

# HIMA Programme Activity Type and Indicator List

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| AT Code  | AT Name   | Explanatory notes  | Indicator: Unit for target | Report men / women | Dept respons ible | Reporti ng level |
|--|---|--|----------------------------|--------------------|-------------------|------------------|
| <b>1. Village planning and capacity development</b>            |   |  |                            |                    |                   |                  |
| 1  | Ruaha Legacy Fund                                       |  | No of reports              | N/A                | RPMU              | Region           |
| 2  | Village selection                                       | New villages selected for HIMA Project support   | Villages selected          | N/A                | CD                | District         |
| 3  | Holistic village planning                               | Holistic studies, participatory planning, etc. Indicator is the number of new villages with new / initial plans, or old villages with plans substantially revised. Lesser support for annual village planning is under AT 6.                                 | No of villages             | Yes                | CD                | District         |
| 4  | Village leadership training                             | e.g. Village plan and capacity development workshop: practical plan improvement, leadership, bye-laws, budgeting, etc  | No of courses              | Yes                | CD                | Village          |
| 5  | Gender training   |  | No trained                 | Yes                | CD                | Village          |
| 6  | Annual village planning                                 | Covers annual revisions to village visions and plans. Project supported villages only. Substantial re-planning under AT 3.   | No of villages             | N/A                | CD                | District         |
| 7  | Village legal procedures: general                       | Covers legal procedures, (gazettement, etc) for registration of village land, general by-laws, etc. Note that Forest Reserve by-laws, etc are under AT 11 or 19, and mapping is done under AT 3 or 39.   | No of documents            | No                 | CD                | District         |
| 8  | Scaling down project support in old villages            | Scaling down the level of support from full to a reduced (10%) level of support in old villages: Activities include scaling down meetings, planning, etc.  | No of villages             | N/A                | CD                | District         |
| <b>2. Central Government Forest Reserve Management Plans</b>   |   |  |                            |                    |                   |                  |
| 9  | CGFR studies and planning                               | Participatory as usual. Indicator refers to the number of villages with a particular STAGE completed towards the preparation of a joint forest management plan.  | No. of villages            | N/A                | For               | District         |
| 10   | CGFR boundary protection                                | Includes survey, agreement, mapping, marking and planting / protection   | Km of boundary             | N/A                | For               | District         |
| 11   | CGFR Legal procedures                                   | Covers gazettement, by-laws, etc in CGFR. Indicator refers to the number of villages with documentation completed and application made for gazettement and legal institution of the joint plan, by-laws, etc.  | No. of villages            | N/A                | For               | District         |
| 12   | Training and follow up on CGFR plans                    | Training and follow up to understand and support the implementation of plans for 3 years   | No trained                 | Yes                | For               | Village          |
| 13   | Skeletal level surveillance of other CGFR's in District |  | No of surveillance visits  | N/A                | For               | District         |
| <b>3. Village and District Forest Reserve Management Plans</b> |   |  |                            |                    |                   |                  |
| 16   | Identification of V & D forest reserves                 | Participatory as usual   | No. of villages / forests  | N/A                | For               | District         |
| 17   | V&DFR studies and planning                              | Participatory as usual. Indicator refers to the number of villages with a particular STAGE completed towards the preparation of a joint district forest management plan, or village forest management plan. Small village forests done in one stage.         | No. of villages / forests  | N/A                | For               | District         |
| 18   | V&DFR boundary marking                                  | Activities include survey, agreement, mapping and marking of the agreed boundary line. Marking of the boundary should be done in the most appropriate manner: e.g. beacons, clearing, painting, clearing, planting. Village FR's would normally be marked by | Km of boundary             | N/A                | For               | District         |
| 19   | V&DFR Legal procedures                                  | Covers gazettement, by-laws, etc in V&DFR. Indicator refers to the number of villages with documentation completed and application made for gazettement and legal institution of the joint or village plan, by-laws, etc.                                    | No. of villages / forests  | N/A                | For               | District         |

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| 20   | Training and follow up on V&DFR plans / environmental issues | Includes follow up for 3 years to ensure villagers support plans  | No trained                        | Yes | For | District |
| 21   | DC Forest Committee Meeting                                  | The indicator refers to official meetings of the committee which should be minuted. This therefore covers the number of meetings.   | No of minutes                     | N/A | For | District |
| 22   | Implement DC Plantation Management Plan                      | Includes number of plans made and number of plans implemented according to the plan for the year.   | No of plans implemented           | N/A | For | District |
| <b>4. Village tree planting and management</b>             |  |   |                                   |     |     |          |
| 24   | Village forestry planning                                    | Practical, hands-on training to develop practical plans for overall development of forestry in a village. Probably a village workshop to develop the plan and train at the same time. Note that this refers to overall village forestry planning and not the village forest reserve which is under AT 20. | No of plans (revised or refined)  | Yes | For | Village  |
| 25   | Individual, village and school nurseries.                    | Indicator refers to the number of nurseries supported with mainly training and a small amount of seed and inputs / materials. No. of seedlings is an Output Indicator.  | No of nurseries (supported)       | Yes | For | Village  |
| 26   | Training and support for tree planting and management        | Includes management of natural woodland   | No. trained                       | Yes | For | Village  |
| 27   | Tree species trials  | New tree species only   | No of reports                     | N/A | For | District |
| 28   | Wildfire campaigns   | Indicator refers to the number of events / meetings. Several villages may join for one event / meeting.   | No of events.                     | Yes | For | District |
| 29   | Training in improved charcoal burning                        |   | No. trained                       | Yes | For | Village  |
| <b>5. Water source improvement</b>                         |  |   |                                   |     |     |          |
| 30   | Training on water source protection                          | Practical training: includes development of plans for catchment protection and the measured for intake protection, etc.   | No trained                        | Yes | Ag  | Village  |
| 31   | Source improvement & protection                              | Relatively minor material support and some advice / supervision.  | Sources protected / rehabilitated | Yes | Ag  | Village  |
| 32   | Hydrological monitoring                                      | Includes water sources, etc   | Samples analysed                  | N/A | Ag  | Village  |
| <b>6. Land husbandry</b>                                   |  |   |                                   |     |     |          |
| 35   | Training in improved land husbandry.                         | Training of farmers in soil and water conservation (e.g. contours), soil fertility, etc. Contours made or stabilised under training will be counted during annual village based Output Monitoring.  | No. trained                       | Yes | Ag  | Village  |
| 36   | Support production of planting material, etc                 | Individual or village production: e.g. vetiver, comfrey, etc. Provision of "seed" material for passing on to others.  | Square metres of nursery          | Yes | Ag  | Village  |
| 37   | Village led SWC campaigns                                    | Conservation Promotion Days: support action days with some material, advice, etc. Metres of contour is an Output indicator.   | No of promotion days              | Yes | Ag  | Village  |
| 38   | Gully stabilisation  | Support with advice, action days, etc   | No. of gullies treated            | Yes | Ag  | Village  |
| 39   | Land resource / use survey and mapping                       | This AT is used when the activity is done separately from initial holistic village planning (AT 3). Includes boundary mapping. Participatory mapping techniques used. Subsequent land use planning would be done under AT 3.  | No of villages                    | Yes | Ag  | District |
| 40   | Land use management  | Covers issues relating to the participatory monitoring and management of land use plans formulated by the village, etc: in sub-catchments or otherwise.   | No of reports                     | Yes | Ag  | Village  |
| <b>7. Crop production, post maturity and food security</b> |  |   |                                   |     |     |          |
| 41   | Training in improved crop production                         | Covers training on food and cash crop production, promotion of improved practices, etc. Would also include participatory training / field days on farms which have good examples of successful practices.   | No trained                        | Yes | Ag  | Village  |

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| 42   | On farm demos  | e.g. soil fertility, improved varieties, etc: Farmers trained through field days, etc. The number trained to be indicated under the numbers of women and men involved.                               | No of demos                       | Yes | Ag  | Village  |
| 43   | On-farm seed production and /or availability.                                |  | No of acres                       | Yes | Ag  | Village  |
| 44   | Training in improved home gardens  | Includes development of ideas for home gardens   | No trained                        | Yes | Ag  | Village  |
| 45   | Fruit tree nurseries   | Mainly training, seed and input support for individual, village or school nurseries supported by Activity type 25. Indicator is no. of nurseries supported. No. of seedlings is an Output Indicator. | No of nurseries (supported)       | Yes | Ag  | Village  |
| 46   | Training in post maturity technologies, etc.                                 | Includes preservation of fruit and vegetables: Also an element of technology development.  | No trained                        | Yes | Ag  | Village  |
| <b>8. Animal husbandry support (including fish and bees)</b>               |  |  |                                   |     |     |          |
| 48   | Small animal husbandry training  | Training in improved and appropriate methods of rearing and keeping a variety of small animals.  | No trained                        | Yes | Ag  | Village  |
| 49   | Draught animal husbandry / use training                                      | Training in improved and appropriate methods of rearing, keeping and using draught animals. Use would be for ploughing, transport, etc.  | No trained                        | Yes | Ag  | Village  |
| 50   | Fodder bank establishment  | Farmers trained and supplied with planting material to be passed on. For new fodder banks only.  | No of fodder banks supported      | Yes | Ag  | Village  |
| 51   | Procurement and distribution of small animals, donkeys and related equipment | Formerly for WMF supported women only. May be possible if FULLY justified against agreed criteria: e.g. need for species and breed, clear and fair mechanism for spread.                             | No of animals / items distributed | Yes | Ag  | Village  |
| 52   | Animal husbandry / vet advice  | Covers the "advisory" part of the former AT "Advisory and vet care follow up to WMF provided animals". Now generally a routine activity with no vet materials provided by the project.               | No of household-visits            | Yes | Ag  | Village  |
| 53   | Training in fish farming and bee keeping.                                    |  | No trained                        | Yes | For | Village  |
| 54   | Purchase and distribution of fingerlings                                     | Provision of "start-up" or "seed" material for passing on to others by arrangement with the sub-village or village.  | No supported                      | Yes | For | Village  |
| <b>9. Gender and social development (Women's socio-economic situation)</b> |  |  |                                   |     |     |          |
| 55   | Gender and social development studies  | Gender sensitive and possibly gender focussed studies to guide and promote gender sensitive social development in villages.  | No of reports                     | N/A | CD  | District |
| 56   | Training / promotion of GAD  | Covers training, drama or video shows, etc e.g. in women empowerment, group formation, etc. Formerly "Strengthen/support of women's groups and then socio-economic situation.                        | No of events                      | Yes | CD  | District |
| 59   | Promotion of village technologies  | Generally training and promotion of appropriate village type technologies: e.g. energy conserving stoves, roofing tiles, etc. Covers the old AT's 59 and 60.   | No of events / courses            | Yes | CD  | District |
| <b>10. Marketing</b>   |  |  |                                   |     |     |          |
| 62   | Marketing groups   | Covers strengthening or formation of production / marketing / savings / credit groups  | No of groups                      | Yes | Ag  | Village  |
| 63   | Marketing training   | Training courses, workshops, meetings, etc for groups and/or individuals   | No trained                        | Yes | Ag  | Village  |
| 64   | Improve marketing opportunities  | e.g. through market research studies, feasibility studies, self help bridges, etc. Need to develop ideas.  | No of events                      | Yes | Ag  | Village  |
| <b>11. Extension system development</b>                                    |  |  |                                   |     |     |          |
| 65   | Develop privatised extension systems   | Includes significant studies or actions to develop or improve systems such as village-based paraprofessionals, etc.  | No of reports                     | N/A | Ag  | District |

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| 66   | Training of District staff                                     | Regular on-the-job core and specific training. Includes training of technical, administrative and management staff.                   | No trained                            | Yes | All                         | District          |
| 68   | Training of private extension workers.                         | On the-job core and specific training on pilot basis at first   | No trained                            | Yes | All                         | District          |
| 69   | Extension / training meetings                                  | Quarterly Departmental and annual inter-district meetings   | No of meetings                        | Yes | All                         | District          |
| 70   | Professional upgrading   |   | No trained                            | Yes | All                         | District          |
| 71   | Fellowship training  | Provide costs for travelling within Tanzania for Fellowship Training.   | No trained                            | Yes | RPMU                        | District          |
| <b>12. Studies and research</b>                  |  |   |                                       |     |                             |                   |
| 73   | Studies  |   | Reports                               | N/A | RPMU                        | Region            |
| 74   | Training needs assessment                                      |   | Reports                               | N/A | PMU                         | District          |
| 75   | Officers' study tours  |   | Reports                               | Yes | PMU                         | District          |
| 76   | Farmers' study tours   |   | Reports                               | Yes | All                         | District          |
| 77   | Hydrological Research  |   | Reports                               | N/A | RPMU                        | District          |
| 78   | Physical Catchment Survey                                      |   | Reports                               | N/A | Ag                          | District          |
| 79   | Research Co-ordination   |   | Reports                               | N/A | RPMU                        | Region            |
| <b>13. Public relations (PR) and information</b> |  |   |                                       |     |                             |                   |
| 81   | Development of training material                               |   | No of manuals                         | N/A | PMU                         | District          |
| 82   | Newsletters  | Prepared, produced and distributed  | No. distributed                       | N/A | PMU                         | District          |
| 83   | Other information, education & communication material produced | IEC = Information, education & communication  | No of different types of IEC material | N/A | PMU                         | District          |
| 84   | HIMA days  |   | Participants                          | Yes | All                         | District          |
| 85   | School competitions  |   | No. of schools                        | N/A | CD                          | District          |
| 86   | PR Workshop for Officials                                      |   | Participants                          | Yes | CD                          | District          |
| 87   | Support folk media groups                                      | For awareness raising   | No of groups supported                | Yes | Ag                          | Village           |
| <b>14. Administration</b>                        |  |   |                                       |     |                             |                   |
| 88   | Donor co-ordination meetings                                   |   | No of minutes produced                | N/A | RPMU                        | Region            |
| 89   | RMMT meeting   |   | No of minutes produced                | Yes | RPMU                        | Region            |
| 90   | DMMT meeting   |   | No of minutes produced                | Yes | PMU                         | District          |
| 91   | Divisional MMT meeting   |   | No of minutes produced                | Yes | PMU                         | District          |
| 92   | Planning meeting and reviews                                   |   | Plans                                 | N/A | RPMU                        | Region            |
| 93   | Training Co-ordinators' meetings                               |   | No of minutes produced                | N/A | RPMU                        | Region            |
| 94   | ASPS Co-ordinating meetings                                    |   | No of meetings                        | N/A | RPMU                        | Region            |
| 95   | Consultancy co-ordination                                      |   | No of consultancies                   | N/A | RPMU                        | Region            |
| 96   | Project houses / offices construction                          |   | Rate of completion                    | N/A | RPMU                        | Region            |
| 97   | Training of district council administrators                    |   | No. trained                           | Yes | PMU                         | District          |
| 98   | Stock taking   |   | Reports                               | N/A | PMU                         | District          |
| 99   | Monitoring   | Includes Activity, Output and Impact monitoring and occasional general monitoring visits and spot checks by monitoring staff and PMU. | Reports                               | N/A | Monitoring Team, PMU & RPMU | Region & District |
| 100  | RPMU / PMU meetings  |   | No of meetings                        | Yes | RPMU & PMU                  | Region & District |

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| 15. Activity type names which are NO LONGER USED |   |   |                       |     |    |          |
|--|---|---|-----------------------|-----|----|----------|
| 33   | NO LONGER NEEDED: Covered by AT 39 and 30                                   | Formerly "Sub-catchment identification & development of mgmt plans".            | No of plans           | Yes | Ag | Village  |
| 57   | NO LONGER USED but allocated to "Approval of women for WMF support".        | Includes identification and assessment of women and arranging for the support   | No of women approved  | Yes | CD | District |
| 58   | NO LONGER USED but allocated to "Monitoring and follow up of WMF projects". |   | No of village visits  | Yes | CD | District |
| 60   | NO LONGER USED: Taken over by AT 59   | Formerly "Training in preparation/making tiles"                                 | No trained            | Yes | CD | Village  |
| 61   | NO LONGER USED but allocated to "Procurement of WMF project materials"      | Purchase and transport costs  | No of projects / lots | Yes | CD | District |
| 67   | NO LONGER USED but allocated to "Gender training of extension officers"     | The former AT for "Gender training of extension officers" now covered by AT 66. | No trained            | Yes | CD | District |