



**African Union**  
Interafrican Bureau for Animal Resources



**European Union**

**STRENGTHENING THE CAPACITY OF AFRICAN COUNTRIES FOR CONSERVATION AND  
SUSTAINABLE UTILIZATION OF AFRICAN ANIMAL GENETIC RESOURCES**

**PROJECT TEAM RETREAT**

**8 – 10 JANUARY 2014**

**AU-IBAR OFFICES, NAIROBI**

**RETREAT REPORT**

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## ***Introduction and Background***

The project "***Strengthening the Capacity of African Countries to Conservation and Sustainable Utilization of African Animal Genetic Resources***" commonly referred to as the "**Genetics Project**" aims at strengthening the capacity of countries and Regional Economic Communities to sustainably use and conserve African animal genetic resources through institutionalizing national and regional policy, legal and technical instruments that are crucial for the judicious exploitation of AnGR. The project is intended to strengthen the inherent capacities of Regional Economic Communities (RECs) and the end-users at community level to improve the utilization of AnGR and rural livelihoods through the following:

- Establishment of the status and trends of animal genetic resources in Africa
- Development of policy frameworks for the sustainable use of AnGR
- Supporting and strengthening national and regional conservation and improvement strategies and initiatives
- Increasing knowledge, attitude and practice of the contribution of livestock and livestock sector to economic growth, food security and poverty reduction.

The Genetic Project was signed in July 2013 and initial activities, including advertising vacancies (December 2012), recruitment of project staff with interviews conducted in September 2013. The project staff include; two Project Officers, a Data Management Expert and a Project Technical Assistant. The post for a Monitoring and Evaluation Officer, is awaiting contract formalities. The project team had four members by December 2013 and has to date carried out various activities including; introducing the project to the management of AU-IBAR and organizing and conducting Regional Inception Workshops in Ouagadougou, Kigali and Gaborone, for West and Central, East and Southern Africa, respectively.

It was recognized that there was need to plan activities for the project at the beginning of the year and to streamline and coordinate the implementation and management of activities by the project team members according to the project document and the various members' mandates. Therefore, it was agreed that the project team meets at the beginning of 2014 to map out how to implement and manage the project.

A project team retreat was organized to plan for effective and efficient management of the project and to critically discuss the requirements of the project, implementation modalities and to provide opportunities to engender creativity and interaction among project team members. The retreat further offered opportunities for team members to make their contributions on how best the project could be implemented and managed; setting goals and expectations as well as allocating roles and responsibilities of the team members.

The main objectives of the retreat were to:

- Critically examine the project especially the activities and sub-activities to be implemented in 2014 and projections for 2015 and beyond
- Ensure that the project strategy was clearly understood by the team
- Engage in a planning process that involves and guides all the team members
- Brainstorm on new ideas, and critically discuss and scrutinize various aspects of the project

### ***Retreat Opening***

The retreat was attended by the Project Team as well as colleagues from other units. The list of participants is shown in Annex 1 while the proposed Agenda for the retreat is in Annex 2. The retreat was officially opened by the Head of the Animal Production Unit, Dr. S. Nouala.

Dr. Nouala stressed the need to move swiftly with the project implementation as six months had already lapsed since the signing off of the project on 1 July 2013. He noted that at the end of the retreat, the following were expected:

- The activities, sub-activities and sub-sub-activities to be implemented in 2014 and projections beyond 2015 be established and agreed to
- The project team clearly understand the project strategy
- All project team members are fully involved, engaged and guided by the planning process
- The various aspects of the project and new ideas, are adequately scrutinized and critically discussed for greater comprehension and clarity

Other outputs expected from the retreat included:

1. A detailed Work Plan for 2014 with clear roles and responsibilities of each team member
2. A project budget for 2014
3. A Procurement Plan
4. A Communication and Visibility Plan
5. Terms of References (TORs) for the first Project Steering Committee meeting
6. Preparation for the project inception report
7. Other issues

### ***Retreat Proceedings***

#### **Detailed Work Plan 2014**

A detailed Work Plan was developed based on the four project Result Areas and their Activities. Sub-activities and sub-sub-activities were derived and developed for each Result Area (Annex 3). The project team then allocated roles and responsibilities to each member. However, it was stressed that the allocation of tasks and responsibilities should not be viewed as fixed allocation of project duties and

activities but rather as a way of creating more efficiency and mutual responsibility among the team members.

The project needs to positively impact and make tangible contributions to the development of the animal resources sector in Africa. The team members are expected to keep abreast of the science on AnGR to enable production of intelligent, knowledgeable and accurate reports. This will also empower the team to better assess and rate consultancy reports.

The following is a description of the Activities, sub-activities and sub-sub-activities that will be conducted within the Result Areas for January to December 2014:

**Result Area 1: Establishment of the status and trends of animal genetic resources in Africa**

***Activity 1: Establish the state of AnGR in Africa to identify threatened ruminant breeds and breeds at risk of extinction***

Under this activity, an inventory of existing AnGR in all the regions of Africa will be conducted to establish the status on AnGR. The following sub-activities and sub-sub-activities will be conducted:

- Develop and advertise TORs for consultancies to establish the status and trends
- Recruitment of consultants. The consensus was that this activity would be best if carried out by National Coordinators who already have most of the information available or have relatively easy access to what is required
- Recruit one consultant to consolidate all reports into one continental report
- Conduct National, Regional validation workshops and one Continental Workshop
- Assist Member States in the preparation of their Country Reports for the 2<sup>nd</sup> SoW-AnGR

***Activity 2: An inventory and assessment of existing policies and regulations on the use of animal genetic resources including genetic improvement of livestock in Africa***

- Develop and advertise TORs for consultancies to establish an inventory and assessment of policies & regulations (link with Activity 1)
- The National Coordinators, will parallel to the inventory conducted under Result 1 Activity 1, identify existing national policies, strategies or regulatory frameworks related to the management of AnGR.
- Conduct National, Regional validation workshops and one Continental Workshop

***Activity 3: Assessment of the genetic and socio-economic impact of production systems (i.e. and management systems i.e. crossbreeding with exotic breeds, intensification, transhumance and commercialization on local/indigenous AnGR***

Regional assessments will be conducted to establish the types of crossbreeding programmes in Africa, whether regulated, planned, erratic, government supported, private sector based, linked to movements and the intended objectives whether creation of synthetic breeds, breed absorption and substitution or improvement of local breeds.

- Develop and advertise TORs for consultancies to conduct the assessments
- Hire consultants to conduct regional studies to assess the impact of these programmes on genetic diversity, animal productivity, sustainability of the production system, and the short and long-term socio-economic benefits for the AnGR owners and the economies.
- Conduct a continental workshop (simultaneously with Activities 1 and 2 above)

**Activity 4: Assessment of selection and breeding programs impact on animal genetic diversity and socio-economic status in Africa**

A similar exercise as done in Activity 3 above will be conducted for selection and breeding programmes of local breeds in Africa.

- Develop and advertise TORs for consultancies to conduct the assessments
- Hire consultants to conduct regional studies
- The outputs of Activities 3 and 4 will be analyzed to compare the respective benefits of the two options and provide evidence to stimulate policy dialogue.

In conclusion, each of the key objective/aim of the activity will constitute an element of a consolidated TORs to be delivered by each national consultant to be contracted. The validation workshops (national, regional and continental) planned under each activity are the same and will deliberate on all the outcomes of the consultancies.

**Result Area 2: Development of policy frameworks for the sustainable use of AnGR**

**Activity 1: Develop national, regional and continental guidelines for the formulation and harmonization of crossbreeding policies**

This activity will constitute a logical continuum of Result 1 Activities 1, 2 and 3.

- A Concept Note will be drafted on the guidelines for the formulation and harmonization of crossbreeding
- A strategy and roadmap for this activity will be developed.
- National and regional validation workshops will be conducted with key stakeholders to ensure ownership and harmonization which should lead to consensus on appropriate and preferred options for genetic improvement programmes with crossbreeding.
- The resultant recommendations will be translated into policy guidelines for use by Member States.

### ***Activity 2: Develop regional frameworks and policies for in situ and ex situ conservation***

Like with Activity 1:

- A Concept Note will be drafted on the guidelines for the formulation and harmonization of crossbreeding
- A strategy and roadmap for this activity will be developed
- Validations workshops will be conducted with full stakeholder participation and consensus to develop strategic options for frameworks and policies which would support sustainable *in situ* and *ex situ* conservation of AnGR.

### ***Activity 3: Develop technical standards and protocols (including property rights and benefits sharing) for the exchange and use of genetic materials***

This activity will borrow from the existing standards and protocols for the fair and equitable sharing of plant genetic resources.

- Develop and advertise TORs for consultancies to conduct the studies on the development of protocols and standards
- Hire consultants (preferably with a legal background)
- Develop technical standards and protocols, legislation or regulatory frameworks for the sharing, exchange and utilization of AnGR (could base them on The Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits Arising from their Utilization to the Convention on Biological Diversity).

### **Result Area 3: Supporting and strengthening national and regional conservation and improvement strategies and initiatives**

#### ***Activity 1: Support Member States to establish and implement their National Action Plan for Animal Genetic Resources within their livestock policy***

The Activity will:

- Conduct an assessment of the existence of National Action Plans (NAPs) on AnGR in Member States
- Develop and compile guidelines for the production of NAPs on AnGR (borrow from FAO, SPINAP etc)
- Conduct regional training and validation workshops
- Where appropriate, provide financial and technical support to MS to produce or review NAPs on AnGR through e.g. policy hubs and CAADP teams as part of national agricultural investment plans

***Activity 2: Support Member States to establish or strengthen their national breeding and conservation strategies as part of their National Action Plan for Animal Genetic Resources***

This activity will complement Result 3 Activity 1.

- A gap analysis and assessment of breeding and conservation strategies will be conducted with focus on endangered breeds
- Selected initiatives will be supported with subventions provided to the MS in consultations with key stakeholders and governments

***Activity 3: Support the development of regional conservation policy and strategic frameworks for transboundary breeds and populations that are at risk***

The transboundary nature of AnGR requires regional rather than just national consideration. This Activity will benefit from the findings of Result Area 1 Activity 1. The following sub-activities will be conducted:

- A Concept Note and roadmap on regional conservation policy frameworks for transboundary breeds will be developed.
- An inventory of existing policies will be conducted
- Regional validation workshops will be held
- The developed frameworks will be published and disseminated

***Activity 4: Support the establishment of regional facility(ies) for ex situ conservation, in particular cryogenic storage and gene banks on AnGR***

The project will, through this activity, technically and financially support the establishment of gene bank(s).

- Assessments of existing gene bank facilities will be conducted to identify and determine the potential for use as regional facilities.
- A workshop for experts will be conducted to ensure cost-effective selection of facilities to serve as regional gene banks.

***Activity 5: Support the establishment and strengthening of national and regional livestock breeders' associations***

The information required for this Activity will be generated from the studies in Result 1 Activity 1 where:

- A Concept Note and roadmap will be developed on support to animal breeders association
- Assessments of the existing animal breeders associations and their capacity will be conducted
- Visits to selected associations will be conducted
- Five regional animal breeders confederations will be established



**Result Area 4: Increasing knowledge, attitude and practice of the contribution of livestock and livestock sector to economic growth, food security and poverty reduction**

***Activity 1: Develop harmonized tools (protocols) for characterization and inventory of AnGR***

This Activity will:

- Conduct and assessment of existing tools and protocols for characterization and inventory of AnGR
- Develop and advertise TORs for consultancies to conduct the studies on these protocols
- Hire consultant to conduct study
- Harmonized standard tools (guidelines, protocols, templates for data collection instruments) will be produced, tested, and disseminated to Member States
- A workshop for experts will be conducted to validate the protocols.

***Activity 2: Establishment of AnGR database***

Under this activity, it is planned that an African Animal Genetic Resource Information System will be developed as a module within ARIS II.

- A Concept Note will be developed on the information system
- A needs assessment will be conducted as a precursor to this activity
- Consultative meetings will be held with key stakeholders.
- Database will be developed

***Activity 3: Establish and strengthen national and regional systems for monitoring of trends of breeds and associated risks***

This Activity will:

- Develop and advertise TORs for consultancies to develop monitoring systems for breeds at risk
- Hire consultant to conduct study
- Establish country-based risk monitoring systems that will assist in setting up early warning systems and response mechanisms.

This Activity will depend on information derived from Result 4 Activity 2

***Activity 4: Develop regional networks for information sharing***

Under this Activity the following will be conducted:

- A Concept Note will be developed on the establishment of or support to regional networks
- An assessment of existing networks will be conducted to determine their status and functionality.

- An interactive e-learning system for information sharing and discussions among National and Sub-Regional Focal Points (S-RFP) of Africa will be established
- The Activity will support at least one biannual meeting of focal points.
- TORs for the proposed “Genetics Network” will be developed

***Activity 5: Establish or strengthen regional focal points for animal genetic resources***

This Activity, will:

- Develop a Concept Note and roadmap on the strengthening and establishment of S-RFPs, starting with East Africa
- An Inception Workshop will be held for North Africa (entry point for the establishment of the S-RFP for the region)
- The functionality of the joint RFP for West and Central Africa will be assessed.

***Activity 6: Document and disseminate best practices and lessons learnt from animal genetic conservation and improvement initiatives***

The Activity will:

- Continually identify and document best practices and/or major lessons learnt in the management and conservation of AnGR.
- Good practice papers and policy notes will be produced and disseminated
- The ALive and other AU-IBAR platforms will be used for advocacy and raising awareness on the project activities.

***Project Budget for 2014***

The project team discussed the budget for 2014 which was incorporated into the Work Plan, in line with the overall approved budget. Funds were allocated to Activities accordingly. .

***Procurement Plan***

The Senior Human Resources and Administration Officer (SHRAO) explained the procedures and regulations on procurement. He highlighted that for any advertisement on the AU-IBAR website, a minimum of one (1) month is required before the action can be processed. He explained that meetings are also subject to the procurement guidelines and any meeting costing more than USD 10,000 should go to the Tender Board and this can take a minimum of two (2) months. On vehicle maintenance, it was stressed that there was need to enquire for guidance from the Finance Officer. The project team informed the SHRAO that there was need for Skype facilities to enable the team discuss and share

information with partners and other stakeholders. The SHRAO explained that this could be arranged and plans are underway to provide staff with these services in one of the meeting rooms which has video and audio facilities. The Project and other users could be allocated a “user account” for Skyping. The team was also informed of the need for participants to confirm their attendance to workshops in time to minimize potential losses incurred by AU-IBAR. A minimum of two weeks is required for foreign participants to get Kenya visitors’ visas and this should be taken into consideration during planning of meetings and workshops (Annex 4).

### ***Communication and Visibility Plan***

The Genetics Project will continually generate and disseminate information on AnGR and other products about the project and its achievements to all relevant stakeholders. It is therefore, important that the project and its activities are clearly “visible” to others. The team therefore, discussed the Communication and Visibility Plan of the project. This was based on a similar one developed for earlier projects within the unit. The information required for promotional materials was discussed and included in the Communication and Visibility Plan. The team revised and improved on the draft pending approval by the Steering Committee.

### ***Terms of Reference (TORs) for the first Project Steering Committee Meeting***

The Project will be under the leadership of the Project Steering Committee which shall provide the overall guidance on policy and strategy for the effective coordination, implementation, monitoring and evaluation of the Animal Genetic Resources Project. The team then developed the TORs for the Project Steering Committee (PSC), which is due to be approved during the first Steering Committee meeting.

### ***Preparation of the Project Inception Report***

The Project Inception Report highlights the events of the Inception Phase of the project. This report should cover the activities that have taken place since the official signing of the project. The project team worked on the outline of the, specifically on the aspects/topics which need to be captured in the report (see Annex 5).

### ***Other Issues***

Other issues discussed during the retreat included the following:

1. Development of TORs for various project studies and information required to feed the Exit Strategy and the M&E plan

- a. The development of the various TORs for these activities was initiated during the retreat. Deadlines were set for the submission of the TORs for advertisement and recruitment of consultants in order to achieve the set targets and milestones.
  - b. The M&E Plan will be developed by the M&E Officer of PPU in collaboration with the project team
2. Identification of information required for the project internet page
  - a. The team initiated discussions on the information required for the Project webpage on the AU-IBAR website and agreed to finalize after consultations with the Webmaster.
3. Engagement of other AU-IBAR projects
  - a. It is necessary that the project's activities on policies be linked up with the activities of the policy hubs of the Vet-Gov project at the sub-activity level to ensure coherence and synergies.
  - b. It was also agreed that the project would liaise with colleagues for the PPU, particularly on the development of guidelines for National Action Plans by Member States. The previous experience in supporting the MS to develop Nation Action Plan under SPINAP will be of great input to the activity.
4. Preparation for the first Partners' and Steering committee meetings
  - a. It was agreed that the team would start preparations for the Partners' and Project Steering Committee (PSC) meetings scheduled for April 2014 as soon as possible. These include finalizing the TORs for the PSC, developing the Concept Note and accompanying memos for the meeting and other logistics arrangements.
5. EU reporting system
  - a. The team was also strongly advised to use the EU reporting system and format (copy provided) when reporting to the EU

## ***ANNEX 1: List of Participants***

<b>Name</b>	<b>Unit</b>	<b>Position</b>
Dr S. Nouala	Animal Production	Project Team Leader
Dr M. Mbole-Kariuki	Animal Production	Project Data Management Expert
Dr C. Pissang	Animal Production	Project Officer
Dr N.A. Bosso	Animal Production	Project Technical Assistant
Dr E.M. Nengomasha	Animal Production	Project Officer
Dr. A. Lewa-Kigezo	Programmes and Projects	Programmes and Projects Officer
Ms. S. Mugwe	Programmes and Projects	Monitoring and Evaluation Officer
Dr. I.A. Gashash	Animal Health	ARIS Manager
Mr. T. Kishlaf	Human Resources & Administration	Senior Human Resources and Administration Officer
Mr. S. Abdoulwahidou	Human Resources & Administration	Procurement Officer
Ms. J. Makanda	Human Resources & Administration	Administration Assistant
Mr. S. Cheruiyot	Finance	Accounts Assistant

## ***ANNEX 2: Proposed Agenda for Project Team Retreat***

### **Day 1 Wednesday 8 January 2014**

<b>Time</b>	<b>Programme Item</b>
	<b>Session 1: Opening (Head of Unit as facilitator)</b>
	Overview of the Retreat and Expectations
9:00 to 10:00	Introductory presentation
	Presentation of the Draft Agenda Adoption of Agenda and task allocation for the team members (who will be doing what)
	<b>Session 2: Workplan and Budget</b>
10:15 to 13:15	Workplan and Budget for 2014 (Resource person from the Finance and ARIS)
	<b>Lunch</b>
	Workplan and Budget 2014 continued
14:00 to 17:00	Procurement plan (Resource person from the Administration)
	<b>End of day 1</b>

### **Day 2 Thursday 9 January 2014**

<b>Time</b>	<b>Programme Item</b>
	<b>Session 3: Preparation of First Partners and Steering Committee Meetings</b>
	Finalization of the coordination mechanism
9:00 to 13:15	TORs for the Steering Committee and Preparation of the first partners' and first Steering Committee meetings
	<b>Lunch</b>
	<b>Session 4: M&amp;E, Documentation Plan and Exit strategy</b>
14:00 to 15:00	M&E plan (Resource person from the PPU)
15:00 to 16:00	Documentation Plan (Resource person from the PPU)
16:00 to 17:00	Exit strategy plan (Resource person from the PPU)
	<b>End of day 2</b>

### **Day 3 Friday 10 January 2014**

<b>Time</b>	<b>Programme Item</b>
	<b>Session 4: TORs studies and Inception report</b>
9:00 to 13:15	Review the TORs for the assessment studies
	Initiate the preparation of the project inception report
	<b>Lunch</b>
	<b>Session 5: Communication and Visibility</b>
14:00 to 15:00	Communication and Visibility plan (Resource person from the PPU)
15:00 to 16:00	Design of posters and brochures (Resource person from the Administration)
16:00 to 17:00	Design of project Internet page (Resource person from the Administration)
	<b>End of day 3</b>

### ANNEX 3: Draft Annual Work Plan

Results	Activities	Sub-Activities	Sub/Sub-Activities	Period (Months)												Responsible	Budget	Collaborator/ Contribution by			
				J	F	M	A	M	J	J	A	S	O	N	D						
Result 1	Activity 1: Establish the state of AnGR in West Central and East Africa to identify threatened ruminant breeds and breeds at risk of extinction	Hire (54) national consultants	Develop Consultancy TORs														Cyrille	270,000	Edward to lead for Continental Workshop		
			Advertise & Pass contract		a															a=Advert	
			Data collect & Get reports			d	d														d=Data collection
		Have hired General Consultant	TORs, Recruit, Report		gc	gc	gc												27,000		gc=General Consultant
		National Validation						nv	nv										216,000		nv=National validation
		Regional Workshop							rv	rv	rv								226,200		
		Continental Workshop									cw	cw									
		Intergovernmental Technical Working Group Meeting																			
																		739,200			
	Activity2: An inventory and assessment of existing policies and regulations on the use of animal genetic resources including genetic improvement of livestock in West, Central and East Africa	Hire (54) national consultants	Develop Consultancy TORs														Cyrille	71,400			
			Advertise & Pass contract		a																
			Data collect & Get reports			d	d														
		Have hired General Consultant	TORs, Recruit, Report		gc	gc	gc														
		National Validation						nv	nv										59,400		
		Regional Workshop							rv	rv	rv								73,800		
		Continental Workshop									cw	cw									
		Intergovernmental Technical Working Group Meeting																			
																		204,600			

				J	F	M	A	M	J	J	A	S	O	N	D	Resp	Budget	Collab./ Contrib.
Activity 3: Assessment of the genetic and socio-economic impact of production and management systems ie. crossbreeding with exotic breed, intensification , transhumance and commercialisation on local AnGR	Hire Regional consultants	<i>Develop Consultancy TORs</i>														Mary	45,000	
		<i>Advertise &amp; Pass contract</i>		a														
		<i>Data collect/ Nat validation &amp; Get reports</i>				d	d											
	Continental Workshop																47,400	
	Intergovernmental Technical Working Group Meeting																	
																	92,400	
Activity 4: Assessment of selection programs (including breeding objectives) on animal genetic diversity in West, Central and East Africa	Hire Regional Consultant	<i>Develop Consultancy TORs</i>														Mary	45,000	
		<i>Advertise &amp; Pass contract</i>																
		<i>Data collect/ Nat validation &amp; Get reports</i>																
	Continental Workshop																34,200	
	Intergovernmental Technical Working Group Meeting																	
																	79,200	
				J <td>F <td>M <td>A <td>M <td>J <td>J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td></td></td></td></td></td></td>	F <td>M <td>A <td>M <td>J <td>J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td></td></td></td></td></td>	M <td>A <td>M <td>J <td>J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td></td></td></td></td>	A <td>M <td>J <td>J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td></td></td></td>	M <td>J <td>J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td></td></td>	J <td>J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td></td>	J <td>A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td></td>	A <td>S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td></td>	S <td>O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td></td>	O <td>N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td></td>	N <td>D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td></td>	D <td>Resp <td>Budget <td>Collab./ Contrib. </td></td></td>	Resp <td>Budget <td>Collab./ Contrib. </td></td>	Budget <td>Collab./ Contrib. </td>	Collab./ Contrib.
Result 2 Activity 1. Develop national, regional and continental guidelines for the formulation and harmonization of crossbreeding policies	Develop the strategy/ Approach to be used	<i>Draft concept note</i>																Agree during conference on the road map & way Forward (+ Annie)
		<i>Draft Road map</i>																
		<i>Validate Concept note &amp; Road Map (Workshop)</i>															77,380	
	Hire a Consultant for facilitation & Harmonisation	<i>Develop Consultancy TORs</i>															50,000	
		<i>Advertise &amp; Pass contract</i>																
																	127,380	



	<b>Activity 2. Develop regional frameworks and policies for <i>in situ</i> and <i>ex situ</i> conservation</b>	Develop the strategy/ Approach to be used	<i>Draft concept note</i>															Austin		
			<i>Draft Road map</i>																	
				<i>Validate Concept note &amp; Road Map</i>															63,000	
			Hire a Consultant for facilitation & Harmonisation	<i>Develop Consultancy TORs</i>															36,000	
				<i>Advertise &amp; Pass contract</i>																
																		<b>99,000</b>		
	<b>Activity 3. Develop technical standards and protocols (including property rights and benefits sharing) for the exchange and use of genetic materials.</b>	Hire consultant	<i>Develop Consultancy TORs</i>															Edward	20,000	Consider Nagoya Protocol & Standard on Agric
			<i>Advertise &amp; Pass contract</i>																	
				<i>Data collect/ Nat validation &amp; Get reports</i>															32,000	
				<i>Continental workshop</i>															80,000	
																		<b>132,000</b>		
				J	F	M	A	M	J	J	A	S	O	N	D	Resp.	Budget	Collab./ Contrib.		
<b>Result 3</b>	<b>Activity 1. Support member states to establish and implement their National Action Plan for AnGR within their livestock policy.</b>	Support MS to develop/review their National Action Plan for AnGR	<i>Assessment of the existence of NAP</i>														Edward		Annie & Gashash to share copies from SPINAP, assess those of FAO	
			<i>Get FAO/ SPINAP Guidelines for NAP on AnGR -&gt; Compile STD guide</i>																	
				<i>Regional Validation &amp; Training Workshops</i>															79,200	
				<i>Financial &amp; Technical support for producing/ reviewing</i>																

		Support MS to mainstream AnGR into their national livestock priorities investment (support to national livestock policy hubs meetings)	Select of key priorities actions to be funded																					Liaise with VET Gov
			Support (financial & technical) through policy hubs/ CAADP country team/ support develop proposals																					
																								79,200
	Activity 2. Support member states to establish or strengthen their national breeding and conservation strategies as part of their National Action Plan for AnGR.	Assessment of National Breeding strategies	Compilation, analysis of gaps from R1-A2 with focus on endangered breeds/ at risk																				Austin	
		Subventions to support national programs based on gaps identified	Analysis (1 or 2 initiatives per region)																					
			Provide support/ subsidies																					204,600
																								204,600
	Activity 3. Support the development of regional (REC based) conservation policies and strategies for transboundary breeds and populations that are at risk	Assessment and Drafting of the policy and strategy	Develop concept note & road map of the activity																				Cyrille	Vet Gov Coordinators
			Conduct inventory of regional policies																					
		Regional validations	To valid outcomes and analysis on the inventory of Policies																					84,000
		Publication & dissemination																						15,000
																								99,000

	<b>Activity 4. Support the establishment of a regional/sub-regional facility for ex situ conservation, in particular cryogenic storage and establish a gene bank on AnGR</b>	Assess existing G banks/ functionality/ performance of physical/ virtual facilities																Mary	20,000		
		Develop the strategy to be used (virtual or Physical)																		9,000	
		Experts validation meeting																		50,000	
																			<b>79,200</b>		
	<b>Activity 5. Support the establishment and strengthening of regional livestock breeders' associations.</b>	Assessment of existing regional livestock breeders associations	<i>Develop Concept note &amp; road map</i>															Cyrille		To add in the TORs of R1-A1	
			<i>Inventory of existing Association</i>																		
				<i>Assessment of existing &amp; Analysis of potentials</i>															10,000		
			Establishment and support to 5 regional breeders confederations	<i>Visit to selected Animal Breeders Associations (Evaluations of kind of support....</i>															26,823		
				<i>Development &amp; validation of Support plan/ strategy (support agreement)</i>															15,000		
			<i>Provide adequate support</i>																		
																		<b>51,823</b>			
				J	F	M	A	M	J	J	A	S	O	N	D	Resp.	Budget	Collab./ Contrib.			
Result 4	<b>Activity 1. Develop harmonized tools (protocols) for Characterization and tools for and</b>	Assessment of existing tools and protocols and drafting harmonized protocols	<i>Inventory of the existing tools and protocols</i>													Edward		Assisted by Mary			
				<i>Hire Consultant for Inventory &amp; Assess of all tools</i>													20,000	Attend CIRDES meeting in April			

	Inventory of AnGR		Organize workshop with stakeholders/ Experts for consultation/ validation																46,000	
																			<b>66,000</b>	
	Activity 2. Establishment of AnGR database	Define the frame of Collaboration with ILRI	Consultative meetings with partners														Mary	10,000	Frame of collaboration with ILRI	
			Develop the concept note on Way forward																	
		Procure working tools to MS	Develop procurement plan for 54 computers																	Central procurement
		Develop/review/Adapt the Database	Consultant/ In house (IT & Training manual)																10,000	
		Capacity building	Training																112,000	
																			<b>132,000</b>	
	Activity 3. Establish and strengthen regional monitoring of trends and associated risks of transboundary breeds.	Hire Consultant	Link with R1-A2 / R4-A2														Mary	20,000	2015	
			Regional Validation Workshop																52,600	
																			<b>72,600</b>	
	Activity 4. Develop regional networks for information sharing	Develop Concept Note															Austin			
		Conduct the Assessment of the existing Networks																	20,000	
		Fee for establishing an interactive e-learning system																	5,000	
		Annual Meetings of AnGR national focal points																	107,000	
		Develop TORs for the Genetics Network																		
																			<b>132,000</b>	

Activity 5. Establish or strengthen regional focal points for AnGR.	Develop the concept note																Edward	Existing for West & Central. If on, where to base it?	
	Entry/Inception Workshop (agree on road map) East Africa																	32,000	in Kigali
	Entry/Inception Workshop (agree on road map) North Africa																	32,000	
	Exit Workshop																	42,920	
																		<b>106,920</b>	
Activity 6. Document and disseminate best practices and lessons learnt from AnGR conservation and improvement initiatives	Compilation of best practices																	Cyrille	8,184
	Publication and dissemination																		
																		<b>8,184</b>	
Inception and closure																			<b>52,800</b>
<b>Sub Total Activities</b>																			<b>2,558,107</b>
Staffs																			<b>586,080</b>
Investments																			<b>66000</b>
Operating cost																			<b>403,920</b>
<b>Sub Total Project Management costs</b>																			<b>1,056,000</b>
<b>Sub Total Direct eligible cost</b>																			<b>3,614,107</b>
Administrative Costs 7%																			<b>245,476</b>
<b>Grand Total:</b>																			<b>3,859,583</b>

## ANNEX 4: Procurement Plan

### 1. GOODS AND EQUIPMENT

Item No	Originating office	Goods/Equipment	Qty	Estimated Cost (USD)	Budget Code	Proc. Method	Timescale	
							Start	Completion
<i>[sub-categories (such as 'vehicles', 'IT equipment', 'office consumables') can be used for purposes of consolidation]</i>								
		Computers	54	54,000	RIBAR0270420		1.01.2014	31.12.2014
		Smartphones	54	38,000	RIBAR0270420			
		External hard drives	54	5,400	RIBAR0270420			
		Printers (for office)	5	3,000	RIBAR0270710			
		Office furniture	5	5,000	RIBAR0270710			
		Flyers	3000	3,000	RIBAR0270850			
		Brochures	3000	3,000	RIBAR0270850			
		Banners	100	20,000	RIBAR0270850			
		Roll-ups	10	1,500	RIBAR0270850			
		T-shirts	1000	21,000	RIBAR0270850			
		Hats	500	1,500	RIBAR0270850			
		Bags	500	7,500	RIBAR0270850			
		Pens	1000	1,500	RIBAR0270850			
		Caps	500	1,500	RIBAR0270850			
		Mugs	500	1,000	RIBAR0270850			
		Note pads	2000	3,000	RIBAR0270850			
		Bond paper/Photocopying paper	400	2,000	RIBAR0270830			
		Printer Cartridges	10	1,000	RIBAR0270830			
		Files	100	100	RIBAR0270830			
		Office stationery	5	200	RIBAR0270830			
		Business cards	1000	125	RIBAR0270830			
		Asset tags	100	2,000	RIBAR0270830			
<b>Total Estimated Cost for Goods and Equipment (USD)</b>				<b>175,325.00</b>				

## 2. WORKS

Item No.	Originating office	Brief Description of Work	Estimated Cost (USD)	Budget Code	Proc.Method	Timescale	
						Start	Completion
<i>[sub-categories (such a 'new construction', 'renovation/refurbishment', 'general maintenance') can be used for purposes of consolidation]</i>							
<b>Total Estimated Cost for Works (USD)</b>							

## 3. CONSULTANCY SERVICES

Item No.	Originating office	Service required	Duration	Estimated Cost (USD)	Budget Code	Selection Method	Timescale	
							Start	Completion
		<i>Consultancies</i>	<i>1000</i>	<i>300,000</i>	<i>All Activity-based RIBARs</i>			
		<i>Advertisements</i>	<i>4</i>	<i>2,400</i>	<i>RIBAR0270850</i>			
<b>Total Estimated Cost for Consultancy Services (USD)</b>				<i>302,400.00</i>				

#### 4. NON-CONSULTANCY SERVICES

Item No.	Originating office	Service required	Duration	Estimated Cost (USD)	Budget Code	Proc. Method	Timescale	
							Start	Completion
		Media coverage		10,000	RIBAR0270850			
		Documentaries	1	10,000	RIBAR0270850			
		Vehicle maintenance		1,200	RIBAR0270840			
		Workshops (National)(54)	54	540,000	RIBAR0270110 RIBAR0270120 RIBAR0270130 RIBAR0270140			
		Workshops (with travel) (24)(average 30 participants @ USD250/day for 3 days)	72	540,000	RIBAR0270110 RIBAR0270120 RIBAR0270130 RIBAR0270140			
		Meetings (ad hoc)		10,000	RIBAR0270110 RIBAR0270120 RIBAR0270130 RIBAR0270140			
		Skype facilities		500	RIBAR0270830			
		Medical insurance for participants to meetings/Workshops		25,000	RIBAR0270110 RIBAR0270120 RIBAR0270130 RIBAR0270140			
		Visas for participants		25,000	RIBAR0270110 RIBAR0270120 RIBAR0270130 RIBAR0270140			
Total Estimated Cost for Non-Consultancy Services (USD)				882,200.00				

Total Procurement Budget for (2014): USD.....

	Completed by:	Checked by	Approved by:
Signature			
Name			
Position	Project Contact Person	Project Coordinator	Director AU-IBAR
Date			



## ***ANNEX 5: Outline of Inception Report***

Table of contents

Acronyms

Acknowledgments

Executive summary

Introduction

Overview of project objectives and expected results

The inception phase

Objectives of the inception

Activities related to the inception

- Abidjan Inception workshop (objectives, outcomes and recommendations)
- West and Central Africa Inception workshop (objectives, outcomes and recommendations) - Burkina Faso
- East Africa Inception workshop (objectives, outcomes and recommendations) - Rwanda
- Southern Africa Inception workshop (objectives, outcomes and recommendations) - Botswana
- North Africa Inception workshop (objectives, outcomes and recommendations) - Egypt
- Partnership meetings – ILRI, CIRDES, WALIC, FAO
- Project planning retreat (objectives, outcomes- M&E, Communication and visibility, budget and exit strategy plans)
- Roundtable workshop with partners

Project conceptual framework

- Review of logical framework with partners

Work plan and milestones

- Elaborate on outlined annual project activities and milestones

Project partners and their roles

- Description of partners and their roles
- Outline synergies of activities between partners
- Establishment of network by project

Project management and coordination

- Outline project team roles
- Describe co-ordination of activities

The budget

- Detail allocation of funds to implementing partners

Monitoring, evaluation and reporting

- To be advised later by Susan

Communication and visibility

- Outline monitoring strategy/plan for communication and visibility

Annex

Gantt chart

Matrix of work package per partner

Budget