

APPENDIX 5

A Suggested Outline of a Project Site Resource Assessment Report

Report

The outline of a report evaluating a project area is given below. Such a report should not exceed 30 pages. Only summary tables are given in the main text, with detailed supporting information, production data, lists of organisations and individuals, and background data placed in the appendices.

The analyst should focus on the project area and avoid collecting or analysing information for a general perspective, keeping in mind the types of information that will be useful in terms of agroenterprise options and would interest the types of clients envisaged for the project.

Executive summary

- Brief introduction to the project area.
- Assets of main interest in the project area for an agroenterprise.
- Short list of agroenterprise options.
- Agroenterprise options, prioritised by:
 - Client type.
 - Market type (local, national, regional, and international or export).
 - Crop, livestock, or processing options.
- Investment opportunities.
- Experimental innovation opportunities.
- Critical constraints.

Introduction

- Rapid overview of the project area's economic status
- Economic development prospects
- Summary of main economic activities by scale, value, and client types

Rapid agroenterprise analysis

Review of the main enterprise or livelihood options followed in the project area:

Scale	Value	Client type
Local	Low	Low income
National	Medium	Middle income
Regional	High	Higher income
Export	High	Investors

Asset analysis

Use categories only if relevant to the prioritised agroenterprise(s).

Physical

- Geographic outline of project area (map).
 - Boundaries.
 - Roads.
 - Market towns.
 - Market linkages.
 - Agroenterprise locations.
- Climate (focus on agroenterprise group locations).
- Soil types.
- Water resources (rivers, boreholes, and access issues).
- Roads, paths, trails (indicate trends).
- Vegetation types (based on altitude).

Social

- Community members.
- Demography.
- Education levels.
- History.
- Shocks (environmental, political).

Economic

- Outstanding economic activities.
- Production capacity, specialisation.
- Predominant production and marketing systems.
- Main commercial activities in the project area.
- Main commercial activities of clients.
- Power sources, that is, level of electrification.
- Market locations.
- Demand channels.
- Conservation issues and natural resources.

Institutional

- Types of organisations in the area, for example, farmer co-operatives, trade associations, finance banking and micro-finance, and chambers of commerce (place lists in appendices).
- Governmental structures (provide administrative structure, evaluate strengths).
- NGOs and other development partners operating in the area (evaluate strengths and interest in joining a working group on specific commodities or entire process).
- Research partners and their interest in the project.
- History of intervention activities in the area: governmental, private sector (indicate trends of value to agroenterprise options).
- Information on past and current investment trends (who, what, where, and when).

Innovations

- List key innovations related to technology.
- Innovations related to communications.
- Innovations linked to production systems.
- Institutional innovations.

Conclusions

Recommendations for next steps