

## Annex 1a

### **Rooting out Hunger Project. Partnership Health Checkup Results and comments**

by

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Updated 4/8/11 based on additional responses received.**

The objective of the self-assessment “partnership health check-up” was to allow reflection on internal partnership processes, and to identify any areas of concern where early action may be needed to keep the partnership on course to work most effectively together to achieve the component’s objectives.

Fourteen partners responded: MVP (4); CADECOM (2); DARS (1); MoAF (1) Universal Industries (1), Concern Universal (1) and CIP (4). Scores were made from 1 to 5. One is very poor, two poor, three fair, four good and five excellent. Generally scores showed a good level of satisfaction. The areas with lower scores were:

- a. information about the broader Sweetpotato for Profit and Health in Africa Initiative (SPHI) activities,
- b. receipt of information about the overall Rooting out Hunger in Malawi project,
- c. timely reporting and
- d. communication with external partners.

The largest spread of answers was also around the first two of these areas.

Comments included the wish to be able to visit the activities of other project partners and to have a quarterly newsletter to share information. Awareness about the sweetpotato knowledge portal ([www.sweetpotatoknowledge.org](http://www.sweetpotatoknowledge.org)) was limited, and this is one mechanism whereby anyone can access information about both the “Rooting out Hunger in Malawi Project” and other sweetpotato projects which CIP or other organizations are implementing. There was also a suggestion to standardise the reporting format to make it easier to consolidate the reports from different partners.

It is suggested that the results are discussed in the next review and planning meeting for the project and ways to address the areas with lower scores identified. It would also be good to discuss whether the partnership health check-up exercise was helpful to the partners in the component and if so how.

The following comments were received

#### **1. My organization agrees with the common vision for the Rooting out Hunger Project.**

- Aims to resolve challenges of seed material for sweetpotato

- This role is one of our themes
  - The project is within my organization's vision of reducing poverty, improve incomes and improve food security and nutrition for poor families throughout the world.
  - CIP supports all the activities of OFSP projects in all the targeted areas
  - I am working for CIP and the PI –
  - Fits well with our strategy of improved livelihood security within which we include food and nutritional security
  - All activities being carried out by my Organization focuses on goals for Rooting out Hunger in Malawi, so it really agrees with common vision for '**Rooting out hunger in Malawi**'
- 2. My organization is clear about its role in the Rooting out Hunger Project.**
- Participated in proposal development
  - CIP supports all the activities of OFSP projects in all the targeted areas
  - My organization is doing research on potato, sweet potato and other root and tuber crops so this project is on sweet potato for food security and health.
  - I believe we are clear, that here has been good and regular communication with the local CIP staff and a mechanism for sorting out any misunderstandings where they arise
  - Each year the Project Leader of my Organization plans activities on '**Rooting out Hunger in Malawi**' with time frame attached to each activity. So planning of activities is one of its roles.
- 3. My organization is clear about the role of other partners in the Rooting out Hunger Project.**
- Partnership was meant to facilitate implementation of seed system
  - CIP works together with its collaborating partners in all the targeted areas
  - Roles are clearly explained to partners and are being reviewed time to time during our meetings with partners
  - I agree for the implementation of activities because all we need is a farmer and the partners are close to the farmers as the project went into their territory. I disagree because the partners are also committed to their time line activities and this project comes as their second priority and for sure this can make some misunderstanding on reporting.
  - Interactive meetings are very scarce to share information
  - Each partner signs LOU and my Organization is aware of this, so the roles are clearly indicated in LOU. During planning meetings each partner submits Work plans so I know their roles through work plans.
- 4. My organization has provided reports on time.**
- Previous reports were timely, however, when they were delays in funding of activities, it affected schedules for reporting
  - CIP has worked tirelessly to submit narrative and financial reports on time to the donors ...
  - Do not receive funds from CIP into DARS account
  - We have provided narrative and financial reports but they have not always been on time.

- Some times narrative reports delays due to late submission of reports from NGO partners.

**5. My organization has received information on overall project activities for the Rooting out Hunger Project.**

- The collaboration with partners in OFSP has been successful because of the information CIP receives on OFSP project
- DARS is key partner and therefore assume that we receive all information
- CIP provides regular information support
- I have not personally received much, though possibly some of my colleagues have.
- We do receive Annual report Books

**6. My organization has received information on overall SPHI activities.**

- May not be very sure if we get all info
- Not much has been done on this
- Need for more regional sharing on SPHI
- I hardly received any communication and information about SPHI or any invitations for meetings unless I took my initiative to attend meetings of the SPHI. This project is one of the SPHI. Sure, I can go into the website Sweetpotato portal, though.
- Not to my knowledge
- We do receive Annual report Books

**7. Internal project communication is going well.**

- I would love to see quarterly partnership meetings to ensure everyone is aware of the partners' activities
- CIP always keep in touch with collaborating partners to check progress of activities. The only challenge is that staff turnover has affected the operations of the activities on the part of partners
- Yes, and we need to improve
- Internal project communication is going on nicely and responsible members do communicate in time without delays
- Not aware of any problems. Regular lesson sharing.
- Emails on any activity to be carried out are shared to all partners on time.

**8. Communication with external partners is going well.**

- I do not get many of the communication as they are channeled via the Agriculture Coordinator
- CIP always keep in touch with stakeholders
- Yes, and we need to improve
- Excellent, we always have quarterly review meetings with stake holders
- Delayed funding affected effective project monitoring and communication linkages. The structures are present and only needs strengthening through timely support on communication systems
- All the stakeholders mentioned are taking part in the Rooting out Hunger in Malawi project
- We do not get communication from external stakeholders but we see visitors coming in

- From DVMs, DAES, or district level, the information goes through respected NGOs or my Field Officer, John Kazembe
- From my perspective seems to be going well
- Communication with external stakeholders is going on well this is evidenced during field days whereby the Traditional Authorities do participate for example TA Kamenyagwaza in Dedza participated in two field days.

**9. Project partners in the Rooting out Hunger Project are able to resolve any potential conflicts related to project activities.**

- Hard to tell
- There is always contact and dialogue if there is an issue
- So, far no conflicts
- The level of honesty and trust is very outstanding
- During the partners planning meetings all matters are being reported and discussed to an agreement
- Good communication and problem resolving
- This is evidenced during our meetings with partners they never refer any conflict to CIP (if it occurs).

**10. My organization is willing to learn from experiences and is able to modify the way we do things.**

- CIP has learnt a lot from what has been going through in carrying out activities
- The project has a very good objective considering the levels of poverty in Malawi, for example villagers could easily access vitamin A through the locally grown Sweetpotato
- We are very open to learning from others and to improve the way we do things
- In CADECOM Chikhwawa they were distributing sweetpotato vines using pass on program. My organization is willing to learn from them.

**11. My organization supports my participation in project activities.**

- CIP supports with resources to achieve the set goals
- DARS hosts the project
- My participation is one of very broad oversight and not particularly time consuming but is supported by CU
- Resources are provided where required

**12. I am aware of my responsibilities in this project.**

- Yes
- Yes
- I know all the project activities to be carried out in each season.

**13. I feel I have enough time to spend on this project.**

- This is a big challenge- I have no assistant to support me in other areas of finance and administration
- Need to improve
- Over time!
- There are always time pressures but my involvement is quite small in terms of time commitment
- I interested in accomplishing the planned activities in this project.

**14. I clearly understand the role of the lead partner in the Rooting out Hunger Project.**

- I understand the role DARS plays in this project
- To champion the implementation of sweetpotato seed system
- I think it is clear but could not give specifics without going back to the contract/proposal
- During planning meetings each partner prepare Work plans and submit to CIP, so I am aware of their roles.

**15. I feel the decision-making process in the Rooting out Hunger Project is very transparent.**

- The decision making process is mostly done at a high management level
- Need to improve
- We would like to appreciate the flexibility to help with other needs as well such as treadle pumps, additional vines that may not be in the main budget
- We normally have already made decisions for implementation
- Seems to be fine. Have not encountered any problems
- Staffs are given opportunity to express their views.

**16. I am pleased with the level of honesty and trust in this partnership.**

- Very much pleased with honesty and transparency
- Need to improve
- I believe that all the partners have trust on CIP Organization.

**17. I am satisfied to be contributing to the successful achievement of the project's vision.**

- Satisfied and continue to be satisfied in this project implementation
- I am very pleased with the uptake of the OFSP, the enthusiasm of farmers and the nutritional impacts. The project fits well with CU's vision and we have worked well with CIP and Irish Aid.
- I make sure that I know each activity to be carried out in a particular time, by referring to Annual Work Plan so that I can contribute successfully.

**General comments:**

- *The Sweetpotato knowledge portal is very helpful. It does indeed take care of the needed information on SPHI including a quick reference to all reports produced. It was possible to see all 'Rooting Out Hunger in Malawi with OFSP' reports and latest updates OFS.*
- *This checklist is very useful, so I would like to have it every year.*

**Actions by own organization:**

**MVP:**

- Timely submission of reports both financial and activity
- Timely reconciliation of funds
- To open up Sector related Bank account on CIP

**CADECOM:**

- To consider employing at-least one field officer to monitor and implement activities together with the partners
- There is need to interact more with other partners by visiting them and sharing experiences. There is also need to do more to share and inform other stakeholders at the district level on the SPHI, spreading to other areas outside the project. CADECOM will share the website with other stakeholders.

**CIP:**

- Dedication and commitment to projects work on time.
- we need an administrative and project accountant based at Bvumbwe
- Speed up transferring the funds from CIP
- My Organization (CIP) should develop a standard reporting system to all NGO partners for them to have a good and uniform reporting Format.
- They should report accomplished activities on time using a new reporting format so that CIP can consolidate the report on time also.

**Actions by other organization:****MVP:**

- Quarterly meetings for all partners
- Work more on interactive participation amongst stakeholders

**DARS:**

- CIP needs to improve on staffing at technical level e.g. too much work for one technician to effectively balance activities on-station and at farmers' level more especially at peak periods. I also suggest if the additional technician can have a first degree for rational decisions when engaged with partners and also to assist the lead scientist with report writing.

**CADECOM:**

- We would also like to receive communication and share ideas and challenges on the SPHI. We would also like other stakeholders to take an interest in the activities we are doing so that they can also provide effective support to the overall objective of SPHI
- We work for the better of the Malawi farmer, the more activities at a particular area the more development seen; collaboration with implementing partners is a key to develop the poor farmer.

<b>Rooting out Hunger in Malawi PARTNERSHIP HEALTH CHECK UP Aug 2011</b>							
	<b>Number of respondents awarding</b>						
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>mean</b>	<b>N</b>
<b>1. My organization agrees with the common vision for the Rooting out Hunger project.</b>					14	5.0	14
<b>2. My organization is clear about its role in the Rooting out Hunger Project.</b>				1	12	4.9	13
<b>3. My organization is clear about the role of other partners in the Rooting out Hunger Project.</b>			2	3	9	4.5	14
<b>4. My organization has provided reports on time.</b>		1	2	6	5	4.1	14
<b>5. My organization has received information on overall project activities for the Rooting out Hunger Project.</b>	1		3	5	5	3.9	14
<b>6. My organization has received information on overall SPHI activities.</b>	2	1	6	2	3	3.1	14
<b>7. Internal project communication is going well.</b>		1	2	4	7	4.2	14
<b>8. Communication with external partners is going well.</b>		1	2	6	5	4.1	14
<b>9. Project partners in the Rooting out Hunger Project are able to resolve any potential conflicts related to project activities.</b>			4	2	8	4.3	14
<b>10. My organization is willing to learn from experiences and is able to modify the way we do things.</b>				5	9	4.6	14
<b>11. My organization supports my participation in project activities.</b>			1	2	11	4.7	14
<b>12. I am aware of my responsibilities in this project.</b>				1	13	4.9	14
<b>13. I feel I have enough time to spend on this project.</b>		1	2	4	7	4.2	14
<b>14. I clearly understand the role of the lead partner in the Rooting out Hunger Project.</b>			2	4	8	4.4	14
<b>15. I feel the decision-making process in the Rooting out Hunger Project is very transparent.</b>			3	4	7	4.3	14
<b>16. I am pleased with the level of honesty and trust in this partnership.</b>			1	5	8	4.5	14
<b>17. I am satisfied to be contributing to the successful achievement of the project's vision.</b>				2	12	4.9	14

