2020 to classify the percent of PRF beneficiaries (HHs) with access to health services in terms of the percentage changed in the estimated walking time in minutes to access the nearest health facility before the PRF infrastructure investment was operational and afterward, as estimated by a focus group of male and female village members. Since there was no dispensary construction, so we decided to maintain the same result as last year where the beneficiaries in the target villages (9 villages received dispensaries in PRF III), which confirmed that the time to access to health service can be reduced by 88% which 8% higher than the target of PRF III (80%).

### 2.2.5 % Reduction in time to access safe water sources (Percentage)

This indicator is used the % Reduction in time to access safe water sources. In terms of the percentage change in the estimated walking time (minute) to access the nearest safe water source

is 82% which is 2% higher than the target of PRF III (80%). We used the data stated in the Annual Progress Report 2020, since there was no collected data yet in 2021. For further information, we can base on the PRF III Impact Evaluation.

#### **2.2.6 % Reduction in travel time from the village center to Kum ban center due to road improvements (Percentage)**

As reported in the Annual Progress Report 2020, the percent of PRF beneficiaries (HHs) with access to all-weather roads in terms of the percentage change in the estimated motorcycle time in terms of minutes from the village center to the kum ban center before the PRF infrastructure investment was operational and afterward. During the year 2017-2020, we used 150 road sub-projects that PRF supported, the PRF II evaluation? result shows that the villagers can reduce 53.07 % of the time, which is 13% higher than the target of PRF III (40%). As there is no collected data in 2021, we based on the information stated in the report 2020.

#### **2.2.7 % Reduction in time to access improved schools (Percentage)**

This indicator was replaced by the percent of *PRF beneficiaries (HHs) reporting improved quality of educational facilities* in terms of the percentage change in the estimated walking time (minute) to access the nearest school before the PRF infrastructure investment was operational and afterward. We referred to the information reported in the Annual Progress Report 2020, as during the period of the PRF III, there were only 16 new schools constructed in 16 villages/hamlets that had never had a school/education system in their villages, the result shows that the children can reduce 83.9% of the time go to school (PRF, 2019), which is 3.9% higher than the target of PRF III (80%).

#### **2.2.8 % increase in children aged 6–23 months from Farmer Nutrition Group (FNG) households consuming foods from four or more recommended food groups.**

We will work with the Convergence team to find out the result of the baseline survey conducted in 2020, the percentage of children aged 6-23 months old, from Farmer Nutrition Group households who are reported to have consumed at least four out of the 9 food groups (using a classification of food groups based on international recommendations) during the 24 hours preceding the time of interview out of the number of children 6-23 months from households that are beneficiaries of the FNG activities.

#### **2.2.9 Kilograms of animal meat produced (number)**

In 2021 as some activities of livelihood are increasingly implementing in 229 villages, some loans have been released for SHG members in 12 villages, Houameung district, Houaphan province. In June 2021, the total kilograms of animal meat (chickens, pigs, fish, and goats) produced in 12 villages is 23,303 kilograms which are based on the average live weight per type of animal times the total number of each animal produced by SHG members. As the activities of livelihood are currently being accelerated in the target villages, and updated information on animal meat produced in 229 villages will be reported in December 2021.

Table 2: Number of Kilogram of animal meat produced of PRF

No.	Activities	SHG members	Loan taker by Activity	Total of Kilograms
1	The outcome from chicken raising	130	42	1,128
2	The outcome from pig raising	257	60	16,200
3	The outcome from goat raising	159	40	5,950
4	The outcome from fish raising	46	9	25
	<b>Total:</b>	592	151	23,303

Source: Livelihood Division\_PRF, June 2021

*Remarks: As stated in the Annual Progress Report 2020, the number of kilograms of meat produced in 2019 was 312,360 kilograms. In June 2021, the total of kilograms of meat produced so far during 2021 is 23,303 kilograms. Therefore, the total of meat produced from 2019-2021 is 335,663 kilograms which is lower than the target (527,219 kilograms). Due to the COVID-19 pandemic which caused the delay of the livelihood activity implementation for animal raisings in the villages, so there are not many kilograms of meat produced yet. Since all members have learned basic of livelihood in each module (1-4), thus we proposed to calculate the existing of live weight per type of animal times the total number of each animal produced, the number of kilograms will be higher than the target. We have assigned the staff to collect the kilograms of meat data of the existing animals that SHG members are currently producing.*

#### **2.2.10 PRF-built infrastructure of a functioning quality (Percentage)**

By June 2021, we followed non-functioning sub-projects damaged by the aging construction and natural disaster for rehabilitation. A total of 3,169 sub-projects out of 3,335 sub-projects constructed from 2012-2021(since PRF II) are considered to be functional and in good condition. 166 sub-projects were considered as not fully functioning, where 148 sub-projects (89%) of broken sub-projects have been repaired and reused, only 12 sub-projects had been operated in a period then they had been broken and unusable; only 4 unusable sub-projects after the completion. The reason behind sub-projects that are not functioning is due to the time used and occurrence of disasters beyond the capacity of the community to repair. Therefore, this indicator currently reaches 95% (against the target of 80%, exceeding the target of 15%). see Annex 2.

#### **2.2.11 Sub-Project activities implemented (number)**

From the year 2017-2020, the total of implemented subprojects is 1,405 which is comprised of 6 categories. As the figures shown in the table below, the water and sanitation sectors covered by the majority of 380 SPs (27%); following with the Public works and Transport (PWT) with 361 SPs (26%); Education sectors covered by 35% as the third follow; 122 SPs are relevant to Agriculture and Forestry, while the health sector had 2% and the only 1% of the Energy and Mining implemented (see details in the Table 5 below).

Table 3: Number of sub-projects implemented by sectors (2017-2021)

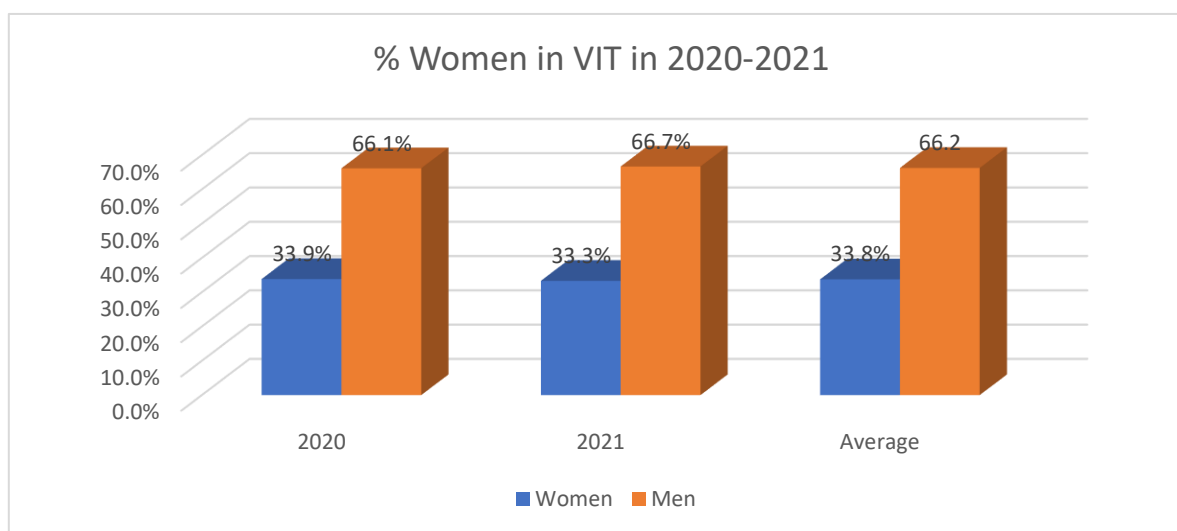
Sector	PRF III 2017-2019		PRF III AF (2020-2021)		Total # SPs	%	Total Budget	%
	# SPs	Budget	# SPs	Budget	# SPs	Budget	# SPs	Budget
Agriculture	95	2,021,485	27	4,188,312,204	122	9%	4,190,333,689	10%
Education	433	12,430,390	58	8,415,210,776	491	35%	8,427,641,166	22%
Energy and Mining	16	484,829	0	0	16	1%	484,829	1%
Health	30	792,749	5	876,576,939	35	2%	877,369,688	2%
PWT	281	9,377,827	80	12,582,024,950	361	26%	12,591,402,777	33%
Water & Sanitation	314	5,089,931	66	12,450,388,046	380	27%	12,455,477,977	32%
Grand Total	1,169	30,197,211	236	38,512,512,915	1,405	100%	38,542,710,126	100%

Source: PRF MIS System, June 2021

## 2.2.12 VIT members that are female (Percentage)

Gender equality remains a priority in the sub-project implementation for PRF. Therefore, This indicator is a new addition of the PRF III AF (2020-2024) which represents the percentage of females involved in the important role of the VIT management team. In 2020, there were 236 subprojects with 2106 VITs; 713 females (33.9%). In June 2021, the implementation of the 53 subprojects under the GOL fund, 477 VIT members are appointed, 159 are females (33.3%). On average, 33.8% of VIT members are females which is 2.8% higher than the target (31%). However, the final target should have at least 40% of the women should be involved in the VIT while in the year 2024 we expect to reach the target in those 12 districts in 4 provinces covered by PRF III AF.

Figure 2 Number of women in VIT members (2020 vs 2021)



Source: Monitoring and Evaluation Division, June 2020

Notice: Key responsibility of VIT detail in Annex 3

### 2.2.13 Number of women selected for RMGs who earn an income

The indicator indicates the data on the number of women earning an income comes from household surveys at baseline and end line. Data on the number of poor households comes from village level PRF poverty ranking. In June 2021 we referred to the information reported in the year 2020 such as the RMG Final Impact evaluation which confirmed that the program increased the probability of women becoming regular earners by 77%, in a context where earning opportunities are scarce: only 7% of women were engaged in non-household income-generating activities before joining an RMG. The program also raised the incomes of beneficiary households by approximately one-third. Much of this increase came directly from the women engaged in road maintenance: their monthly earnings increased by 175,000 LAK (\$19) on average. Interestingly, beneficiaries from relatively less poor households increased their average monthly earnings by 186,000 LAK (\$20), while the average increase for poorer participants was 164,000 LAK (\$18).

In addition, the Impacts of Road Maintenance Group (RMG), based on the final impact evaluation of this program shows that it significantly increased women's engagement in paid work, their earnings, and household income. Notably, the increase in household income was a large fraction of the wage payments made under the RMG program about 16 % compared with their previous, which suggests that it did not displace other income sources, but complemented them to raise household welfare (Road Maintenance Impact Assessment report, World Bank, 2020).

The follow-up assessment will carry out in August-October 2021 by World Bank (study "Maximizing Benefits of Public Workfare Programs Work for the Poorest in Laos.")

### 2.2.14 Percentage increase in irrigated areas (Hectares)

This indicator indicates the percentage increase in the area of land that is irrigated for agriculture or fisheries production as a result of subproject infrastructure investments. In June 2021, we referred to the information stated in the Annual Progress Report 2020. 14 irrigation systems supported in PRFIII were used to consider for the impact, we found out that those supporting sub-projects have provided a positive impact on agricultural activities, the hectares irrigated were increased by 49.7% compared between before and after supporting the irrigation system provided which is 0.3% lower than the target (details in Annual Progress Report 2020).

### 2.2.15 Households in PRF beneficiary villages voting for village priorities (Percentage)

This indicator represents % of households in PRF's beneficiary villages voting for village priorities. Between the years 2020-2021, there were 24,212 (92%) out of 26,333 households participated in voting for the village priorities which is 12% exceeded the target (80%).

Table 4: Households in PRF's beneficiary villages voting for village priorities (2020 vs 2021)

Provinces	2020			2021		
	Total HHs	Total HHs participate	% HHs in beneficiary villages	Total HHs	Total HHs participate	% HHs in beneficiary villages
Attapeu	3,188	2,582	81%	409	342	84%
Luangnamtha	1,475	1,306	89%	496	469	95%
Luangprabang	5,963	5,616	94%	701	683	97%
Savannakhet	6,981	6,877	99%	873	778	89%

Saravane	2,484	2,234	90%	1,444	1,444	100%
Sekong	1,795	1,474	82%	524	407	78%
<b>Grand Total</b>	<b>21,886</b>	<b>20,089</b>	<b>92%</b>	<b>4,447</b>	<b>4,123</b>	<b>93%</b>

Source: PRF MIS System, June 2020

#### **2.2.16 % of PRF Kum ban participating in the DSEDP process, promoting PRF village development plans/VIP (Percentage)**

We use the data of PRF III (2017-2019), the PRF team evaluated the data of all 43 districts of PRF III, an average of 80.6% of KDP priorities were included in the DSEDPs which is 5.6%, exceeding the target (75%).

*Remark: VDP or KDP is the key work of community-driven development, it requires strong support from the concerned ministry, especially the Ministry of Planning and Investment (MPI) and the Ministry of Agriculture and Forestry (MAF), to have coordinated and single planning that gathers the priority also from village level and integrates to district planning where each development partners can refer to and use in their planning. This would save both time and budget for rural development and poverty reduction of the Government and also ensure the sustainability of the work. It is important to raise this issue for discussion in the next PRF Board Meeting and also we can get information from the PRF III Impact Evaluation which is expected to be completed in 2021.*

#### **2.2.17 Households in PRF beneficiary villages satisfied with the participatory planning process supported by PRF III (Percentage)**

Based on the Technical, Utilization, and Beneficiary Satisfaction Assessment 2018 assessing various aspects of the beneficiary's satisfaction towards the support they have received from the PRF and the Government. 36 villages that had benefited from PRF III sub-projects were sampled covering various types of infrastructure. This study shows that 95% of the interviewed groups were fully satisfied with the planning process and its results, with only 5% of the interviewed groups indicating that they were marginally satisfied, which is 15% exceeded the target value (80%) of this year. Furthermore, we also expect to get more information to support this indicator after the final external evaluation of PRF III (2017-2021) is done by the end of 2021. In addition, we can also get information to reflect this indicators through the PRF's FRM, where communities shared and provided feedback about PRF in their community.

#### **2.2.18 PRF III sub-project prioritized by women (Percentage)**

During the planning process, priorities come from both women and men who discuss their needs in two separate groups. In PRF III (2017-2019), the total of 1,169 sub-projects where 1,092 SPs were involved by women (93%) which is 3% exceeded the target (90%). Duration of the PRF III Extension (2020-2021), a total of 276 out of 289 sub-projects were involved by women which is equivalent to 96% and is 6% exceeded the target indicator (90%). For the four provinces under AF, we will continue the same approach of the VDP system under former FRF, where the priorities are selected by separate groups of males and females, where 3 out of 5 village priorities should come from a female group.



Table 5: The percentage of PRF III sub-projects prioritized by women

Provinces	PRF III (2017-2019)				PRF III Extension (2020-2021)			
	Total SPs	Both	women selected	Cumulative number	Total # SP	Both	women selected	Cumulative number
Attapeu	55	49	2	51	34	33	1	34
Luangnamtha	56	50	3	53	32	29	0	29
Luangprabang	140	125	13	138	63	57	3	61
Savannakhet	191	172	14	186	74	74	0	74
Saravane	94	62	16	78	46	39	2	41
Sekong	87	76	7	83	40	36	1	37
Phongsaly	79	35	39	74	-	-	-	-
Oudomxay	157	97	35	132	-	-	-	-
Xiengkhuang	76	64	6	70	-	-	-	-
Huaphanh	234	204	23	227	-	-	-	-
Grand Total	1,169	934	158	1092	289	268	7	276
Achievement				93%				96%
Target				90%				90%
Exceed				3%				6%

Source: PRF MIS System, December 2020

**Remark:** During the implementation of PRF III (2017-2019), and also PRF III AF (2020-2024) the gender action plan is included in each step of activities, it was applied across each stage from planning, implementation, operation and maintenance, as well as in livelihood works through the SHG initiative that strongly encourages women participation. To monitor the gender action plan, the project has mainstreamed gender in the design, planning, implementation, and monitoring, and evaluation of the activities supported by the project.

## 2.2.19. Sub-projects prioritized by ethnic group (Percentage)

This indicator is the total of the number of sub-projects divided by a total of the number of highest sub-project priority projects identified by a group of ethnic participants during the community sub-project prioritization process. In 2020, there was a total of 16,449 ethnics involved in the sub-project priorities covered by 88% which is 18% higher than the target (70%). In 2021, the 53 sub-projects prioritization under the GOL co-financing has covered a total of 5,432 ethnics which is equivalent to 80% which indicated 10% exceeded the target (70%). Ethnic groups are the main priorities in the process of VDP and PRF has provided an opportunity for all ethnic groups in the target villages to raise their voices in planning.

Table 6: Participation of minority ethnic groups in planning village priorities

Provinces	PRF III (2017-2019)				PRF III (2020-2021)			
	# SPs	Total of P	Total of FP	Total of E	# SPs	Total of P	Total of FP	Total of E
Attapeu	30	1,831	1,137	1,675	4	334	164	334
Luangnamtha	24	1,084	502	1,084	8	1,284	637	1,284
Luangprabang	54	5,371	3,286	4,639	9	747	442	700
Saravane	32	2,558	1,492	2,401	10	1,592	900	1,549
Savannakhet	64	6,938	3,919	5,783	14	2,519	769	1,276

Sekong	32	917	491	867	8	302	154	289
Grand Total	236	18,699	10,827	16,449	53	6,778	3,066	5,432
%			58%	88%			45%	80%

*Remark: PRF MIS System, June 2020*

*Note: FP = Female Participation; P= Participant; E: Ethnic; SPs = Sub-projects*

## 2.2.20 Communities able to plan, implement and monitor their activities (Number)

In Cycle XVII (2020), there were at least 232 communities (where 236 sub-projects were located) were identified to be able to plan, implement and monitor their VDP and in Cycle XVIII (2021), as the last batch of the PRF III Extension, there are at least 53 communities were identified for the process of a plan and the implementation of the subproject (where at least 53 subprojects were located). Before implementation, several pieces of training will be provided for VIT members to ensure that they can manage and supervise the sub-projects implementation by themselves. In addition, training of O&M will also be provided for an appointed O&M village unit which will be able to support the community in the O&M tasks for their sub-projects.

Table 7: Number of communities able to plan, implement and monitor their activities

Province	2020		2021	
	# villages	# Sub-projects	# villages	# Sub-projects
Attapeu	29	30	4	4
Luangnamtha	23	24	8	8
Luangprabang	54	54	9	9
Savannakhet	62	64	14	14
Saravane	32	32	10	10
Sekong	32	32	8	8
Grand Total	<b>232</b>	<b>236</b>	<b>53</b>	<b>53</b>

*Source: PRF MIS System, December 2020*

## 2.2.21 Registered grievances that are addressed according to agreed procedures (Percentage)

FRM is one important pathway to follow up the feedback of PRF's activities in the target areas, it is important to ensure the transparency and accountability of PRF's work. The MIS System of FRM has been developed by using an electronic form (developed the existing forms of PRFIII) for data collecting of feedback through the online application by using tablets or website, feedback box, or by directly sending SMS to the project-specific number. M&E Division has provided training on how to use the tablet for collecting data in the field for 100 YGs at village level as well as PRF staff at Provincial and District levels with the total of 16 staff in 4 Provinces.

Feedback derives from the villagers of the target villages, VITs, participants of the meetings organized in the local community. The feedback consists of 1) requesting funds & technical support, 2). Compliment to the PRF, 3). Complaint (registered grievance), and 4) others relevant to the management and development in the community. During this reporting period, 324 feedbacks were received, including 63 requests for information about the work of PRF; 195 requests for further financial support from PRF and also donors; 09 requests for additional information, 48 compliments to PRF. We received 08 complaints (registered grievance), 3

complaints raised in the Saravanh and Sekong provinces, particularly the villagers who complained about the delay of the community water supply construction in Houaylai village, Toomlarn district, damaged intake of the gravity-fed system in Darkdieng village, Darkcheung district, and filling soil for land erosion protection of school in A-your village, Darkcheung district. There are 5 complaints related to the livelihood activities in the northern part, particularly, SHG loan at Phayai village, Nonghed district, reason of withdrawal SHG fund out of Thamsay village, Nonghed district, following up the SHG savings in Namor Neua village, Namor district, and another request is SHG members proposed for PRF to provide training on planting and livestock raising as soon as possible and they all can loan for implementing their activities. All complaints have been solved by concerned sectors accordingly.

Table 8: Classification of feedback received from January-June 2021

Provinces	Proposal	Request for fund	Request for more information	Compliment	Complaint	Others	Total
Attapeu	6	12		15			33
Huaphanh		3	1				4
Luangprabang	32	14		6			52
Oudomxay	4	1		15	3	1	24
Phongsaly	2	1	4				7
Savannakhet		129					129
Sekong	5	27	1	12	2		47
Xiengkhuang	1	3	3		2		9
Grand Total	63	195	9	48	8	1	324

Source: PRF MIS System, June 2020

Additional information: Mostly, the feedback links to the fund request from villagers as well as the local authority including the request of the provincial Governor, particularly, in those 6 provinces uncovered by PRF III AF, to request further support from PRF, due to the impacts of the COVID-19 pandemic created several issues related to poverty, unemployment caused of migration from Thailand and big cities in Laos. Therefore, all feedback and requests for the fund should be discussed with the Government, particularly, in the next PRF board meeting.

For the four provinces under PRF III AF, we should discuss among the convergence projects that work in the same target villages, especially, between PRF and RDPM, where the villagers compared about the incentive provided by PRF is lower than RDPM, then villagers in some villages do not want to involve cooking session of FNGs supported by PRF; thus, this is requested among project leaders to find appropriate solutions.

## 2.2.22 Individuals using loans from SHGs (Number)

This indicator shows the number of SHG members who took at least one loan upon approval of the PRF III AF Project. During this reporting period, there are 151 individuals using loans from SHG under the PRF AF support. By using an accumulated number of individual loans from the last year, PRF III is 10,113. To reach the target for the year 2022, at least 22,000 members should

take loans. Therefore, the PRF team, especially YGs, has to work hard to encourage the SHG members to take loans. Those loans are used for activities such as raising poultry, pigs, goats, and fish. The number of increased loan-takers from July to December 2021 will be reported at end of December 2021.

#### **2.2.23 VSMC members that are female (Percentage)**

The VSMC has an important role to be involved in supporting and supervising the SHG's activities as well as supporting and managing the deposit account for FNG's food subsidy, too. As of June 2021, VSMC has been set up in 229 villages (out of 231 villages for the first batch) with a total of 1,354 VSMC members, 1,094 females (81%) which is 16% higher than the target (65%). Each VSMC's structure is included 5 leadership positions appointed such as a Chairperson and four vice-chairs (See Annex 4).

#### **2.2.24 Farmer Nutrition Group member households (Number)**

In June 2021, the nutrition work has continuously been expended its implementation to the target villages. Farmer nutrition groups have been established in 231 villages of 12 districts, 4 provinces with a total of 235 FNGs with a total of 5,542 FNG members, which comprised of 1,169 pregnant women, 856 lactating mothers, and 3,517 Children 6-23 months and there are over 5,525 HHs involved in FNGs after setting the groups in November 2020-June 2021 which is 23 % lower than the target (7,200) (see Annex 10). The updated MIS system will be updated to capture additional information as mentioned in new TOR to improve the PRF's MIS system.

#### **2.2.25 SHG members who take at least two loans (Percentage)**

According to PAD 3134 of PRF III AF, this is a new indicator that informs the percentage of total SHG members who have borrowed at least twice from the SHG. This measurement does not require full repayment of the second loan, only the taking of the loan. Based on the data of PRF III, the number of SHG members who took loans at least twice is 5,716 out of 10,085 members which is 56.6%. In June 2021, there is not yet a report on the number of two loans takers. This indicator is challenging to reach the target of 80%. We will update the information at the end of December 2021.

## **CHAPTER III: PROGRESS AND ACHIEVEMENTS BY COMPONENT**

### **COMPONENT 1: SUB-GRANTS AND PLANNING**

During this reporting period, PRF focused on the implementation of the 4 northern provinces under the PRF III Additional Financing (US\$22.5 million) which mainly focuses on supporting the activities of livelihood and nutrition in 12 target districts while the small-scale sub-projects construction is related to the Agriculture and forestry and education sectors. For the six provinces uncovered by PRF III AF, PRF focused on the implementation of all delay sub-projects in 2020 (Cycle 17). For the second half of 2021, PRF will focus on the implementation of 53 sub-projects construction which is the last batch of the GOL co-financing in PRF III (LAK13 Billion).

#### **1.1.1 Community development and planning**

In June 2021, the planning was implemented in 231 villages under the PRF III AF. The VDPs of the target villages will be made after the set-up of SHGs and VSMC completed since the main emphasis of sub-projects is focusing on supporting the livelihood links nutrition activities, and CFA is used for a small scale infrastructure implementation. TOT on VDP was provided for concerned government sectors and PRF staff using the Planning guideline/method followed by a participatory planning manual from MPI. The process of the VDP and District Coordination Meeting will be done between July to October 2021. While the implementation of 53 sub-projects in the 6 provinces covered by the GOL co-financing will be used in the form of contractors for its construction.

#### **1.1.2 Engineering works (CFA, RMG, DRM)**

##### **1.1.2.1 Road Maintenance Group (RMG)**

After handing over the RMG work to the local authority. In 2020, under SDC financial support, PRF continued the activities under the Road Maintenance Group (RMG) work, covered 6 Provinces (in non PRF-AF provinces), 20 Districts, 37 road sub-projects, with a total of 48 RMGs by using the remaining fund from SDC that have been established, and 204 women from poor families are members to maintain the total of 193.5 km. with a total US\$ 146,024.41 and ended in January 2021. To ensure the sustainability of RMG, thus this work was handed over to communities and concerned sectors based on the given agreement such as 1) Organizational Structure of the RMG and activities, 2) To continue Road Management, and 3) The Coordination between the village office and the district Public works and Transport Office (DPWTO). This will be a helpful plan for both the village organization and the concerned sectors to have close coordination and monitoring to manage PRF work in the communities.

In addition, PRF has organized the workshop on reviewing and updating the RMG and CFA manual in March 2021 participated by the 6 Provinces. After the workshop, many comments have been shared based on the real lessons learned. As a result, the RMG and CFA Manuals have been revised and updated accordingly. So far both manuals have been done and ready to print out.

During the field trip assessment by PRF Central staff (in Savannakhet and Saravan provinces in March 2021) confirmed that the RMG has provided many advantages for the community as it can connect women for income which help their family's living condition better while women do not have to work on heavy machinery for the road maintenance work and the access roads to their community get improved in a good condition. In some provinces, it was reported that the husband or son in family members were helping women RMG members with the road maintenance in case of sickness or unhealthy or big removing of the landslide. It shows that RMG has been an important alternative income during the pandemic for the families. We visited Laxieng village at TaOy district (Saravanh), Ms. Yasom who was a member of RMG, expressed that since becoming a member of the RMG, she could earn more income to use for her family, including food consumption and some for chicken raising, for the long term she would sell to the market. In brief, the RMG program significantly increased women's engagement in paid work, earnings, and household income. Notably, an increase in household income was a large fraction of the wage payments made under the RMG program, which suggests that it did not displace other income sources but complemented them to raise household welfare.

In general, there is a comparison of the villages with RMG and the ones without the RMG, it is found that access road of the villages with RMG are much better road condition for villagers to travel for trading, to hospital, to the production areas. In addition, the village organization and authorities have ownership to mobilize and manage the villagers in the community to involve in RMG work, too.

#### **1.1.2.2 Community Force Account**

The impact of Community Force Account (CFA) which is considered to be the core of the CDD process is one of the successful stories. In the past, most sub-projects under PRF were carried out by contractors hired by the Village Implementation Teams (VITs). The contractors were responsible for the construction of the entire sub-project, while the communities were only involved in providing the community contribution in both kinds and labour, and in making the payments to the contractor. Here the community is involved directly in the construction of the sub-projects in their villages, by providing their labour, which in return they received a daily wage. In some sub-project cases, only material had to be sub-contracted to local suppliers, as they are not available in the villages. In the case of more complex sub-projects, some critical activities may also be sub-contracted to local contractors. This approach has benefits the community in the form of employment and income generation for skilled and unskilled workers from the community, as well as the strengthening of community skills in project management and implementation (CFA consultant, Serge Cartier, 2019).

The main success of the CFA model is the capacity of the skilled labourers to finish the sub-project construction with good quality. The skilled labourers are the factors to upgrade their skills, then the community selected two people to work for their villages, the selection process was a volunteer by comparing the experience of each candidate. The criteria of PRF set for the local community with minimum skilled labor related to the activities of the sub-projects for example, experience in the brick building, pipe fixing, and the ability to read and write...etc. these two people will sign the agreement with the head of the village for attending the training, and after finishing the comprehensive training course, the skilled labourers will receive the certificate issued by the Provincial Vocational School and they have to return home to build their infrastructures.

otherwise, they will be fined with a double cost for a 2-week training. Also, before starting the work, the skilled labourers will sign a contract for the construction of the sub-projects with VITs.

In 2021, a total of 178 sub-projects covered the SDC fund has applied the implementation with the CFA approach, and the subprojects are emphasized on small-scale constructions and some are for repairing and rehabilitation, using the community force account approach, by the end of June 2021 all 178 projects have been completed. However, compared to previous years, the construction was quite delayed due to the COVID -19 pandemic and lockdown of the provinces and districts. Even though there were some difficulties during the implementation, PRF was very eager to follow up and supervise the district team regularly to complete all activities. From a practical point of assessment, the use of CFA is an important work to support rural development and poverty alleviation with sustainability because the two selected labourers in the village receive subprojects on construction or renovation. They were trained from vocational schools in the province that gives knowledge, and skills of construction that will enable them to continue as subcontractors after ending the project. In addition, to create opportunities for poor families to have jobs to generate income from being a community worker/labour during the subproject construction. In general, all the incomes belong to the community truly, including the gain of the construction, facilitation, a stable occupation, income to the family, which benefits both directly and indirectly, and ownership follow the three built (San sang) of the government.

Based on the experiences of using CFA in the 6 provinces, the lessons learned of CFA have been brought for discussion and revision and the CFA manual has been revised accordingly to be applied in the implementation of the sub-projects in the 4 provinces covered by PRF III AF.

### **1.1.2.3 Quality Control**

Since the CFA approach requires a labor-intensive procedure, a new method for PRF, and whole the sub-project implemented by the community, so the quality of the subprojects is the main issue for PRF staff in 6 provinces. To ensure the quality of the subprojects, SDC hired the two consultants to work with PRF, a Quality Assurance Advisor (QAA), and an Environmental and Social Safeguards Specialist (ESSS) to monitor sub-project implementation and advise on improving procedures and quality. Based on existing quality control and ES Safeguards manuals, checklists were developed for sub-project design to be filled by the implementation teams at the village level. The Quality Control (QC) of the subprojects will be certified by 4 layers, for example, firstly the teacher at vocational school visit the construction site and on the job training and follow up during implementation, secondly, the VIT and community do the daily inspection, thirdly PRF Engineering staff will monitor in two times per week, fourthly the district authority visits for two times of implementation in beginning and before handing over the subproject to the community.

### **1.1.2.4 Disaster Risk Management and Emergency System**

Since the year 2009 Ketsana storm impacted the South of Lao, it flooded many provinces and PRF was involved in emergency recovery and bring build? back better. PRF has developed a manual, guideline, and various forms to work on the DRM, especially the construction of subprojects at a safe location and low impact to infrastructures. The DRM assessment form has been developed and trained for all staff in 10 provinces. At the beginning of 2020, PRF hired consultants to review the manual and guidelines, the manual was reviewed and developed into two guidelines, one was Disaster Risk Management and Emergency Management System (EMS). The two guidelines were applied and trained to all staff at 10 provinces, the EMS was a useful tool to use at the village level

for the emergency report to the center especially for bush fires and fast floods. At the end of 2020 World Bank hired other consultants to reviewed and improve the manual and adding the livelihood security part into the manual, four new posters for the community and VDO.

In 2021, there was a storm called “Kuguma” that passed through Laos from 11 to 14 June 2021. The storm passed through the target provinces of PRF such as Saravan, Savannakhet, Xieng Khouang, Houaphanh, Phongsaly, Luang Prabang, Oudomxay, and Luang Prabang. Each province got affected differently, but the most affected area is in Phoukhoun district in Luang Prabang province, which is a target district of the PRF. Seven villages were affected with some damages, such as some villagers’ houses collapsed, some paddy fields and vegetable gardens, some roads were blocked by a landslide, some accessed roads to the production areas were damaged. All information was received from EMS at the local base. For detailed information of each village, it is needed to have a specific budget provided for PRF staff for data collection.

During the survey and design period, the engineers will evaluate and mitigate the risk of the disaster impacts to the subprojects, and avoid the impact when designing the subprojects. To build capacity for district staff in 4 provinces, the PRF center will establish the districts and provincial team as focal points at each district, and report emergency cases. If PRF has sufficient budgets, the DRM team will also be set up at the village level for the emergency team and providing training on the DRM for the community. (see Annex 5)

## **COMPONENT 2: Local and Community Development Capacity Building**

In 2021, Capacity building activities remained the most important keys which mainly focus on strengthening the community’s capacity. During the last six months, various trainings, TOT, and workshop related to livelihood and nutrition activities have been conducted in different levels consisting of Project Orientation, technical training, CFA training, RMG training, DRM training, Livelihood, and Nutrition training through online application and face to face meetings in the coverage of AF, and PRF III extension which we can summarize as below:

- **For the 6 Provinces under PRF III extension**

In those six provinces, the capacity-building work concerned the operation and maintenance of all sub-projects of 2020 which continued until 2021, together with other training for COVID-19 prevention and other work related to meetings and the local authorities, which can summarize as bellows:

- During this reporting period, we also followed up on the status of all 284 skilled labourers under CFA’s approach supported by PRF, which included 17 labourers (6%) are migrating from big cities in Lao PDR and neighboring countries. In June 2021, after completing the construction under CFA supported by PRF, 138 out of 284 skilled labourers (49%) continued working on construction within villages and also villages nearby, which indicated those people become human resources, and contributed to their community development, they can be trainers to other villagers. In addition, they can earn income and increase job opportunities for the poor families in those targeted villages. The income-earning can use for food consumption, and some funds can use for animal raising such as poultry, which leads to improving living conditions.
- To ensure the sustainability of all 236 sub-projects (Cycle XVII) which are located in 232 villages, 23 districts in 6 provinces, before handing over to communities and local authority, the training of O&M was provided for all O&M committees with a total of 9,674



participants; 3,873 are females (40%) and 7,578 are ethnics (78%). These people will help to follow-up the work and take lead in maintenance when those buildings/infrastructures are broken.

- The training for COVID-19 protection was carried out which aims to support the GoL's effort to reduce epidemiological risks in the rural areas to save lives through awareness-raising, at the targeted villages on how to protect themselves from COVID-19 and any eventual communicable diseases; and transmission of other viruses. This was also conducted in the 10 provinces covered by PRF III in 2021. During this reporting period, the follow-up of the COVID-19 prevention related-activities was undertaken.

- **For the 4 Provinces under the PRF III AF (see Annex 6)**

In 2021, the activities of livelihood and nutrition are being increasingly implemented.

The objective of the PRF III AF is to **“improve access to prioritized basic services, as well as to support the production and consumption of nutritious foods in the Project's targeted poor communities.** Therefore, many concerned pieces of training have been provided in all levels as some samples below:

- TOT for 4 provinces on Village Development Plan method and DRM to concerned sectors, and PRF staff including YGs.
- Training on COVID-19 prevention in 248 villages of 4 provinces with a total of 17,644 participants; 10,904 are females (62%) and 62 % are ethnics.
- During the last quarter of 2020 and the early first quarter of 2021, Module 4 Training has been conducted for Livelihood and Nutrition YGs in target districts. The training was defined for 10 days which covered 5 topics of agriculture and 5 topics of livestock and veterinary and FIP. The training was conducted in a manner of exchange experiences among YGs and trainers from the Northern Regional Agriculture Extension Center and DAFO.
- The refreshing of Modules 3 (Training for SHGs on Fund management, accounting, and financial system) was also conducted based on questions and requests from YGs. It was planned that the training on Module 4 to SHG members be conducted in 2<sup>nd</sup> Quarter 2021, nevertheless, it was interrupted by COVID-19 pandemic across the country. PRF Staff will find another solution for conducting such training of Module 4 in the districts, and villages that are not classified as hazardous zone or “the Red Zone<sup>4</sup>”
- During the formation and performance of SHGs, YGs have been conducting training of Module 1 and Module 2 fortnightly meetings each month. So far, more than 8 times fortnightly meetings have been conducted and exceeded 6 times of ceiling before assessment for loan eligibility, and more than 90% of members attended their SHG fortnightly meeting. Module 3 of training has been gradually introduced to SHG members during SHG meetings for their understanding and for admission of the objective of establishment of SHG Scheme Savings, Core 5 principle of SHG Management, and benefits from being membership.
- The selected 1,354 Village Self-help Group Management Committees (VSMCs), of which 1,131 were on board for functioning and received training of Module 3 “Roles and Responsibilities and maintaining the Bookkeeping and Accounting systems of SHG

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<sup>4</sup> Red Zone is high Pandemic of COVID 19

Scheme Saving”. After Module 3 training was completed, 229 villages have been able to open their bank accounts for receiving seed grants from PRF. In addition, the VSMC will not only manage seed grants for SHG members but also help to manage cash flow for FNG’s activities. This means that VSMC will work closely with FNG committees in terms of financial management for FNG activities especially the cooking session for those 3 nutrition groups.

- Module 4 on FIP and Livelihood training have been planned to conduct in April 2021, but unfortunately, there was an interruption by a second wave of the COVID-19 pandemic and then spread over the country which caused the lockdown from April 2021 until now. So far, the only training proposal and budgets from each target district have been submitted to the PRF Central Office for further financial support. It is expected that once GoL announces unlock down and permission for traveling, and implementing outdoor activities, the District PRF Team together with technical staff from concerned DAFOs will then conduct the technical training of 5 Livelihood topics to VSMC and SHG members.
- Training on basic nutrition and cooking method for YGs
- Provided the village orientation on nutrition
- Training on Financial management for financial staff in 4 northern provinces (Phongsaly, Oudomxay, Houaphanh, and Xieng Khouang) on 23-26 February 2021 in Vang Vieng district, Vientiane province with a total of 25 participants, 11 females.
- Training on family investment plan for PRF staff at district and village level and staff from the District Agriculture and Forestry Office. (see Annex 7)

## **COMPONENT 3: PROJECT MANAGEMENT**

### **3.3.1 Finance and Administration**

#### **3.3.1.1 Government contribution**

During the three years of PRF III (2017-2019), the Government co-funding reached only LAK 22 billion out of LAK 48 billion full amount agreed, to implement only 78 sub-projects. The remaining budget of the GOL co-financing (LAK 26 Billion) was approved during the extension period covering period from January 2020 to June 2021. Later on, LAK 13 Billion was approved in late 2020 for 58 sub-projects. Finally in 2021, the amount of the last batch of LAK 13 Billion was approved by the Government for the implementation of 53 sub-projects which supporting only the sub-projects construction in the 6 provinces<sup>5</sup>. All activities’ implementation of the PRF III co-financing shall be completed in December 2021, and the PRF’s operational costs for the 53 sub-projects implementation will be supported by SDC. In conclusion, the Government has completely contributed the full amount of LAK 48 billion as agreed in the PRF III.

#### **3.3.1.2 Budgeting**

As per the agreement, the PRF has submitted to the donors the work plan and related budget for the PRF III AF fiscal year 2020 for a total budget of US\$ 13,150,127

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<sup>5</sup> Please add the name of the 6 provinces here.

The first draft of the Annual Budget and Work Plan for FY 2021 has been submitted to the World Bank since last December 2020 in a total budget: US\$ 7,746,959 and allocated in the 4 different project components as follows:

Component 1: Community Development Grants

Component 2: Local & Community Development Capacity building

Component 3: Project Managements

Component 4: Nutrition Enhancing Livelihood Developments

### 3.3.1.3 External Audits

The PRF Financial Audit of PRF III and PRFIII AF for the fiscal year 2020 (January 1 - December 31, 2020) was conducted during February - March 2021, with a report that was already submitted to the donors in June 2021, the Financial Audit has been submitted without the management letter on a key finding from the auditor.

### 3.3.1.4 Disbursement

As of June 30, 2021, the disbursement ratio reached 99% for the IDA credit 5827-LA equivalent 100% due to the conversion exchange rate from XDR to US\$ has fully been disbursed. For IDA credit 65060 the disbursement ratio reached 8% of the total budget PRF III AF. For the Swiss Agency for Development Cooperation (SDC) disbursement rate reached 95%; and for the SDC COVID-19 disbursement rate reached 94% and the Government co-financing contribution reached 65%.

**Table 9: PRF III Disbursement (as of June 30, 2021)**

<b>Fund Source</b>	<b>Total Budget Allocated (US\$ million)</b>	<b>Disbursement as of June 30, 2021</b>	<b>Disbursement (Percentage)</b>
WB (IDA credit 5827)	30,000,000	29,712,975	99%
WB (IDA credit 65060)	22,500,000	2,161,372	10%
SDC	18,000,000	17,175,293	95%
SDC COVID-19	500,000	470,000	94%
GOL	6,000,000	3,870,469	65%
<b>TOTAL:</b>	<b><u>77,000,000</u></b>	<b><u>53,390,108</u></b>	<b><u>69%</u></b>

*Source: PRF FA Division, June 2021*

During the reporting period, the PRF has preceded withdrawal application (SOE “statement of expenditure) from the donors for a “ total amount of US\$ 29,712,975 from IDA credit 5827; US\$ 2,161,372 from IDA credit 65060; US\$ 17,175,293 from SDC & US\$ 470,000 from SDC COVID-19 and US\$ 3,870,469 from Government contribution).

**Table 10: Summary of funding received and disbursed as of June 30, 2021 (US\$)**

<b>Fund Source</b>	<b>Fund Received FY 2017-2021</b>	<b>Expenditure FY 2017-2021</b>	<b>Percentage of expenditures</b>
WB (IDA credit 5827)	29,712,975	29,712,975	100%
WB (IDA credit 65060)	2,504,800	2,161,372	86%
SDC	17,975,000	17,175,293	96%
SDC COVID-19	470,000	470,000	100%
GOL	3,870,469	3,870,469	100%
<b>TOTAL:</b>	<b><u>54,533,243</u></b>	<b><u>53,390,108</u></b>	<b><u>98%</u></b>

Source: PRF FA Division, June 2021

During the reporting period (January-June 2021), PRF has spent US\$ 1,819,960 including US\$ 278,160 to support sub-projects and village planning (9%). US\$ 283,593 was disbursed for the capacity building (62%). US\$ 666,670 was used for project management activities (38%) and US\$ 591,537 supported Livelihood and Nutrition activities (15%).

**Table 11: Expenditures by component (January-June 2021) in US\$**

<b>Description of Component</b>	<b>Budget for 2021</b>	<b>Expenditures to June 30, 2021</b>	<b>Percent expended (%)</b>
Community Development Grants	2,951,072	278,160	9%
Local&Community Development Capacity building	457,700	283,593	62%
Project Management	1,734,707	666,670	38%
Nutrition Enhancing Livelihood Development	3,883,687	591,537	15%
<b>TOTAL</b>	<b><u>9,027,166</u></b>	<b><u>1,819,960</u></b>	<b><u>20%</u></b>

Source: PRF FA Division, June 2021

### 3.3.2 Monitoring and Evaluation

To ensure the effectiveness and efficiency of a project, it is strongly required a good monitoring and evaluation system, related to a good combination of different factors, including a clear objective, good result-based budgeting, and good performance management. During this reporting period, the Monitoring and Evaluation team provided different pieces of training (regarding M&E tasks and MIS system with the form use, data collection, and data entry to the system) to the concerned staff at different levels, particularly at national and district levels). In addition, this is important to ensure that all people understand at least the basic concept and continue to support M&E work. For the 4 provinces under AF, we focused on monitoring the data of livelihood through Self Help Group (SHG) and nutrition through farmer nutrition group (FNG) activities and ensure that all key data was entered into the MIS system. In addition, focusing on encouraging YGs to enter data in the system and also others should be entered into the system.

In responding to the agreed action of mission in November 2021, the M&E team incorporated with the project management team to identify the roles and responsibilities of all staff (detailed M&E activities for each project staff/implementers from local to national level, particularly at the provincial level who will help M&E team to check data and work as M&E focal person at the provincial level. At the national level, the M&E focal group has been set up, a representative of each division and unit involved in the group and do M&E work related to their activities. The M&E and consultant continued to discuss and finalize the M&E manual and also develop tailor-made guidelines for staff involved in M&E at the local level (district and village). The Guideline for SHG Performance Appraisal including the initial and periodic Assessments (for VSMCs and YGs) has been developed and tested in Oudomexay province, and next step we will conduct this assessment in other provinces. M&E team will continue training? local staff and community to understand the basic concept and how to provide appropriate data and information to reflect the outcomes of PRF.

### **3.3.2.1 Management Information System**

PRF will upgrade the existing MIS system to a new MIS, the new MIS captures the data on a real-time basis and the project team can access the project implementation information as and when required and it is expected to enhance the overall performance of the project by building a strong system of accountability, transparency, and responsive project management. (see Annex 8)

In June 2021, In PRF III AF the MIS has been developed a lot and the MIS system ([www.prfmis.org](http://www.prfmis.org)) is currently functioning including various data entries ([www.admin.prfmis.org](http://www.admin.prfmis.org)) as they have appeared on much data of SHGs and FNGs have been entered into the MIS system accordingly. Trained YGs can enter data by themselves and more data of the implementation of livelihood and nutrition activities have appeared in the online system which others can access the data. However, M&E Division oversees the data entry regularly with YGs and adapts the system accordingly based on the problems encountered to get MIS operated properly. During the reporting period, some key results were done which can be summarized as follows:

- 90% of young graduates could collect and enter the data of actual implementation into PRF MIS web base via tablet by themselves,
- 90% of the data was entered onto PRF MIS web base on time,
- 90% of the entered data on the PRF MIS web base was correct with quality, and
- 100% of PRF staff in all sections can use PRF MIS data for routine jobs, analysis, and reports.

### **3.3.2.3 Reporting System**

During this reporting period, the report structure has been developed and shared with the PRF staff at the provincial and district level, particularly with YGs in the 4 provinces. As the activities of livelihood and nutrition are being implemented continuously. It is very necessary to update those activities through the report on time, captured all key points, and problems encountered/challenges through the channels of the MIS system, and a written report. Through the discussion with the district staff, it is agreed that all reports of work will be shared with the central by monthly.

### 3.3.3 Procurement

From January to June 2021, the Procurement Unit has accomplished several activities as follows:

1. Conducted the procurement process for a non-consulting service provider on Home Nutrition Garden through direct selection method with Lao Farmer Nutrition Group, subject to the post review by the World Bank, for which the Request for Bids was prepared, and sent to the Lao Farmer Nutrition Group by the end April 2021, and the contract expects to be signed at the end of June 2021.
2. Conducted the procurement process for a non-consulting service provider on Multi-Media on Nutrition Peer Learning through direct selection method with CLICK Agriculture and Rural Development Service, subject to the post review by the World Bank, for which the Request for Bids was prepared, and sent to the Lao Farmer Nutrition Group by the end April 2021, and the contract expects to be signed at the end of June 2021.
3. Conducted the procurement process for consulting service on External Financial Audit through direct selection method with Ernst & Young Lao Co.; Ltd. The contract expects to be signed at the end of June 2021.
4. Completed the World Bank Post Review in January 2021 for the contracts awarded during the period of the 1<sup>st</sup> February 2020 – 31<sup>st</sup> December 2020
5. Completed the procurement process for the selection of the project staff for the Central, Provincial, and district levels, and including the post of young graduates, for which most of the position requirements as specified in the structure have been completed.

### 3.3.4 Human Resources/Staffing

In alignment with the operational structure of the PRF III AF, 217 positions are holding at the Central Office, 35 districts under 10 targeted Provinces. Currently, female staff reaches 44.24 %, which is higher than the target of about 14.24% while ethnic group staffs show 26.73 % of the total staff. Of course, women and ethnic groups are always encouraged to apply for PRF positions.

**Table 12: Number of staff in all levels (2021)**

Location	Total	Female	Male	Ethnic group
Centre	25	5	20	3
Huaphan	46	20	26	7
Xiengkhouang	38	23	15	13
Oudomxay	13	7	6	2
Pongsaly	47	18	29	30
Louangnamtha	8	3	5	1
Louangprabang	10	8	2	0
Savannakhet	10	6	4	0
Saravan	8	1	7	0
Sekong	7	2	5	1
Attapeu	5	3	2	1
<b>Total</b>	<b>217</b>	<b>96</b>	<b>121</b>	<b>58</b>
<b>TOTAL %</b>	<b>100%</b>	<b>44.24</b>	<b>55.76</b>	<b>26.73</b>

*Source: Human Resource unit, June 2021*

Regarding staff turnover recordings from January-June 2021, the percentage of change reached 6.45 %, which is equivalent to 64 staff who ended their contract in 6 provinces, including 11 women (see Annex 5). However, Since the PRF III AF was initiated following the operational structure, most tasks have been carried out locally at the village level. Supervision and oversight are mainly provided by central and district level officers and their government counterparts as needed, with a provincial coordinator and assistants at the provincial level to help and facilitate communication between the central and district offices. PRF III AF staff at the district level report to the district coordinator, provincial assistant, Central level staff report to their head of division or unit, and the head of division reports to the executive director. The decentralized structure has provided effective and efficient assistance and services to communities in the planning and implementation of community-driven development and livelihood and nutrition activities. (see Annex 9)

### **3.3.5 Communication Technology and Information**

#### **Information Education and Communication (IEC)**

- Develop Communication Technology and Information Strategic Plan 2021-2025
- The daily articles and photos related to PRF work at all levels were released on PRF Facebook and website around 90 articles with 6,300 like; 2,700 shares during January to June 2021. In addition, local journalists got the content of the article from PRF Facebook and website and then published it on their media as well.
- Completed designing of the poster on Livelihood and Nutrition encouragement for 4 provinces 12 districts PRF III Additional Fund.
- Completed producing a clip-on pig disease protection for 4 provinces 12 districts PRF III Additional Fund which will be used for the training course of pig raising activity.
- Completed cooperation with IT through updating, uploading, and maintaining the PRF website.

#### **Information and Technology Works:**

- Regularly providing services and maintaining the use of IT equipment at Central, Provincial, District, and community levels as well as online meeting and training of PRF activities;
- Improved Using manuals and training on the use of Zoom and WebEx for central and provincial staff if needed;
- Completed update a manual on IT and rules and regulations for effectively using the computer for PRF staff;
- Completed develop manual on using Tablet and developed rules and regulations for effectively using the tablet for PRF staff at 4 provinces PRF III, Additional Fund;
- Completed update a manual on Using and maintaining ICT at all levels including Young graduate;
- Improved online conferencing tools, equipment, and software to use them more efficiently.

## **COMPONENT 4: LIVELIHOOD AND NUTRITION**

### **4.1 Livelihood**

In 2021, the formation, nurturing and strengthening of Self Help Groups (SHG) has started in 229 villages. The four module institution building trainings are going on to strengthen the SHGs. SHGs are already started inter-lending from their Saving Funds to cover their minimal requirement in

health, education, consumption expenditure. Processes like Family Investment Plan (FIP), Micro Investment Plan (MIP), and SHG assessment is carried out to access Seed Grant from the project. Few SHGs in the initial pilot villages Seed Grant has been disbursed and SHG members have received loans from Seed Grant to start their planned income generation activities as per FIP. The production of crops, vegetables, chicken, pigs, goats, fish, etc. will leads to consumption of nutritious food and marketable surplus will be sold in market in remunerative prices to increase income. Nutrition Sensitive agriculture is also prioritized in the FIP and supported by technical training on income generation activities on chicken raising, pig raising, goat raising, fish farming, vegetable production, rice production, etc. are planned sequentially to contribute to nutritional outcomes.

So far, many activities of SHGs have been implemented which can be summarized as follows:

**SHG formation and Saving:** Since December 2020, 140 PRF field Staff (including 40 District PRF staff, 55 LYGs and 45 NYGs) in 12 Districts have completely set up with the formation of 936 SHGs in the 229 villages which is less than the target of 231 villages or 99.13 % from the target villages. As these 2 villages are classified as not poor and exceeded criteria according to Decree 348. Since then, the formation of SHG is an ongoing process until during the first quarter of 2021. As of June 2021, the total number of SHG in 229 villages is 970 SHGs with 11,914 members which was declined by 61 members or -0.51% from the original 11,975 members in Dec 2020. Among the total numbers of members, there are 10,721 female members or 90.32%. In addition, among 11,914 SHG members of 970 SHGs have selected 1,354 SHG members as part of 229 VSMCs, of which 1,094 are women (81%), 26% higher than target (65%), who have been assigned clear roles and responsibilities for improving SHG performance and ensuring financial management including updating bookkeeping and accounting system on a regular basis. As of June 2021, the total savings are US\$ 99,690. The average savings per member is USD 8.34, and the size of monthly savings is US\$ 1.33/person/month (12,749 Kip) compared to a minimum size of saving US\$ 0.58/person/month (5560 kip).

*Table 13: Number of SHGs and SHG members in June 2021*

Provinces/Districts	#villages	#VSMC Members	#SHGs	#SHG_Members	#SHG_female Members
Huaphanh	64	393	270	3,197	3024
Oudomxay	19	114	95	998	994
Phongsaly	81	490	344	4,517	3757
Xiengkhuang	65	357	261	3,202	2990
Grand Total	229	1,354	970	11,914	10,765

*Table 14: Number of SHG members*

Provinces	#SHGs	#SHG Members	#SHG_Member_Saving	
			(LAK)	(US\$)
Huaphanh	270	3,047	377,435,000	41,026
Oudomxay	95	998	54,969,000	5,975
Phongsaly	344	4,511	248,671,000	27,029



Xiengkhuang	261	3,202	241,810,018	26,284
Grand Total	970	11,758	922,885,018	100,314

Note : The exchange rate : US\$ 1 = LAK 9,200)

Source: [www.prfmis.org](http://www.prfmis.org) (June 2021)

For the 3 pilot villages, the first seed grants were delivered in December 2020, however, VSMC urged 76 members (69 females) to repay loans from savings of US\$ 2,500 before delivering loans from Seed Grants. The Seed Grants of US\$ 20,326 were delivered to 100 SHG members in March 2021, Loan takers agreed to pay interests in advance of US\$ 1,847, and this money was used for the loan to 7 members more. Therefore, the total number of loan takers is 151 members, and the total loan is US\$ 22,173.

#### 4.1.1 Community Grants

The process of collecting the SHG members' needs for the Seed Grants has started in March 2021 which were collected by types of Livelihood Activities selected by members. The proposed amounts of seed grants were summarized by SHG Leaders and endorsed by VSMC. The summary of proposed seed grants has been submitted to the PRF Central Office for approval since April 2021 for further procedure. It was planned that during the 2<sup>nd</sup> Quarter 2021, the considered seed grants amounting to US\$ 1,3 million will be timely disbursed to 970 SHGs comprising of 11,914 members in 229 Villages. Unfortunately, due to second wave of Covid, the Authorities have announced for lock-down and traveling to and from provinces, districts, and villages were prohibited. The table below shows estimated budget of Seed Grants by provinces which are based on SHG's requirement.

Table 15: The summary of Seed Grants planned to be delivered to 970 SHGs in project villages

Provinces	# Vill done SHGs	# SHG	# Total members	# Female member	Seed Grants USD
.Huaphanh	64	270	3,197	2,980	373,884.00
Oudomxay	19	95	998	994	119,760.00
Phongsaly	81	344	4,517	3,757	465,120.00
Xiengkhuang	64	261	3,202	2,990	340,325.00
Grand Total	229	970	11,914	10,721	1,299,089.00

Source: [www.prfmis.org](http://www.prfmis.org) , June 2021

#### 4.2 Nutrition Works

From January to June 2021, District Nutrition Officers (DNOs) and NYGs have been trained on the training of B1 which included the topics of maternal and child nutrition, cooking with recipes for children aged 6-23 months, and how to organize FNG meetings) and the village orientation meeting was completely held in 231 villages, 12 districts. As of June 2021, there are 236 FNGs and 5,542 FNG members including 1,169 pregnant women, 856 lactating mothers, and 3,517 children aged 6-23 months. The budget request for FNG's food subsidy has completely been transferred to 12 districts with the total amount of US\$ 111,046 for implementation in 228 villages. 118 villages (51%) out of 231 villages are implementing the cooking activity of the FNG. (see Annex 10)

The pilot of buffalo dairy raising in Homphan village has reached the final stage of the process, and lessons learned have been made for the implementation of such activities in the future. But to find other alternatives for the community, goat milk is one option to promote for children food because the nutritional value and the amount of milk produced between buffalo milk and goat's milk are not much different. In addition, Goats are also common in rural areas, the cost of raising goats is not high comparing animal dairy between buffaloes, cows, and goats. (see Annex 11)

#### **4.2.1 Lessons learned and Challenges of the FNG villages**

- The implementation of the FNG meeting (Cooking) of 231 villages was quite delayed during the COVID-19 pandemic, so to accelerate the implementation move forward for YGs to be more active to mobilize the communities to start the implementation as soon as possible.
- Some remained problems are there are some staff resigned and it takes time to train for new staff to understand all work well.
- The use of mobile phone projectors seems not suitable for the local condition with the effective outcome and a long-termed utilization.
- The pilot of buffalo dairy is still in the continuation. As all buffaloes are normally fed in the wild, so it is very hard to change their behavior to be milking buffaloes, and the places for growing grass for buffaloes are also hard to find in the communities, too as most of the village land is reserved for cropping already.
- Setting up an FNG is difficult because some villages have few members (2 to 6 people), but others have too many members (more than 40), in which case it will be difficult to hold group meetings. Some villages have many hamlets far from the central village, in which case additional FNG settings and additional cooking sets are required.
- Some villages have two clusters far from each other about 4-5 kilometers, so it is hard for FNG members to join for cooking one place and some villages have two clusters that have different ethnic languages, so it is hard for them to join the activities and to communicate with each other in a group activity.

#### **4.2.2 Multi-Sector Convergence**

**Nutrition Convergence Meeting** on SBCC delivery and WB multi-sector nutrition convergence (MSNCA). During this reporting period, PRF attended different meetings (quarterly and semi-meetings) under the Nutrition Convergence, where all convergence project task teams (RRPM, HGNDP/HANSA, SWSSHP, and PRF), PMUs, and MPI Coordinators update the implementation status of each project. In general, the nutrition convergence meetings discussed coordination and how to get to work together in the same geography in those 12 districts in the 4 target provinces. One of the key works that PRF had done so far is about the village scorecard that PRF already provided appropriate data and information to MPI who is leading this work. The MIS convergence is still challenging because each project developed its system to capture key data under the project's activities, During the half-year meeting (June 2021), the meeting agreed to suggest MPI/key convergence implementers make(s) all developed convergence coordination and SBCC delivery guidelines, communication tools, MIS tools, same data code and household code that all project can use, and other tools developed up to date equally accessible for GOL and project task teams, and also suggested to have convergence meeting in each level

frequently (national, provincial and district levels). This is important to avoid overlap work the same target villages and ensure that beneficiaries will not spend much of their time attending the different weekly meetings.

In addition, the meeting agreed to set up the convergence focal persons based at national, provincial, and district levels, they will help for coordination among the convergence work in the same level.

During this reporting period, the meetings of M&E including MIS Convergence have been organized, for example, 1) The meeting between PRF, MPI, and expert to discuss on village scorecard, Nutrition Convergence Indicators, Mapping of the PRF activities on the spreadsheet, MIS data, and others. 2) The meeting to discuss the data use in PRF's MIS with other convergence projects is organized on monthly basis. The meetings aim to bring together all the NC projects to present their MIS system and identify the linking areas that can allow the data to be exchangeable and interoperable.

The PRF will propose to i) develop joint district and village work plans (online and in paper format), and ii) a web page featuring meeting minutes and an option to download all convergence manuals for easy reference, etc. PRF field staff received complaints from villagers that training and M&E from different convergence projects are time-consuming and could be better coordinated.

## **CHAPTER IV: SPECIFIC ACTIVITIES**

### **4.1. Social and Environmental Safeguard Information**

In 2021, the last grant of the GoL co-financing of PRF III was approved with a total of LAK 13 Billion to implement 53 subprojects. SDC will finance the PRF operational costs for the implementation until the completion by the end of 2021. In the meantime, SDC and the mandated ESSS and QAA consultants asked for reviewing the quality control of the design and the safeguard, DRM, and UXO clearance before starting the construction. The assessment forms of Environmental and Social Safeguard, DRM, and UXO clearance were collected from the field and submitted to SDC and consultants to review for approval. After they reviewed these designs, BOQ and safeguard documents, the consultants recommended modification of some design details to insure greater reliability and recommended reviewing the community contribution in a few projects where it is more than the 10% allowed in PRF. The consultants also checked and review UXO clearance certificates for sub-projects construction, for instance, the subprojects that requires excavation and digging. During the construction, the contractors will pay attention to the safeguard monitoring and checklist for the Environmental Code of Practice (ECOP) and this checklist will be combined into bidding documents for contractors to follow. All the recommended design modifications were implemented by PRF Engineering teams and issues identified in safeguards addressed. There are 53 sub-projects under GOL's funding will be implemented from July 2021 and all of those sub-projects will be completed by the end of 2021.

Table 16: Summary of sub-projects impact affecting households, assets and land in 2021

No	Descriptions	Number	Remark
1	Total target District	21	
2	# Target Kum Ban in the 21 Districts	51	
3	# Village in targeted Kum Ban	53	
4	# Village Resettlement in target Kum Ban (in the list of GOL Plan) <sup>6</sup>	0	
5	# Of total approved Sub-Projects in DSEDP	53	
6	# Sub-Projects	53	
7	#Of village beneficiaries	53	
8	#Of ethnic village beneficiaries	50	
9	# Household beneficiaries	4,447	
10	# Population beneficiaries	29,814	
11	# Female beneficiaries	14,590	
12	# Ethnic beneficiaries	26,123	
13	# Sub-project effected to Personal Property or Land (SP)	-	
14	# HHs were affected	-	
15	# Personal Land was affected (m2)	-	
16	# Personal property (teak tree) were affected (#tree)	-	
17	# HHs affected < 5% compared to their holding land	-	
18	# HHs were affected <5% is voluntary contributed	-	
19	# HH affected > 5% compared to their land and have compensated	-	
20	# HH affected > 5% and got compensated	-	

Sources: *Community Engineer Division, June 2020*

Remark: During this reporting period, there is no new civil work implementation yet, thus no related land acquisition and donations report mentioned in FRM during the last six months. More information of safeguard will be updated in the next report (Annual Report 2021).

#### 4.2. Gender Equality and Social Inclusion (GESI)

During the implementation of PRF III (2017-2020), the gender action plan has been applied with different PRF's activities such as planning, implementation, operation and maintenance, RMG, SHGs, VSMC, and FNGs. In livelihood work through the SHG initiative that strongly encourages women participation as well as nutrition which focuses on supporting pregnant women and lactating mothers as target priority which indicates that women are strongly involved. To monitor the gender action plan, the project has mainstreamed gender in the design, planning, implementation, and monitoring, and evaluation of the activities supported by the project.

In June 2021, the operational structure of PRF III AF shows that PRF has 271 in total staff which included 96 females (44.24%) which is 14.24% higher than target while 26.73% of the total staff are from ethnic minority groups which are 3,60% higher than 2020. For 2021, Gender aspect will

also mainstream in all PRF's activities but we should have a GESI focal point within the PRF to help in developing the strategy to promote the work on GESI, which is a requirement detailed in the project appraisal PAD No. 3134 . This is also important to set-up the focal point staff to support the GESI work during the period of PRF III AF ( see Annex 12).

#### **4.3. Donor missions, cooperation, and partnerships**

On 14-18 June 2021, due to the restriction of the COVID-19 pandemic, the Virtual Mission of the implementation support for the Poverty Reduction Fund III AF project was conducted by the World Bank. The main objectives of the mission are to work with the Ministry of Agriculture and Forestry, in particular, the Poverty Reduction Fund team to:

- Review the progress to date on the activities of the project including the status of the agreed actions from the last implementation support mission in November 2020;
- Assess the fiduciary, and environments, and social safeguards performance of the project;
- Assess the key achievements and factors, and agree on an action plan to ensure smooth implementation of project activities;
- Discuss the implementation and collaboration with the Ministry of Planning and Investment and the World Bank-financed Nutrition Convergence projects and
- Introduce the new Co-Task Team Leader.

During the mission, the PRF team (Key staff from the Division and Unit) presented the implementation progress of the PRF III extension in 6 provinces covered by SDC and PRF III AF under the World Bank fund in 4 provinces. All the implementation progress of components 1 to 4 have been reported. In addition, there is also the Presentation and discussion on the COVID-19 impact of returning migrant workers and the meeting on collaboration and cooperation on WB financed nutrition projects. The mission was pleased with the overall early implementation of the PRF III AF as the PRF team managed to overcome delays due to the pandemic situation and the project continues to be on track to reach its project development objectives (see Annex 13)

One important agenda was on June 18, 2021, the mission team was very pleased to have an opportunity to meet with H.E. Dr. Phet Phomphiphack, the Minister of Agriculture and Forestry, and his team to discuss the status of PRF III as well as present the initial findings of the literature review on the impact of COVID19 on returning migrant workers and their host communities. Furthermore, the Minister also expressed his satisfaction with the positive progress of the PRF program as a priority of MAF's agricultural development plan and that the GoL agreed to continue to support PRF, and requested donors considering to continue supporting the six provinces uncovered by PRF III AF, particularly, the remote areas along with border parts with neighboring countries. In addition, the China-Laos railway which will be completed by the end of 2021, would suggest supporting those districts along the railways that they can access to loan/credit to do their livelihood activities for trading (export), this would be an important perspective to earn income and benefit from the railway. Last but not least, the minister expressed his appreciation for the World Bank's support for additional research to examine conditions at the village level, especially among returning migrant workers due to the COVID-19 situation in remote areas and among ethnic groups. Learning the results of the research will be useful for addressing the impacts of the pandemic on rural poor communities and households including those labor migrants from Thailand. For the next PRF Board Meeting, the minister confirmed that it should be organized

very soon when the situation of COVID-19 is in better condition and several issues about PRF and the direction of MAF can be discussed during the meeting (proposed time in August 2021).

**About the partnership** with a multi-sector nutrition convergence program financed by the World Bank, PRF attended different meetings (quarterly and semi-meetings) under the Nutrition Convergence, where all convergence project task teams (RRPM, HGNDP/HANSA, SWSSHP, and PRF), PMUs, and MPI Coordinators to update the implementation status of each project and harmonize the implementation plans together to avoid duplicated work in the same target areas and try to link data in the same page in term of developed convergence coordination and SBCC delivery guidelines, communication tools, MIS tools, same data code and household code that all project can use, and other tools developed up to date equally accessible for GOL and project task teams, and also suggested to have convergence meeting in each level frequently (national, provincial and district levels).

In addition, PRF also coordinates closely with MAF and other government line Ministries, in particular with the MPI to strengthen the work coordination of exchanging information and aligning the implementation with the government development plan. During a meeting with the Department of Rural Department and Cooperatives (DRDC) at MAF and the Department of International Cooperation of MPI, several points were agreed that the coordination mechanism for community and District level work would need to be enhanced. During the upcoming quarterly (July or August 2021 as planned), the PRF will propose to i) develop joint district and village work plans (online and in paper format), and ii) a web page featuring meeting minutes and an option to download all convergence manuals for easy reference, etc.

One of the most important issues that have been raised with the MAF is to organize the PRF Board Meeting as soon as possible as PRF Board Meeting has not been organized for years, so many PRF work issues and activity plans need to be revised and set up the obvious action plan for PRF III AF.

#### **4.4. Other activities uncovered by PRF III AF**

##### **4.4.1. COVID-19 project activities**

During this reporting period, PRF also focused on the implementation of the COVID-19 Pandemic Prevention Project, a total of US\$ 500,000 funded by SDC to implement the work from 17 August 2020 to 17 April 2021. By April 2021, this project had been successfully implemented in 900 villages, 92 schools in 35 districts, 10 provinces with the total participation of 57,393 villagers who are the representative of each household, of which 52% are women and 79% are ethnic, with a total of 454,572 beneficiaries which is 10.2% is higher than the target (406,999) in 900 villages, 50% of the total are women and 83.3% are from an ethnic group. Several key trainingd were provided at local levels by experienced trainers from concerned Ministries and other relevant sectors such as Health, LWU, Education and Sports and Agriculture and forestry and Education sector at provincial and district levels. All training tools and technical lessons utilization are certified by Health Department.

In addition, at least 3,082 Village Health Volunteers were trained on how to produce simple masks that can use in their communities, students and teachers in 92 schools have acknowledged the measures and methods to protect and prevent themselves from the serious pandemic as COVID-19. These people can also utilize their knowledge and skill in other villages nearby their

communities. Together with positive outcomes, this project also faced several challenges to overcome the situation, since the project was prepared and implemented in a short period, which might miss some key activities and stakeholders that would link to unsustainability after the project closure. Moreover, all the masks were made during the project training from white cloth procured by PRF at the Vientiane office, thus, the PRF team was advised to look for, in consultation with MoH, local textile available in the villages/or at district, for villagers to use for future masks making, this is important to bring the income to local people and also ensure the sustainability of this project activities. More details of the activities progress and outcomes can be found in a separate report *“Final Project Report on the implementation of the COVID-19 Pandemic Preventions through Awareness Raising in the targeted areas of PRF III”*, April 2021.

In early 2021, due to the second wave of COVID-19 pandemic, come with several lockdown announcements, which caused some activities of PRF could not operate according to the schedule. PRF has closely coordinated with the government sectors to implement the COVID-19 prevention activity in terms of consultation, cooperation, and following up in the field. The Provincial and district governors strongly realized the importance of COVID-19 prevention in the communities when villagers are gathering for doing activities. The provincial governors of 10 provinces have issued the Notification of Lockdown the province to preventing and dealing with the COVID-19 Outbreak in the provinces such as Travelling restriction from province to province, district to district and village to village, 14 day-quarantine for the visitors, traveling out of the province for official matter need to have a certified document from the concerned organization, check-point is set in provinces, districts, and villages. The notification will be revised by each period based on how the COVID-19 outbreak situation. New Normal of working, online application is considered to be a key tool to that PRF’s national office could provide different training to local staff including young graduates that they can continue to provide to local communities.

## **CHAPTER V: CHALLENGES ENCOUNTERED IN PRF III AF**

### **5.1. Key Challenges**

During this reporting period, the second wave of COVID-19 in Laos caused many activities of PRF could not be proceeded according to the schedule. Higher migration from neighboring countries and big cities get back to rural areas linked to the high number of unemployment leading to increase poverty. In this difficult situation, the budget of the GoL to support rural development work is limited. Therefore, it would suggest having external support for both budgeting and technical aspects.

By the end of 2021, if we could not find the additional budget to cover PRF activities in the 6 provinces, we have already informed the PRF Board and the local authority about the strategy to exit as soon as possible . This is challenging that for the rural development of Lao PDR, through the increasingly high poverty and development gap between urban and rural areas of Laos. Therefore, it is necessary to find additional funds from different donors and also the Government contribution to address this issue and ensure that PRF can continue its work for at least 3-5 years, which is considered to be a tool to contribute to poverty reduction and leave out the list of LDCs by 2026 and SDGs by 2030.

Furthermore, over 18 years of PRF (2003-2021), this project is still mainly based on donor-based assistance regarding financial assistance and using project staff. So, the question remains who will continue the work (follow up and monitoring) when ending financial support, this is important to specify clearly in the exit strategy. Next, the PRF CFA model may be only applicable to PRF financial policies but it is not applicable in current Lao government financial policies. Even though PRF has implemented the CFA projects in many villages, arguing that this approach that can be applied across rural Laos is also questionable due to different local contexts need specific attention and assistance, it is suggested discuss among policymakers in Lao PDR or propose to introduce in the rural development plan.

During the first half of 2021, in those **4 Nutrition Convergence Provinces**, the coordination among the projects funded by World Bank is considered to be a challenge. One of the issues is about the incentive provided by each project at a different rate, if lower rate, causing that villagers in some villages did not want to involve some PRF's activities for example the cooking session. This is important that each project should work together and find a solution for future implementation. Furthermore, it is suggested to improve the coordination mechanism, work plan, and data among Nutrition convergence projects, this is important to ensure the quality of work and avoid any overlap works in the same villages.

## **5.2. Sustainability**

The sustainability of work has required the involvement of government and non-government organizations, innovative project implementation mechanisms, capacity building, and targeting of vulnerable groups are all instrumental in the success of rural development through community participation, which had a positive impact on individual and community well-being, on the provision of local government services, and in reducing poverty. Additionally, the capacity of the local community is essential to successful rural development under PRF, thus, capacity is more than simply resources, it also includes motivation and commitment, which in turn, require appropriate incentives at all levels (Hatthachan, 2020). Therefore, this would suggest the following:

- 1) To have a serious consultation meeting with the Lao government bodies regarding the roles and responsibilities of PRF in rural development. There is a need of having permanent institutional and financial assistance from the Lao government to fully apply the CFA approach;
- 2) Integrate financial policies for small-scale projects between the PRF and the Lao government. The policy should be connected and interchangeable. Otherwise, the PRF CFA and SHG models are meaningless and cannot be practical after ending financial support from donors. Etc.
- 3) MAF to collaborate with Financial Institutions of GoL such as Nayobay Bank, Agricultural Promotion Bank, etc.. to boost investment of small agriculture-livestock producer groups across PRF's districts and villages. So far, PRF and Nayobay Bank, and the other two technical departments<sup>7</sup> of MAF have initiated the pilot collaboration called Four Partnership Credit to Producer Groups in Oudomxay Province. Now the Initiative of Four Partnership Credit to Producer

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<sup>7</sup> Departments of Rural Development and Cooperation and Agriculture Extension and Processing



Groups is pending from approval of MAF's Minister.

### **5.3. Exit Strategy Plan and Request by Local Authority**

According to the Exit Strategy plan, if there is no available budget, by the end of 2021, we have to close all activities in the six provinces, which will be brought to discussion in the PRF Board Meeting which is planned to organize in August 2021. During the mission in June 2021, the TTL/World Bank team had a great opportunity to discuss with the Minister of MAF, one topic is about closing PRF in those six provinces uncovered by PRF III AF. Minister acknowledged the support of the World Bank and SDC in rural development and poverty reduction through the PRF's implementation if that is possible, the minister requested the team to consider the additional budget to continue the work in those six provinces, and also some funds to promote the productivities for the trading of communities living along the railway, which expected to complete by the end of 2021. In addition, he also requested the World Bank team to consider some funds to recover the situation as the impacts of COVID-19, which could use the experience of PRF, through the job creation and citizen participation link to livelihood and nutrition improvement. This is important to discuss in the next PRF's Board Meeting.

## **CHAPTER VI: PLANNED ACTIVITIES AND BUDGET FOR JULY-DECEMBER in 2021**

**Key activities in 2021**, for the six provinces covered by the GOL co-financing, PRF will focus on sub-project implementation of 53 subprojects to ensure that the sub-project construction can start in 2021 and be complete in December 2021, including the smooth handover of the sub-projects to district and provincial concerned-departments, and the gradual closure of the PRF local offices. In addition, for 4 provinces under PRF AF, PRF focuses on follow up the implementation of the activities of livelihood and nutrition such as FNGs, SHGs, and other activities are expanding to the target villages as well as following up the implementation of the sub-projects construction linked to supporting the activities of livelihood and nutrition.

At present, the VDP is being implemented in 231 villages and plan to be done in October 2021. In addition, For the issue of closure of the six provinces will be further discussed in the PRF Board Meeting which expects to be organized in August 2021.

**For the 4 AF provinces**, we will focus on livelihood and nutrition which cover the following activities home plot gardens, fodder gardens, animal raising (poultry, pigs, fish, frogs) vaccine chain management, seedling nursery, cattle pens, horticulture crops, fruit trees, non-timber forest products, improved rice varieties, handicrafts..etc., to ensure the quality of work, PRF will cooperate with concerned sectors to provide training on animal raising techniques, crop-growing techniques, watershed management, natural resource management, use of biodiversity for pest management, vaccinations, processing, storage, identifying local and urban market links through agribusiness enterprises, increasing financial assets and access to finance. The goal of this work is to ensure that livelihood activity should be able to provide supplementary meals for six months to target groups and can reduce the number of stunted children in those targeted areas.

**The village planning** will be started after the formed SHGs and FNGs have been trained and VSMC who will employ as VIT established to work closely with YGs. The VDP, KDP, and the District Coordination Meeting will be done in 231 villages from July-October 2021. The type of

sub-project will be smaller compared with traditional PRF and will apply the CFA approach which averages US\$ 14,500 per sub-project, including weirs, ponds, canals, gates, spillways, livestock handling facilities, grain storage facilities, fencing, nursery construction, and other light structures like rural road spot improvement and water support.

The detailed work plan of division and unit from January-December 2021 (Annex 14).

### **6.1. Finance and Administration plan for 2021**

- Regular documentation of expenditures incurred at least one withdrawal application every three months or monthly to keep the Designated Account active.
- VIT training on Finance and Procurement to communities.
- Study visit on the implementation of CFA for communities.
- PRF staff refresher training Provincial and District FA & Microfinance.
- Supporting Services (Staff performance review and renew contract).
- Equipment (procurement process).
- Works (office maintenance).
- Incremental Operating Costs.
- Preparation report of the Annual Budget and expenditure progress of 2021.
- Submission of Interim unaudited financial report (IFR) for the period (April – June 2021) to the donors (WB) by Jul 15, 2021; period (Jul – Sept 2021) to the donors (WB) by Nov 15, 2021; and period (Oct-Dec 2021) to the donors (WB) by Feb 15, 2022;
- Preparation of Annual budget and work plan of FY2021-2022.
- Preparation report of GOL SP of cycle17 to Department of Rural Development and Cooperatives, MAF and MPI
- Preparation of the PRFIII AF replenishment document for IDA 6506
- Preparation of Financial statement and supporting documents for External audit and Donor inspection FY2021 for PRFIII + PRFIII AF, SDC funding, and COVID-19 source.
- PRF FA/FM supervision to the target areas twice a year.
- Preparation of closing 6 PRF provinces and district office and hand over all activities to Local government.
- Preparation of PRF Board meeting

### **6.2 Procurement and Human Resource**

The Procurement Team plans to carry out the following activities:

- Prepare the Sub-Project Procurement Plan of CycleXVIII under GoL/SDC fund to be implemented in 6 provinces (Luang Prabang, Luang Namtha, Savannakhet, Salavan, Sekong, and Attapeu);
- Prepare the Sub-Project Procurement Plan of CycleXVIII under IDA fund to be implemented in 4 provinces (Houaphan, Xiengkhouang, Oudomxai, and Phongsaly);
- Organize procurement training for Village Procurement Team before conducting the procurement process of sub-project of CycleXVIII;
- Assist the Village Teams to conduct the quotation opening and the evaluation process for sub-projects in CycleXVIII.
- Complete procurement for the printing of the cooking book
- Complete procurement of Lao Buffalo Dairy Farm for Animal Dairy
- Complete procurement of Click for Multi-Media Peer Learning

- Complete procurement of LFNN for Home Nutrition Garden
- Complete procurement MIS consultancy

### **6.3 Work Plan of Information Education and Communication (IEC)**

- Continue Develop Communication Technology and Information Strategic Plan 2021-2025
- The daily articles and photos related to PRF work at all levels will be developed for disseminating or sharing through Facebook (PRF Fund) and uploads to PRF Website as well as sent to newspaper organizations which is a partnership with PRF targeted 1 news for two days,
- Develop short video clips about 2-5 minutes to support the PRF (1) PRF principles; (2) CFA, RMG, and also CDD research, (3) Livelihood, Nutrition, and GESI, (4) Meetings, Workshop, training, and capacity building, (5) Progress of implementation and the success story of PRF project activities. The short video clips are for national and local institutions as well as public information dissemination including concerned sectors, and people. The model SHG, model Beneficially of PRF of Livelihood, Nutrition and capacity building activities would be developed which uploaded on PRF website and Facebook as well for uploads to PRF Facebook, PRF Website.
- Design and printing orders services from Nutrition, Livelihood, and Community Engineering well be developed if any requested from the sectors
- Summary of all documents for support distribution to the participants of PRF Training, meetings and Workshops as requested from organizers of PRF sectors.
- Organize IEC Refreshing training and monitoring and evaluation for district staff and the young graduates of 4 provinces 12 districts PRF III Additional Fund.

- **Work Plan of Information Technology (IT)**

- Collect all documents and information from each sector at PRF Center to save and store in the Hard disk;
- Improve all IT manuals and rules and regulations for organizing Refreshing training on IT for PRF Provincial, District and Village staff in 4 PRF III, AF provinces;
- Regularly providing services and maintaining the use of IT equipment at District and community levels as well as online meeting and training of PRF activities;
- Improve Using manuals and training on the use of Zoom and WebEx for central and provincial staff if needed;
- Improved online conferencing tools, equipment, and Software for efficiently use in the conference, meeting, training, or workshops
- Update, upload, and maintain PRF website
- Provide services for maintaining and resolution IT problems as requested from PRF staff at all levels
- Work in collaboration with MIS consultancy to ensure smooth upgrading and usage of MIS.

### **6.4 Monitoring and Evaluation**

- M&E team will focus on the MIS up-gradation and data entry of all the SHGs which expected to be done in 31 October 2021.
- Follow up with an external consultant to carry out the PRFIII External Impact Evaluation during July-September 2021.
- Adoption of tools to assess the quality of training and evaluate skills adoption

- Community monitoring and evaluation supporting (internal evaluation for indicators)
- Monitoring and Evaluation Capacity Building /Training
- Community assessment/SHG & FNG performance training
- MIS Online Improvement and training (Form use & data checking) (July and December 2021)
- Other Consultant (If needed)/ SHG/FNG performance evaluation
- Follow up the activities implementation in 4 provinces under AF (July-December 2021).
- Semi-Annual Report and Annual report of PRF in 2021.
- Providing training to responsible persons in 6 provinces during the Transition Monitoring and Evaluation Mechanism
- Enhancing the M&E manual and developing additional M&E tools. It includes developing develop tailor-made guidelines for staff involved in M&E at the local level district and village. (March 15, 2021)
- Provide the training for all concerned staff on their role in M&E (including top management if feasible) once each staff roles and responsibilities have been defined in detail. It entails developing a capacity-building plan, training materials for the training of trainers, training for LYGs and NYGs, and other local staff contributing to M&E activities (August 2021).
- M&E will emphasize not only the implementation of FNGs, but we will actively follow up the data entry of FNGs as well as the Nutrition Home Garden and the use of the projector mobile phone for multi-media peer learning ( see Annex 16)

## **6.5 Agriculture and Livelihood work**

From July-December 2021, the key work of livelihood will focus on various activities in 231 villages to strengthen SHGs as well as VSMC which can be summarized as below:

- Collaborate with M&E on MIS Improvement
- Participation and contribute to Convergence Meetings based on calls from the task-force
- Provide training of Module 4 (4.1 Family Investment Plan and 4.2 Technical training on income generation activities such as chicken raising, pig raising, goat raising, fish farming, duck farming, vegetable production, rice production, etc.,) to SHG members
- Regular follow up by Young Graduates to support the 11,914 SHG members (of 970 SHGs) such as (a) adherence of HaCommon Principles i.e., regular meetings, regular savings, inter-lending, on time loan repayment, regular bookkeeping (b) SHG assessment, Family Investment Plan, Micro Investment Plan (c) Seed Grant disbursement (d) Adoption of techniques and practices in Income Generation Activities
- Provide Capacity Building and other training on the job to YGs on relevant topics and Formation and Management of the Producers Group.
- Assessment of potential SHG members for formation of Common Producers Group
- Provide PG management training to 25 formed PGs in the first 100 villages
- Rolling out of CRP drive (30 September 2021)
- Providing Cashboxes and other accessories to SHGs for safe handling of cash
- Publishing newsletter on successful case studies  
( see Annex 15 for details)

## 6.6 Nutrition

The key works of nutrition are now focusing on providing training (ToT) for District Nutrition staff and YGs. The main activities of nutrition included Farmer nutrition groups, Home nutrition gardens, Multi-media Peer Learning which will be implemented from January to December 2021 can be summarized as below:

- Continue monitoring the budget use of the initial food subsidy for 6 months after transferring it to all districts (July-December 2021)
- Providing the training A3 “fish power and other food processing for GOL and PRF/YG, and implementation of the designer for FNG cooking book and M&E materials such as Home Visit Sheet (July-August 2021)
- Continue the activity of Buffalo Diary/goat raising for milking Technical Consultancy by LBDF
- Providing seed/seedling for home nutrition garden
- Providing training 1 and 2 on the seasonal agricultural crop for dry and rainy seasons for FNG members
- Home nutrition garden support contract, 4 years (Direct contract, CLICK)
- Continue the multi-media peer learning support contract (Direct contract, CLICK) in July-August 2021
- Continue the implementation of the VDP of 231 villages, KDP, and District Coordination Meeting between July-October 2021
- For Nutrition convergence, PRF will continue coordinating with all convergence projects, particularly, the MIS data sharing, planning integration, BSCC, etc.
- SBCC strategy on nutrition translated, launched and communication activities started
- LFN and Click delivering pieces of training in MMPL/HNGs ( October 8, 2021)
- Lao buffalo Diary starts roll-out “milking-cook-eat”
- A consultant hired to document recipes with pre-mix, fish powder, and goat dairy for video series/cooking book
- Pilot District and village calendars for better coordination of NC projects
- Nominate gender focal point  
( see Annex 16 for the FNG Record Sheet)

## 6.7 Community Engineering

The work plan of the Community Engineering team is divided into two parts, including the plan for 6 Provinces under the SDC extension fund, and 4 Provinces under PRFIII-AF. The implementation in the 6 Provinces will mainly focus on Safeguard, DRM, and QC which can be summarized as below:

### 1. Safeguard

- To coordinate with the contractor by following up the sub-projects construction to ensure that the social and environmental issues of the target villages are not affected by the construction as agreed plan.
- To ensure that the VIT and village organization can follow up the social and environmental safeguard in the community while the sub-projects construction is being implemented

### 2. Quality Control (QC)

- To follow up with the contractors to ensure that the quality of the sub-projects construction is followed by the agreed QC.

### **3. Disaster Risk Management (DRM) + EMS**

- M&E: The Damage Assessment function integrated with the MIS system. Several additional options are recommended and will be defined in detail.
- The DRM assessment methodology is being reviewed. A new methodology for agricultural risk assessment is being developed.
- Conduct VIT training on DRM and risk assessment in the community on the CFA project in 4 Provinces.
- Continue monitoring the disaster situation that may occur in the target provinces and districts

#### **1. Closure of 6 provinces**

- The closure of 6 provinces will have to wait for the consultation result after the PRF Board Meeting is organized which is expected in early August 2021. As planned, two districts (Lamarn and Phouvong districts) will be phased out.

#### **In 4 Provinces, we will focus on:**

- Training on Village Development Plan with the community including DRM and Environmental issues. (early July 2021)
- Conduct the District Coordination and Planning Meeting (September 2021)
- Follow up the sub-projects implementation, inspect the quality of sub-projects under CFA (October-December 2021)
- Work with the community to do VDP (July-August 2021) after the SHG and FNG have been trained.
- Conduct the District Coordination and Planning Meeting (September 2021)
- Provide training on technical, procurement, environmental and social safeguard, and DRM
- Provide the training on survey and design of the sub-projects under CFA to PRF engineer (February 2021)
- Provide ToT for district staff on step and process of CFA sub-project implementation (1<sup>st</sup> week of March 2021)
- Conduct the village sub-project confirmation meeting (August 2021)
- Provide training on technical + procurement and financial management for VIT and selected skilled labour (October 2021)
- Follow up the CFA sub-project implementation (October-December 2021)
- Provide training on O&M of Cycle XVIII to the community

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## Annex 1: Accumulated data of Result frameworks

		Cumulative Targets Values					End Target YR9 (June 2024)
Indicator Name Project Development Objectives (PDO)	Baseline (2015)	2019	2020	2021	2022	2023	
Direct project beneficiaries (Number)-(Core)	567,762	690,000					876,700
Actual		866,771	887,138	889,302 <sup>1</sup>			
Female beneficiaries (Percentage)	53	50	50	50	50		50
Actual		49.46	49	49			
Ethnic Beneficiaries (Percentage)	70	70	70	70	70		70
Actual		82.91	94	88			
% reduction in time to access a health facility (Percentage)	-		80	80			80
Actual		87.12	88	88			
% reduction in time to access safe water sources (Percentage)	-		80	80			80
Actual		81.00	82	82			
% reduction in travel time from village center to kumban center due to road improvements (Percentage)	-		40	40			40
Actual		46.38	53.07	53.07			
% reduction in time to access improved schools (Percentage)	-		80	80			80
Actual		83.90	83.9	83.9			

<sup>1</sup> We use the number 887,138 people in 2020 and we then added the number of 2,164 beneficiaries in 05 new villages that just received sub-projects in 2021



Percentage increase in children 6-23 months old from Farmer Nutrition Group households consuming foods from four or more recommended food groups (Percentage)	-						40
Actual		-	-	-			
Kilograms of animal meat produced (Number)	-		527,219	2,108,877	5,454,540		5,454,540
Actual		312,360	-	335,663 <sup>2</sup>			

Indicator Name	Baseline	Intermediate Targets					End Target
		2019	2020	2021	2022	2023	
							Indicator deleted at additional financing: Experience has shown that this target is beyond the means of many poor communities and they should therefore not be held accountable for something beyond their means. Communities are still encouraged to contribute their resources, but a target will no longer be applied.
			-	-			
% of sub-project activities of high technical quality (Percentage)	85	85		85			85
Actual		92					

<sup>2</sup> We use the number of 312,360 kilograms of animal meat produced in 2019 plus with the number of 23,303 Kilograms of animal meat produced of 12 villages in one pilot district as in June 2021.

% of PRF built infrastructure in a functioning quality (Percentage)	80		80	80			80
Actual		94.98	94.68 <sup>3</sup>	95			
# of sub projects implemented (Number)	1,426	2,800					3,440
Actual		3,099	3,334	3,335			
% of Village Implementation Team (VIT) members that are female (Percentage)			31	31			40
Actual			33.85	33.3			
Number of women selected for Road Maintenance Groups who earn an income, as a % of the number of poor households in the village (Percentage)		8	16	16			16
Actual			15.96	15.96 <sup>4</sup>			
Increase in hectares of irrigated area (Percentage)		0	50	50			50
Actual			49.70	49.70			
% HHs in PRF beneficiary villages voting for village priorities (Percentage)	60	75	75	75	75	75	75
Actual		87.81	92	93			
% of PRF KBs participating in DSEDP process promoting PRF KBPs and/or VDPs (Percentage)	75	75	75	75			75
Actual		80.60	80.60	80.6			
% of households in PRF beneficiary villages satisfied with the participatory planning process supported by PRF III (Percentage)	75			80			80
Actual		95.00	95	95			
% of PRF III sub-project prioritized by women (Percentage)	91.00		90.00	90			90.00
Actual		93.00	94.9	93			

<sup>3</sup> We follow up the total number of sub-projects from 2012-2021 with 3,335 sub-projects and there were 166 sub-projects not fully functioning which is 4.9%

<sup>4</sup> Overall, the program works as intended, increasing household welfare during the program. It increases women's earnings and improves household welfare. 18 Another perhaps more important indicator of impact that was captured by the impact evaluation was the percentage of household regular earners of income. This indicator increased from 2.16% at baseline to 14.4% at end line.

% of PRF III sub-projects prioritized by ethnic group (Percentage)	70.00		70.00	70	70.00	70.00	70.00
Actual		84.91	88	80			
# of communities able to plan, implement and monitor their activities (Number)	1,124	1,450					1,736
Actual		1,695	1,727	1,732 <sup>5</sup>			
% of registered grievances that are addressed according to agreed procedures (Percentage)	90		90	90	90	90	90
Actual		98.97	100.00	100			
% of SHGs with NPLs 4% and below (Percentage)	60.00		60.00	70.00	70.00	70.00	70.00
Actual		-	-	-			
# of individuals using loans from SHGs (Number)	4,054				22,000		34,000
Actual		9,962	10,069	10,113			
% of Village Self-Help Group Management Committee (VSMC) members that are female (Percentage)	0.00			65			65
Actual		63	90.5	81			
Number of Farmer Nutrition Group member households (Number)	0.00		7,200	7,200			14,300
Actual			5,313	5,525			
Percentage of SHG members who take at least two loans (Percentage)	0.00		35.00	35.00	50.00	80.00	80.00
Actual		56.68 <sup>6</sup>		-			

<sup>5</sup> We use the number of 05 new villages that just received sub-projects in 2021.

<sup>6</sup> We use the number of people taking loans at least two times from SHG in 2019 which is 5,716 members compared to the total of 10,085 members

## Annex 2: Number of unused/broken sub-projects resolved by each stakeholder

Table: Status of functioning basic infrastructure supported by PRF

Provinces	#sub-project 2012-2020	#of functioning sub-project	#of broken and repaired	#of broken and unusable SP	# Unusable SPs	#Requested for the budget to repair
Savannakhet	499	469	30			
Saravan	234	231	2			1
Xiengkhuang	240	209	31			
Phongsaly	193	189	4			
LuangNamtha	192	181	7	3		1
Houaphan	696	661	31	4		
Luangprabang	404	402	1	1		
Oudomxay	424	418	6			
Attapue	195	179	11	1	4	
Sekong	258	230	25	3		
Grand Total	3335	3169	148	12	4	2
%	95%					

Source: Monitoring and Evaluation Division, June 2021

*Remarks: By June 2021, as mentioned in last annual report 2020, to evaluate the community ownership, we can consider the villagers' involvement in operation and maintenance, where a total of 148 repaired sub-projects, in which 79 sub-projects about 53.4%, which have been repaired by the community, 27 sub-projects or 18.6% have been repaired by local government, while 16 sub-projects 10.8% have been repaired by company, and 15 sub-projects (10.1%) have been repaired by the Community and Local Government, and other 11 sub-projects 7.4%).*

### **Annex 3: Responsibility of Village Implementation Team (VIT)**

<b>VIT</b>	<b>Roles and responsibilities</b>
<b>VIT 01 (Finance team)</b>	<ul style="list-style-type: none"><li>• Keep casebook and report expenditure</li><li>• Present financial statement</li><li>• Make payment to contractor and supplier as well as local skill and unskilled workers</li></ul>
<b>VIT 02 (Procurement team)</b>	<ul style="list-style-type: none"><li>• Sign contract with PRF</li><li>• Prepare bidding documents and award contracts with contractors/suppliers</li><li>• Direct recruitment of skilled/unskilled workers-recruitment guideline</li></ul>
<b>VIT 03 (construction team)</b>	<ul style="list-style-type: none"><li>• Support PRF in surveys, designs, and cost estimates</li><li>• Check quality and volumes of supplied materials</li><li>• Supervise works implementation</li><li>• Support the preparation of the Operation and Maintenance Plan</li><li>• Setting out tasks for unskilled workers and verifying completion</li><li>• Check quality and volumes of locally collected materials</li></ul>

#### Annex 4: Number of VSMC and Women Position

Table of Number of VSMC and Women Position

Provinces/Districts	Sum of #Village	Sum of #SHG	Sum of #SHG_Members	Sum of #VSMC	Sum of #Female VSMC	Percent (%)
<b>Huaphanh</b>	<b>64</b>	<b>270</b>	<b>3,197</b>	<b>393</b>	<b>332</b>	<b>84%</b>
Huameuang	22	105	1,146	132	126	95%
Kuane	15	58	779	97	49	51%
Sone	4	23	299	24	18	75%
Xamtay	23	84	973	140	139	99%
<b>Oudomxay</b>	<b>19</b>	<b>95</b>	<b>998</b>	<b>114</b>	<b>113</b>	<b>99%</b>
La	5	25	290	30	30	100%
Namor	14	70	708	84	83	99%
<b>Phongsaly</b>	<b>81</b>	<b>344</b>	<b>4,517</b>	<b>490</b>	<b>367</b>	<b>75%</b>
Boontai	15	77	957	90	42	47%
Khua	27	118	1,607	162	162	100%
May	24	78	1,002	157	82	52%
Samphanh	15	71	951	81	81	100%
<b>Xiengkhuang</b>	<b>65</b>	<b>261</b>	<b>3,202</b>	<b>357</b>	<b>282</b>	<b>79%</b>
Kham	29	131	1,673	145	141	97%
Nonghed	36	130	1,529	212	141	67%
<b>Grand Total</b>	<b>229</b>	<b>970</b>	<b>11,914</b>	<b>1,354</b>	<b>1,094</b>	<b>81%</b>

#### Annex 5: PRF activities with disaster impacted (using DRM Form)

<b>1. Situation Report Origin</b>	
District Field Office	District: _____ Name: _____
<input type="checkbox"/> Province Field Office	Province: _____ Name: _____
<input type="checkbox"/> EMS Operation Manager	Name: _____
Date: _____	Time: _____
<b>2. Affected area and damage</b>	
Indicate here:	
<ol style="list-style-type: none"> <li>1. Name(s) of the Province(s) affected</li> <li>2. Name(s) of the District(s) affected</li> <li>3. Name(s) of the city, village(s) affected</li> <li>4. Type and location (if possible with the geographic coordinate) of the infrastructures and/or PRF sub-projects damaged</li> </ol>	

## Type of Disaster or Hazard



Flood ☐



Landslide ☐ Storm ☐



Heavy Rain ☐



Fire ☐



Wind ☐



Drought ☐



Insect infestation ☐



Earthquake ☐

Other ☐

Threat/Alert Level

☐

Green

☐

Yellow

☐

Orange

☐

Red

Map

## Population

Affected



Nbr\_\_\_\_

Dead



Nbr\_\_\_\_



Affected



Nbr\_\_\_\_

Houses



Destroyed



Nbr\_\_\_\_



Damaged

Roads

Destroyed

Nbr\_\_\_\_

Nbr\_\_\_\_

Bridges







Damaged

Destroyed

Nbr\_\_\_\_

Nbr\_\_\_\_

	<p align="center"><b>Schools</b></p> <p>Damaged      Destroyed</p> 
<b>3. Situation Evaluation</b>	
<input type="checkbox"/> unchanged  <input type="checkbox"/> deteriorate 	<input type="checkbox"/> improve
<b>5. Assessment of damage and impact</b>	
<p>Short text description and pictures/maps illustrating:</p> <ol style="list-style-type: none"> <li>1. Impact of the disaster on the population; status of the population</li> <li>2. Impact of the disasters on the concerned field office(s) staff and equipment; status of the field office staff</li> <li>3. Most affected Provinces and/or districts</li> <li>4. Damages to the housing, resources, livelihood and infrastructures</li> <li>5. Damage to the PRF sub-projects</li> <li>6. Other relevant information</li> </ol>	
<b>5. Needs assessment</b>	
<p>Short text description and pictures/maps illustrating:</p> <ol style="list-style-type: none"> <li>1. Population needs in terms of food, water, non-food items, medical assistance, evacuation, shelters</li> <li>2. Field Office staff needs in terms of assistance and Equipment, human, technical and financial resources needed to repair/rebuilt the damaged/destroyed PRF sub-project(s)</li> <li>3. Other relevant needs</li> </ol>	
<b>6. Actions taken and planned</b>	



Indicate (include maps and pictures):

1. What actions have been taken by PRF Headquarter, Province and District Field Office
2. What actions are considered by PRF
3. What actions have been taken by National and International responders
4. Where these actions took or will take place

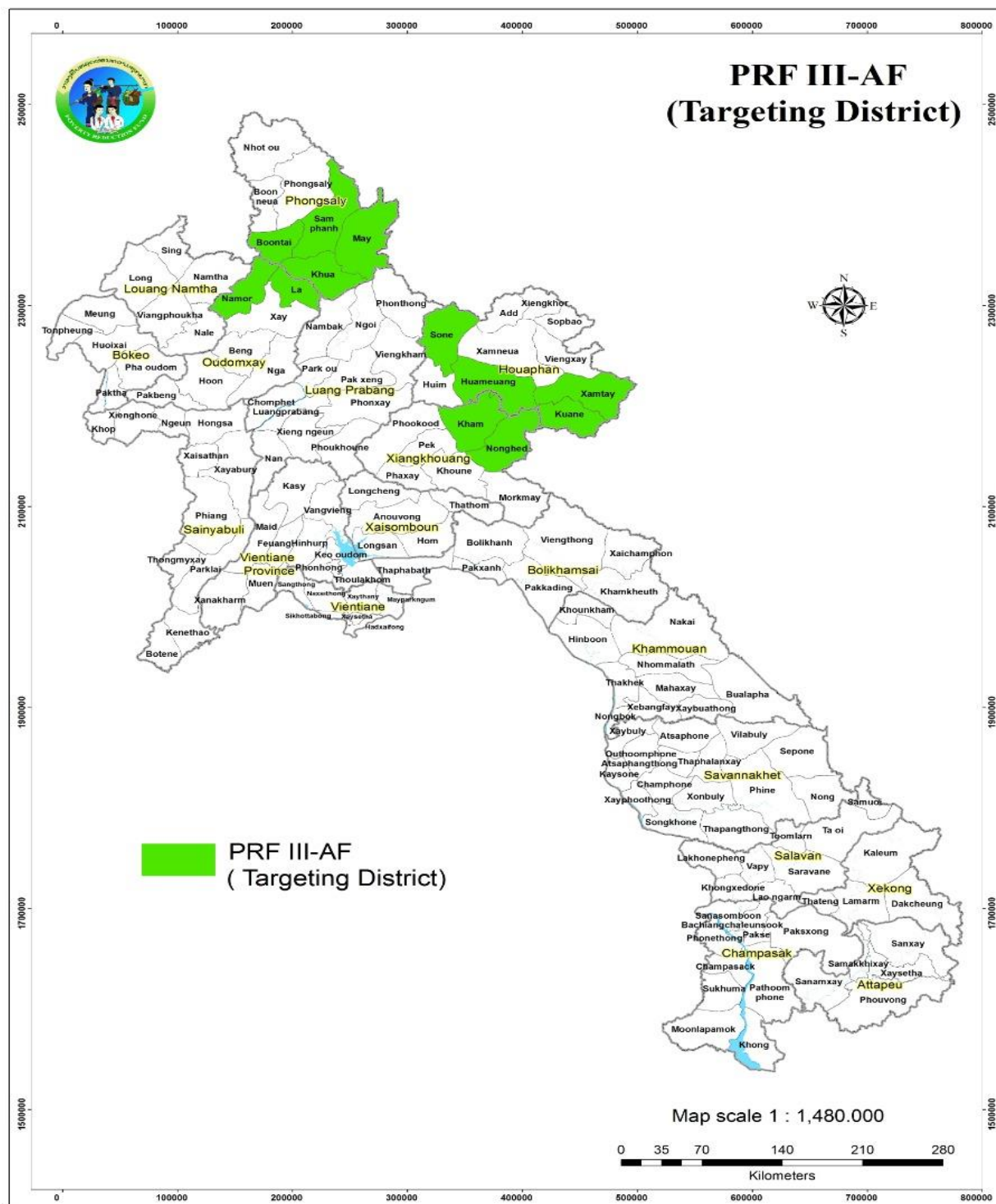
## **7. Forecast**

Indicate (include maps):

1. Meteorological forecast
2. The expected situation evolution (unchanged, deteriorate, improve) for the population, infrastructure(s) and PRF sub-project(s)
3. If additional threat/danger can be expected

*Source: PRF TA Division, December 2021*

## Annex 6: PRF III AF (12 Target Districts, 4 Provinces)



**Annex 7: Summary of staff training conducted during Reporting Period**

<b>Divisions/Units</b>	<b>Name of the training course or workshop</b>	<b>Date</b>	<b>Main objective</b>	<b>Participant</b>	<b>Female</b>
FA Division	Training on Financial Management for the PRF staff of the 4 northern provinces held at Vangvieng District, Vientiane Province	23-26 Feb 2021	To advise on financial aspects including summarizing the budget of the activities implementation for the 4 provinces	25	11
Engineer Division	The workshop on reviewing and updating the RMG and CFA manual has been organized in March 2021 participated by the 6 Provinces.	15-19 March 2021	*To exchange lesson lessons on RMG and CFA approaches *To revise and update the RMG and CFA Manuals with more effectiveness and efficiency	107	34
M&E	Field assessment for following up the sub-projects implementation (Cycle 17)of the PRF III in Savannakhet and Saravanh provinces	28 March-04 April 2021	-follow up the actual implementation compared to the indicators - To advise the participation in the FRM -To follow up other activities relevant to the M&E's work	<b>13</b>	<b>0</b>
M&E	Field assessment for following up the sub-projects implementation (Cycle 17)of the PRF III in Xiengkhuang provinces	28 March-05 April 2021	follow up the actual implementation compared to the indicators - To advise the participation in the FRM -To follow up other activities relevant to the M&E's work	16	8
PRF Central_ Capacity Building	Meeting on strengthening Capacity Building Issues with other Divisions and Units	25/6/2021	-To discuss about the capacity building matters in the PRF and set up the capacity building coordination committee and define the capacity building role and responsibilities of the committee	16	3

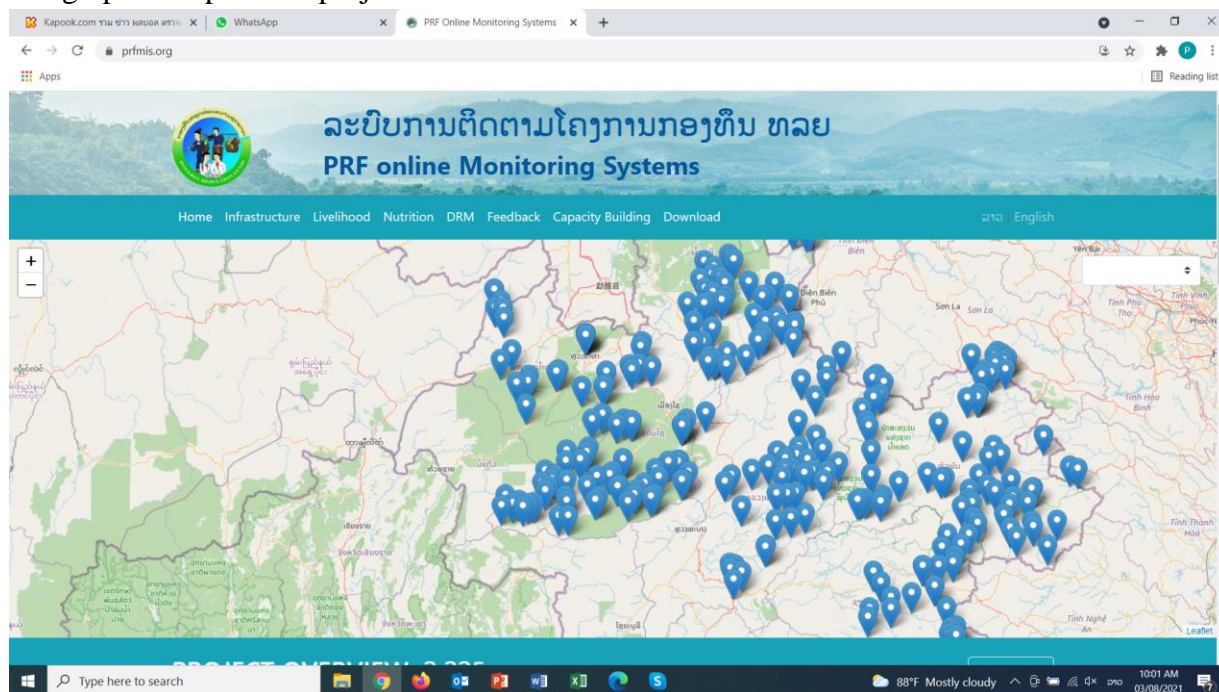
Livelihood ( PRF Central)	Training on the family investment plan and advise on knowledge of setting up the production group for SHGs for the PRF staff at the district and village levels ( organized in Kham district and Nonghed district, Xiengkhuang Provinces	24-26/02/2021 at Nonghed and 27-28/02/2021 at Kham district	-To provide the TOT for participants to family investment plan and advise on knowledge of setting up the production group for SHGs -To mobilize the concept of FIP - District and village level staff can lead SHG members to organize production groups for various activities to ensure food security and create incentives for group members to manage inputs to generate income for their families.	41	21
	1. Writing a plan for family income-generating activities 2. Additional knowledge of SHG set up for activities of the production groups for district and village level staff. 4 districts in Houaphan Province (including Khouan, Samtay, Sone and Houameung)	4-15/2/2021	-District and village level staff who get trained can train and convey the basic knowledge of setting up an activity production group to SHG members and be able to mobilize ideas for initiative-based action plans. -District and village level staff can lead SHG members to organize production groups for various activities to ensure food security and create incentives for group members to manage inputs to generate income for their families.	50	21
Nutrition ( PRF Central)	Organize nutrition coordination meetings (with participants from the National Nutrition Center and related departments of the Ministry of Health, projects in a single program involving multi-sectoral,	January 2021	-To disseminate the objective of the nutrition work in PRF to other nutrition convergence projects to understand and give more support for the nutrition work of the PRF.	52	11

	relevant ministries and central level staff).				
	Meeting with the district staff via virtual meeting for two times	25/02/2021	-to discuss with each other and advise some related work about nutrition	20	8
	TOT on VDP for the district and PRF staff at Kham and Nonghed districts	March 2021	-participants can be facilitators for VDP process in the villages	22	3
Xiengkhuang	Training on the COVID-19 prevention in 29 target villages in Xiengkhuang province	5 January – 3 February 2021	-To provide the knowledge of the COVID-19 prevention such as how to make masks by themselves	2,598	2,214
	Meeting on lesson learned of the COVID-19 at Kham districts	13/04/2021	To report on the implementation of the COVID19 prevention in the target villages and exchanging the lessons learned.	62	53
	Field study visit for exchanging lessons learned about CFA and RMG in Saravanh Province	2-6/2/2021	To exchange lessons learned of the implementation of the CFA ad RMG for PRF staff from the 4 provinces	3	2
	Training on financial management for VSMC in 25 villages in Nonghed district	17-22/4/2021 and 6-14/5/2021	-To ensure that the VSMCs are able to manage the financial aspects related with the accountings of the SHGs' activities	208	185
Huaphan	Training of SHGs members module 3	March 2021	Module - 3 : Finance Management, Books of Records and Book Keeping	36	18
	Training on nutrition and cooking for FNGs	March 2021	-To ensure that FNG members can do their activity of cooking food among their FNG	472	433
Oudomxay	Training on the COVID-19 prevention	January 2021	-To train the villagers in the target villages to know how to prevent the COVID19 and trained on how to make masks in the community	2248	1257

	Training of SHGs members module 3	March 2021	Module - 3 : Finance Management, Books of Records and Book Keeping	351	283
	Training on nutrition and cooking for district staff	March 2021	To sure that YGs can understand how to organize the FNG meeting and cooking in the target villages	36	32
Phongsaly	Establishment of SHG and FNG	January 2021	To set up the FNG and SHG in the target villages	68	58
	Training of the COVID-19 prevention	January-February 2021	To train the villagers in the target villages to know how to prevent the COVID19 and trained on how to make masks in the community	526	281
	Training of SHGs members module 3	February 2021	Module - 3 : Finance Management, Books of Records and Book Keeping	534	265
	Training on nutrition and cooking for FNGs	March 2021	To sure that FNG members can cook nutrient food	259	209
<b>Total</b>				<b>7,656</b>	<b>5,376</b>

## Annex 8: PRF MIS Web-based System

### 1. Geographic map of sub-projects



Here is the link to the website or access to the MIS online system (<https://www.prfmis.org/>)

## 2. DRM Data/Information System

Kapook.com ភាពជាដៃគូជាមួយ អង្គការ អន្តរជាតិ អភិវឌ្ឍន៍ មនុស្ស ជាតិ

WhatsApp

PRF Online Monitoring Systems

prfmis.org/rdm

Apps

Reading list

ລະບົបການຕິດຕາມໂຄງການກອງທຶນ ທລຍ  
PRF online Monitoring System

Home Infrastructure Livelihood Nutrition DRM Feedback Capacity Building

When the disaster occurs, the signal will appear in the MIS system

Provide medical equipment  
Sub-Project ID : HL0008-9-0304026-02  
Date: 2020-07-12

Village level livestock handling facilities  
Sub-Project ID : AF0034-16-030401030-01  
No detailed information available yet  
Date: 2020-07-12

Irrigation channel Rehabilitation  
Sub-Project ID : AF0037-16-030401026-01  
Flooding and erosion

Disaster Risk Management

Summary Detail

12 17

https://prfmis.org/rdm#

Type here to search

88°F Mostly cloudy 10:02 AM 03/08/2021

Here is the link to the website or access to the MIS online system (<https://www.prfmis.org/>)

**Annex 9: Staff turnover and new recruitment during reporting period**

Positions		Gender	Reasons for leaving	Replaced	%
Centre	Capacity Building Officer	Male	Working for new position	Yes	8.33
	Deputy Executive Director	Male	Working for new position	No	
National office Total staff : 24					
Huaphan	YG Livelihood (Huameuang District)	Male	Family reason	Yes	2.17
PRF Huaphan Total staff: 46					
Phongsaly	YG Livelihood (Khoua District)	Female	Working for new position	Yes	12.77
	YG Livelihood (Bountai District)	Male	Working for new position	Yes	
	YG Livelihood (Samphan District)	Female	Family reason	Yes	
	YG Livelihood (Khoua District)	Female	Working for new project	Yes	
	District Nutrition (Samphan District)	Male	Working for new position	Yes	
	YG Livelihood (Samphan District)	Male	Working for new position	Yes	
PRF Phongsaly Total staff: 47					
Oudomxay	YG Livelihood (Namor)	Male	Working for new project	No	7.69
PRF Oudomxay Total staff: 13					
Xiengkhouang	YG Nutrition (Kham District)	Male	Working for new project	Yes	10.53
	YG Livelihood (Nonghead District)	Male	Working for new project	Yes	
	District Nutrition (Kham District)	Male	Working for new position	Yes	
	YG Livelihood (Kham District)	Male	Working for new position	Yes	
PRF Xiengkhouang Total staff: 38					
Grand Total:					217
Average of Percent of change: %					6.45



## Annex 10 Summary of FNG members and FNG member households (member) in June 2021

### ➤ Table of summary of FNG members and FNG member households (member)

Provinces/Districts	#Vill	#FNG	# HHs	# Eligible FNG members (1+2+3)	1	2	3	4	5	Total: 1+2+3+4+5
					# PW	# LM (C 0-5 m)	# Child 6-23 m	# Child (0-5 m)	# M (C6-23 m)	
<b>Huaphanh</b>	<b>66</b>	<b>70</b>	<b>1,559</b>	<b>1,588</b>	<b>297</b>	<b>282</b>	<b>1,009</b>	<b>281</b>	<b>952</b>	<b>2,821</b>
Huameuang District	23	23	579	561	96	106	359	106	354	1,021
Kuane District	15	15	287	301	66	59	176	58	162	521
Sone District	4	4	118	120	22	22	76	22	74	216
Xamtay District	24	28	575	606	113	95	398	95	362	1,063
<b>Oudomxay</b>	<b>19</b>	<b>20</b>	<b>579</b>	<b>575</b>	<b>145</b>	<b>103</b>	<b>327</b>	<b>103</b>	<b>324</b>	<b>1,002</b>
La District	5	5	84	84	20	19	45	19	45	148
Namor District	14	15	495	491	125	84	282	84	279	854
<b>Phongsaly</b>	<b>81</b>	<b>81</b>	<b>1,607</b>	<b>1,615</b>	<b>358</b>	<b>233</b>	<b>1,024</b>	<b>231</b>	<b>1,009</b>	<b>2,855</b>
Boontai District	15	15	338	340	65	59	216	58	213	611
Khua District	27	27	446	450	92	99	259	99	255	804
May District	24	24	461	452	112	60	280	60	278	790
Samphanh District	15	15	362	373	89	15	269	14	263	650
<b>Xiengkhuang</b>	<b>65</b>	<b>65</b>	<b>1,780</b>	<b>1,764</b>	<b>369</b>	<b>238</b>	<b>1,157</b>	<b>238</b>	<b>1,149</b>	<b>3,151</b>
Kham District	29	29	736	724	158	83	483	82	475	1,281
Nonghed District	36	36	1,044	1,040	211	155	674	156	674	1,870
<b>Grand Total</b>	<b>231</b>	<b>236</b>	<b>5,525</b>	<b>5,542</b>	<b>1,169</b>	<b>856</b>	<b>3,517</b>	<b>853</b>	<b>3,434</b>	<b>9,829</b>

Remarks: PW = Pregnant women; LM = Lactating mother; HH = Households; C = Children

## Annex 11: The Table of Animal Dairy Comparison for PRF III AF Activities

### Lessons learned from initial animal dairy trials at LP farm in Luang Prabang and HP village, Houaphanh Province

	Buffalo	Cow	Goat
Location	Thailand and LBD Farm	Asia and LBD Farm	Asia and LBD farm
Nutritional value			
Nutritional value % 100 g of Milk – Research info	<ul style="list-style-type: none"> <li>- Fat = 7.5 g</li> <li>- Protein = 4 g</li> <li>- Lactose = 13 grams *</li> <li>- Energy = 99 Kcal</li> <li>- Calcium = 191 mg</li> </ul>	<ul style="list-style-type: none"> <li>- Fat = 3.3 g</li> <li>- Protein = 3.3 g</li> <li>- Lactose = 11 grams *</li> <li>- Energy = 62 Kcal</li> <li>- Calcium = 112 mg</li> </ul>	<ul style="list-style-type: none"> <li>- Fat = 3.9 g</li> <li>- Protein = 3.4 g</li> <li>- Lactose = 11-12 grams *</li> <li>- Energy = 66 Kcal</li> <li>- Calcium = 118 mg</li> </ul>

	*conflicting results on lactose, other research shows avg of 4.5	*conflicting results on lactose, other research shows avg of 4.8	*conflicting results on lactose, other research shows avg of 4.0
Nutritional value % 100 g of Milk – LBD Results	- Fat = 4.96g - Protein = 5.19g - Lactose = 4.56g	- Fat = 3.16g - Protein = 3.89g - Lactose = 5.83g	- Fat = 3.8g - Protein = 4.9g - Lactose = 5.47g
Allergic potential (lactose)	Medium	High	Low
Digestibility for children 1-3 years	Medium	Medium	Easy
Taste	Slightly stronger than cow but less than goat	Neutral	Strong, but taste trial at LBD were positive
Smell	Neutral	Neutral	Strong, but taste trial at LBD were positive
<b>2. Production</b>			
Cost of getting a baby calf/baby	1-2 Years old ( 3-4 Million Kip)	1-2 Years old ( 2-3 Million Kip)	3-5 Month got 500.000- 700.000 Kip( 15-20 Kg)
Nutrition needs	10% of bodyweight	10% of bodyweight	10-15 % of bodyweight
Health risks/outbreaks	Low	Medium	Medium
Veterinary needs (and cost)	- FMD(2) = 25.600 Kip - HS(2)= 6.666 Kip - Deworming(3)= 36.000 Kip - Vitamin(6)= 72.000 Kip - Needle 13 x 300 Kip = 3.900 Kip - Syringe 13 x 2.500 Kip = 32.500 Kip - Cotton 1 Small bag = 5.000 Kip - Alcohol 200 ml = 7.000 Kip	- FMD(2) = 25.600 Kip - HS(2)= 6.666 Kip - Deworming(3)= 36.000 Kip - Vitamin(6)= 72.000 Kip - Needle 13 x 300 Kip = 3.900 Kip - Syringe 13 x 2.500 Kip = 32.500 Kip - Cotton 1 Small bag = 5.000 Kip - Alcohol 200 ml = 7.000 Kip	- FMD(2) = 25.000 Kip - Deworming(3)=36.000 Kip - Bloat, <i>Diarrhea</i> =15.000 Kip/10 Tablet - <i>Eye infection</i> = 14.000 Kip per 10g of one tube - Needle 2 x 300 Kip = 600 Kip - Syringe 2 x 2.500 Kip = 5.000 Kip - Cotton 1 Small bag = 5.000 Kip - Alcohol 200 ml = 7.000 Kip
Vitamin needs (and cost)	Yes ( cost 120.000 kip/ 100 ml 1 bottle ) - 10 ml/time x 6 = 72.000 kip	Yes ( cost 120.000 kip/ 100 ml 1 bottle ) 10 ml/time x 6 = 72.000 kip	Only Mineral Block would be enough
Salt lick (and cost)	Yes , 150.000 Kip X 3= 450.000 Kip	Yes, 150.000 Kip x 3= 450.000 Kip	Yes, 150.000 Kip x2= 300.000 Kip
<b>Total cost for Vitamins and Healthcare P/a</b>	<b>= 710.666 Kip</b>	<b>= 710.666 Kip</b>	<b>= 407.600 Kip</b>
Need for grazing land (per animal per day) 1 hectare supports	4 adult buffalo	4-6 adult cows	10-15 adult goats
Need for water (per day)	20-35 litre of water per day	20-35 litre of water per day	4-5 litre of water per day
Total cost to raise 1 animal per year (in village setting) excl housing costs & value of any offspring)	<b>= 4.710.666 Kip</b>	<b>= 3.710.666 Kip</b>	<b>= 1.107.600 Kip</b>

Approx. Sale Price	10 – 12 million after 4 years	6.5 - 8 million after 3 years	1.2 million after 10 months
3.Milking			
Enclosure (cost)	Yes	Yes (smaller than for buffalo)	Yes (small)
Milking process	<ul style="list-style-type: none"> <li>-After training the buffalo quickly form a habit of going to milking automatically.</li> <li>- Need to use quite firm hand movements to do the milking.</li> <li>- Buffalo generally stands still for the milking once trained.</li> <li>-After bringing to milking enclosure clean udder by using wet towels first to remove dust then use the new cloth to dry</li> <li>-Start milking into bucket</li> </ul>	<ul style="list-style-type: none"> <li>-After training the cow quickly form a habit of going to milking automatically.</li> <li>- Need to use quite firm hand movements to do the milking.</li> <li>- Cow generally stands still for the milking once trained.</li> <li>-After bringing to milking enclosure clean udder by using wet towels first to remove dust then use the new cloth to dry</li> <li>-Start milking into bucket</li> </ul>	<ul style="list-style-type: none"> <li>- Goats don't seem to remember training as well and each day seems almost a new experience to be milked.</li> <li>- Less physical effort required to milk however goats tend to move around during the milking more than buffalo or cows.</li> <li>-Cleaning the udder by using wet towels first to take out dust then used the dry cloth to clean</li> <li>-Start milking</li> </ul>
Amount per milking event	0.5– 1.5 litre of milk per day	400-800 gm per day	150gm -300gm per day
Risks from uncooked milk	High	High	High
Disease risk	<i>FMD &amp; HS</i>	<i>FMD &amp; HS</i>	<i>FMD</i>
Milking equipment (cost)	<ul style="list-style-type: none"> <li>-water bucket = <b>15.000 Kip</b></li> <li>-Smaller bowl = <b>10.000 Kip</b></li> <li>-Clothes = <b>5.000 Kip</b></li> <li>-Soap = <b>12.000 Kip</b></li> <li>-Haite Bleach = <b>30.000 Kip</b></li> <li>- Milk container = <b>18.000 Kip</b></li> <li>- Sieve = <b>12.000 Kip</b></li> <li><b>Total = 102.000 kip</b></li> </ul>	<ul style="list-style-type: none"> <li>-water bucket = <b>15.000 Kip</b></li> <li>-Smaller bowl = <b>10.000 Kip</b></li> <li>-Clothes = <b>5.000 Kip</b></li> <li>-Soap = <b>12.000 Kip</b></li> <li>-Haite Bleach = <b>30.000 Kip</b></li> <li>- Milk container = <b>18.000 Kip</b></li> <li>- Sieve = <b>12.000 Kip</b></li> <li><b>Total = 102.000 kip</b></li> </ul>	<ul style="list-style-type: none"> <li>-water bucket = <b>15.000 Kip</b></li> <li>-Smaller bowl = <b>10.000 Kip</b></li> <li>-Clothes = <b>5.000 Kip</b></li> <li>-Soap = <b>12.000 Kip</b></li> <li>-Haite Bleach = <b>30.000 Kip</b></li> <li>- Milk container = <b>18.000 Kip</b></li> <li>- Sieve = <b>12.000 Kip</b></li> <li><b>Total= 102.000 kip</b></li> </ul>
4.Productivity			
Babies per year	1 every 14 – 18 months	1 every 10-12months	On average 3 babies per year (main calving season March & Oct)
At what age can get pregnant	3-4 Year	2.5-3 Year	6-7 Month
Lactating period (month)	4-6 Month	3-4 Month	3 Month
Mortality rates (can we check with MAF?)	<ul style="list-style-type: none"> <li>- Calf Morbidity and mortality rates : 42.6%</li> <li>- Buffalo Morbidity and Mortality rate : 7.4 %</li> </ul> <a href="https://core.ac.uk/download/pdf/41238086.pdf">https://core.ac.uk/download/pdf/41238086.pdf</a> - research in Asia	<ul style="list-style-type: none"> <li>- Calf Morbidity and mortality rates : 42.6%</li> <li>- Buffalo Morbidity and Mortality rate : 7.4 %</li> </ul> <a href="https://core.ac.uk/download/pdf/41238086.pdf">https://core.ac.uk/download/pdf/41238086.pdf</a> - research in Asia	<ul style="list-style-type: none"> <li>- The average mortality was 10.93%</li> </ul> <a href="https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4774658/">https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4774658/</a> - Pakistan
Gender – time allocation and empowerment			
Workload production	1 hour per day average	1 hour per day average	1 hour per day average
Workload milking	15-20min	15-20min	15-20min
Ownership of animal	Men and women	Men and women	Men and Women
Decision to sell animal	Men and women	Men and women	Men and Women

**Annex 12: Gender mainstreaming in PRF III (2017-2021)**

No.	Description	Target	Result 2017	Result 2018	Result 2019	Result 2020	Result 2021	Source of data
1	Female Beneficiaries	50%	50.0%	49.4%	49.0%	49.2%	49%	MIS
2	Female Ethnic Beneficiaries	50%	50.0%	49.2%	49.1%	49.2%	49%	MIS
3	Ethnic Beneficiaries	70%	84.0%	80.1%	83.9%	88.2%	88%	MIS
4	Percent of women Kum ban facilitators (2 women in total 3 members)	60%	56.0%	60.5%	60.0%	60.3%	pending	CD/ME
5	Percent of Ethnic Kum ban facilitators	-	58.5%	61.9%	55.1%	-	pending	CD
6	Percent of female members in village implementation committee VIT)	-	33.6%	31.0%	36.0%	32.9%	33.3%	ME/MIS
7	Percent of the female participated village development plan (VDP)	-	54.1%	55%	56%	57%	pending	ME
8	Sub projects prioritized by ethnic group	70%	81.0%	85.0%	86.0%	90.0%	80%	MIS
9	Percent of sub projects prioritized by poor villages already funded	60%	88.0%	85.0%	85.0%	-	pending	MIS
10	Sub-projects prioritized by women already funded	-	25.0%	11.0%	6.7%	2.9%	pending	MIS
11	Sub-projects prioritized by both men and women already funded	90%	92.0%	92.0%	95.0%	94.9%	pending	MIS
12	Percent of SHG member are women	80%	85.5%	86.3%	87.2%	-	90.3%	MIS/LN
13	Percent of women members who received loans from SHG seed funds	60%	84.1%	80.4%	74.7%	-	95%	LN
14	Percent of Poorer HH who received loans from SHG seed funds	60%	93.8%	90.0%	80.0%	-	58%	LN
15	Percent of women members in SHG committee (VSMC)	65%	54.6%	64.0%	63.5%	90.5%	81%	LN
16	Percent of women benefit in pilot of RMG	100%	100%	100%	100%	100%	100%	TA
17	Percent of PRF Female staffs	30	28.5%	29.0%	29.5%	37.4%	44.24%	HR
18	Percent of PRF ethnic staffs	-	23.2%	17.7%	21.6%	22.4%	26.73	HR

Source: Monitoring and Evaluation Division, PRF

**Annex 13: Agreed Action Donor Mission 2021 on June 14-18, 2021**  
**(The Agreed Actions presented here are mainly for the PRF III AF)**

	<b>Action</b>	<b>Responsibility</b>	<b>Deadline</b>
1	MIS upgradation and data entry of all the SHGs	M&E and Livelihood team	31 Oct 2021
2	Rolling out of CRP drive	Livelihood team	30 Sept 2021
3	Providing Cashboxes and other accessories to SHGs for safe handling of cash	Livelihood team	30 August 2021
4	Publishing newsletter on successful case studies	Livelihood team	30 October 2021
5	Pilot District and village calendars for better coordination of NC projects	PRF	August 2
6	LFN and Click delivering trainings in MMPL/HNGs	LFN/Click	October 8
7	Lao Buffalo Dairy starts roll- out of “milking-cook-eat”	PRF/LBD	July 30
8	SBCC strategy on nutrition translated, launched and communication activities started	PRF	August 13
9	Consultant hired to document recipes with pre-mix, fish powder and goat dairy for video series/cooking book	PRF	July 16
10	Pilot District and village calendars for better coordination of NC projects	PRF	August 2
11	Nominate gender focal point	PRF	August 6
12	Review GAP	PRF	August 13
<b>2</b>	<b>Financial Management and Procurement</b>		
2.1	Complete procurement for the printing of the cooking book	PRFO	August 15, 2021
2.2	Complete procurement of pick-ups	PRFO	July 30, 2021
2.3	Complete procurement of Lao Buffalo Dairy Farm for Animal Dairy	PRFO	July 15, 2021
2.4	Complete procurement of Click for Multi-media Peer Learning	PRFO	July 30, 2021
2.5	Complete procurement of LFNN for Home Nutrition Garden	PRFO	July 30, 2021
2.6	Ongoing support from the central PRF FM team to the districts FM team	PRF	Ongoing
2.7	Regular documentation of expenditures incurred at least one withdrawal application every three months or on a monthly basis to keep the Designated Account active.	PRF	Ongoing
2.8	Submit IFR covering the period from April 1 to June 30, 2021	PRF	By August 15, 2021
<b>3</b>	<b>Monitoring and Evaluation</b>		
3.1	Finalize M&E Road Map		July 30, 2021
3.2	Upgrade MIS system		Sept 20, 2021
3.3	Adoption of tools to assess quality of training and evaluate skills adoption		Sept 20, 2021

**Annex 14: The Detailed Annual Work Plan of all Divisions and Units from January - December 2021**  
**PRFIII AF Annual Work Plan and Budget for FY2021**

Compo nents	Activities	Responsi ble	FY 2021												Annual Budget FY2021	Remarks
			Q1			Q2			Q3			Q4				
			1	2	3	4	5	6	7	8	9	10	11	12		
Component 1: Community Development Grants															2,839,072	
1.1	Sub-grants (Infrastructures)														2,512,125	
1.2.03	Village Development Plan meeting	LIVE+NU T													23,850	
1.2.04	District Planning & Coordination Meeting	LIVE+NU T													13,200	
1.2.05	Sub-project survey and Re-design (481*73%=361 Villages )	PRF District Team													18,000	
1.2.06	Village Confirmation+Kick off meeting	PRF District Livelihood Team													12,033	
1.2.07	VIT training on finance and procurement +FRM	FA and Proc./TA													36,000	
1.2.08	Sub-project bidding (CFA Procedure)	Proc./TA													18,000	
	Study visit on implementation of CFA	TA + FA													25,000	
1.2.09	VIT training on Implementation + Community training on ESS+FRM	TA													18,050	
1.2.10	VIT training on Operation and Maintenance (O&M)	TA													12,033	
	Printing poster DRM														13,800	
1.2.11	All TA staff costs	TA+FA													121,980	
1.2.13	Community monitoring and evaluation supporting (internal evaluation for indicators)	M&E													15,000	Using the budget of 2020 to provide training to VSMC and FNGs on monitoring and evaluation work
Component 2: Local & Community Development Capacity building															207,700	
2.1	Capacity building															
2.1.01	PRF staff refresher training Finance & administration	FA/Micro-Finance													35,000	
2.1.01	TA/Procurement Training on CFA Procurement	Procurement Unit													6,500	
2.1.02	Coordination with concerned ministries	FA													28,000	
2.1.04	Monitoring and Evaluation Capacity Building /Training	M&E													10,000	
2.1.05	Training on VDP+Environmental and social safeguards+DRM+FRM	TA													26,200	
2.1.06	PRF Board Meeting	FA													35,000	
2.1.06	Community assessment/SHG & FNG performance training	M&E													10,000	
2.1.08	IEC Tools/Materials	FA													20,000	
2.1.09	Central Public Information	FA													2,000	
2.1.10	MIS Online Improvement and training (Form use&data checking)	M&E													10,000	YG and District team
2.2	Assessments and other consultants															
	Baseline survey (Convergence WB)	M&E/WB														

	PRFIII Impact Evaluation	PMT/ME/SDC															
	End line survey (Convergence WB)	PMT/WB															
2.2.1	- Other Consultant (If needed)/ SHG/FNG performance evaluation															5,000	
<b>2.3</b>	<b>Community Implementation Supports</b>																
2.3.05	FM Supervision mission/Internal Control by FA team	FA														20,000	
<b>Component 3: Project Management</b>																<b>816,500</b>	
3.1	Supporting Services	FA														493,500	
3.2	Equipment	FA														33,000	
3.3	Works	FA														8,000	
3.4	Incremental Operating Costs	FA														282,000	
	Staff Recruitment (Extension Contract, New Recruitment	HR															
<b>Component 4.1: Livelihood</b>																<b>2,865,556</b>	
<b>4.1.1</b>	<b>Institutional Building (IB)</b>															<b>52,306</b>	
4.1.1.4	Procurement and Handing over the Inputs to SHGs	Proc+LIV E														42,088	
4.1.1.5	Procurement and Handing over the Inputs to VSMCs	Proc+LIV E														8,418	
4.1.1.6	Procurement of the Inputs to PGs	Proc+LIV E														1,800	
<b>4.1.2</b>	<b>Capacity Building (CB) - Community Training</b>															<b>572,040</b>	
4.1.2.2	IEC Materials for SHG members on Farm, Livestock & Non-Farm training	Proc+LIV E														3,500	
4.1.2.3	Training of SHG Leaders and Book Keeper on Module 1: Poverty Analysis	LIVE														28,620	
4.1.2.4	Training of SHG Leaders and Book Keeper on Module 2: SHG & Its Management	LIVE														28,620	
4.1.2.5	Training of SHG Leaders and Book Keeper on Module 3: Finance Management & Book Keeping	LIVE														28,620	
	Opening Bank Accounts for VSMC	LIVE+FA															
4.1.2.6	Training of SHG Leaders and Book Keeper on Module 4: Livelihood, HIP & MIP and Assessment of FIP	LIVE														28,620	
4.1.2.7	Training of SHG members on Module 1: Poverty Analysis	LIVE														25,000	
4.1.2.8	Training of SHG members on Module 2: SHG & Its Management	LIVE														25,000	
4.1.2.9	Training of SHG members on Module 3: Finance Management & Book Keeping	LIVE														25,000	
4.1.2.10	Training of SHG members on Module 4: Livelihood techniques, HIP & MIP Writing	LIVE														25,000	
	Preparation of FIP and Submission to PRF for Seed Grants	LIVE														-	
4.1.2.11	Training of VSMC members on Module 1: Objective of VSMC	LIVE														43,300	
4.1.2.12	Training of VSMC members on Module 2: Roles & Responsibilities of VSMC	LIVE														43,300	
4.1.2.13	Training of VSMC members on Module 3: Finance Management & Book Keeping of VSMC	LIVE														43,300	

[illegible]



4.2.2.5	Training 1 on Pot gardening, living fence, and home garden/dissemination of seed	LFN+NCD														7,155	at village cluster level for 2 days- 3 people per village
4.2.2.12	Home Nutrition Garden Support contract (Direct Contract to LFN)	LFN+NCD														46,500	
4.2.2.13	Vegetable Seeds	LFN+NCD														83,160	
<b>4.2.3</b>	<b>Multi-Media Peer Learning (MMPL)</b>															<b>44,620</b>	
4.2.3.4	Multi-media Peer Learning Support contract (Direct contract, CLICK)	CLICK														40,000	
4.2.3.5	Phone credit (one time)	NCD														4,620	
<b>4.2.4</b>	<b>Backstopping by MAF, MOH and DAFO/DHO and Quarterly Monitoring</b>															<b>63,667</b>	
4.2.4.1	Transport, per diem & hotel for Gol staff for field visits	FA+NCD														2,000	
4.2.4.3	District NUT Officer	FA+NCD														9,333	
4.2.4.4	NUT YG at Kumbar Level	FA+NCD														37,333	
4.2.4.5	Nutrition Central team	FA+NCD														15,000	
<b>4.2.5</b>	<b>Staff &amp; Equipments</b>	NCD														<b>384,060</b>	
4.2.5	NCD staff costs and Insurance	NCD														<b>316,560</b>	
4.2.5	Motobike for NUT YGs	NCD														<b>67,500</b>	
	<b>Grand Total</b>															<b>7,746,959</b>	

## Annex 15: Updated information of the Livelihood activities






Sl. No.	Indicator (Or Activity)	Target till FY 21	Achievement till June 21	Progress Percentage
1	Number of Villages Entered	231	229	99.13%
2	Number of poor households mobilized to form SHGs	11550	11913	103.14%
3	Number of women SHG members	NA	10776	90.46%
4	Number of SHGs formed	1155	970	83.98%
5	Number of SHGs started Saving	NA	970	-
6	Number of SHGs eligible for inter-lending of saving fund	970	pending	-
7	Number of SHGs completed Module 1 training	NA	970	-
8	Number of SHGs completed Module 2 training	NA	947	-
9	Number of SHGs completed Module 3 training	NA	864	-
10	Number of SHGs completed Module 4 training	NA	18	-
11	Number of VSMC formed	231	229	99.13%
12	Number of SHG members part of VSMC	NA	1354	-
13	Total women members part of VSMC	NA	1094	-
14	Number of VSMC opened Bank Account	231	229	99.13%
15	Number of VSMCs completed Module 1 training	NA	1354	-
16	Number of VSMCs completed Module 2 training	NA	1354	-
17	Number of VSMCs completed Module 3 training	NA	1354	-
18	Number of SHGs eligible for FIP, MIP, & SHG Assessment	1,155	970	83.98%

19	Number of SHGs completed FIP	1,155	18	1.56%
20	Number of SHGs completed MIP	1,155	18	1.56%
21	Number of SHGs completed SHG Assessment	1,155	18	1.56%
22	Number of SHGs received Seed Grant	1,155	18	1.56%
23	Number of SHG members received Seed Grant	11,550	152	0.93%
24	Amount (US\$) of Seed Grant disbursed	1,300,000	20,326	1.56%
25	Amount of Saving mobilized in US\$	NA	94,518	
26	Amount of inter-lending in US\$	NA	19,017	-
27	Credit Deposit Ratio	2	0.42	-
28	Amount of repayment in US\$ (Loans from saving)	NA	-	-
29	Number PGs formed	50	-	-
30	Number of SHG members mobilized into PG	280	-	-
31	How many types of Income Generation Activities taken up from seed grant of US\$ 20326 (107 loans)	NA	6	-
32	Out of 152, How many members into Chicken Raising	NA	38.00	17.11%
33	Out of 152, How many members into Pig Raising	NA	17.00	11.18%
34	Out of 152, How many members into Goat Raising	NA	51.00	33.55%
35	Out of 152, How many members into Corn Production	NA	pending	
36	Out of 152, How many members into Handicraft	NA	17.00	7.89%
37	Out of 152, How many members into Broom making	NA	pending	
38	Out of 152, How many members into Silk Worm	NA	pending	
39	Out of 152, How many members into Duck raising	NA	pending	
40	Out of 152, How many members into Fish farming	NA	17.00	7.89%
41	Out of 152, How many members into Frog farming	NA	pending	
42	Out of 152, How many members into Cassava Production	NA	pending	
43	Out of 152, How many members into Banana Production	NA	pending	
44	Out of 152, How many members into Mushroom	NA	pending	
45	Out of 152, How many members into Pretty Trade	NA	12.00	5.92%
46	Out of 152, How many members into Any other (specify)	NA	pending	
47	Out of 152, How many members into Any other (specify)	NA	pending	


## Annex 16: FNG Record Sheet

Date: <u>26</u> / <u>1</u> / 2020		Start: <u>08</u> : <u>00</u>		End: <u>10</u> : <u>15</u>	
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<b>1. Attendance</b>					
FNG members					
 Pregnant women	 Lactating mothers	 Children 0-5mo	 Children 6-23mo	Others (no free meals – need to contribute to meals)	
 Children older 23mo	Mothers or other caretakers				
<input type="text" value="03"/>	<input type="text" value="15"/>	<input type="text" value="15"/>	<input type="text" value="19"/>	<input type="text" value="3"/>	<input type="text" value="19"/>


  

<b>2. Story session</b>  Cooking with pre-mix at home	<b>3. Training by YGs</b> <input type="text" value="Bookkeeping"/>
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<b>4. Cooking session</b>					
	Total cost meals children (LAK)	Community food contribution (LAK) to meals for children	Pre-mix produced for FNG (kg)		
Recipe number from cooking book	<input type="text" value="38000"/>	<input type="text" value="30000"/>	<input type="text" value="1"/>		
<input type="text" value="3"/>	Total cost meals women (LAK)	Community food contribution (LAK) to meals for women	Milling of pre-mix take-home ratios (kg)		
	<input type="text" value="110000"/>	<input type="text" value="70000"/>	<input type="text" value="0.4"/>		
	Food bought from SHGs (LAK)				
	<input type="text" value="80000"/>				

<b>5. Video session</b>					
	Videos produced		Success story identified for video	FNG IDs	
Videos watched	<input type="text" value="A2"/>	<input type="text" value="B1"/>	<input type="text" value="Husband cook pre-mix"/>	<input type="text" value="4,11"/>	
	<input type="text" value="Wild vegetables for child feeding"/>	<input type="text" value="Cooking pre-mix with breastmilk"/>			







  

<b>6. Home visits</b> Number of FNG members visited <input type="text" value="2"/>	FNG IDs of households visited <input type="text" value="13, 9"/>
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<b>7. Garden visits</b> Number of FNG members visited <input type="text" value="2"/>	FNG IDs of households visited <input checked="" type="checkbox"/> <input type="text" value="13, 9"/>
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<b>8. HNG crops used for FNG cooking</b>					
	<input type="text"/>		<input type="text"/>		<input type="text"/>
Green leafy vegetables		Roots and tubers		Beans	
	<input type="text"/>		<input type="text"/>		<input type="text"/>
Other vegetables		Fruits		Medical plants	

<b>9. Total number of FNG members with active HNGs</b> <input type="text" value="25"/>	<b>10. Any issues (FNG meetings, logistics, HNGs, videos, and/or finance)</b> 1. VSMC does not give us the cash in time for shopping 2. Fire wood not contributed as per plan 3. Mung beans do not grow
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<b>11. Buffalo dairy</b>			
	Liter	Cost for buying buffalo milk	Free contribution (liter)
Buffalo milk used in FNG cooking	<input type="text" value="yes"/>	<input type="text" value="1"/>	<input type="text" value="18000"/>
		<input type="text" value="0.2"/>	

<b>12. Score of performance</b> <input type="text" value="2"/>	1. = doing well and no problems 2. = doing ok, but some problems 3. = doing ok, but many problems 4. = doing not well and many problems 5. = not functioning
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