COMMERCIAL AGRICULTURE PROMOTION (CAP) APPROACH HANDBOOK FOR EXTENSION STAFF

An Extension Guide
For Market-Oriented Vegetable Farming

Ministry of Agriculture and Livestock Development / Japan International Cooperation Agency
**Backgrounds**

Sindhuli Road, which links Kathmandu valley and Terai was constructed by Japanese Grant Aid. In order to prepare for the expected changes by the opening of the Sindhuli Road, Government of Nepal (GoN) with the technical assistance from JICA, launched the project for the Master Plan Study on High Value Agriculture Extension and Promotion in Sindhuli Road Corridor (SRCAMP) from April 2011 to March 2014 and drafted the Master Plan and Action Plan to implement prioritized projects.

Based on the request of Government of Nepal (GoN), Japan International Cooperation Agency (JICA) supported to the then DoA/MoAD for a technical cooperation project which aims at increasing farmers’ agriculture income through establishing a value-chain for high value commodities along Sindhuli Road Corridor through Sindhuli Road Corridor Commercial Agriculture Promotion Project (SRC-CAP). The Project team has developed an effective market-orientated horticulture extension approach which is named Commercial Agriculture Promotion (CAP) Approach after its Project name.

CAP Approach aims at the behaviour and mind-set changes in farmers so that they can manage their farming as business with their own initiatives. Many farmers tend to grow their crops first, and when the harvest season approaches, they rush to find buyers for their produce. As consequence, they tend to sell their produce at low prices. CAP Approach promotes farmers to visit to markets and to directly communicate with buyers to collect the information on trend of demand, and to maintain the communication with buyers to obtain updated information. Based on such information from markets, farmers decide what to grow, when to grow and how to sell their crops. This is the behaviour and mind-set changes from “Grow and Sell” to “Grow to Sell”. To bring about such changes in farmers, CAP Approach adapts the SHEP Approach¹ developed by JICA in Africa into the Nepali context.

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Preface

We are very glad to present the Operational Guidelines of the Commercial Agriculture Promotion (CAP) Approach. This is an output of the “Sindhuli Road Corridor Commercial Agriculture Project (SRC-CAP)”, which has been implemented for five years between 2014 and 2020 by the Ministry of Agriculture and Livestock Development (MOALD) through the Department of Agriculture (DOA) with the technical and financial assistance from the Japan International Cooperation Agency (JICA).

SRC-CAP aimed at facilitating smallholder farmers to shift their mind-set and behavior from “Grow and Sell” to “Grow to Sell”, in order for them to increase their agriculture income by undertaking market-oriented agriculture. To this end, the project enhanced the knowledge and skills in vegetable farming and marketing of the target farmers and officials and staff of the three tiers of government of Nepal, by adapting the SHEP Approach of JICA into the reality of the target farmers.

The Operational Guidelines consist of the following three volumes. First, “The CAP Approach Handbook for Extension Staff” explains the concept behind as well as the procedure to facilitate farmer groups to carry out a series of the CAP Approach activities. This volume is targeting the extension staff of the local governments and other organizations, which are involved in providing agricultural extension services to farmer groups.

Secondly, “The Manual for Training to Extension Staff to Promote the CAP Approach” provides the concept behind as well the procedure to conduct a series of training on the CAP Approach. This volume is targeting to the officials and staff from Ministry of Land Management, Agriculture and Cooperatives (MOLMAC); Agriculture Development Directorate (ADD) and other organizations of the provincial governments, providing technical backstopping to extension staff.

Finally, “The CAP Approach Guidelines for Local, Provincial and Federal Governments” explains to decision makers and officials of the three tiers of governments of Nepal, about the concept behind as well as the procedure to apply the CAP Approach within their own jurisdictions in view of the promotion of market-oriented agriculture to smallholder farmers.

These three volumes were produced based on the experiences and lessons learnt through the implementation of SRC-CAP, with inputs from DOA, MOLMAC and ADD of Province 3, the 10 Local Governments of Dhulikhel, Namobuddha, Roshi, Temal, Melung, Khanda Devi, Sunapati, Sunkoshi, Golanjor, Kamalamai, and the JICA Project Team for SRC-CAP.

In conclusion, I would like to express my sincere congratulations and appreciation to all the stakeholders from the institutions mentioned above for achieving the project objective and for producing this set of Operational Guidelines. I also extend my cordial thanks to JICA for its cooperation in the implementation of this important project. Even after the completion of SRC-CAP, all stakeholders will coordinate and collaborate to promote market-oriented agriculture to our smallholder farmers by referring to the Operational Guidelines. I hope that as many stakeholders and farmers as possible have opportunities to touch and apply this precious CAP Approach.

February 2020, Kathmandu

Ms. Niru Dahal Pandey
Director General, Department of Agriculture (DOA)
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In order to apply the CAP Approach on the ground, this Handbook cannot go alone and should be referred to as part of the 3 volumes of the CAP Approach Operational Guidelines, namely, the Handbook for Extension staff, the Manual for Training to Extension Staff and the Guidelines for the Local, Provincial and Federal Governments of Nepal. The main target users of each volume of Operational Guidelines are illustrated in Table and Figure below.

### Distribution of the main target readers of each volume of Operational Guidelines

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1. Concept of CAP Approach

1.1 Two Key Pillars of CAP Approach

The Two Pillars as the backbone of Approach

CAP Approach, which adapts the SHEP Approach, aims at empowering smallholder farmers in their endeavor to pursue market-oriented agriculture of horticultural crops. It tries to build farmers’ capacity to undertake farming as a business in a sustainable manner through imparting necessary marketing and production skills to them. In the process, CAP Approach attaches a special emphasis on supporting farmers’ autonomous motivation as it is an essential ingredient for achieving farmers’ self-reliance and sustainable outcome that CAP Approach envisages. The diagram below depicts these two pillars CAP Approach is based upon, which address both issues of "promoting farming as a business" and "empowering and motivating farmers". Both pillars, which are the backbone of CAP Approach, are supported by academic discourse and research: the former by an economic theory called "Markets with asymmetric information" and the latter by a psychological theory called "Self-Determination Theory".

The Economic Theory: Markets with Asymmetric Information

The circle on the left illustrates CAP Approach’s main strategy for materializing market-oriented, as opposed to production-oriented agriculture. CAP Approach believes asymmetric information, i.e.
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The Economic Theory: Markets with Asymmetric Information

The circle on the left illustrates CAP Approach’s main strategy for materializing market-oriented, as opposed to production-oriented, agriculture. CAP Approach believes asymmetric information, i.e.
imbalanced information, between smallholder farmers and market actors such as vegetable buyers, agricultural input sellers, and financial institutions and so forth is one of the strongest factors of inefficient local economy, which smallholder farmers often suffer from. The economic theory called “markets with asymmetric information” proposed by the 2001 Nobel laureates in economics, namely, George Akerlof, Michael Spence, and Joseph E. Stiglitz, aptly explains this situation. The theory argues that **overcoming information asymmetry is the key to amend an imbalance of power in transactions and to vitalize efficient local economy.** Based on this understanding, CAP Approach helps farmers to fill the information gap between them and their business partners through means such as teaching farmers how to conduct market surveys as well as helping them to establish business linkages with market actors (Column 1).

### Column 1 Mitigating information asymmetry by CAP Approach

**PROBLEMS** caused by asymmetric information
- Trade, i.e. buying and selling of horticultural crops, is not established because buyers cannot find producers and vice versa, crops are not meeting the market requirements, and crops are undersupplied at certain times, etc.
- Prices can be distorted because farmers need to agree to unfairly low asking prices due to their ignorance of market prices.
- Transactions are not continuous or unstable because buyers as well as producers cannot establish business networks they can trust.
- Transaction costs, such as searching and bargaining costs, are large because without stable business relationships both buyers and producers need to find their business partners each time.

**SOLUTIONS** through means such as CAP Approach’s farmer-initiated market surveys, matching forums and farmer-supplier interaction workshops

**RESULTS** after mitigation of asymmetric information
- Farmers widen their business networks and have more options to choose from for their business partners.
- Farmers and market stakeholders understand each other’s situations and work on establishing a win-win situation.
- Farmers discover various opportunities to penetrate the horticultural market.
- Farmers and market stakeholders build trust for continuous business trading.

### The Psychological Theory: Self-Determination Theory

American psychologists, Edward Deci and Richard Ryan, proposed three psychological needs that motivate people in their theory on human motivation called “Self-Determination Theory”. According
to the theory, people feel motivated when their needs for autonomy, competence or relatedness are supported. In the case of CAP Approach, a series of activities are designed so that they can unlock farmers' motivation toward market-oriented agriculture, taking into consideration these three psychological needs (Column 2). For instance, farmers are guided to conduct market surveys on their own so that they can feel in control of their own action, which leads to supporting their need for autonomy. By carrying out market surveys successfully, the farmers also feel that they have gained mastery (skills and knowledge) of this particular task and learned new skills. Finally, CAP Approach asks those farmer representatives who have conducted the market surveys to go back to their farmer group and share the results of the surveys with their fellow farmers. Through that process, the farmers feel a sense of belonging and attachment to the group members, which in turn, contributes to supporting their psychological need for relatedness.

Fulfilling Two Requirements for Sustainability

CAP Approach’s strength lies in the fact that all its activities are designed to fulfill both requirements maintained in the above-explained economic and psychological theories at the same time. In other words, CAP Approach tries to mitigate the asymmetry of information in the market while it also supports farmers’ psychological needs for autonomy, competence or relatedness. Because of this dual-purpose intervention, the target farmers’ awareness and behaviour change from “Grow and Sell” to “Grow to Sell” will be realized, and they will be able to manage their farming business on their own initiative even without external support once they have completed the CAP Approach training course. CAP Approach’s vision is, after all, to train farmers to become self-reliant so that they can continue developing their farming business and improve their livelihoods without creating dependency syndrome.

Column 2 Three psychological needs for raising motivation

AUTONOMY

The need for autonomy is the desire to act on one’s own initiative – or rather, the desire to not be controlled by others. People do not want to be the pawn in a chess game, but the chess player.

In order to support farmers’ needs for autonomy, extension staff are advised to prepare opportunities for farmers to know and feel the market by themselves through their own actions such as market survey by themselves with adequate orientation by extension staff. These direct experiences could contribute to supporting autonomy more than simple information provision by extension staff. Also, extension staff need to be careful of the language and should never order or command farmers to do a task. They also need to communicate to the farmers the rationale for engaging in each of the CAP Approach activities, provide choices in terms of what task to do and how to do it, and listen to their opinions on how to do the task. Accepting farmers’ feelings of discontent and criticism toward the task is also important since the farmers will feel their viewpoints are regarded as meaningful, which, in turn, promotes the feeling that they are acting on their own initiative.
COMPETENCE

Competence is the ability to interact effectively with one’s environment. We feel competent when we have successfully made an impact on our environment, in cases such as when we are able to achieve a task as planned in advance, or when we feel that our abilities are improving and when our curiosity is satisfied.

To provide competence support to farmers, it is necessary to breakdown the goals of the task into small steps and increase the numbers of milestones at which they can feel the impact of their action. In addition, it is also important to be specific about what farmers are doing well so that they gain knowledge that will be useful in judging how well they are doing. To both ends, it is helpful to make farmers understand why, when, and how much they need to do in order to attain each of the small goals or milestones.

RELATEDNESS

Relatedness is the desire to have good relationships with others. The relationship between the person giving the task and the person receiving the task has a big effect on the latter’s motivation towards the task. As an extension staff, being trusted by the farmers undertaking CAP Approach activities is the most important thing for relatedness support. In order to build trust with the farmers, extension staff are advised to listen attentively to what the farmers have to say in their CAP Approach engagement and to be both physically and psychologically available for the farmers so that they can rely on them.

1.2  CAP Approach’s Four Essential Steps

Four Essential Steps

With reference to the Self-Determination Theory, CAP Approach offers a series of capacity development trainings to the target farmers in such a way that the farmers’ motivation is raised through supporting their three psychological needs and minimizing the information asymmetry. For instance, CAP Approach gives farmers various trainings in an optimal order. This order is called “CAP Approach’s Four Essential Steps” as depicted below.

Further, it is recommended for extension staff to facilitate farmer group members reflecting each step in order to utilize the lessons and learnings for the next season’s activity.
Step 1. Farmers understand the goal

First and foremost, Extension Staff regards sharing its goal and vision with the beneficiary farmers as the crucial first step because it is the farmers themselves, after all, who make the most effort to materialize economically viable farming business throughout the training course. Farmers need to be convinced of, and agree with, the goal CAP Approach tries to achieve. Organizing the CAP Approach Workshop is a specific way to share this goal with the target farmers. Refer to “1.1. CAP Approach Workshop” in PART 2 of this Handbook.

Step 2. Farmers’ awareness is raised

The second step is concerned with raising farmers’ awareness in the area of opportunities and potential of horticultural farming. This step is extremely important since without this awareness the farmers have less chance to be motivated in making a commitment to change their farming practices for the better. This step mainly involves exposing the farmers to business and market realities. Activities for Step 2 include Matching Forum (as an optional activity), Market Survey by Farmers, Farmer-Supplier Interaction Workshop (as an optional activity), Participatory Baseline Survey by Farmers conducted by farmers themselves and Study Tour. Refer to “2.1. Matching Forum (optional activity)”, “2.2. Market Survey by Farmers”, “2.3. Farmer-Supplier Interaction Workshop (optional activity)”, “2.4. Participatory Baseline Survey” and “2.5. Study Tours” in PART 2 of this Handbook.

Step 3. Farmers make decisions

With the awareness and new knowledge, the farmers gained in the second step, they then make decisions to make a change. This is the third step called Action Plan Making. This process involves farmers (1) selecting target crops, (2) making crop calendar and (3) mobilising resources so that they will be able to strategically supply their target crops to the specific markets of their choice with the right timing. Refer to “3.1. Action Plan Making (Crop Selection, Crop Calendar Making and “Resource Mobilization” in PART 2 of this Handbook).

### Four Steps

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<td>4. Farmers acquire skills</td>
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<td>Follow-up and monitoring (including Participatory Endline Survey)</td>
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**Step 4. Farmers acquire skills**

As the fourth step, the extension staff provide technical solutions in farming and marketing challenges to the farmers, i.e. give **On-site Coaching** for the crops the farmers selected, so that they can produce the crops as they have planned. Refer to “4.1. On-site Coaching” in PART 2 in this Handbook.

**Interlinkage Between Motivation and Skills Development**

Why does the CAP Approach take the rather time-consuming four steps instead of jumping to the 4th step, On-site Coaching? It is because CAP Approach believes that farmers need to first be motivated for them to learn and acquire new skills. CAP Approach considers that the series of training activities should take into consideration the interlinkage between farmers’ motivation and skills development. As shown in the diagram below, if the farmers are not motivated, it will be difficult for them to learn something new. On the other hand, if they can feel their skills are improving, their self-confidence will be strengthened, and they become motivated to take further action.

**Interlinkage between motivation and skills development**

*Source: JICA 2018 edited by SRC-CAP*
CAP Approach’s four steps, or the optimum order of activities, which was examined and validated in Nepal, take into full consideration this interlinkage between farmers’ motivation and skills development. Therefore, it can bring optimal results on the ground in terms of farmers’ skills acquisition and high motivation.

1.3 “Gender and Social Inclusion” in the CAP Approach

In line with ADS 2015-2035, CAP has also given emphasis on Gender and Social Inclusion (GESI) as one of the major cross cutting thematic area and incorporated it’s thrust in all the activities. The project believes that one of the keys for success in market-oriented vegetable farming is that those members from the same household or family, including husband and wife, work as business partners by sharing the responsibility, burden and benefits incurred by their vegetable farming and marketing.

The CAP Approach promotes joint decision making on farming and marketing by those business partners from the same household or family throughout the following activities:

1) Providing a GESI training to the Farmer Group members at the initial stage so that they understand the importance of GESI perspectives in market-oriented agriculture;

2) Encouraging women and marginalized members to take the decision making positions (chairperson, secretary, treasurer etc.) in the group to make their voice heard;

3) Providing equal opportunities to male and female Farmer Group members for all kinds of capacity development activities to enhance their knowledge and skill on commercial farming;

4) Encouraging the Farmer Group members to keep the Farm Management Book and share the status of farming with other family members;

5) Encouraging the Farmer Group members to share lessons learnt from the project activities with other family members so that decision in vegetable farming and marketing are jointly made by their business partners at the household level;

6) Inviting the business partners of the Farmer Group members to other important activities of the project, such as action plan making, on-site coaching and reflections to facilitate them to reach an agreement or consensus in their farming and marketing.
2. Implementation Steps

The figure below is the illustration of the implementation steps. As explained in the following sections in PART 2, CAP Approach has 4 basic steps. After farmers receive assistance on these 4 steps in the first crop season, they continue some of these 4 steps in the second season in the first year. With the lessons learnt from the first year, farmers can become more strategic in production and marketing in the second year. It is recommended for effective results that farmers continue the cycle for 4 crop seasons in 2 years. For further details in implementation steps, refer to “1. Selection of CAP Approach Activities” in PART 3 of this Handbook.
PART 2. ACTIVITIES

“Part 2. ACTIVITIES” explains how to undertake each activity of the CAP Approach in detail.
Step 0 - Group Selection

The foremost step in the CAP Approach is group selection. A functional group is essential in market-oriented vegetable farming for smallholder farmers. A smallholder farmer needs help from their fellow group members in many activities such as input purchase, joint plantation, produce sales, and pest management. A smallholder farmer does not usually produce enough volume of vegetables for a full truck load from their own field, though they may face difficulties in the sales without that volume.

CAP Approach envisages that the implementer selects a group of farmers with some experiences and knowledge of vegetable farming to become market-oriented vegetable farmers. The Approach does not work effectively and efficiently for those farmers who have already established commercial farming or are yet at a subsistence level. The Approach can work best for those farmers who have some experiences selling their vegetables in the vicinity. It is considered that such farmers have some knowledge of vegetable farming and its marketing before introducing the CAP Approach.

Based on the experience of CAP Approach, the followings are some common characteristics of successful farmer groups in vegetable farming:

1. The farmer groups are accessible all year-round by roads and transports.
2. The farmer groups have regular monthly meetings and very good group unity.
3. The leaders of the farmer groups address issues in a transparent manner and are interested in working for the members.
4. Agriculture is the main livelihood of the farmer groups and is the only livelihood they have potentials to improve.
5. The farmer groups have good access to markets (3-4 hours of road transport).
6. The group members are interested in increasing their income through vegetable farming and marketing.
7. The group members may have both low land and upland for farming.
8. The lands of the group members are irrigated.
9. The group leader (and/or the field facilitator) are actively involved in vegetable farming and marketing.

Objectives

The objective of group selection is to successfully implement the CAP Approach by encouraging the target farmer groups to be engaged in collective efforts for market-oriented vegetable cultivation and its marketing.
0. Step 0- Group Selection

The foremost step in the CAP Approach is group selection. A functional group is essential in market-oriented vegetable farming for smallholder farmers. A smallholder farmer needs a help from their fellow group members in many activities such as input purchase, joint plantation, produce sales and pest management. A smallholder farmer does not usually produce enough volume of vegetables for a full truck load from their own field, though they may face difficulties in the sales without that volume.

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Key Implementation Tips, Effects, and Enhanced Motivation

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<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Extension staff share the selection results with all the members and their partners</td>
<td>• All the members and their partners have the same information from the beginning of the CAP Approach.</td>
<td>Relatedness</td>
</tr>
<tr>
<td>• Extension staff explain the reasons their farmer groups are selected</td>
<td>• Farmers feel confident and recognized that they have potentials to expand commercial farming</td>
<td>Relatedness</td>
</tr>
</tbody>
</table>

Implementation Procedure

- Extension staff may submit the technical recommendations to set the criteria for the selection of farmer groups.
- Upon the request from the authority of the Local Government, Extension staff will collect and provide necessary information on the existing farmer groups in the jurisdiction to facilitate the group selection. Extension staff may also make a list of candidate farmer groups based on the set criteria.
- Implementer select the beneficiary farmer groups with reference to the above mentioned CAP Approach’s common characteristics of successful farmer groups.
- Once the beneficiary farmer groups are selected, Extension staff will inform the results to all the members and their partners of the selected farmer groups and facilitate them to make a resolution to participate in the CAP Approach.
1. Step 1- Farmers understand the goal

The first step of the CAP Approach is to share CAP Approach’s goal with the farmers. CAP Approach is not an approach for providing material or financial assistance to farmers. It is a capacity development intervention where farmers need to make a strong commitment in learning new knowledge and skills through their participation in CAP Approach. The ultimate goal of CAP Approach is to empower farmers both technically and socially so that they can continue practicing market-oriented agriculture, or “farming as a business”, with an entrepreneur mind-set. This message should be clearly communicated to the target farmers so that they will be motivated to attain the CAP Approach goal.

1.1 CAP Approach Workshop

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farmers understand the goal</td>
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- Participatory Baseline Survey  
- Study Tour |
| 3. Farmers make decision | - Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization) |
| 4. Farmers acquire skills | - On-site Coaching |

Follow-up and monitoring (including Participatory Endline Survey)

Objectives

The CAP Approach Workshop aims at sharing the CAP Approach vision and goal with the farmers, which is, to help them become self-reliant farmers with entrepreneurial aspirations.

Outline

This workshop at farmer groups’ site includes the overall concepts of CAP Approach, the concept of “change from ‘Grow and Sell’ to ‘Grow to Sell’” through the case of Rajan, group management, gender in commercial agriculture through the case of “Rupa” and how to use Farm Management Notebook, in order to prepare for next activities in “Farmers’ awareness is raised” in Step 2. For more information on “Raja” and “Rupa”, refer to “Picture Story (Kamishibai) of Rajan” and “Picture Story (Kamishibai) of Rupa” respectively, in PART 4 of this Handbook

Key Implementation Tips, Effects, and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Both the farmer group members and his / her</td>
<td>• Farmer group members and their partner from the same household understand that it is important to involve both woman and man</td>
<td>Relatedness</td>
</tr>
</tbody>
</table>
### Tips

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>partner in farming participate in workshop</td>
<td>household members for a successful commercial farming</td>
<td></td>
</tr>
</tbody>
</table>

- **Kami-shibai** (picture-story telling) show of Rajan is performed for understanding market concept, and that of Rupa for gender in commercial agriculture
  - Farmers who are often illiterate understand contents better than texts and lectures
  - Extension staff can remind farmers from time to time of the importance of Rajan’s experiences for commercial farming and Rupa’s experiences for gender in commercial farming in later stages

- Summary of the group management is delivered
  - Extension staff can facilitate farmers to get the knowledges on group management such as what is group management, what is the role of leader and others and how to communicate each other etc. in advance all the group activities

- Farm Management Notebook is explained and distributed
  - Farmers understand in advance all the activities they will be engage in throughout the project assistance period

### Implementation Procedure

- Extension staff prepare necessary inputs / resources and materials for the workshop and arrange dates and venues convenient for target farmer groups in advance.
- In the workshop day (Table as below), extension staff first deliver the key concepts, activities and financial support.
- Extension staff distribute a Farm Management Notebook or any material to keep farm records to each pair of farmer group members and partners and explain that it contains all the activities they will engage in throughout the project assistance period.
- Then, they explain market concepts and gender in commercial agriculture by using **Kami-shibai** (picture story) panels of Rajan and Rupa.

### Timetable of “CAP Approach Workshop” (example)

<table>
<thead>
<tr>
<th>Time</th>
<th>Topics</th>
<th>Materials</th>
</tr>
</thead>
<tbody>
<tr>
<td>15min</td>
<td>• Registration</td>
<td>• Attendance list</td>
</tr>
</tbody>
</table>
| 15min | • Introduction of participants  
         • Objectives of the training | |
| 30min | • Concept and activities of CAP Approach  
        • Explanation of Farm Management Notebook | • Presentation of “What is CAP Approach?”  
        • Farm Management Notebook |
| 45min | • Understanding Market: A Case of Rajan | • **Kami-shibai** (picture story) panels |
| 30min | • Gender in Commercial Agriculture: A Case of Rupa | • **Kami-shibai** (picture story) panels |
| 30min | • Group management | |
| 15min | • Reflection | |
Box 1 *Kami-shibai* (picture story) show of Rajan and Rupa for better understanding

*Kami-shibai* is a Japanese word meaning story panels with pictures, which look like flip charts. *Kami* means paper and *shibai* is a play or drama. CAP Approach developed a *kami-shibai* type of material in full-colour made of thick paper. The front page of a paper panel is for farmers to look at and has many pictures. The back page has descriptions of the pictures so that extension staff can read them aloud to the farmers.

**Why?**

Farmers often find it difficult to understand what the extension staff say because there are problems caused by inappropriate wording and theoretical stories in extension messages to farmers for non-farming information such as marketing and gender.

**How?**

Through means of *Kami-shibai* (picture story) show:

- Farmers understand extension messages through easy wording and visual information.
- Farmers understand extension messages through real examples.

**Results?**

After mitigation of inappropriate wording and theoretical stories in extension messages:

- Farmers understand extension messages through easy wording and visual information.
- Farmers understand extension messages through real examples.
The followings are some pages of Farm Management Handbook, whose whole contents are included in the attached electric files.
2. Step 2- Farmers’ awareness is raised

CAP Approach’s second step is to provide the farmers with ample opportunities in which they can raise awareness of their current situations as well as find opportunities the horticultural business can offer to them. This is the step where CAP Approach farmers go through eye-opening experiences and further raise their motivation to take concrete action for materializing market-oriented agriculture. Therefore, this step is extremely critical and extension staff should make sure that the farmers open their horizon for horticultural farming as a business though exercises such as baseline surveys and market surveys.

2.1 Matching Forum (Optional Activity)

<table>
<thead>
<tr>
<th>Four Steps</th>
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<tbody>
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- Participatory Baseline Survey  
- Study Tour |
| 3. Farmers make decision | - Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization) |
| 4. Farmers acquire skills | - On-site Coaching |
| Follow-up and monitoring (including Participatory Endline Survey) | |

Objectives

The main objective of Matching Forum is to help farmers establish business linkage with buyers of vegetable crops and learn about marketing for their produce. It also aims to overcome mistrust and misunderstanding between farmers and buyers. Therefore, the forum includes only farmers and buyers and does not include agricultural inputs, equipment, financing or insurance. Matching Forum is also an opportunity for buyers to expand their business. Matching Forum can be used as an introductory activity prior to Market Survey by Farmers.

Key Implementation Tips, Effects, and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Profiles of farmers and buyers are exchanged beforehand</td>
<td>Participants can start discussions on their producing / handling situations better, leading to better mutual understanding</td>
<td>Relatedness</td>
</tr>
</tbody>
</table>
**Implementation Procedures**

**Preparation**

Extension staff find potential buyers and decide which buyers to invite and how many.

A. Extension staff need to explain to both buyers and farmers the purposes of the Matching Forum to encourage them to participate in it, before bringing organizing the forum.

B. Extension staff arrange venues and bring their farmers there.

C. Extension staff facilitate the farmers and the buyers to interact each other by exchanging information.

D. Extension staff help farmer groups hold a feedback session where the representatives share and discuss with fellow farmers about what they have learned and how they can apply lessons to their farming practice.

**Timetable of Matching Forum (example)**

**Venue:** District or Municipality level

**Participants:** a male and a female farmer each from 5-10 farmer groups and 5-10 buyers

<table>
<thead>
<tr>
<th>Time</th>
<th>Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>15 minutes</td>
<td>• Introduction and objectives</td>
</tr>
<tr>
<td>30– 60 minutes</td>
<td>• Presentation of production and marketing situations by each farmer group (5-10 minutes each)</td>
</tr>
<tr>
<td>60 minutes</td>
<td>• Interaction time between farmer groups and buyers. Each farmer group freely talks with buyers individually</td>
</tr>
<tr>
<td></td>
<td>• Exchange of contact numbers</td>
</tr>
<tr>
<td>30 minutes</td>
<td>• Snack and tea</td>
</tr>
</tbody>
</table>

**Formats**

The following format is a farmer group’s profile which shows the production, potential and season of their farming.

<table>
<thead>
<tr>
<th>क्रेष्क समुहको उत्पादन जानकारी</th>
</tr>
</thead>
<tbody>
<tr>
<td>जिल्ला : सिम्झुमी</td>
</tr>
<tr>
<td>गाविस : महकाती</td>
</tr>
<tr>
<td>संपर्क व्यक्तिको नाम र फोन नं : निर्मला गौतम (९८० ६६२ १००९)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>क्र.सं.</th>
<th>तरकारीको नाम</th>
<th>तरकारी टिप्ने माघमा</th>
<th>समुहको भार्मिक उत्पादन (किलो)</th>
<th>संभाषण उत्पादन (किलोमीटर)</th>
</tr>
</thead>
<tbody>
<tr>
<td>१</td>
<td>अङ्गु</td>
<td>साउन-माग</td>
<td>४३०००</td>
<td>४,०००</td>
</tr>
<tr>
<td>२</td>
<td>डाङी</td>
<td>सोयाङ-पापाङ</td>
<td>९६,१७५</td>
<td>९,०००</td>
</tr>
<tr>
<td>३</td>
<td>टाम्कोर</td>
<td>फागाङ-माडी</td>
<td>७४,०००</td>
<td>७,०००</td>
</tr>
<tr>
<td>४</td>
<td>आला</td>
<td>बसाङ-काटाङ</td>
<td>३३,०००</td>
<td>३,०००</td>
</tr>
<tr>
<td>५</td>
<td>प्याङ</td>
<td>खेताङ-खेताङ</td>
<td>४,३००</td>
<td>३,०००</td>
</tr>
<tr>
<td>६</td>
<td>काङ-काङ</td>
<td>पापाङ-माडी</td>
<td>३,०००</td>
<td>३,०००</td>
</tr>
<tr>
<td>कुल</td>
<td></td>
<td></td>
<td>१,०६,२४५</td>
<td>४५,०००</td>
</tr>
</tbody>
</table>
2.2 Market Survey by Farmers

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farmers understand the goal</td>
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<td></td>
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<td></td>
<td>- Participatory Baseline Survey</td>
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<td>- Study Tour</td>
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</tr>
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<td>Follow-up and monitoring (including Participatory Endline Survey)</td>
<td></td>
</tr>
</tbody>
</table>

Objectives

Market Survey by Farmers are conducted by farmers themselves in CAP Approach with the facilitation and support of extension staff. The main purpose of CAP Approach’s farmer-initiated market survey is to encourage farmers to have hands-on experiences of understanding how markets operate and what markets want from the producers. At the same time, by conducting market surveys, farmers will be able to build a rapport with various market players, such as wholesalers, retailers, middlemen, etc., and widen their interpersonal networks which can contribute to creating a win-win situation with the market stakeholders.

Farmers obtain useful market information to decide the variety of crops to be cultivated in the coming year, the annual crop calendar, and the buyers to whom they are going to sell each of their produce. Buyers, in turn, obtain the information on farmers who can produce those crops with high profit. Suppliers obtain the information on possible clients.

Farmers are expected to make their own annual action plan of farming and marketing based on results of the market surveys, and therefore, it is important for farmers to continue doing the market survey until they get enough information through market surveys in the same or different markets.

Farmers should be encouraged to keep contact with those buyers to whom they may sell their produce during the farming period to continue confirming the selling conditions of their produce."
### Key Implementation Tips, Effects and Enhanced Motivation

<table>
<thead>
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<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Farmers decide which markets to visit</td>
<td>• A sense of autonomy is enhanced</td>
<td>Autonomy</td>
</tr>
</tbody>
</table>
| • Buyers for interviews are pre-selected and well-informed beforehand | • Farmers know whom to meet and ask questions beforehand  
• Farmers are paid attentions well and avoid awkwardness in asking questions | Competence  
Relatedness |

### Implementation Procedures

#### Preparation

A. Extension staff check the production capacity of farmer groups and suggest possible markets for survey. For instance, if farmer groups ‘produce is limited, small-scale local markets will be suitable. If farmer groups ‘produce is large, their target markets will be larger, provincial or national markets. The destination markets should be decided by farmers by comparing possible markets, thus, it is not recommendable for extension staff to make this decision for farmers.

B. For the practice purpose, Extension staff may decide to which market he/she can take farmers for their OJT, though.

C. Extension staff inform to and ask for cooperation from the representatives of the market which their farmer groups will visit with official letters from Implementers.

D. Extension staffs explain to farmer groups about the meaning of the market survey format and clarify what kind of information to collect in the market survey. Extension staff help them practice the survey in a role play at the group.

#### Survey day

E. For the first market survey, extension staffs accompany the representatives of farmer groups when going the target market and help them ask questions to the buyers in the markets.

F. From the second market survey onwards, farmer group members themselves conduct surveys on their own. Only representatives from the farmer groups attend the practice, but for the actual market surveys any farmer group members or their household members can conduct.

#### After the survey

G. Within a week of the market survey, extension staff help farmer representatives to hold a workshop to share information collected from the market with their group members.”
Key Implementation Tips, Effects and Enhanced Motivation

- Farmers decide which markets to visit
- A sense of autonomy is enhanced
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## Box 2 Market Survey Changes Farmers Behaviour

### Why?
Farmers did not know how market is moving although market determines actual prices of vegetables. Farmers also do not know traders that distribute vegetables and have direct connection to the market. As a result, farmers do not know how to get more profit through vegetable production and marketing.

### How?
CAP Approach provided farmers with opportunities of practice to talk directly with traders at markets. Through the practice, farmers can recognize that they can collect the information through market surveys on actual market demand on the variety, quantity, quality and timing of sales of crops.

### Results?
Farmer groups continue doing market surveys by themselves and keep contact with some of traders to get updated information on markets. The followings are examples of positive effect of markets surveys by farmer

**Changing the crops**
Farmers used to crop maize, finger millet in rainy season. After market survey, they have found out that demand for tomato is high so changed to tunnel tomato and earned Rs 20,000 per tunnel. [Shrijanshil, Khandadevi RM]

**Changing the seasons**
Farmers used to crop cauliflower in winter season but after market survey they noticed that during festival seasons demand was high, so they started to cultivate 3 months earlier to market in festival seasons. [Shree Vyankure Devi, Melung RM]

**Changing the marketing practices**
In the past, farmers just sold all their products in bulk. Now, they sort and grade their vegetables [Bhimeshowr, Sindhuli]
The following is the market survey formats to be filled by farmers.

**Formats**

**Column 3 Three Principles of the CAP Market Survey by Farmers**

CAP’s market survey demonstrates the three very important “principles” which place an emphasis on supporting farmers’ psychological need for autonomy and competence. The three principles are: to collect information (1) that suits the situations of the farmers, (2) from a viewpoint of the farmers, (3) by the farmers in order for the farmers to explore business possibilities and options. Unlike the conventional notion of market surveys, CAP’s market survey is not only about getting market prices. Rather, it is about finding business potential and options. CAP’s three principles in market surveys are shown in the diagram below.
The following is the market survey formats to be filled by farmers.

**Column 3 Three Principles of the CAP Market Survey by Farmers**

- **Principle 1** “By the farmers”
  - She knows interesting information. Let’s come see her again.
  - Would you like to come see our farms next time?

- **Principle 2** “From a viewpoint of the farmers”
  - Can you also make transportation arrangements?
  - Will you buy our produce in small quantities?

- **Principle 3** “Information that suits the situations of the farmers”
  - Can this size of the vegetable get a higher price?
  - Can this variety be cultivated without irrigation?

**Gathering information that farmers need to know**

- Are these vegetables going to France or the Netherlands?
- Gathering information that farmers do not need to know

**Seeking information that suits farmers’ capacity, technology and resources**

- A large supply of greenhouse vegetables for export would be great.
- Seeking information that is most lucrative

Among the three principles, perhaps the most vital of all is the element of surveys “conducted by the farmers”. Farmers’ autonomy and ownership of market surveys are extremely crucial for the success of CAP activities.

CAP’s market survey, which tries to capture not only market prices but also multidimensional market information, is, in fact, designed to uncover “tacit knowledge” the market possesses. In order to access, feel and understand tacit knowledge, it is necessary to share experiences and have a dialogue with those who possess such tacit knowledge. In this sense, it is important for the farmers to go to the market themselves and observe/have direct conversations with the market actors such as buyers, middlemen, shoppers and so on. This is why it is critical for the farmers themselves to do market surveys.

CAP’s market survey is to uncover the tacit knowledge of the market, which is relevant to, and beneficial for, the target farmers. In other words, SHEP’s market survey is to utilize and share the farmers’ own tacit knowledge with the tacit knowledge of the market. The two types of tacit knowledge will be effectively combined and formed into new knowledge in the process of the market survey.
2.3 Farmer-Supplier Interaction Workshop (Optional Activity)

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<td>Follow-up and monitoring</td>
<td>(including Participatory Endline Survey)</td>
</tr>
</tbody>
</table>

Objectives

The main objective of FSIW is to help farmers establish business linkage with market actors involved in vegetable business and learn about agricultural inputs, equipment, financing and insurance which are useful for their vegetable farming. FSIW also provides an opportunity for agricultural input suppliers and service providers with an opportunity to expand their business. No buyer (not only middlemen and wholesalers but also any type of buyers) but only service, equipment and goods suppliers are the target together with farmers for FSIW.

Outline

Suppliers/service providers introduce their businesses / services (5 - 10 minutes each) through presentation, and they interact with participating farmers at the exhibition venue outside later on.

Key Implementation Tips, Effects, and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Both women and men participate in workshop</td>
<td>• Information on services, goods and equipment to meet needs of both men and women in farming will be collected</td>
<td>Relatedness</td>
</tr>
<tr>
<td>• Exhibition of farming inputs are conducted in the venue</td>
<td>• Through face-to-face conversations with input suppliers, farmers understand the pros and cons of various farming inputs (equipment, machines, seeds, etc.)</td>
<td>Autonomy Competence</td>
</tr>
</tbody>
</table>
**Implementation Procedures**

**Preparation**
Extension staff find potential suppliers and service providers and decide which suppliers to invite.

**Timetable of FSIW (example)**

**Venue:** Provincial, District or Municipality level

**Participants:** A male and a female farmer each from 30 farmer groups and 10-20 suppliers / service providers (seed suppliers, fertilizer/pesticide suppliers, agricultural machinery suppliers, banks / microfinance institutions, agricultural insurance company, etc.)

<table>
<thead>
<tr>
<th>Time</th>
<th>Topics</th>
</tr>
</thead>
<tbody>
<tr>
<td>60 minutes</td>
<td>Registration (Tea and snack)</td>
</tr>
<tr>
<td>30 minutes</td>
<td>Objectives and procedure of the workshop</td>
</tr>
<tr>
<td>80 minutes</td>
<td>Suppliers/service providers introduce their businesses / services (5 -10 min each) through presentation</td>
</tr>
<tr>
<td>10 minutes</td>
<td>Remarks / Announcement</td>
</tr>
<tr>
<td>60 minutes</td>
<td>Lunch break</td>
</tr>
<tr>
<td>120 minutes</td>
<td>Interaction time at the exhibition venue outside. Each farmer group freely talks with suppliers/service providers individually</td>
</tr>
<tr>
<td>15 minutes</td>
<td>Wrap-up in group: Each farmer group wraps up information they get and take notes for sharing with fellow members back home (tea and snack).</td>
</tr>
<tr>
<td>15 minutes</td>
<td>Comments from representatives from suppliers and service providers</td>
</tr>
<tr>
<td></td>
<td>Closing remarks</td>
</tr>
</tbody>
</table>
2.4 Participatory Baseline Survey

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farmers understand the goal</td>
<td>- CAP Approach Workshop</td>
</tr>
</tbody>
</table>
| 2. Farmers’ awareness is raised | - (Optional) Matching Forum  
- Market Survey by Farmers  
- (Optional) Farmer Supplier Interaction Workshop  
- **Participatory Baseline Survey**  
- Study Tour |
| 3. Farmers make decision | - Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization) |
| 4. Farmers acquire skills | - On-site Coaching |
| Follow-up and monitoring (including Participatory Endline Survey) | |

**Objectives**

The participatory baseline survey gives the target farmers opportunities to look at their current farming situations in terms of production, income and farming techniques so that they can clearly identify areas for improvement. The farmers also understand the importance of record keeping. This occasion enables extension staff to gather hard data on the target beneficiaries’ farming practices, which, at a later stage, will be used to monitor the results of CAP intervention.

**Key Implementation Tips, Effects, and Enhanced Motivation**

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Both the farmer group members and his / her partner in farming participate in Baseline Survey</td>
<td>• Point of view of all the partners, including women and men, are reflected to better identify the current situation of farming of each household</td>
<td>Relatedness</td>
</tr>
<tr>
<td>• Format is made as simple as possible</td>
<td>• Farmers understand the contents and fill in the format without difficulties</td>
<td>Competence</td>
</tr>
<tr>
<td>• Literate farmers help illiterate farmers in filling the format</td>
<td>• Illiterate farmers understand the contents and fill in the format without difficulties</td>
<td>Relatedness</td>
</tr>
</tbody>
</table>

**Implementation Procedures**

A. Extension staff explain about the objectives. They distribute the baseline survey formats to FG members and explain how to fill them.

B. FG members take the format to their home and fill in the form with their partner in farming. They calculate the planted area, production and sales volume, gross income, cash cost, gross profit of their vegetable crops last year.

C. Next day, extension staff hold a meeting to collect the filled formats. Extension staff and literate FG members help those who have not filled the formats properly.
D. Extension staff take photographs of the filled formats for copies in the office as a reference for their future extension services. The original formats should be return to FG members. The filled baseline survey formats will be later compared with endline survey results by farmer themselves for their learning.

---

**Box 3 “Home assignment” system during baseline surveys**

**Why?**
Extension staff found that many of the farmers did not have figures, such as production costs and sales amounts at hand during the baseline survey. They needed to go home to check their record or to ask their family members to get accurate figures. Finishing the baseline survey on the spot in a day’s gathering was difficult.

**How?**
Extension staff organized two-day sessions for the baseline survey. First day, the Extension staff explained to farmer group members of the purpose of the Baseline Survey and what data are required to fill the format. As it was difficult for most of the farmers to fill the format on the spot, the Extension staff asked the members to fill the format at home in consultation with their notebooks and other family members. On the second day, the Extension staff collected the filled formats from the members, and after taking their pictures, the Extension staff gave back all the formats to the members.

**Results?**
More accurate and reliable data were collected. All the family members, including husbands and wives, worked together to understand the current situation of their farming as income source, thereby the Baseline Survey contributed to raise interests of all the family members in the current balance between income and costs incurred by their vegetable production.

**Formats**
The following figures are samples of baseline survey questionnaire formats. Two types of formats need to be filled out by the farmers.


<table>
<thead>
<tr>
<th>नं.</th>
<th>वा.कक्षीको नाम र वातावरण</th>
<th>२. रोजने दिन प्रमाणि संख्या</th>
<th>४. नामकरणको गरिएको संख्या</th>
<th>५. नामकरण संक्षेप</th>
<th>६. नवजीवन संक्षेप</th>
</tr>
</thead>
<tbody>
<tr>
<td>१</td>
<td>गोपेशकुंजली</td>
<td>प्रेम</td>
<td>डेप्ट.प्रथम</td>
<td>योगदान र संपर्क संबंधी</td>
<td>अन्तर्गत र संपर्क संबंधी</td>
</tr>
<tr>
<td>२</td>
<td>गोपेशकुंजली</td>
<td>प्रेम</td>
<td>डेप्ट.प्रथम</td>
<td>योगदान र संपर्क संबंधी</td>
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<td>३</td>
<td>प्रेम</td>
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<td>योगदान र संपर्क संबंधी</td>
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<td></td>
</tr>
<tr>
<td>४</td>
<td>प्रेम</td>
<td>डेप्ट.प्रथम</td>
<td>योगदान र संपर्क संबंधी</td>
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<td>५</td>
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</tr>
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<td>६</td>
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<td>डेप्ट.प्रथम</td>
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</tr>
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<td>प्रेम</td>
<td>डेप्ट.प्रथम</td>
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<td></td>
</tr>
<tr>
<td>९</td>
<td>प्रेम</td>
<td>डेप्ट.प्रथम</td>
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<td>१०</td>
<td>प्रेम</td>
<td>डेप्ट.प्रथम</td>
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<td>अन्तर्गत र संपर्क संबंधी</td>
<td></td>
</tr>
</tbody>
</table>

जन्मा
2. भोजन प्रणाली

2.1 के तपाईले एका बर्तमान उपायदान गर्दा निम्न फिल्टरमा प्रतिविद्युर्ग्रन्त अवस्थान भएको छ?

क. जनावर तथा पशुहरूले बनाउन
- तपाईले नसफिरियो बिहोर कसरी रोमू रुद्र कृ? □ वृद्ध / □ रेखा / □ तेज रोमू / □ पौष्ठिक बेल्ट / □ पोल्याबग
- क्ष. तपाईले नसफिरियो बनाउन हुन्छ? □ धेरौ □ धेरै
- तपाईले विचार गर्न तपाईलाई कुन बनाउन राख्दै रोमू हुन्छ का जस्तो साधन (एक अभ्यास रूपमा) ? □ धेरौ / □ धेरै

- के तपाईले नसफिरियो बनाउन रोमू रोमू रोमू रोमू रोमू रुद्र कृ? □ धेरौ / □ धेरै

ह. पशुबनामा
- के तपाईले पशुबनामा गर्न समयलाई एका सुखद साधन मिल्ने गर्नु हुन्छ? □ धेरौ / □ धेरै
- के तपाईले पशुबनामा सुखद साधन प्रदान गर्नु हुन्छ? □ धेरौ / □ धेरै
- के तपाईले पशुबनामा सुधारक साधन प्रदान गर्नु हुन्छ? □ धेरौ / □ धेरै
- के तपाईले विश्वसनीय बनाउन हुन् कसरी बनाउन नाप्त? (स्वायत्तसम्पन्न) □ १ / □ २ / □ ३ / □ ४ / □ ५ / □ ६

ग. रोगहरूको निदान
- तपाईले रोगहरूको निदान गर्न समयलाई एका सुखद साधन मिल्ने गर्नु हुन्छ? (धेरै) कोणलाई निदान गर्न समयलाई एका सुखद साधन मिल्ने गर्नु हुन्छ? □ धेरौ / □ धेरै
- के तपाईले रोगहरूको निदान गर्न समयलाई एका सुखद साधन मिल्ने गर्नु हुन्छ? □ धेरौ / □ धेरै
- के तपाईले रोगहरूको निदान गर्न समयलाई एका सुखद साधन मिल्ने गर्नु हुन्छ? □ धेरौ / □ धेरै

7. पोषण क्षेत्र
- तपाईले नसफिरियो बिहोरूको पोषण क्षेत्र एका सुखद साधन मिल्ने गर्नु हुन्छ? □ पाटन्य / □ भक्ती/ □ कार्यकर्ता
- तपाईले नसफिरियो बिहोरूको पोषण क्षेत्र एका सुखद साधन मिल्ने गर्नु हुन्छ? □ पाटन्य / □ भक्ती/ □ कार्यकर्ता

8. बजारीकरण

8.1 तपाईले स्थानीय, निर्माण भन्न निष्ठूल बाजारीकरण रूपमा गर्नु हुन्छ?
□ १ / □ २ / □ ३ / □ ४ / □ ५

हामीले परिवारको सादोको नाम छन् त्बिट्टा गर्ने त्यो फार्म परिवारको छ।

भागुको राख्दै नाम: ___________________________ परिवारको नाम: ___________________________

भागुको सबैको नाम: ___________________________ परिवारको नाम: ___________________________

निम्नलिखित राख्दै नाम: ___________________________ परिवारको सबैको नाम: ___________________________
2.5 Study Tour

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farmers understand the goal</td>
<td>- CAP Approach Workshop</td>
</tr>
<tr>
<td>2. Farmers' awareness is raised</td>
<td>- (Optional) Matching Forum</td>
</tr>
<tr>
<td></td>
<td>- Market Survey by Farmers</td>
</tr>
<tr>
<td></td>
<td>- (Optional) Farmer Supplier Interaction Workshop</td>
</tr>
<tr>
<td></td>
<td>- Participatory Baseline Survey</td>
</tr>
<tr>
<td></td>
<td>- Study Tour</td>
</tr>
<tr>
<td>3. Farmers make decision</td>
<td>- Action Plan Making (Crop Selection, Crop Calendar Making &amp; Resource Mobilization)</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td>- On-site Coaching</td>
</tr>
</tbody>
</table>

Follow-up and monitoring (including Participatory Endline Survey)

Objectives

Study Tour aims to enhance farmer group members' awareness and motivation about commercial vegetable production and marketing. If it is conducted in the second year, it further provides opportunities to enhance farmer group members' skills and knowledge about commercial vegetable production and marketing.

In an option, Study Tour can be conducted with other FGs at same level of target FGs depending on the technical skill level of the FG members and the budget availability of Local Governments etc. It is like a farmer to farmer approach for learning from others, and it enhances both FGs' motivation such as relatedness and autonomy.

Outline

Representatives of farmer group members visit advanced areas in commercial vegetable production/other FG’s areas, observe its farming and marketing practices and interact with its farmers. After the Study Tour, they share and discuss with fellow farmers about what they have learned and how they can apply to their farming.

Key Implementation Tips, Effects, and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Both women and men participate in study tour</td>
<td>Lessons can be drawn from different point of views having both women and men participants.</td>
<td>Relatedness</td>
</tr>
<tr>
<td></td>
<td>For instance, not only lessons to improve profitability but also those to save workload and time can be learnt</td>
<td>Competence</td>
</tr>
<tr>
<td>Several groups travel together as a group for specific crops / farming methods</td>
<td>Farmers learn more effectively through observations and discussions with fellow farmers who are interested in similar crops and/or farming methods such as tunnel tomato farming</td>
<td>Relatedness</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Competence</td>
</tr>
<tr>
<td>Farmers have free time for observation and discussions</td>
<td>Each participant can have a time to learn from advanced farmers and fellow farmers by interacting them based on personal interests</td>
<td>Autonomy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Relatedness</td>
</tr>
</tbody>
</table>
Implementation Procedures

A. Extension staff select and pre-arrange where to visit and whom to meet.
B. Extension staff help farmer group members select representative farmers (2 women and 2 men) who are willing to share information obtained during the Study Tour with their fellow farmers.
C. Extension staff and representative farmers from several farmer groups visit advanced areas together.
D. Extension staff help farmer representatives observe the fields and make inquiry to the farming by using the Study Tour Check List shown below or the corresponding page of the Farm Management Notebook.
E. Extension staff help farmer groups hold a feedback session where the representatives share and discuss with fellow farmers about what they have learned and how they can apply lessons to their farming practice.

Box 4 Study Tour

Why?

Some farmer group members did not have enough skills and knowledge in market-oriented agriculture, but they did not have either a clear image of market-oriented horticulture, as there is no good example nearby.

How?

"Seeing is believing". CAP offered farmer group the opportunity of the study tour to the progressive horticultural farming areas such as Dhading District. Those representatives selected by each of FGs participated in the tour, and after the tour, they shared what they had learnt through the tour with other FG members.

Results?

Most of FGs that had sent their representatives to the Study tours experienced a significant improvement in their vegetable production by applying those farming and marketing techniques learnt through the tours.

For instance, the Arika fruit production farmer group of Dhulikhel Municipality experienced a significant increase in their tomato production by applying the techniques of pruning, mulching, and eliminating extra leaves as advanced farmers were doing. One of the FG members said, "There is no comparison in the results between now and 2 years ago. It's like a black and white!"

Formats

Here is a sample of checklist for farmers in Study Tour.

<table>
<thead>
<tr>
<th>नोट</th>
</tr>
</thead>
<tbody>
<tr>
<td>नर्सी :</td>
</tr>
<tr>
<td>खाद्य तत्त्व व्यवस्थापन :</td>
</tr>
<tr>
<td>रोग किरा व्यवस्थापन :</td>
</tr>
<tr>
<td>सिचाड़ :</td>
</tr>
<tr>
<td>बजारोकरण :</td>
</tr>
<tr>
<td>अन्य :</td>
</tr>
</tbody>
</table>
3. Step 3- Farmers Make Decision

After the raising the awareness of farmers in Step 2, the farmers move on to the next step, Step 3, where they make important decisions (Action Plan Making) on their horticultural businesses. The decisions to be made are: what crops to grow at what time, in what quantity and quality, and so forth. Those decisions should be made based on group consensus formed through discussion among members. Extension staff’s role is not to make decisions for the farmers, rather, to help farmers to make the right decisions by providing appropriate guidance and expert knowledge on agriculture.

3.1 Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization)

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
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<td>1. Farmers understand the goal</td>
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<td>- On-site Coaching</td>
</tr>
</tbody>
</table>

Follow-up and monitoring (including Participatory Endline Survey)

Objectives

The farmer group members and their business partners together make their annual action plan by selecting the target crops, developing the cropping calendars, and identifying necessary inputs and their sources.

Key Implementation Tips, Effects and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Extension staff help but let farmers decide on their own by voting and consensus with prepared formats in brown paper</td>
<td>• Farmers make decisions on what, when and how to crop • Farmers are able to select crops on their own based on results of market surveys and of analysis of their circumstances and capacity • Democratic process is ensured</td>
<td>Autonomy Competence Relatedness</td>
</tr>
</tbody>
</table>
3. Step 3 - Farmers Make Decision

After raising awareness of farmers in Step 2, farmers move on to the next step, Step 3, where they make important decisions (Action Plan Making) on their horticultural businesses. The decisions to be made are: what crops to grow, at what time, in what quantity and quality, and so forth. Those decisions should be made based on group consensus formed through discussion among members. Extension staff’s role is not to make decisions for the farmers, rather, to help farmers make the right decisions by providing appropriate guidance and expert knowledge on agriculture.

3.1 Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization)

Four Steps Activities

1. Farmers understand the goal - CAP Approach Workshop
2. Farmers' awareness is raised - (Optional) Matching Forum - Market Survey by Farmers - (Optional) Farmer Supplier Interaction Workshop - Participatory Baseline Survey - Study Tour
3. Farmers make decision - Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization)
4. Farmers acquire skills - On-site Coaching - Follow-up and monitoring (including Participatory Endline Survey)

Objectives

The farmer group members and their business partners together make their annual action plan by selecting the target crops, developing the cropping calendars, and identifying necessary inputs and their sources.

Key Implementation Tips, Effects and Enhanced Motivation

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<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Extension staff gives useful advice in agro-ecological suitability of specific crops</td>
<td>• Technically or scientifically correct decisions can be made by farmers.</td>
<td>Competence</td>
</tr>
<tr>
<td>• Extension staff are provided with Anchoko (a cheat sheet) for the whole procedure</td>
<td>• Farmers understand the whole procedure better through the clear explanation</td>
<td>Competence</td>
</tr>
</tbody>
</table>

Implementation Procedures

A. Extension staff prepare budget and materials for this workshop and arrange an appropriate date for their farmers.

B. This workshop should be conducted with steps which are shown in the following table.

<table>
<thead>
<tr>
<th>Step</th>
<th>Topic</th>
<th>Description</th>
<th>Advice to the facilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction</td>
<td>Extension staff explain the objectives of crop selection and crop calendar making</td>
<td>Try to give farmers a big picture and the destination of the workshop clearly in a short message.</td>
</tr>
<tr>
<td>2</td>
<td>Current crops</td>
<td>Let the participants (members and their business partners of the same household) name the major crops grown in their fields to confirm them and their performance</td>
<td>N/A</td>
</tr>
<tr>
<td>3</td>
<td>Market survey</td>
<td>Let the market survey representatives share the results of all the crops with the clarification of high price seasons</td>
<td>Let the representatives clarify possible sales prices of crops every month</td>
</tr>
<tr>
<td>4</td>
<td>Opportunities and favorable factors</td>
<td>Let the participants share information on available opportunities and favorable factors for their commercial agriculture (such as subsidies, grants, new infrastructure planned to be established, etc.)</td>
<td>Extension staff and observers from ward committee or local government may also share useful information such as subsidies, grants, etc. from their sides</td>
</tr>
<tr>
<td>5</td>
<td>Nominating target crops</td>
<td>Let the participants nominate target crops by considering market potential and the participants’ experiences</td>
<td>Let the participants take into account the opportunities and favorable factors and technical and agroecological feasibility points of view from extension staff</td>
</tr>
<tr>
<td>6</td>
<td>Voting</td>
<td>Let the participants vote and select 2 crops for the dry season and 2 crops for the rainy season tentatively.</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Step 7: Checking feasibility
- Let the participants discuss the characteristics and issues on the selected 4 crops to assess their feasibility.

Advice to the facilitation:
- Let those experienced farmers among the participants explain characteristics and issues of each of the 4 crops. Also let other less-experienced farmers raise their worries and questions.

Step 8: Final crop selection
- Let the participants take those feasible crops as target crops and replace those unfeasible crops with other feasible crops.

Advice to the facilitation:
- N/A

Step 9: Declaring commitment of cropping area
- To facilitate the participants to declare, this exercise can be done by dividing the participants into small groups.

Advice to the facilitation:
- If there is any participant who cannot commit any area, leave them to consult with their partners.

Step 10: Possible total sale
- Estimate the possible total sales of each of the target crops by calculating from the total committed areas, estimated yields and estimated sales prices.

Advice to the facilitation:
- Sum up sales per household and add them up on a brown paper to show the total sales to all the participants.

Step 11: Resource mobilization planning
- Let the participants plan how to procure all the inputs and investment required to cultivate each of the target crops.

Advice to the facilitation:
- Let the participants agree who does what by when and how.

Step 12: Approval
- Let the participants approve the plan made through the workshop as their group’s action plan.

Advice to the facilitation:
- The original plan should remain with FG, while a copy should be submitted to the local government through the Extension staff in charge.

**Column 4 Examples of Action Plan Making Benefit**

**Collective crop selection:**
FGs used to cultivate individually. After applying the CAP Approach, they discussed and selected varieties that will bring profit to them. They produce individually but if they produce same crop, they can market it collectively and solve issues during cultivation. Farmer groups became to select those core crops in the Action Plan Making process.

**Need based support:**
SRC-CAP Project provided financial support as part of the project activities based on the farmers’ needs. With 50% group contribution, FGs on their own had to purchase and manage agriculture input or infrastructure items. In Sindhuli, they purchased pump for lift irrigation. Then, they are cultivating vegetables with year-round irrigation in 150 ropani, which allowed them to shift cropping pattern from cereal crops to vegetables. [Sunkoshi RM, Sindhuli]
Box 5 Anchoko (a cheat sheet / a checklist) for efficient implementation and better understanding

Anchoko is a Japanese word meaning a concise set of notes used for quick reference. CAP developed Anchoko for many farmer activities with which the extension staff can explain contents clearly in a set order.

WHY?
- When implementing complicated activities such as Action Plan Making for the first time, the extension staff are often confused about the right order of its sub-steps.
- The extension staff, therefore, often end up with struggling in implementing activities in the field.

How?
- The extension staff use Anchoko before implementing farmer activities to learn about necessary sub-steps and orders.
- The extension staff use Anchoko during the implementation of farmer activities.

<table>
<thead>
<tr>
<th>Steps of Action Plan Making</th>
<th>Topic</th>
<th>Description</th>
<th>Advice to the facilitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Introduction</td>
<td>The facilitator explores the objective of Action Plan Making.</td>
<td>Try to give farmers a big picture and the direction of the workshop clearly in a short message.</td>
<td></td>
</tr>
<tr>
<td>2 Current crops</td>
<td>Let farmers name current major crops to confirm their actual experience and performances so far.</td>
<td>Let the presenters clarify possible price and months crop by crop.</td>
<td></td>
</tr>
<tr>
<td>3 Market survey</td>
<td>Let the representatives to share the results of the market survey crop by crop, checking high price season.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4 Nominating target crops</td>
<td>Let farmers nominate target crops, considering market potential and farmer experiences.</td>
<td>Let farmers nominate firstly but also focusing on crops referred in the current crop session and market survey presentation.</td>
<td></td>
</tr>
<tr>
<td>5 Voting</td>
<td>Let farmers vote and decide 2 crops for rainy season and 2 crops for dry season semestively.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 Checking feasibility</td>
<td>Let farmers discuss characteristics and issues on the 4 crops to check their feasibility as target crops.</td>
<td>Let experienced farmers contribute to naming characteristics and issues. Also let low-experienced farmers raise their simple worry and questions.</td>
<td></td>
</tr>
<tr>
<td>7 Final crop selection</td>
<td>If a crop is feasible, let farmers decide the crops firstly. If a crop is not feasible, let them select an alternative crop.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Possible total sale</td>
<td>Show whole possible sale of each expressed land allocation for each selected crop.</td>
<td>Sum up total figures quickly and write the final figure clearly on the brown paper.</td>
<td></td>
</tr>
<tr>
<td>9 Individual production area</td>
<td>Show whole possible sale from total committed lands based on possible lowest unit price.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Issues and solutions</td>
<td>Let farmers discuss issues and possible solutions considering Rs. 200,000 financed by SRC-CAP.</td>
<td>At first, explain about the benefits of Rs. 200,000 support including 50% self contribution.</td>
<td></td>
</tr>
<tr>
<td>11 FSIWS information</td>
<td>Let representatives introduce information acquired in FSIWS as referential information for solutions.</td>
<td>If representatives explain limited variety of items, the facilitator should introduce other items supplementarily.</td>
<td></td>
</tr>
<tr>
<td>12 Financial support</td>
<td>Let farmers discuss financial support items. Final decisions can be made later.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13 slogan</td>
<td>Ask farmers set a couple of slogans either on (1) Technology (2) Marketing (3) Group management/GESI to solve the problems to reduce the possible sale.</td>
<td>Show examples of slogans such as “Every member participates in the training” “Increase market channels” “Try collective purchase of inputs”</td>
<td></td>
</tr>
</tbody>
</table>

Results?
- The extension staff can implement farmer activities smoothly and efficiently.
- Farmers can understand extension messages better through the implementation of well-ordered sub-steps in farmer activities.
**Formats**

Here are several formats for Action Plan Making.

### Crop Selection from Market Survey Results

<table>
<thead>
<tr>
<th>ज्ञाता सर्वशक्षणको फाराम</th>
<th>चूनौटको लागी कार्यमा क्षेत्रको नाम</th>
<th>लघुण्ड्रो तरकारी र मात</th>
<th>अन्वषाय तरकारी र मात</th>
<th>मूल्य (के/मी 2)</th>
<th>आयुर्वक</th>
<th>भूमिको आवश्यकता</th>
<th>हेडनीक/हेडनीको तरकारी तिनिको आवश्यकता</th>
</tr>
</thead>
<tbody>
<tr>
<td>घरीन</td>
<td>घरीन</td>
<td>घरीन</td>
<td>घरीन</td>
<td>घरीन</td>
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<td>घरीन</td>
<td>घरीन</td>
<td>घरीन</td>
</tr>
</tbody>
</table>

**Individually Committed Crop Areas and the Total Areas of Selected Crops**
Here are several formats for Action Plan Making.

Crop Selection from Market Survey Results

<table>
<thead>
<tr>
<th>वाली</th>
<th>अनुबंध</th>
<th>सम्मानना</th>
<th>जमा</th>
<th>छनौट</th>
</tr>
</thead>
<tbody>
<tr>
<td>गोलभेडा</td>
<td>३</td>
<td>२८</td>
<td>३१</td>
<td>O</td>
</tr>
<tr>
<td>बन्दा</td>
<td>१५</td>
<td>१७</td>
<td>३२</td>
<td>O</td>
</tr>
<tr>
<td>लसुन</td>
<td>१७</td>
<td>१०</td>
<td>२७</td>
<td></td>
</tr>
<tr>
<td>करेला</td>
<td>१५</td>
<td>१६</td>
<td>३१</td>
<td></td>
</tr>
</tbody>
</table>

How to vote in Crop Selection

Crop Calendar Format
4. Step 4- Farmers Acquire Skills

Step 4 is the next step of the CAP Approach where the farmers are equipped with necessary knowledge and skills to produce crops in response to the market demand. By this time, the farmers’ willingness to learn new knowledge should be high since they are already convinced of the market opportunities of the target crops, they have selected. The contents of the technical training should be specifically catered to the farmers’ needs so that they can immediately adopt and apply the technologies in their farming practice. In other words, making the training demand-driven, as opposed to supply-driven, is the key to success.

4.1 On-site Coaching

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farmers understand the goal</td>
<td>- CAP Approach Workshop</td>
</tr>
<tr>
<td>2. Farmers’ awareness is raised</td>
<td>- (Optional) Matching Forum</td>
</tr>
<tr>
<td></td>
<td>- Market Survey by Farmers</td>
</tr>
<tr>
<td></td>
<td>- (Optional) Farmer Supplier Interaction Workshop</td>
</tr>
<tr>
<td></td>
<td>- Participatory Baseline Survey</td>
</tr>
<tr>
<td></td>
<td>- Study Tour</td>
</tr>
<tr>
<td>3. Farmers make decision</td>
<td>- Action Plan Making (Crop Selection, Crop Calendar Making &amp; Resource Mobilization)</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td>- On-site Coaching</td>
</tr>
</tbody>
</table>

Follow-up and monitoring (including Participatory Endline Survey)

Objectives

A series of On-site Coaching are designed to disseminate skills and knowledge necessary for the target crops which the farmers have chosen. It is a demand-driven training.
4.1 On-site Coaching, opposed to supply-driven, is the key to success.

The on-site coaching venue is a key component for the success of the CAP Approach. It allows farmers to learn practical skills such as sowing, transplanting, diagnosing pests, applying pesticides, etc. and become confident in farming. The on-site coaching should be always composed of the technical explanation part and the practice part.

Extension staff give the farmer group members and their partners the on-site-coaching for those agreed topics on the training farm with the provision of basic inputs for the training, such as seeds and fertilizers. The on-site coaching should be always composed of the technical explanation part and the practice part.

When necessary, extension staff invite other specialists or resource persons who may give technical support to the staff in the on-site coaching.

For more information, refer to “Compost Making”, “Nursery Making and Transplanting”, “Plant Protection” and “Post-Harvest Handling and Marketing” in PART 4 of this Handbook.

### Key Implementation Tips, Effects and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extension staff allow Farmer Groups to select their Training Farm which is used as a coaching venue</td>
<td>Farmers make decisions on the location of Training Farm among the members which is conveniently located for training</td>
<td>Autonomy</td>
</tr>
<tr>
<td>Extension staff allow Farmer Groups to select the topic of coaching as much as possible</td>
<td>Farmers learn practical skills such as sowing, transplanting, diagnosing pests, applying pesticides, etc. and become confident in farming</td>
<td>Competence</td>
</tr>
<tr>
<td>Extension staff organise the coaching at their Training Farm in cooperation of external specialists and resource persons</td>
<td>Farmers and their business partners from the same household jointly receive coaching and have discussions at Training Farm</td>
<td>Relatedness</td>
</tr>
<tr>
<td></td>
<td>Farmers obtain connection with external specialists and resource persons</td>
<td></td>
</tr>
</tbody>
</table>

### Implementation Procedures

#### Training Farm establishment

Extension Staff facilitate the farmer group members and their business partners from the same households to agree where to establish their training farm. The owner of land for the training farm may be responsible for the management of the crops on the training farm, while all the inputs and technical advice can be provided by the Extension staff. It is recommendable that the training farm has at least 0.25 ropani (4 ana) for the 2 target crops.

#### Technical advice

Extension staff provide necessary technical advice on how to prepare the training farm.

Extension staff agree with the farmer group members and their partners on the topics to be addressed on the target crops and the timing of coaching by topic through the on-site coaching (demand-driven training). The following 4 topics are at least selected and addressed in the on-site coaching per season: (1) Compost Making, (2) Nursery Making and Transplanting; (3) Plant Protection, and (4) Post-Harvest Handling and Marketing.

Extension staff give the farmer group members and their partners the on-site-coaching for those agreed topics on the training farm with the provision of basic inputs for the training, such as seeds and fertilizers. The on-site coaching should be always composed of the technical explanation part and the practice part.
Box 6 On-site Coaching

Why?
Farming techniques should be instructed in the real situations in farmers' fields. How to practice farming techniques can be understood by farmers when it is shown not only by words but also by practices. When extension officers teach a couple of members, the information tends to remain to the members that received from extension officers directly. Thus, SRC-CAP Project had prepared a "showcase" called Training Farm.

How?
SRC-CAP Project offered On-site Coaching through a small plot called Training Farm in the fields of a member of the farmer group and offered training there calling all farmer members. Topics included nursery management, pest and disease management, post-harvest handling etc.

Results?
Gaumati Farmers Group of Kamalamai Municipality, Sindhuli, that has nearly 9-year experience of vegetable farming for self-consumption, found the On-site Coaching very useful. They claimed that they had learned through the On-site Coaching, especially on plant spacing, proper application of fertilizers and pesticides, identification and treatment of pest and disease. They also found the pest and disease management manual given in the On-site Coaching is helpful, and with the manual they can identify pest and disease and take necessary measures even when Extension staff are not available.
5. Follow up and Monitoring (including Participatory Endline Survey)

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Farmers understand the goal</td>
<td>- CAP Approach Workshop</td>
</tr>
</tbody>
</table>
| 2. Farmers’ awareness is raised | - (Optional) Matching Forum  
- Market Survey by Farmers  
- (Optional) Farmer Supplier Interaction Workshop  
- Participatory Baseline Survey  
- Study Tour |
| 3. Farmers make decision | - Action Plan Making (Crop Selection, Crop Calendar Making & Resource Mobilization) |
| 4. Farmers acquire skills | - On-site Coaching |

Follow-up and monitoring visits to the target farmers aim at ensuring farmers’ actual application of taught techniques and knowledge. The visits not only look at farmers’ production practices but also assess their progress of marketing and other collective work as a group.

Outline

Follow-up and monitoring visits are to be conducted periodically to ensure that the farmers are applying the knowledge they have learned during the CAP trainings. The implementers also monitor the progress of activities described in the groups’ Crop Calendars. After a certain period, the Participatory Endline Survey is conducted using almost the same survey formats as the Participatory Baseline Survey. The data obtained by the survey is analysed for the purpose of comparison with the results of the Baseline Survey.

Key Implementation Tips, Effects, and Enhanced Motivation

<table>
<thead>
<tr>
<th>Tips</th>
<th>Effects</th>
<th>Motivation</th>
</tr>
</thead>
</table>
| • Both women and men receive follow-up and monitoring | • Both women and men learn and understand cultivation techniques, workload, etc. | Relatedness  
Competence |
| • Farmers are provided with their own baseline survey results | • Farmers can compare the results of endline and baseline surveys with the help of extension staff | Competence |
| • Literate farmers help illiterate farmers in filling endline format | • Illiterate farmers understand the contents and fill in the format without difficulties | Relatedness |
Implementation Procedures

A. Extension staff and the implementation team visit the farmer groups periodically to give advice and monitoring the progress of activity implementation.

B. The procedures of endline survey are that of baseline survey plus comparison as follows. Extension staff explain about the objectives. They distribute the baseline survey formats to FG members and explain how to fill them.

C. FG members bring the format to their home and fill in the form with family members (partners). They calculate the planted area, production and sales volume, gross income, cash cost, gross profit of their vegetable crops last year.

D. Next day, extension staff hold a meeting to collect the filled formats. Extension staff and literate FG members help those who have not filled the formats properly.

E. Extension staff provide each farmer group member with their results of baseline survey conducted 2 years ago. Then, they tell them to compare them with the results of endline survey just produced. Extension staff help them go through the comparison one by one, showing the changes and improvements the farmers made in the last 2 years.

Formats

The endline survey questionnaire forms are the same as baseline survey questionnaire forms which are shown in “2.1 Participatory Baseline Survey” in PART 2.
PART 3. EXPERIENCES

"PART 3 EXPERIENCES" provides experiences of SRC-CAP Project which is useful for the implementation of the CAP Approach.
1. Benefits of CAP Approach

Experiences suggest that vegetable extension through CAP Approach has changed the behaviors of farmers in farming. The shift from "grow and sell" to "grow to sell" has increased income as well as 4 other benefits: (1) options in Livelihood, (2) elevated self-esteem, (3) strengthened relationship, and (4) rewarding experiences.

Changes-1: Income increase/ Rewarding

- **Earning is Fun:** After getting profit from the vegetable cultivation, farmers (mostly women) became excited to engage in farming. They wanted to cultivate more vegetables to get more MONEY!

- **Bought a gold chain for myself:** In many cases, profit remained in the hands of the farmer who cultivated. Some female farmers bought a gold chain for herself. By seeing the member purchasing expensive goods, other members also got motivated.

Changes-2: Options in Livelihood

- **Changing occupations:** After realizing that vegetable farming brings profit, some farmers left their office job/traditional occupation and decided to concentrate as vegetable farmer.

- **Asset building:** From the sales of the vegetable, many farmers have invested to agriculture inputs such as plastic tunnels, seeds and even bought motorcycle, television and renovated a house that was destroyed by the earthquake.

- **Savings for future:** Some farmers opened a savings account at the cooperative and started to save for education, health care and ceremonies.
1. Benefits of CAP Approach

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- **Changing occupations**: After realizing that vegetable farming brings profit. Some farmers left their office job/traditional occupation and decided to concentrate as vegetable farmer.

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- **Savings for future**: Some farmer opened a savings account at the cooperative and have started to save for education, health care and ceremonies.
Changes-3: Elevated Self-esteem

- **Dignity**: Before the project, women had to “request” her husband for money when necessary. Now, they are economically independent.

- **Leadership**: At the beginning, some participants were shy and hesitated to share their ideas in a mass meeting. Through the project activities, they developed a leadership and negotiation skills. They feel more confident in themselves.

- **Motivation as a commercial farmer**: While growing cereal crops, farmers did not monitor the filed every day. Now they go and check the growth of vegetables every day, because it is an important source of income.

Changes-4: Strengthened Relationship

- **Relation within households**: Before the project, decisions in farming were mostly made by men, but now collective decision are made between within the household, and benefit is equally shared.

- **Relation with JT/JTAs**: Before the project, farmers did not know who JT/JTAs were. Now, farmers consult with JT/JTAs whenever they have a problem.

- **Relation with buyers**: Farmers did not have a good relationship with buyers. Now, they share market information and production status, so that both parties can benefit.

- **Relation with other actors**: Now farmers have an expanded network with the Local Government Offices, AKC, Agro-vets, Ward Chairperson, restaurants etc.
2. Selection of CAP Approach Activities

From the experiences of SRC-CAP Project, it is recommended to conduct all the Activities of 4 Steps of CAP Approach at least once in the beginning and repeat some of them later on within the assistance period of 2 years. In this way, farmers can go learn farming and marketing in the first year and improve them in the second year. There might be, however, instances that all these activities cannot be conducted due to resource constraints, and other options might be necessary. For this purpose, the following 2 options are prepared such as (1) a full package option, and (2) a minimum package option. In these options, one year of assistance period consists of 2 crop seasons, and a total of 4 crop seasons in 2 years are assisted by CAP Approach. This is for a management purpose only, although it is recognized that this is often not the case in reality and 1 crop season or 3 crop seasons is possible in a year.

1.1 Full package

The full package option which was actually conducted in SRC-CAP Project is shown in the following table. From the experiences of SRC-CAP, this is the most effective way through which farmer groups can learn to become market-oriented farmers. In this option, all the Activities (including optional ones) are conducted in the First Crop Season in the Year 1. Some of the options, however, are repeated but others not in the subsequent Crop Seasons. The reasons are as follows. On-site Coaching (Plant Protection) is repeated in every crop season because it is the most demanded assistance by many farmer groups. Follow up and monitoring is also repeated in every crop season to ensure farmers reflect their past activities and learn from them. Action Plan Making is repeated in every crop season, though there are only some revision and modification on crops in the second and fourth crop seasons. Market Survey is repeated in the second year to ensure that many more farmers in the farmer groups conduct Market Survey by themselves.

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
<th>Cost (Rs/group)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1: 1st Crop Season (all activities are conducted)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Farmers understand the goal</td>
<td>- CAP Approach Workshop</td>
<td>6,000</td>
</tr>
<tr>
<td>2. Farmers’ awareness is raised</td>
<td>- (Optional) Matching Forum</td>
<td>12,900</td>
</tr>
<tr>
<td></td>
<td>- Market Survey by Farmers</td>
<td>20,850</td>
</tr>
<tr>
<td></td>
<td>- (Optional) Farmer Supplier Interaction Workshop</td>
<td>12,850</td>
</tr>
<tr>
<td></td>
<td>- Participatory Baseline Survey</td>
<td>2,950</td>
</tr>
<tr>
<td></td>
<td>- Study Tour</td>
<td>37,350</td>
</tr>
<tr>
<td>3. Farmers make decision</td>
<td>- Action Plan Making (Crop Selection)</td>
<td>3,650</td>
</tr>
<tr>
<td></td>
<td>- Action Plan Making (Calendar Making)</td>
<td>3,650</td>
</tr>
<tr>
<td></td>
<td>- Action Plan Making (Resource Mobilization)</td>
<td>3,650</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td>- On-site Coaching (Compost Making)</td>
<td>9,500</td>
</tr>
<tr>
<td></td>
<td>- On-site Coaching (Nursery Making and Transplanting)</td>
<td>9,500</td>
</tr>
<tr>
<td></td>
<td>- On-site Coaching (Plant Protection)</td>
<td>9,500</td>
</tr>
<tr>
<td></td>
<td>- On-site Coaching (Post-Harvest Handling and Marketing)</td>
<td>9,500</td>
</tr>
</tbody>
</table>
The minimum package option is shown in the following table for those implementers with constraints with resources such as manpower and budget. From the experiences of SRC-CAP, this is the minimum from which an essence of CAP Approach is passed on to farmer groups.

<table>
<thead>
<tr>
<th>Four Steps</th>
<th>Activities</th>
<th>Cost (Rs/group)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1: 1st Crop Season (all activities are conducted)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Farmers understand the goal</td>
<td>- CAP Approach Workshop</td>
<td>6,000</td>
</tr>
<tr>
<td>2. Farmers’ awareness is raised</td>
<td>- Market Survey by Farmers</td>
<td>20,850</td>
</tr>
<tr>
<td>3. Farmers make decision</td>
<td>- Action Plan Making (Crop Selection) - Action Plan Making (Calendar Making)</td>
<td>3,650</td>
</tr>
</tbody>
</table>

Follow-up and monitoring (including Participatory Endline Survey) 2,950
Financial support for 1st year 50% of Action Plan 200,000

Year 2: 3rd Crop Season

<table>
<thead>
<tr>
<th>Activities</th>
<th>Cost (Rs/group)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Farmers’ awareness is raised</td>
<td>- Market Survey by Farmers - Study Tour</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td>- On-site Coaching (Plant Protection)</td>
</tr>
</tbody>
</table>

Total (Rs/group) 690,900

Year 2: 4th Crop Season

<table>
<thead>
<tr>
<th>Activities</th>
<th>Cost (Rs/group)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3. Farmers make decision</td>
<td>- Action Plan Making (Revision on Crop Selection) - Action Plan Making (Revision on Calendar Making)</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td>- On-site Coaching (Plant Protection)</td>
</tr>
</tbody>
</table>

Follow-up and monitoring 2,950
Financial support for 2nd year 50% of Action Plan 200,000

1.2 Minimum package

The minimum package option is shown in the following table for those implementers with constraints with resources such as manpower and budget. From the experiences of SRC-CAP, this is the minimum from which an essence of CAP Approach is passed on to farmer groups.
The Local Government of Melung, Dolakha District, has been implementing its own agriculture development project by applying the CAP Approach. The project is called Melung CAP. Melung CAP has adapted the CAP Approach packages in accordance with the availability of their human and financial resources. The following methods were taken by Melung CAP, among others, to downsize the CAP Approach.

- Baseline and Endline surveys as well as Study tours have not been implemented.
- The importance of record keeping was explained only once. It was explained in the orientation of the CAP Approach, with the distribution of the Farm Management Notebooks of SRC-CAP. As a result, a half of the beneficiary FG members has kept recording with the notebooks.
- Matching Forum has not been implemented, while farmers have been given enough time to interact with traders in the practice of market survey.
- In the second year of the CAP Approach application, only technical support to the target farmer groups has been provided. Financial support was given only in the first year.

<table>
<thead>
<tr>
<th>Four Steps Activities</th>
<th>Cost (Rs/group)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1: 1st Crop Season</td>
<td></td>
</tr>
<tr>
<td>1. Farmers understand the goal - CAP Approach Workshop</td>
<td>6,000</td>
</tr>
<tr>
<td>2. Farmers' awareness is raised - Market Survey by Farmers</td>
<td>20,850</td>
</tr>
<tr>
<td>3. Farmers make decision</td>
<td></td>
</tr>
<tr>
<td>- Action Plan Making (Crop Selection)</td>
<td>3,650</td>
</tr>
<tr>
<td>- Action Plan Making (Calendar Making)</td>
<td>3,650</td>
</tr>
<tr>
<td>- Action Plan Making (Resource Mobilization)</td>
<td>3,650</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td></td>
</tr>
<tr>
<td>- On-site Coaching (Nursery Making and Transplanting)</td>
<td>9,500</td>
</tr>
<tr>
<td>- On-site Coaching (Plant Protection)</td>
<td>9,500</td>
</tr>
<tr>
<td>- On-site Coaching (Post-Harvest Handling and Marketing)</td>
<td>9,500</td>
</tr>
<tr>
<td>Follow-up and monitoring (including Participatory Endline Survey)</td>
<td>2,950</td>
</tr>
<tr>
<td>Financial support for 1st year</td>
<td>200,000</td>
</tr>
<tr>
<td>Year 2: 2nd Crop Season</td>
<td></td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td></td>
</tr>
<tr>
<td>- On-site Coaching (Nursery Making and Transplanting)</td>
<td>9,500</td>
</tr>
<tr>
<td>- On-site Coaching (Plant Protection)</td>
<td>9,500</td>
</tr>
<tr>
<td>Financial support for 2nd year</td>
<td>50% of Action Plan</td>
</tr>
<tr>
<td>Total</td>
<td>690,900</td>
</tr>
<tr>
<td>Year 2: 3rd Crop Season</td>
<td></td>
</tr>
<tr>
<td>3. Farmers make decision</td>
<td></td>
</tr>
<tr>
<td>- Action Plan Making (Crop Selection)</td>
<td>3,650</td>
</tr>
<tr>
<td>- Action Plan Making (Calendar Making)</td>
<td>3,650</td>
</tr>
<tr>
<td>- Action Plan Making (Resource Mobilization)</td>
<td>3,650</td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td></td>
</tr>
<tr>
<td>- On-site Coaching (Plant Protection)</td>
<td>9,500</td>
</tr>
<tr>
<td>Follow-up and monitoring</td>
<td>2,950</td>
</tr>
<tr>
<td>Total</td>
<td>321,150</td>
</tr>
<tr>
<td>Year 2: 4th Crop Season</td>
<td></td>
</tr>
<tr>
<td>4. Farmers acquire skills</td>
<td></td>
</tr>
<tr>
<td>- On-site Coaching (Plant Protection)</td>
<td>9,500</td>
</tr>
<tr>
<td>Financial support for 2nd year</td>
<td>50% of Action Plan</td>
</tr>
<tr>
<td>Total</td>
<td>321,150</td>
</tr>
</tbody>
</table>
1.3 Estimated cost for each activity

Estimated costs for all activities are calculated in this chapter. The estimations are made only for the purpose of comparing activities so that implementers can decide which activities to select in their extension programmes. Each activity is conducted for a farmer group of 30 members by a JT/JTA with a help of a Field Facilitator (FF). The calculation of these costs is based on the real situations of SRC-CAP Project and mostly on the “Norm (National Norm: 2070 to 2072)”. Allowances for extension staff (JT/JTAs) are included in the cost calculation when applicable, but salary for JT/JTAs and FFs is not.

CAP Approach Workshop (Activity 1.1)

- Duration: 1 day
- Organization level: Village level
- Number of Participants: Total (32) – 30 Farmers (30), JT/JTA (1), Resource person (1)
- Items

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No</th>
<th>Unite Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Coordination fee</td>
<td></td>
<td>1</td>
<td>1,000 (300+700)</td>
<td>1,000</td>
<td>Necessary arrangement should be made by this amount</td>
</tr>
<tr>
<td></td>
<td>for JT/JTA</td>
<td>Class 1.5 hours</td>
<td></td>
<td>per person</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Resource person fee</td>
<td>Daily allowance</td>
<td>1</td>
<td>1,900 (400+1,400+100)</td>
<td>1,900</td>
<td>May not be necessary</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Class / Handouts</td>
<td></td>
<td>per person</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Transportation</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Education materials</td>
<td>Documents</td>
<td>30</td>
<td>50 per farmer</td>
<td>1,500</td>
<td>Pencil, notebook, photocopy etc.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stationery</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Khaja</td>
<td>Tea and snacks</td>
<td>32</td>
<td>50 per participants</td>
<td>1,600</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>Rs. 6,000 / group</td>
<td></td>
</tr>
</tbody>
</table>

Reference: According to Ministry of Finance Letter, No.391 on 2066/11/03 and Revenue Administrative Training Center letter out no.342 on 2066/12/

Matching forum (Activity 2.1)

- Duration: 1.5 days
- Organization level: Municipality or province level for 3 farmer groups
- Number of Participants: Total (21) – Selected farmers (12), JT/JTAs (3), FFs (3), Market related person (2 retailers & 1 buyer) (3)
- Items
Estimated costs for all activities are calculated in this chapter. The estimations are made only for

- Matching forum (Activity 2.1)
- CAP Approach Workshop (Activity 1.1)
- Market Survey by Farmers (Activity 2.2)
- Farmer-Supplier Interaction Workshop (Activity 2.3)

### Market Survey by Farmers (Activity 2.2)

- **Duration:** 2.5 days
- **Organization level:** Municipality or province level
- **Number of Participants:** Total (6) – Selected Farmers (4), JT/JTA (1), FF (1)
- **Items**

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>Coordination and arrangement by JT/JTA</td>
<td>3</td>
<td>1,000 per person</td>
<td>3,000</td>
<td>Necessary arrangement should be made by this amount</td>
</tr>
<tr>
<td>2</td>
<td>Allowances for JT/JTA</td>
<td>Accommodation (including DA)</td>
<td>3</td>
<td>1,500 (1,200+300) per person</td>
<td>4,500</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Allowances for FF / farmers</td>
<td>Accommodation (including DA)</td>
<td>15</td>
<td>1,250 (1,000+250) per person</td>
<td>18,750</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>Market related persons</td>
<td>Daily allowance</td>
<td>3</td>
<td>350 (250+100) per person</td>
<td>1,050</td>
<td>-</td>
</tr>
<tr>
<td>5</td>
<td>Transportation</td>
<td>Public bus/ hired car</td>
<td>3</td>
<td>2,000 per group</td>
<td>6,000</td>
<td>Transport cost from FG’s site to venue</td>
</tr>
<tr>
<td>6</td>
<td>Khaja</td>
<td>Tea and snack</td>
<td>24</td>
<td>50 per person</td>
<td>1,200</td>
<td>-</td>
</tr>
</tbody>
</table>

**Total for 3 groups:** Rs. 38,700 / 3 groups

**Total for 1 group:** Rs. 12,900 / group

*Reference: According to letter of finance Ministry Letter out no.391 on 2066/11/03 and Revenue Administrative Training Center letter out no.342 on 2066/12*

### Farmer-Supplier Interaction Workshop (Activity 2.3)

- **Duration:** 1.5 days
- **Organization level:** Municipality or province level for 3 Farmer Groups
- **Number of Participants:** Total (24) – Selected Farmers (12), JT/JTA (3), FFs (3), Market related person (6)
- **Items**

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>Coordination and arrangement by JT/JTA</td>
<td>1</td>
<td>1,000 per person</td>
<td>1,000</td>
<td>Necessary arrangement should be made by this amount</td>
</tr>
<tr>
<td>2</td>
<td>Allowances for JT/JTA</td>
<td>Accommodation (including DA)</td>
<td>1</td>
<td>2,700 (1,200x2 days+300) per person</td>
<td>2,700</td>
<td>Including meal cost</td>
</tr>
<tr>
<td>3</td>
<td>Allowances for FF / farmers</td>
<td>Accommodation (including DA)</td>
<td>5</td>
<td>2,250 (1,000x2days+250) per person</td>
<td>11,250</td>
<td>Including meal cost</td>
</tr>
<tr>
<td>4</td>
<td>Transportation</td>
<td>Public bus/ hired car</td>
<td>1</td>
<td>5,000 per day</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td>5</td>
<td>Khaja</td>
<td>Tea and snack</td>
<td>18</td>
<td>50 per person</td>
<td>900</td>
<td>6 persons x 3 days-</td>
</tr>
</tbody>
</table>

**Total Rs. 20,850 / group**

*Reference: Norm 1.4.2 District level farmer exposure visit/ farmer group exposure visit (Decision date: 2061/8/25)*
### Participatory Baseline Survey (Activity 2.4)

- **Duration**: 1 day
- **Organization level**: Village level
- **Number of Participants**: Total (32) – Farmers (30), JT/JTA (1), FF (1)
- **Items**

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>• Coordination and arrangement by JT/JTA</td>
<td>3</td>
<td>1,000 per person</td>
<td>3,000</td>
<td>Necessary arrangement should be made by this amount</td>
</tr>
<tr>
<td>2</td>
<td>Allowances for JT/JTA</td>
<td>• Accommodation (including DA)</td>
<td>3</td>
<td>1,500 (1,200+300) per person</td>
<td>4,500</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Allowances for FF / farmers</td>
<td>• Accommodation (including DA)</td>
<td>15</td>
<td>1,250 (1,000+250) per person</td>
<td>18,750</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>Market related person</td>
<td>• Daily allowance • Transportation (input suppliers, machinery suppliers, banks/micro finance institutions, agricultural insurance companies)</td>
<td>6</td>
<td>350 (250+100) per person</td>
<td>2,100</td>
<td>May not be necessary to pay</td>
</tr>
<tr>
<td>5</td>
<td>Hall rental fee</td>
<td>• Hall rental fee</td>
<td>1</td>
<td>3,000 per time</td>
<td>3,000</td>
<td>-</td>
</tr>
<tr>
<td>6</td>
<td>Transportation</td>
<td>Public bus/ Hired car / Taxi</td>
<td>3</td>
<td>2,000 per group</td>
<td>6,000</td>
<td>Return transport cost to the city center</td>
</tr>
<tr>
<td>7</td>
<td>Khaja</td>
<td>• Tea and Snacks</td>
<td>24</td>
<td>50 per person</td>
<td>1,200</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>Rs. 38,550 / 3 groups</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total for 1 group</td>
<td></td>
<td></td>
<td></td>
<td>Rs. 12,850 / group</td>
<td></td>
</tr>
</tbody>
</table>

*Reference: According to letter of finance Ministry Letter out no.391 on 2066/11/03 and Revenue Administrative Training Center letter out no.342 on 2066/12*

### Study Tour (Activity 2.5)

- **Duration**: 3.5 days
- **Organization level**: Municipality or province level
- **Number of Participants**: Total (6) – Selected Farmers (4), JT/JTA (1), FF (1)
- **Items**
According to letter of finance Ministry Letter out no.391 on 2066/11/03 and Revenue Administrative

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>•Coordination and arrangement by JT/JTA</td>
<td>1</td>
<td>1,000 per person</td>
<td>1,000</td>
<td>Necessary arrangement should be made by this amount</td>
</tr>
<tr>
<td>2</td>
<td>Allowances for JT/JTA</td>
<td>•Accommodation (including DA)</td>
<td>1</td>
<td>3,900 (1,200x3 days + 300) per person</td>
<td>3,900</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Allowances for FF / farmers</td>
<td>•Accommodation (including DA)</td>
<td>5</td>
<td>3,250 (1,000x3 days +250) per person</td>
<td>16,250</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>Transportation</td>
<td>•Public bus/ hired car</td>
<td>3</td>
<td>5,000 per day</td>
<td>15,000</td>
<td>6 persons x 4 days -</td>
</tr>
<tr>
<td>5</td>
<td>Khaja</td>
<td>•Tea and snack</td>
<td>24</td>
<td>50 per person</td>
<td>1,200</td>
<td>-</td>
</tr>
</tbody>
</table>

Total Rs. 37,350 / group

Reference: Norm 1.4.1 District level farmer exposure visit (Decision date: 2061/8/25)

**Action Plan Making (Crop Selection, Calendar Making and Resource Mobilisation) (Activity 3.1)**

- **Duration:** 1 day each for sub-activity (Crop Selection, Calendar Making and Resource Mobilisation)
- **Organization level:** Village level
- **Number of Participants:** Total (32) – Farmers (30), JT/JTA (1), FF (1)
- **Items**

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>•Coordination and arrangement by JT/JTA</td>
<td>1</td>
<td>1,000 per person</td>
<td>1,000</td>
<td>Brown paper, Marker etc.</td>
</tr>
<tr>
<td>2</td>
<td>Training fee for JT/JTA</td>
<td>•Training (2class)</td>
<td>1</td>
<td>1,050 (350x2 +350) per person</td>
<td>1,050</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Khaja</td>
<td>•Tea and snack</td>
<td>32</td>
<td>50 per person</td>
<td>1,600</td>
<td>-</td>
</tr>
</tbody>
</table>

Total Rs. 3,650 / group / sub-activity

Reference: 1.2.1 District level farmer training (Decision date: 2061/8/25, revised date: 2065/9/1)

**On site coaching (Activity 4.1)**

- **Duration:** 1 day
- **Organization level:** Village (Training Farm:1/4 ropani)
- **Number of Participants:** Total (33) – Farmers (30), Resource person (1), JT/JTA (1), FF (1)
- **Items**

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>•Coordination and arrangement by JT/JTA</td>
<td>1</td>
<td>1,000 per person</td>
<td>1,000</td>
<td>Brown paper, Marker etc.</td>
</tr>
<tr>
<td>2</td>
<td>Training fee for JT/JTA</td>
<td>•Training (2class)</td>
<td>1</td>
<td>1,050 (350x2 +350) per person</td>
<td>1,050</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Resource person fee</td>
<td>•Training with handouts (2 Class)</td>
<td>1</td>
<td>2,800 (1,400x2) per person</td>
<td>2,800</td>
<td>-</td>
</tr>
<tr>
<td>4</td>
<td>Training Material</td>
<td>•Seeds</td>
<td>-</td>
<td>Training Materials Up to Rs. 3,000 for each Sub-activity</td>
<td>3,000</td>
<td>According to the previous experience.</td>
</tr>
<tr>
<td>5</td>
<td>Khaja</td>
<td>•Tea and snack</td>
<td>33</td>
<td>50 per person</td>
<td>1,650</td>
<td>-</td>
</tr>
</tbody>
</table>

Total Rs. 9,500 / group / Sub-activity

Reference: 1.2.1 District level farmer training (Decision date: 2061/8/25, revised date: 2065/9/1)
Follow-up and monitoring

- Duration: 1 day
- Organization level: Village level
- Number of Participants: Total (32) – Farmers (30), JT/JTA (1), FF (1)
- Items

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Items</th>
<th>Details</th>
<th>No.</th>
<th>Unit Cost (Rs)</th>
<th>Amount (Rs)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Management and stationery</td>
<td>• Coordination and arrangement by JT/JTA</td>
<td>1</td>
<td>1,000 per person</td>
<td>1,000</td>
<td>Necessary arrangement should be made by this amount</td>
</tr>
<tr>
<td>2</td>
<td>Data sheet</td>
<td>• Photocopy</td>
<td>35</td>
<td>10 per person</td>
<td>350</td>
<td>Endline Survey sheet</td>
</tr>
<tr>
<td>3</td>
<td>Khaja</td>
<td>• Tea and snack</td>
<td>32</td>
<td>50 per person</td>
<td>1,600</td>
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<tr>
<td></td>
<td>Total</td>
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<td></td>
<td>Total</td>
<td>Rs. 2,950 / group</td>
</tr>
</tbody>
</table>

Reference: 1.2.1 District level farmer training (Decision date: 2061/8/25, revised date: 2065/9/1)

1.4 Financial Support with 50%-50% cost sharing rules

For the smooth implementation of the CAP Approach, SRC-CAP also provided financial support amounting to NRS 200,000 to each of the beneficiary FGs every year, in order that FGs could prepare the base for market-oriented agriculture with vegetables by purchasing those essential inputs and equipment.

At the Action Plan making, the beneficiary FG members were facilitated by Extension Staff to identify necessary inputs and equipment to carry out their own annual Action Plan. After the identification of necessary inputs and equipment, Extension Staff facilitated the FG members to mobilize resources to obtain the identified necessary inputs and equipment. At this timing, as one of the possible external sources, the financial support from SRC-CAP was presented.

The financial support was provided on a request basis to FGs. Up to 50% of the total costs of inputs or equipment required to implement their own Action Plan was paid by SRC-CAP, while the remaining 50% was paid by the FG in cash or in kinds, including the provision of labor. All the beneficiary FGs made a request to SRC-CAP for financial support observing the 50%-50% rules. Detailed procedure for the provision of the financial support from SRC-CAP is illustrated in Annex 1.

The implementers may also consider a financial support to those beneficiary FGs that are in need for support to prepare the base for market-oriented agriculture. However, when it is the case, the implementers are suggested put clear conditions and rules for financial support, as SRC-CAP did. For instance, the provision on a request basis, based on the applicant FG’s own action plan, and only when the cost-sharing rules are observed could form part of such conditions.

Based on the experience of SRC-CAP, possible inputs and equipment that FGs could obtain with a 50%-50% cost sharing support can be summarized as follows.
Possible Inputs and equipment to be obtained by FGs with 50%-50% cost sharing

Average No. of farmer group members: 25  
Base rate: Fy 2019/2020

<table>
<thead>
<tr>
<th>Ceiling of external financial support (50% of the total cost)</th>
<th>Possible Options of Support</th>
<th>In case of cash contribution by farmer group to meet the 50-50 cost sharing rule</th>
<th>In case of in-kind contribution by farmer group to meet the 50-50 cost sharing rule</th>
</tr>
</thead>
<tbody>
<tr>
<td>NPR 25,000</td>
<td></td>
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<td>Small scale pipe irrigation (up to 300m length with 20 and 25 mm dia 10 kg/cm² HDPE pipe or 32 mm dia 6 kg/cm² HDPE pipe)</td>
</tr>
<tr>
<td>1. Seeds</td>
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<tr>
<td>1. Insecticides and Pesticides</td>
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<tr>
<td>1. Micronutrients</td>
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<td>2. Cell tray</td>
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<tr>
<td>2. Coco pit</td>
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<tr>
<td>2. Poly bag</td>
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<tr>
<td>2. Nursery plastic bag</td>
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<td>3. Yellow sticky trap not lesser than 100 pcs.</td>
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<tr>
<td>3. Pheromone trap set</td>
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<td>4. Plastic crate</td>
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<td>4. Watering can of 5-10 ltr. capacity</td>
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<td>4. Pruning/Weeding/Digging Tools</td>
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<tr>
<td>5. Sprayer 16 ltr. capacity (Manual)</td>
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<tr>
<td>5. Garden/Nursery Pipe with sprinkler irrigation set</td>
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<tr>
<td>6. Drip irrigation set</td>
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<tr>
<td>6. Spring Balance</td>
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<tr>
<td>6. Digital weighing machine among 4-5 members</td>
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<tr>
<td>7. Mulching plastic of 400 m roll</td>
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<tr>
<td>8. Organic Fertilizer</td>
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<tr>
<td>8. Chemical Fertilizer (DAP, UREA &amp; Potash)</td>
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<tr>
<td>9. Water lifting pump of 1-2 HP capacity among 3-4 members.</td>
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<tr>
<td>NPR 50,000</td>
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<td></td>
<td>Small scale pipe irrigation (up to 600m length with 20 and 25 mm dia 10 kg/cm² HDPE pipe or 32 mm dia 6 kg/cm² HDPE pipe)</td>
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<tr>
<td>1. Sprayer 16 ltr. capacity (Manual)</td>
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<td>1. Garden/Nursery Pipe with sprinkler irrigation set</td>
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<td>2. Drip irrigation set</td>
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<td>2. Spring Balance</td>
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<tr>
<td>2. Digital weighing machine among 4-5 members</td>
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<td>4. Mulching plastic of 400 m roll</td>
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<td>5. Chemical Fertilizer (DAP, UREA &amp; Potash)</td>
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<td>6. Water lifting pump of 1-2 HP capacity among 3-4 members.</td>
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<tr>
<td>NPR 100,000</td>
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<td>Small scale pipe irrigation (350-400 m length with 40 mm or 50 mm dia 6 kg/cm² HDPE pipe)</td>
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<td>2-3 no. of mini tiller of minimum 7.5 HP capacity</td>
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<td>Power Tiller of 18 HP capacity</td>
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<td>Water storage tank of 500 ltr. capacity with fitted tap and garden/nursery pipe</td>
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<td>NPR 150,000</td>
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<td>Green net/Insect net/ UV plastic for tunnel</td>
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<td>Water lifting pump of 7.5 HP capacity 90 mm diameter outlet.</td>
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<td>2</td>
<td>Small scale pipe irrigation (250-275 m length with 110 mm dia 6 kg/cm² HDPE pipe)</td>
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</table>

PART 2: Source: SRC-CAP
3. Field Facilitators

SRC-CAP employed a Field Facilitator (FF) for each of the target FG with the following functions. FFs were paid monthly for their support to the Project, the Extension Staff and the concerned FG, in addition to the communication and transportation allowances. FFs were also invited to all the training opportunities together with the Extension Staff, and they also became knowledgeable and skillful in the market-oriented vegetable farming and marketing. While the Extension Workers were able to visit FGs only when any activity was organized, FFs were positioned to give hands-on support to the FG members on a daily basis. Thus, the contribution of FFs for the implementation of the Project was significant.

It is recommendable for a Local Government to explore the possibility to hire field facilitators from the target FG members, as assistants to the Extension Staff, for the smooth application of the CAP Approach. However, when a Local Government cannot afford to hire FFs, the Local Government may select those FGs whose leaders or other members could play the roles of FF at the selection of beneficiary FGs. Alternatively, the Local Government, through Extension Staff, may discuss with the beneficiary FGs to have one of the FG members play the roles of FF, after the selection of beneficiary FGs.

The following is the roles played by FFs in SRC-CAP:

**Operation:**

- To support the preparation and implementation of the project activities:
  - To assist the SMS/JT/JTA in charge of the FG in the preparation and implementation of the CAP activities with the FG members by attending all such activities.

- To support FG in the farming and marketing:
  - To facilitate the establishment of a Training Farm within the community where the majority of FG members live.
  - To attend the training and learning opportunities and to disseminate the knowledge and skills obtained through such opportunities to the FG members.
  - To assist the FG members in record keeping of farming and marketing activities and information as well as in filling any questionnaires and forms
  - To contribute to awareness-raising among the FG members on commercial agriculture with the perspectives of gender equality and social inclusion.

- To support FG in communication and coordination with other stakeholders:
  - To convey relevant information and feedback of the FG to the Ward Committee, the Local Government Office, the SMS/JT/JTA in charge of the FG, and vice-versa.

- To submit a report relevant to the FG:
To conduct/facilitate the data collection from the FG members, accessible markets and suppliers, etc.

To prepare and submit monthly technical/administrative reports to the Ward Committee as well as the Local Government Office through the SMS/JT/JTA in charge.

To post relevant reports with pictures on the Facebook page of CAP, if any.

Administration:

To support FG in the purchase of necessary inputs for the Training Farm and other CAP activities with the budget provided by the Local Government Office.

To facilitate FG to obtain quotations and bills for necessary inputs for the Training Farm and other CAP activities, including financial support from the same project.

Others:

To provide any other services for the CAP activities, upon requests made by the FG, the SMS/JT/JTA in charge of the FG, and the Local Government Office.
PART 4. EXTENSION MATERIALS

“PART 4 EXTENSION MATERIALS” provides extension materials useful for the implementation of the CAP Approach.
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<td>Format of Crop Nomination (Action Plan Making)</td>
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<td>Format of Voting in Crop Selection (Action Plan Making)</td>
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<tr>
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<td>Format of Crop Calendar</td>
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<td>Picture Story (Kami-shibai) of Rajan</td>
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<tr>
<td>1.8</td>
<td>Picture story (Kami-shibai) of Rupa</td>
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<td>Compost Making</td>
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<td>Nursery Making and Transplanting</td>
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<td>Plant Protection</td>
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<td>1.12</td>
<td>Post-Harvest Handling and Marketing</td>
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## List of Extension Materials

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<td>Format for the Producer Group Profile</td>
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कृषक समुहको उत्पादन जानकारी

जिल्ला:
गाउँपालिका/नगरपालिका:
सम्पृक्त व्यक्तिको नाम र फोन नं.:

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<th>संभाव्य उत्पादन (छिमेकीबाट)</th>
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<th>मूल्य (रु. / केजी)</th>
<th>परिसंपर्कमा र आपूर्तिको पटक</th>
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### उपचार र आयामी विकासको तालिकाको मूल र मूल्याङ्कन

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### जम्मा
1.2 के तपाईले आफू बालीको आम्माली/सबको विवरण गर्नु भएको छ?

■ छ / ■ नभए

1.2 के तपाईले बेलिको गर्नु भन्दा अनाहत बेलीको योजना बनाउँदै, उपाय, विवरण र आम्मालीको बाली अनुशासन गर्नु हुन्छ?

■ छ / ■ नभए

1.2 के तपाईले बाली बोझिले पाइने सामग्री र आम्माली हिसाब गर्नु हुन्छ?

■ छ / ■ नभए

2. बेली प्रभिक

2.1 के तपाईले गएका वर्षमा उत्तरार्ध गर्न निम्न विनिमय निर्देशितहरु बनाउँदै भएको छ?

क. बनाउने तयारी र नर्तकी बनाउनु
- तपाईले बालीको विरोध कसरी रोप्ने हुन्छ?

■ छ र/ँ / ■ नभए रोप्ने / ■ पॉलिबैगको प्रयोग गर्ने
- तपाईले तयारी बालीको भएको छ?

■ छ / ■ नभए
- तपाईले विभिन्न धर्म तयारीको प्रयोग गर्नु हुन्छ?

■ छ / ■ नभए

- के तपाईले बनाइएका बालो नृत्य लाग्ने भएको छ?

■ छ / ■ नभए

भ. बनाउने
- के तपाईले बनाइएका बाली तत्वावली र अनुशासन भएको छ?

■ छ / ■ नभए
- के तपाईले मानसिक धार्मिक नियम नृत्य भएको छ?

■ छ / ■ नभए
- के तपाईले बनाइएका बालीको प्रतिभा र अन्य तत्त्वावलीको भएको छ?

■ छ / ■ नभए

- के तपाईले बनाइएका बालीको बाली तत्त्वावली भएको छ?

■ छ / ■ नभए

म. रोपिदिका निर्देशित
- तपाईले बालीको धर्मिक निर्देशित निर्देशित गर्नु हुन्छ र/ँ धर्मिक निर्देशित गर्नु हुन्छ?

■ धर्मिक निर्देशित / ■ हुन्दै निर्देशित / ■ भारतीय निर्देशित
- तपाईले बालीको धर्मिक निर्देशित नृत्य भएको छ?

■ छ / ■ नभए
- के तपाईले बालीको धर्मिक निर्देशित नृत्य भएको छ?

■ छ / ■ नभए
- के तपाईले बाली धर्मिक निर्देशित नृत्य भएको छ?

■ छ / ■ नभए

भ. पीडितबाली निर्देशित
- तपाईले बालीको पीडितबाली प्रकट को प्रयोग गर्नु हुन्छ?

■ कृपया गर्नु / ■ नभए गर्नु / ■ अन्य ( ) गर्नु
- बनाउने तत्त्वावलीको प्रतिभा र अनुशासन भएको छ?

■ छ / ■ नभए

1. बढाईकरण

1.1 तपाईले तयारी वेदना, तयारीको निर्देशित नृत्य बनाउने कका आयामको सम्पूर्ण गर्नु हुन्छ?

■ १ / ■ २ / ■ ३ / ■ ४ / ■ ५ भन्दा विचार

हामीले परिवारको सदस्यको विचारको क्षेत्रमा परेद र प्रारम्भ भर्नेछ।

समुहको सदस्यको नाम: ________________ परिवारको सदस्यको नाम: ________________

प्रिंटिक्स: ________________ समुह सदस्यको सम्पूर्ण भएको व्यक्तिको हस्ताक्षर: ________________
लक्षित मुख्य २ बाली छनौट (हरेक सिजन)

व्यापारीको नाम र सम्पर्क नं. | लक्षित तर्कारी र जात | अत्याधिक माग हुन समय (महिना) | मुल्य (रु./केजी) | परिमाण (केजी) र आपूर्ति (देनिक/साप्ताहिक/दैनिक) | मुकानी अवधि | व्यापारीवाद अपेक्षा | समुहवाद तर्कारी विवाद डिलरको इच्छा
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/दिन /हप्ता /महिना | /दिन /हप्ता /महिना | छ/छेत
/दिन /हप्ता /महिना | /दिन /हप्ता /महिना | छ/छेत
/दिन /हप्ता /महिना | /दिन /हप्ता /महिना | �/छेत
/दिन /हप्ता /महिना | /दिन /हप्ता /महिना | छ/छेत
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/दिन /हप्ता /महिना | /दिन /हप्ता /महिना | छ/छेत
1.5 Format of Voting in Crop Selection (Action Plan Making)

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## टिपोट लक्षित बालीहरूको खेति पात्रोको बिकास

### खेती पात्रोको फार्म

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### वाली

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(नोट) नस्ती/ रोज़े: NS, सार्वन: TP, ठिकान: H
राजनको कथा

• राजनको बजारसङ्गको २० वर्षको सम्बन्ध बारे यो एउटा कथा हो ।

• यो कथामा मुनाफा बढाउन किसान र व्यापारी विच कसरी आपसी विश्वास कायम गर्ने भन्ने बारे धेरै सिकाइहरू छन् ।

• राजन काप्रे धुलिखेलका एउटा सफल तरकारी उत्पादन गर्ने कृषक हुन् ।

• उनले ९५ रोपनी जगामामा पारिवारिक श्रमबाट मात्र काको, काउली, गोलभेडा र आलु उत्पादन गरी रहेका छन् ।

• उनले वार्षिक करिब रू ३० लाखको तरकारी बेच्छन् ।

Source: SRC-CAP Project
अनुभव- १ ठगीनु बाट कस्री जोगिने?

राजनले बिचौलियालाई काको बेच्दै गर्दा,
श्याम भन्ने बिचौलियाले भन्नु,
“काकोको खेतबारीको मुल्य २५ रुपैया छ।”

राजनलाई धारा छ कि उक्त काकोको मुल्य बनेपा तरकारी
बजारमा ४० रुपैया छ तर श्यामले बताउँछन्,
“यो मुल्यमा फरक भएको दुवाँ खरी गर्दा हो।”
• जब कुनै बिचौलियाले ठगी गर्दछ, कृपकहरु चलाउँछ भएका उसको ठगी छिटै पता लगाउँछन्। र अन्य इमान्दार व्यापारीहरुको खोजी गर्दछन्।

• त्यसैले, यदि बिचौलियाले लगाउँछ ठगी गरिरहेमा, इमान्दार बिचौलियालाई बढ़ि फाईदा हुन्छ। र ठगी गर्न बिचौलियाले आफ्नो व्यापार गुमाउँछ।

• यो प्रतिस्पर्धात्मक बजारको आधारभूत प्रक्रिया हो।
प्रश्न: के कुनै विचालियाले ठण्डी गर्ने गर्नुहोस्?

उत्तर: गर्नु, काठमाडौंमा प्रतिस्पर्धा धेरै छ, धेरै जसो व्यापारीलाई थाहा छ र झूठी व्यापारीको व्यवसायका लागि बेफाडाइत्यनुकर छ। तर जहाँ प्रतिस्पर्धा कम हुन्छ त्यहाँका विचालियाले यो प्रक्रिया बुझेका हुदैनु। त्यसैले ती मध्ये कुनैले ठण्डी गर्न सक्छन्।

t्यसैले अन्य व्यापार कुनै सुचनासंग मुख्यतया काठमाडौंका व्यापारहरु सङ्ग दोहोरो जाच गर्ने परिचालियासंग कुराकानी गर्न जरुरी हुन्छ।

तपाईले लागि यो प्रतिस्पर्धा मुक्त भन्न सिमर व्यापारी पत्ता लगाउँदै उनीहरुसङ्ग आफ्नो विश्वास कायम गर्नु प्रत्येकलाई महत्वपूर्ण हुन्छ।
अनुभव-२ कसरी राजनले सजिले आफ्नो उत्पादनलाई अरु
भन्दा बढि मुल्यमा बेच्ने गर्नु?

उनले काको दुबारा गर्दा क्षेत्र जोगाउन बोराको मुनीतिर
कार्यहरु दोबारेर राख्ने गर्नु।

यो कुराको प्रशंसा गर्दै विरमानले बजाको मुल्य भन्दा धेरै
बढाएर दिए किनभने विरमानलाई थाहा छ र किन राजनको काको
राम्रो गुणस्तरको छ।
प्रश्न: किन विरोधाले ठीक गहनन्?

उत्तर: किनभने विरोधले आफ्नो ग्राहकहरूको माग पुरा गर्न लगातार रुपमा राजनको उच्च गुणस्तरको काको चाहान्छन्। यसले विरोधालाई पनि मुनाफा छ।

यदि विरोधले रामो गुणस्तर हुन्छ हुदै कम मुल्य दिए भने राजनले अरु व्यापारी खोज्छन् जसले राजनको काकोको गुणस्तरलाई बुख्चछ।

यो प्रतिस्पर्धा विरोधालाई रामोसँग बाहा छ। त्यसैले यो अर्थमा आफ्नो मनसाय नमस्ता पनि विरोध एउटा भरपुर व्यापारी हुन्।
काकको गुणस्तर अधिक व्यापक, राजनय आफ्नो उत्पादनलाई छान गरी पुन र व्यापारीको अनुरोध अनुसार २५-३० केसीको प्लास्टिकको तोलामा पठाउछन्। यदि काककोलाई ५०-६० केसीको बोरामा राख्न भने ओशार्पसार गर्न भएको भने ती पूर्ण सक्छ।

उल्लेख लगातार २० वर्ष दैनिक व्यापारीको अनुरोध अनुसार गुणस्तर सुधारमा प्रयास गरिन्छ।

सफल वजारीकरणको लागि पूर्माण अरू भक्ष्यपूर्ण कारक हो। काठमाडौँको धेरौं व्यापारीलाई एउटा निष्ठुर परिमाणको आवश्यक छ। एक्सपटकमा तर्कारी पठाएर पनि दुवानी लागत कम गर्न सकिन्।

यी प्रयासहरूबाट, राजनय व्यापारीवाट धेरै प्रश्नास पाएका छ। र राजनयको तर्कारीले काठमाडौँको विभिन्न बजारमा आफनो पहिचान स्थापना गरेको छ।
राजनको कथाबाट अहिले सम्म सिकेका पाठहरु

• बजातिरको प्रतिस्पर्धाको बुभेको व्यापारी र बिचौलियाको
  अनुरोधलाई सके सम्म प्रतिक्रिया दिने कोषित्तो गर्नु पर्छ ।

• तपाईंको प्रयासहरूले बजात र पक्कै पनि प्रशासन पाउने छ । तर
  व्यापारीसङ्ग आपसि विश्वास कायम हुन केही समय लागन सक्छ ।
  धैर्य भएर व्यापारीको अनुरोध अनुसार प्रयासहरू गर्दै जानुपछ ।

• जब सम्म तपाईं व्यापारीहरूलाई नछलो उनीहरूसँग रामो सम्बन्ध
  कायम गर्नु हुन्छ । तपाईंको व्यापारीहरूले कहिले माथि उठौं रक्षैन ।
  राजनले ९८ वर्ष अगाडि जस्तो यी खुडिकिला पार गर्न सुरु गरे,
  तपाईहरू पनि आजैबाट यी प्रयास सुरु गर्नु पर्छ ।
राजनले मुनाफा बढाउन अपनाएका ॥ रणनितिहरू ॥

पहिलो, राजनले बजारमा अभाव हुदा आफ्नो तरकारी उत्पादन हुने गरी रोप्ने समय मिलाउँदै । उनले बजारमा माग धेरै भएको वेला आफ्नो उत्पादन बेच्ने गर्दछन् । यो माग बढि हुदा बेच्ने एउटा रणनि हो ।

यो व्यापारीको अनुरोधलाई प्रतिक्रिया दिने एक प्रयास हो । व्यापारीहरूले आफ्नो ग्राहकको माग पुरा गर्न बजारमा अभाव भएका तरकारी खोज्ने गर्दछन् । बजारमा कुनै तरकारीको अभाव हुदा, उनको तरकारीको मुल्य बढि भएपनि व्यापारीले अभाव भएको तरकारी पाउँदा प्रशासन ने गर्दछन् ।
राजनको दोस्रो रणनिति बिविधता

• राजनले बजारमा अभाव भएको बेला आफ्नो तरकारी बेचेता पनि दिन दिनेको आपूर्तिर र माग तलमाथि हुदा कुनै दिन उनको तरकारीको मुल्य पनि घटन सक्छ।

• यो खतरा घटाउन, राजनले एउटा मात्र बालीमा ध्यान नदिय गर्न माग घेरै हुने अन्य तरकारी बालीहरू लगाउने गर्दछन्।

• उदाहरणको रूपमा यदि उनले गाजरमा सोचेको भन्दा कम मुल्य पाएपन, काउलमा घेरै मुल्य पाउन सक्छन् र यसले गाजरमा भएको घाटा कम गर्न महत्त्व गर्न सक्छ।
राजनको तेस्रो रणनिति, बिभिन्न सूचनाहरु आफै संकलन गर्न।

राजनले नयाँ सामाग्री बारे जान काठमाडौंमा आयोजना हुने बिभिन्न कृषि सामाग्रिको प्रदर्शनीमा भाग लिने गर्दछन्। उदाहरणको लागि यदि राजनले किटनाशकको बारे मा थाहा पाए भने, उनले सवैभन्दा प्रभावकारी किटनाशक छान्न सक्छन्, एप्रोमोटले आफ्नो फाइडा हेर्न सुभाष दिन सक्छन्।

बजारको सूचनामा पनि, उनले आफ्नो क्षेत्र परि र काठमाडौंमा रहेका धेरै व्यापारीलाई चिनेका छन्। त्यसैले उनले बजारको अवस्था हेर्ने ताजा र सह सूचनाको आधारमा निर्णय लिन सक्छन्।
राजनको चौथो रणनिति, लागत खर्च कम गर्नौ।

- राजन जहिले पनि नयाँ खेती प्रबिधि जस्तै औजार र मेझिनको बारेमा जान्नु उत्सुक हुन्छ। तर उनले जहिले पनि आफुसँग प्रश्न गर्नौ। “केही मेरो व्यावसायिक लागि जरूरी छ;”

- आम्दानी भनेर बिक्रिक रकममा लागत खर्च घटाउनु हो।

- बिक्रिको मात्रा बढाउनु बाहेक खर्च कम गर्नु पनि मुनाफा बढाउनु हो।

- यदि उनले धेरै पैसा खर्च गर्ने भने, उनले बिक्रिक बढाए पनि मुनाफा बढाउन सक्दैन। उनलाई अत्याधुनिक उपकरणहरूले आकर्षित त गर्न तर उनले जहिले पनि उनले आवश्यक छ माले सोच्ने गर्नौ।
हालै उनका छिमेकी कष्टकहरुले पनि उनीहरुको उत्पादन सगै बेचन अनुरोध गरेको छ।

यो राजनको लागि राम्रो प्रश्नाव हो किनभने धेरै उत्पादन हुदा उनले व्यापारीसँग अभू मोल्टीचौल गर्न सक्छन्। सामूहिक बजारीकरणको यो एउटा ठूलो फाइदा हो।

सोही समयमा यदि गुणस्वरुप युक्त भएन र तरकारी वजार लाग्ने समय मिलेको भने, सामूहिक बजारीकरण गर्न कठिन हुन सक्छ किनभने राजनले पहिला नै आफ्नो गुणस्वरुप तरकारी र सोही समयमा उपलब्ध गराएर व्यापारीसँग आफ्नो सम्बन्ध काम गरिएको छ।

त्यसैले राजनले पर्याप्त गुणस्वरुप र बजार लगाएको समय मिलेको खान्दमा आफ्नो छिमेकी किसानको सामूहिक बजारीकरणको प्रस्तावलाई स्वीकार गरेको छ।
राजनले कहिले काहि आफ्ना छिमेरी कृषिकहरू सङ्ग कृषि सामाग्रीहरू जस्तै बिजु र मल सामुहिक माग संकलन गर्ने छलफल गर्नु छ।

यो सामुहिक क्रियाकलापको अर्को फाईदा हो किन्नै हुने कृषिकहरूले निश्चित मात्रामा सामाग्री खरीद गर्ने सस्तो मुन्यो मात्र फाईदा उठाउन सक्छन्।

तर सहि समयमा सबै सदस्यहरूको नगद जम्मा गर्न समस्या आउन सक्छ। “भरपर्दो” सदस्यहरू मात्र रहेको सहभागिको संख्या कम हुन सक्छ।
जब तपाईं बजारको सहि प्रतिस्पर्धा बुझेको व्यापारीसँग आपसी बिश्वास कायम गर्न सफल हुनु हुन्छ, तपाईंहरूले पनि राजनले जसपरी बढि मुनाफा कमाउन सफल हुनु हुन्छ। यो कुरालाई महशुस गर्न निम्न कुराहु बुझ्न जरूरी छ।

१. यस्तो व्यापारी पता लगाउनु होस् जुन बजारको अधिक प्रतिस्पर्धामा काम गरि रहेको छ, फलस्वरूप ऊ भरपर्दो व्यापारी बन्न सक्छ।

२. गुणस्तर र परिमाणको लागि ती व्यापारीले गर्ने आग्रह सके सम्म मानिन्।
3. बजारमा अभाव हुने तरकारी उत्पादन गर्न। व्यापारीले इमान्दारीको साथ तपाईंको तरकारीको बाँड मुल्य दिएर तपाईंको प्रशंसा गर्न छन्।

4. अधिको रणनितिमा जस्तै दैनिक मुल्यमा उत्तर चढाउनको खतरालाई कम गर्न उत्पादनमा बिविधता ल्याउनु पर्छ।
५. खेती प्रबिधि र बजारको अवस्था, विशेष गरि काठमाडौँको अवस्था बारे जानिने पनि भरपर्दो स्रोतबाट नयाँ र साहित्य सुचना लिने गर्नुहोस् ।

६. कुनै नयाँ कृषि सामार्थ, ओजो र मैसिनले तपाईंलाई आकर्षित गर्नुहोस्, खर्च कम गर्नै “यो मेरो व्यवसायको लागि जरूरी छ, किन्ने छैन?” भन्ने सोच्न जरूरी छ ।

७. खालीलको कृषिक समुह पद्मको कृषि सहकारी, कृषिकर्मीको लागि संकेत र फाइडाजनक खुन सबै, तर यसलाई व्यवस्थापन गर्न सजिलो छैन ।
1.8 Picture story (Kamishibai) of Rupa

Source: SRC-CAP Project
हो निर्माणको शक्तिपूर्वक सम्बन्धणमा सहयोग गरे संस्था उनको गाउँमा आयो र रुपा जुन तरकारी उत्पादन समूह भालदेखि दिनेका, सोही समूहलाई संस्थालाई छान्ने। जैसै बहिनीले रुपालाई 'तपाई समूहमा निर्माणको सम्बन्धण छ र भनेर खबर गर्नुहोस्।' भनिन्। रुपालाई तरकारी उत्पादनलाई सम्बन्धण अम्ल बढी जान र सीप आर्जन गर्न जस्तै इच्छा थियो। अर्कातिर श्रीमानले उनलाई समूहमा भर्ने अनुमति दिनेका भनेर पनि बाहा थियो। त्यसैले उनले आफ्नो सिक्ने इच्छालाई स्वीकार गरी श्रीमानलाई सल्लाह गरे नगरी समूहलाई निर्माणको दिनु हेरिन्। रुपालाई समूहमा एउटै विशेष भएर समूह गतिविधिको भाग फल गाउँ पर्दछ्न्। फिनभने उग्र घर व्यवहारबिखर्क गाउँबस्तु, घाँस-वाउरा, तरकारी खेतीजस्ता सबै काम भयाएर मात्र समूहको बैठक तथा ताडिममा पून सविचार। घर फर्कापि घरमा सम्पूर्ण काम पनि उनले नै गर्नु पर्दछ।
पाको समूहमा भएका सदस्यहरूले बजार सबकेश्न गरेर गोलम्बेडा सबैभन्दा बढी बजार मूल्य भएको खेती हो भन्ने निश्चित गरी गोलम्बेडा खेती गर्न निर्णय गरे। सोहीअनुसार रुपाले पनि गोलम्बेडा खेती गरिन्। उनले यसको ज्ञान र सीण तालिमबाट सिकेकी थिन्। उनले भएका समूहले र खेती बढाउने मार्ग खोज्ने एक भन्दा एक महत्त्वपूर्ण गर्न। उनले घरबाट कहाँको सहयोग र साथ पाएकी थिन्। घरका कुनै पनि सदस्यले रुपाले गरेको तर्कहरूले खेती सम्पूर्ण परिवारको लागि नै फाइदासन्त कृपा कुनै खोज्नु। भन्नु, उदाहरणमा नै खाबाहाबी भनेको गरिन्। विभिन्न अवरोधका बीच उनले गोलम्बेडा खेती गरिन्।
टी. ने रुपालाई गोलभेडा भएको आम्दानि-खर्च आदि सबै कुराको रेकर्ड फारम व्यवस्थापन किताबमा कसरी लेख्ने भनेर सिकाउनी यिद्दृ। रुपाले सोहीव्योजिम गर्ने गइन्। त्यो किताबमा सबै कुराको दियोट गरेको भएर नै उनले नयाँ जातको गोलभेडा राइल बढी मिञ्चिए गर्ने पनि रहेछ, सो गरेमा आम्दानि पनि हुने रहेछ, त्यसैले मूल्य राख्ना ध्यान दिने पनि रहेछ पनि थापा पाइन। समूह बैठकमा जोबा छनल्लो निर्देशको बारान्या ब्रेमसमी गोलभेडाको मूल्य प्रतिकेजी ६० रुपैयाँ रहेछ पनि उनले थापा पाइन।

रुपाले सोहीव्योजिम आफ्नो बारीको गोलभेडा (जुन आउँदै हला टिप गोय थिए) लाई ५० रुपैयाँ प्रतिकेजीमा बेच्ने निर्णय गरिस्।
तय

ही कम्पा एक दिन रुपे खेतमा काम गर्न गएकी थिइन्। पत्रमा श्रीमान्ल र घ्राँका अरू सदस्य मात्र थिए। सोही बेला ‘तपाईको खेतमा गोल्मेंडा वेच्नुस् भनै’ एक जना खरीदका आए। रुपाका श्रीमान्लले केही कुरा थाहा नै तपाईले गोल्मेंडा 30 रुपैयो प्रतिक्रिया बिक्री गरिए। जब रुपा कामबाट घर फर्क्न, बेला तायागाय गोल्मेंडा बोटमा नदेखेपछि उनी तीनछौक परिवर्त उनले श्रीमानलाई गोल्मेंडा का बारे रजतक। श्रीमानले उनलाई किन्ने माण्डो आएर रामो मूढ बिकाल्नै सलै केंद्रित्वका जानकारी गराए। बेचेर आएको पैसा कह्रूँ छ भनेर रुपाले श्रीमानलाई सोधिनु तर उनले त्यसको बनै हरहिसाब देखाएका। रुपालाई दुई ठापका लाख्यो। गोल्मेंडा बेचेर आएको पैसाबाट रुपाले घरमा लागि अति आवश्यक तरसामान तथा खासत्त्व किन्ने सोच बनाएकी थिइन्। यति धेरै मिहिनेट र परिधाम गर्ने खेती गरे पनि अत्यन्त उनले त्यो उपभोग गर्न पाइनु।
खलफलका लागि प्रश्नहरू

1. यस कथावाद के वृम्भिलछ?
2. रूपाले व्यावसायिक खेती गर्नु भन्दा अघि प्रे-के कृषा गरुँपयाधि?
3. घरका सबै सदस्यले रूपाको काममा सहयोग गरे फि गरेन्?
4. श्रीमान्नूको भूमिका कस्तो हुनुपयाधि?
5. घरका अरु सदस्यको भूमिका कस्तो हुनुपयाधि?
6. गोलमेंडा वेल्ने क्रममा रूपा र उनका श्रीमानले के गरुँपयाधि?
7. आएको आम्दानी कसले राखुपयाधि?
8. आम्दानी भएको पैसा कैमा, कसरी खर्च गर्नै भन्ने निर्णय कसले गरुँपयाधि?
9. राष्ट्रीय खेती गर्नका लागि रूपा र उनका श्रीमानले के गरुँपयाधि?
10. फार्म व्यवस्थापन किताबको पेज नम्बर ३ हेनुहोस्, अनि जीवनियापनका लागि राष्ट्रो हुने गरी कसरी खेती गर्न श्रीमान्नूको (दुबै जना) सल्लाह हुनुहोस्।
1.9 Compost Making

**SRC-CAP**

**Sasinuli Sadak Khad Yavasayak Kushi Prayog Abhigyaana**

(Explosive (Mobilization) Tarika Parama Maha Kushiyan Gathian)

**JICA**

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1. **Mas Bhaneke Ho ?**

1. **Matro Gama Chhato**
   - Nisandhar thapai pachak mas bhaneke matro gama chhato pragat samay samay samay raath. Tarka bhaneke, mas bhaneke, matro gama chhato pragat samay samay samay raath.

2. **Ronebaalke Prakriti Chhat**
   - Ronebaalke pachak mas bhaneke ronebaalke samay samay samay samay samay samay raath. Tarka bhaneke, mas bhaneke, matro gama chhato pragat samay samay raath.

3. **Mas Bhaneke Upapanchna Mud**
   - Kompounth swastik aartiya kushiyan mas bhaneke, matro gama chhato pragat samay samay raath.

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2. **Mas Banane Swasthakar**

1. **Upan Chhapa Hankaon Samayal**
   - Mas bhaneke, matro gama chhato pragat samay samay samay samay raath. Tarka bhaneke, mas bhaneke, matro gama chhato pragat samay samay raath.

2. **Prakriti Chhat**
   - Ronebaalke pachak mas bhaneke, matro gama chhato pragat samay samay raath. Tarka bhaneke, mas bhaneke, matro gama chhato pragat samay samay raath.

3. **Mas Bhaneke Upapanchna Mud**
   - Kompounth swastik aartiya kushiyan mas bhaneke, matro gama chhato pragat samay samay raath.

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3. **Bhava Upapanchna (efficiently) Kachari Mas Banane**

- **Bhava Upapanchna**
  - Tarka bhaneke, mas bhaneke, matro gama chhato pragat samay samay raath.
  - Mas bhaneke, matro gama chhato pragat samay samay raath.
  - Mas bhaneke, matro gama chhato pragat samay samay raath.

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Source: SRC-CAP Project
1.10 Nursery Making and Transplanting

तरकारी नर्सरी : बैन्ड उत्पादन तथा व्यवस्थापन प्रबिधि

परिचय:
हाम्रोले कसै बिउ रोपेर कतिन स्थाय्य बैन्ड उत्पादन गरेकाछ्नै भन्ने बाट हाम्रो कतिन उत्पादन गर्न सक्दै । कतिन नफा लिन्छौं भन्ने निर्धारण गर्दछ ।

सामान्यतया विनृथा तयार गर्नका लागि हाम्रा पार्दी र तापकम्बाट नोकराहु नदिम विशेष किसिमको हेतौ फुलबाइ बानो ठाउँबाट घरे विनृथा उत्पादन गर्न स्थायी क्षेत्र बा वसोलाई नर्सरी भनिएको ।

नर्सरीको महत्व:

- विनृथा घरे जाने संभावनालाई कम गर्दछ ।
- व्यवस्थापन वातावरण कसलाई निर्देशित ठुलौँ मिल्न सक्छ ।
- मूलत्तर बीउको उपचार व्यवस्थापन गर्दछ ।
- साना बेसाराई उच्चमात्रा तथा जिम्मेदार उपज गराउँदछ ।
- विद्यम परिस्थितीमा बेसार व्यवस्थापन विस्तार गर्न सक्छ ।
- बाली लियो अवधि बढाउँ जाने कम समयमा बाली उत्पादन हुन्छ ।

नर्सरीका किसीमहरु : १) मौसमी नर्सरी

समग्र नर्सरी : हिउडे मौसममा,सिरचाई तथा निकास रासो भएको ठुलौँ
ब्याशे नर्सरी र उठेको नर्सरी

तातो नर्सरी

प्लास्टिक टनन नर्सरी

लहरे बालीमा तथा मान समाजमा बढी हुने
নবরিকা নাম জনাকো ছাত্রীকে তাহারিত তাপকম ক্ষান্ত, চীর সংাঙ্গনে তারিকা কাচি
নবরিকা নাম জনাকো ছোট : পর্যায় মাত্রামা ঘাম তারিতে, পাগু তজন্মে তার তিনগাছি উপিখা ভরেকো, ধরনিতক বাল বন্ধু গান সাজনকে, রোগ তথা ফিঘরতু আকারতান মজি এককো ও বেলুসক তথা মালি মাটি রেকো পাত
নবরিকা বিবেচিত তারিকা
জনাকো তারিতি : মাটি বাগুকো ও বেলুস হতু পরিষ্কার। মাটিমা প্রজাত মাত্রামা প্রাথমিক প্রাপ্তত মজি এককো হনুপন্থ চুলোরমা বাগুকো হনুপন্থ বা মিসাউন্থ চুলো। ঢিলটি পাইতে সারের তিন কালে ও ঢিল মিনিটের জাব সংখ্যা হনুপন্থ চুলো।

ব্যাডকো তাবারি

- ব্যাডকো লাগি ছাড়াইকোরা মাগ রাসরা বর্ণ কো ৯৫ সেকি গাহের সম্মান বুকাউন বনানতে।
- ১মি চোড়টাই, পালালের সম্মান গাহের সুইচ তথা জিজ্ঞসার নোটি হাই মি এবং ব্যাডকো নবরিকা বনানতে।
- জিজ্ঞসারট ব্যাডলাই সুইচ না হাই নোটি হাই মি ব্যাডকো ব্যাডলাই বনানতে।
- বাড়তি নবরিকা হয়ে এককোর কালী বাজ্যার সাধনে বাজার কালী বাজার বাজ্যার চুলোর কো ৯৫ সেকি মাটি এককো তথা কালী বাজার বাজার চুলোর কো ৯৫ সেকি মাটি এককো তথা কালী বাজার বাজার চুলোর কো ৯৫ সেকি মাটি এককো তথা কালী বাজার বাজার চুলোর কো ৯৫ সেকি মাটি এককো তথা কালী বাজার বাজার চুলোর কো ৯৫ সেকি মাটি এককো তথা কালী বাজার 
- ৫০ সেকি মাটি মিনিটকো মাটি নবরিকা বনানতে, তলকে মাটিলাই জানিনাডিবন।
- ২ ব্যাডকো বিষয় ৫০ সেকি মাটি মিনিটকো লাগি রাখিল বেল।
- ব্যাডলাই তমুপিন প্রদর্শন বাগ তে সেলটটি রাবেকো গোচরন, ৫৫ সেকি বুজার, ৫৫ সেকি এককো ও তে ৫৫ সেকি পোভাসরল বাজার। মাটিলাই মাটিমা রাঙ্গ বিষয় এককো বমর পাত ২ বিন্ত রাজান।

ব্যাডমা চীরের তাবারি

- ব্যাডমা চীর বাজার লাইনিমা বসানুপূর্ণ জনসকে লাগি লাইন বেল লাইনকো বেল ৫ বেল ৫০ সেকি মাটি রাখানুর।
- চীর ৫ বেল ২ সেকি পাপের বাজার মাটি রাখানুর।
- চীর বাজার বেল ৫ বেল তথা পারিকে কেমনকো হনুপন্থ বনানতে বাগানুর গরি বসানু বেল।
- সালে চীর এই ৫৫ মাটি ৫৫ সেকি বাজার মিনিটকো এককো বেল বসানু বুজার।
- চীর বসানু বাজার বাজার বেল ৫ বেল তথা মাটির ছাউনি হাইকে পাঙ্কি তথা বাসানু বুজার বাজার বেল বুজার।

3
नर्सीका व्यवस्थापनमार्फत बिनुपुष्प कुराहु

- नर्सी बनाऊने गर्दा भक्षण, रोग तथा फिटा॒गुण रहित हुनुपर्छ। रोगरहित बनाउन नर्सी बाटो उपचार तथा विस्मरण गर्न आवश्यक हुन।
- बेनको साना दुख बीजन मारुप व्यायामको सोलर हटाउन।
- अन्यायात्मक मात्र, पानी दिने बेनको हटारहक बाट बिनुपुर्दै।
- व्यायाम प्रणयन मानवामा प्रविष्ट रहन बिनुपुर्दै र बेनको विनाश सन्स्कृति बन निचाणार्थ कम गर्दै गाई उडोंसुन्दृष्ट ६ ईशॊ ५ बिन अधी पानी सुकाउनुपछ।
- बेनको उडोंसुन्दृष्ट ६ ईशॊ ५ घण्टा विषय प्रशंसक मानवामा पानी दिने जरा नसूनिए गरी माटो बाहिर बेनको उडोंसुन्दृष्ट।

रोगको नियन्त्रण

बेनको विनाश करिपिए फेफडा र खुलू तथा सुखा समयमा बैठिए फेफडाले बाहेक नष्ट पाने हुनाले नर्सीका कृतिसंग्रह किराम जले नुमान २ मि तिने हित निकालाले खुरू पर्याय। अगावा गर्मिधारीमा तपाई पाने गर्न फाटेने जल्ली सानु र मुस्तको मात्र, गाईकुटो मुस्तक, नीम जामीको प्रयोग गर्न सकिन्छ। अजिजः माध्यमध्यम बचाउने विवेक भनेले नर्सीको खुरू नियतिर फार्मेसिके ४।

लाई तथा फटको खिरा: यस खिरा नियन्त्रणको लागि रोगका ६ मि. तिने तिने पानीमा भिडाई छरू पर्याय।

बेनको कुपिए रोग

विराज बाहिर निस्कर्दै कुपिए गर्न तथा बेनको फेफडा कुपिए बेनको फेफडा बौद्ध आकार बाँध नस्तो गर्नी गरी हो। माटो उपचारमा बेनको प्रकाशिप्रणाली उपचार, पानीको निर्माण र दृष्टिगत प्रयोग प्रयोग(हुँको) बेनकोस्थापन गर्ने ४५, २ प्राण प्राप्त तिने, बालामागामा ब्यासिटिन ४५ प्राण प्राप्त तिने, पानीमा प्रयोग गर्ने तथा बीउको लागि पानी बोधनीप्रयोग गर्न सकिन्छ।

पातको ड्रेंस र पोले रोग

पानीमा गोलचारका अथा आकारका बैठका देखि र पात डूबवे रोग नियन्त्रणको लागि गर्ने ४५, २ प्राण प्राप्त तिने, पानीमा भिडाई छरू पर्याय।

बेनको कुपिए रोग

सन्दर्भ सार्वजनिक

१ डा. दुर्गेन्द्र भास्कर, बालामागामा शिक्षा, व्यायामसम्बन्धी तकनीकी शिक्षक, पानीमा उपचार तथा व्यवस्थापन प्रबिधि
२ अभ्यास कार्याल, बौद्ध आकारको दृष्टि, व्यायाममा, तर्कशास्त्री शिक्षक, पानीमा उपचार तथा व्यवस्थापन प्रबिधि
1.11 Plant Protection

पातमा हुने पात खुम्ने CMV बिषाणु रोग।
पातमा TMV बिषाणु रोगको लक्षणहरू।
फलमा TMV बिषाणुको लक्षणहरू।
पातमा PVX बिषाणु रोगको लक्षणहरू।
पात र फलमा CMV बिषाणु रोगको लक्षणहरू।
फलमा TMV बिषाणु रोगको लक्षणहरू।

Source: SRC-CAP Project
पातमा विकृती आकारमा TSWV विषाणुवाट ओइलाउने रोग।
फलमा TSWV विषाणुवाट भएको असर।
पातका नसाहरु CVMV विषाणुवाट खुम्बियएको लक्षण।
TLCV विषाणुवाट पात बटारिएको लक्षण।

विषाणुरोग

CMV विषाणुवाट गोलमेंडाको पातमा देखिएको लक्षण।
पात डाँठमा CMV वाट भएको necrotic lesion
फलमा CMV वाट भएको दाग।
TMV वाट पातमा बनाएको Mosaic रोगको लक्षण।
TMV वाट बोट ओइलाएको
TMV वाट फलमा भएको दाग को लक्षण।
टोमेटो मोज्याक भाइरस

लक्षणहरू

• साधारणतया पात्को हरियो पना भन्दा बेलाई हरिया र हल्का हरिया भागहरूमा छिन्निएर लक्षण देखा पर्दछ
• बोट विरस्वाको बृद्धि राम्रामे हुँदैन र फल कम लाग्छ।

व्यवस्थापन विधि

• स्वस्थ बोटमा फलेको फलबाट मात्र बीउ छान्ने
• रोगी बोट हटाइ नप्त गर्ने

लीफ कर्न भाइरस

लक्षणहरू

• यो रोग खुसाँ र गोलमेंडा दुर्भेषा देखिन्छ।
• बोटका पात्कहरू व्युत्पन्न मापी तिर फर्कम्छ।
• पात्कहरू फिकका पहेलो र साना साना हुँदैन खुसाँ निकालिएका पात्कहरू भन्ने को आकर्षका व्युत्पन्न तर्कम सक्छ।
• रोगी बोट कम पुनर्जने र फल नजाने हुन सक्छ।

व्यवस्थापन विधि

• रोग लाग्नेको बोट देखा पना साथ उबैलेर नद्द गर्ने।
• यो रोग सेतो सेतो फिर्ने बाट गर्न हुनैले ग्वालीफीएट (रोगमार ३० प्रतिसत)
  किष्टनासक विषाणु १ जेबिथ्र मिलिन, प्रेत लित, पात्नाका दर्जे प्रयोग गर्ने त्यसलाई विनास्क गर्ने।
विषाणु रोगको व्यवस्थापन

- रोगमुक्त विउ र विरुबाहरुलाई सबै प्रयोग गर्नु पर्दछ।
- रोग सार्नें vector (जिब) को व्यवस्थापन गर्नु।
- सरसफाइमा ध्यान दिने, रोगी विरुबा देखापर्नासाथ नष्टगर्ने र सबै सफा राख्ने।
- रोगी विरुबाहरुलाई छुएपछि वा प्रयोग गरेको आँजहान स्वस्थ विरुबाहाको प्रयोग नगर्ने, प्रयोग गर्नु परेमा बिश्रामण गर्ने मात्र प्रयोग गर्नु पर्दछ।
- ताजा गाइको दुध २० मि.लि. प्रति लि. पानीमा मिसाइ नौ दिनको फरकमा प्रयोग गर्न।
- फलोमल र फेङ्को गहुँ १०-१५ भाग पानी मिसाइ ७-१० दिनको फरकमा नियमित रूपमा छर्न।

फलवालीमा लाग्ने शाकाणो रोगहरु

- गोलभेडामा Erwinia carotovora गिलो सडकेर रोगको जिवाणुवाट डाँठमा गिलो सडकेर रोगको प्रकोप।
- गोलभेडामा फलमा गिलो सडकेर रोग।
- गोलभेडामा पातमा शाकाणो Xanthomonas campestris जिवाणुवाट भएको दाग।
- शाकाणको दाग फलमा।
- पातमा शाकाणको canker
- फलमा शाकाणको canker को दाग।
गोलभेडामा शाकाणुको लक्षण

- गोलभेडाको पौध र जरामा pith necrosis शाकाणु Pseudomonas corrugata वाट भएको।
- गोलभेडाको डार्जमा pith necrosis र petiole सा necrosis शाकाणुबाट।
- गोलभेडाको पातमा Pseudomonas viridiflava शाकाणु डुबुवा वाट भएको दाग।
- डार्जमा शाकाणु डुबुवाको irregular दाग।

खुसानी वालीमा लाग्ने शाकाणु

- खुसानीको पात र फलमा Xanthomonas campestris शाकाणु रोगको लक्षण।
- बोट र डार्जमा डुबुवा Phytophthora capsici दुसीबाट भएको लक्षण।
- P. capsici को जीवाणु।
सन्न माध्यम

(A) Soil and roots

(B) Wounds

(C) Irrigation or flowing water

(D) Contaminated transplants

(E) Boots and human movement

(F) Tractors and other machinery
व्यवस्थापन

- तेलिको भिन्न र मल को प्रयोग
- धान सेंग घुम्तिबाली
- १ देखि ३ हफ्ता अघि खेत हिल्याउने
- कन्टेक्टरि, बा अबरोडिक जालसंग प्रस्तिग
- पनिको रास्त्र निकास
- संलानेसी परीक्षाको बाहेक अन्य बाली सेंग घुम्ति बाली सेंग घुम्ति बाली लगाउने।

शाकाणु रोगको व्यवस्थापन

➤ रोग मुक्त विउ र विरुवाहरु संधाई प्रयोग गर्न।
➤ कस्तिमा पनि ३-४ वर्षको घुम्तिबाली प्रबिधी प्रयोग गर्न।
➤ बाली लगाउने जमिनमा solarization गर्न।
➤ विरुवालाई संधै स्वस्थ्य राख्न मल / जलको राम्रो व्यवस्था गर्न।
➤ शाकाणु नासक विपादी प्रयोग गर्न।
➤ सरसफाई राख्ने र रोगी विरुबा संकलन गरी नष्ट गर्न।
➤ माटोको Ph सुधार्न / पशुको गहुंत र भोजनस्तर नियमित छान।
➤ घुम्ते बालीलाई प्रोत्साहन गर्न।
पूर्वीजन्य रोगहरू

कारक: फाइटोकॉक्सिया इन्फ्रेंटिअस नामक अवश्यक वनस्पति
लक्षण:
✓ नस्तों अवस्थामा पातको डुप्पा वा विनाशमा सातो खिरो चिह्नको जस्तै दाग देखाइएको छ।
✓ पातको पल्सियोड्स वस्तुमा भूत्वाजस्तो दुर्गम देखिएको छ।
✓ रोग कोठ र दानामा पैन लाग्दछ।
✓ अन्यमा पूर्व बोट सुस्कर गर्दछ र डाँडीको जस्तो देखिएको छ।
✓ माटोमा भएका शुष्कका विखणामुः हावामा फूलको पातमा र अन्य जीवितवाणीमा भागिन्यात आकर्षण गर्दछन्।
रोगका लागि वातावरण

✔ निम्न मौसम र ८० प्रतिशत भावना वर्षी सापेक्षित आवाता
✔ श्रेष्ठ उपयुक्त वातावरणका लागि जार सुख्य मौसमी अवस्था

(क) कम से कम ७ पहलु ग्रांथभा ग्रामभा शीतल पहाँचै
(ख) कम से कम १० दिनहरूमा वा सो भन्दा अधिकतर मासिक न्यूतम
(ग) भोलिपटक वारस सागामा
(घ) २४ पहिला भित्र ब्रजल अबिन चयन

व्यवस्थापन
✔ पुरातने ब्रज अवशेष, ताहो विन्यास तथा भारतीय हटाए सफाय राखौ
✔ ल्याल सीलका एक बालामा पाढ़े वेटरह नियोजित गरी लगाउँगे
✔ गेहुँ गोरा भ्यान्कोअजेसे २ घाल लिट्र पानी से उपचार गरेछ मात्र रोगने
✔ तुझेन बाली प्रणाली अपनाउँगे
✔ पक्को होटलमा ५ से १२ माघ र २४ जो जी दाइकोबाराौ जैस क विपादी
✔ विसाको दृश्यमा २४ घाले ग्रामभा नकली अवस्था रोगमा प्रयोग गरिए
✔ भ्यान्को अजेसे (कर्नल एन-४५) वा वार्षिकनिलोलासक नुमा २.५ घाल लिटर
✔ आम एक चेतामा वेतवासलमा १० घाल भ्यान्को अजेसे २४ घाल लिटर पानी वा दाइकोबारा २० पटक नृत्रिल लिटर मा
✔ भ्यान्को अजेस ५० पटक नृत्रिल लिटर से

अग्निटे डडुवा

कारक: अल्टरनाटिव बुङ्स

लक्षण:
✔ वरिझका पराना पातमा शुरु
✔ चीनिय धावा
✔ आँग धावा विघटित पहलौ
✔ गोला साम्बा बालिका धावा त्यहै जाना पातमा भर्ने तथा नोट घडाको देखिने
✔ फलमा गाँठ गरेर धार्मिक चुयाबा, देखि खेती धावा, भेटनामा छोडुमा बाँड़ र
✔ भेटनल नेर लाई फल भर्ने

Figure 4. Early blight rot on foliage
बन्या कहिने रोग

व्यवस्थापन
• बास्लो बेना नराखने
• गरिरोगोगर खनजोत गर्ने
• सोलराइजेजन
• वालीका फ्यासमस्य हटाउने वा जलाउन
• बढी मात्रमा रामरिर कुङ्कर गोवरमल (१५)
  वेखि २० टन प हे.
• ३० से मि भन्दा तलको माटो नसरिमा
• पानिको निकास
• संचालन
• डाइएधि एम ४५

ओइलाउने रोग

❯ ओइलाउने रोग
Fusarium oxysporum को पहिलो लक्षण।
❯ रोगको प्रकोष बढि भएपछिको लक्षण।
❯ Fusarium wilts को काटिएको डाढमा देखिएको लक्षण।
❯ जरा कुङ्कर ओइलाउने रोग पांत र डाढमा।
❯ जरा कुङ्कर ओइलाउने रोगको लक्षण जरामा।
Phytophthora capsici
गाँठा पर्ने रोग

लक्षणहरू
- बोट सानो र ख्याउटे भई बडै सक्दैन र पातहरू पहेलेलिएर भन्नेहरू वाल्ला
- त्यस्ता बोटको जरामा साना गिर्नाहरू बनेका हुन्छन जस्तै गर्दा पछि बोट ओइलाउन्छ।

व्यवस्थापन विधि
- खेतको खनजोत गहिरो संग गर्न।
- मुख्य बालों सुर्यमुख, सयपत्री जस्ता फुलको बोटहरू रोपन।
- रोगी बोटहरू उचित तरिकालो नष्ट गर्न।
- अन्य बाली संगचुम्न्त बाली अपाउन।
- लेटेना केमरका पात डाडा टुका पार्न माटोमा मिसाउन।

खाच तत्त्व

पोटास को कमी

क्यालसियमको कमी

स्यारनसियम को कमी
फलाम को कमी
फसफोरस को कमीत्रू
क्यालसियमको कमी
नाइट्रोजनको कमी
क्यालसियमको कमी
म्यान्सियमको कमी
विकृति

क्याटफेस

फॉट रसेटिंग

फॉट केक

सन स्केल्ड

गुंडी ढंगे
काँक्रो फर्सी समुहका बालीमा लागे रोगहरु

राम कृष्ण सुबेदी
बारिष्ठ बाली संरक्षण अधिकृत
प्लांट क्वारेंटीन एवम्- बिषादी व्यवस्थापन केन्द्र, हरिहरभवन

कांक्रो फर्सी समूहमा लागे बिषाणु रोग

कुकुम्ब्र मोजाइक भाइरस (CMV)

• पत्तमा हरियो फिका पहेलो छिरिबिरे लक्षण देखापरी बोट बढून सव्दैन र प्रकोप धेरै भएमा बोट बढून सव्दैन ।
• प्रकोप धेरै भएमा बोटका टुपाहरुमा गुजमुजीएको लक्षण देखा पर्दछ ।
तरकारी वालीमा भाइरस जनित रोगहरुको व्यवस्थापन

• भाइरस जनित तरकारीमा लाग्ने रोगहरुका लक्षणहरु धेरै प्रकारका छन्। जस्तै पात खुम्चने, छिर्केबिर्के, थोप्लाहरुहुने, पात पहिले नेप, विरुबा होखो, धेरै हागाविगा निस्कने आदि। विरुबामा एकैपटक धेरै किसिमका भाइरसहरुले आक्रमण गर्न सक्दछन र यस्तो अवस्थामा विभिन्न लक्षणहरु देखि सकिन्छ। भाइरस संक्रमित बोट विरुबावाट यात्रिक तरिकाले बा रोगको जिवाणुवाहक किरा (Insect vector) बाट सर्दछ। vector ले सार्ने प्रकृत्या पनि २ किसिमको हुन्छ।
भाइरस सार्ने भेक्टर

दोन्ही बंदली काट, काट भेक्टर रहिलगि क्षेत्रमध्ये बाहेर, तेहे वाहक बीउमा, भाइरसवाहक, धारक किरामा भाइरस रहन सकदछ। यसैल्या तलका तरिकाहुँबिट पनि भाइरस फैलीछ।

1) बिरुवा भित्र कोषमध्ये कोषमा आत्मरीक प्रवाहित भएकि।
2) रोग विरुवाको रसमात स्वस्थ विरुवामा रगडेका।
3) धारक धारक पुगि र प्रदेश राख्नुवले।
4) परिवर्तित विरुवाहुराईले बाहेक भएकी।
5) बाहेक र प्रदेश बाहेक।
6) भुङ्गा किरामा हुँबाट।
7) साटोमा वसने किरामा, निमाटोड, दुःखीहुँबाट।
व्यवस्थापन

1) स्वस्थ बीउको छलोट ।
2) रोग नलागेको क्षेत्रको बीउ प्रयोग गर्न ।
3) वेनाँ विरुवाका कटिडहरु रोगमुक्त क्षेत्रको मात्र प्रयोग गर्न ।
4) Tuber indexing
5) रोग सार्ने किराहरुबाट जोगाउने।
6) Host free period मा खेति गर्न ।
7) रोगी विरुवालाई हटाउने।
8) रोग सार्ने भारपात हटाउने।
9) तातोपानिले बीउ उपचार (५२सेक ३० मिनेट)।
10) Immunization

कांका फर्सी समूहको बालीमा शाकाणु रोग

- Xanthomonas campestris
  शाकाणु रोगबाट भएको थोप्ले रोग ।
- पात र फलमा शाकाणु
  Pseudomonas syringae वाट भएको थोप्ले रोग ।
• पातमा Erwina a tracheiphila
  शंकाणु रोगबाट देखिएको लक्षण।

शाकाणु रोगको व्यवस्थापन

➢ रोग मुक्त विउ र बिरुबाहुर सधै प्रयोग गर्न।
➢ कमितमा पनि ३-४ वर्षको घुम्तेवाली प्रबिधी प्रयोग गर्न।
➢ बाली लगाउने जमिनमा solarization गर्न।
➢ बिरुबालाई सधै स्वस्थ्य राखौल/ जलको रास्रो व्यवस्था गर्न।
➢ शाकाणु नासक विषादी प्रयोग गर्न।
➢ सरसकाई राखने र रोगी बिरुबा संकलन गरी नष्ट गर्न।
➢ माटोको Ph सुधार्न/ पशुको गहुंत र भोलमल नियमित छुरन।
➢ घुम्ते बालीलाई प्रोत्साहन गर्न।
कांका फर्सी समूहको बालीमा दुसीजन्य रोग

पाउडरी मिल्डेयू

- यो एरिसाइफी सीकोरोशियाम (Erysiphe cichoracearum) नामक दुसीको कारण लागि रोग हो।
- यसले कांको, फर्सी तरकारी समूह वाहेक अन्य बालीहरु जस्तै आलु, सुमस्य, सुर्भी, आदि बालीहरुमा पनि आश्रय लिन्छ।
- यो रोग नेपालको पहाड र तराई दुवै ग्यानमा यज्ञ फैलिएको पाइन्छ।


dाउनी मिल्ड्यू

- दुस्सी जन्य रोग हो
- यो कौंक्रो कर्तारी समूह मा लाग्दछ
- वेरेंजसो न्यानो र चिस्माई बहिभ भए यो रोग पैलिएको हो।
- नेपालमा यो रोग पहाड र तराई दुबे क्षेत्रहरूमा पैलिएको हो।

लक्षणहरू

- यस रोगले आक्रमण गर्दा शुरूमा पातको माथिल्लो सतहमा चहकिलो पहेलो थोप्नाहरू देखा पर्दछन्।
- पातको तल्लो सतहमा कैलो कालो रडका इसीका चुपाहरु देखिन्छ।
- विस्तारी थोप्नाहरू हल्का छैरो र अन्तमा कालो छैरो रडमा परिणात हुन्छ।
- बहिभ आयात (चिस्माई) रहेको मौसममा पातको तल्लो सतहमा बैजिनी रड्दी हाकिएको दुस्सी हरु प्रत्र देखिन्छ।
- रोग लागेका पातहरू सुष्ण थाल्दछ र पछि गए बोटहरु मर्न सक्दछन्।
- पानीको धोपाको माथिल्लो वा खपटे कीरा को सहायताले सही।
रोगको व्यवस्थापन

- तीनवर्ष सम्मको घुम्तिवाली प्रणाली अपनाउने। कोंक्रो-फर्सी समुद्रका वाली बाहेक अन्वाली, कोसेबाली वा अन्य तरकारीहरु पानी संगाउने।
- खेतवारी सफा-सुग्घर राख्ने। पुराना ठुटाहरु उखेलेर जलाउने।
- थाइराम विषादी २ ग्राम प्रति किलो बीउको दरले बीउको उपचार गर्नेछ।
- किउल्यास्सील वा वेल्सिटिन १-२ ग्राम प्रति लिटर पानीमा दरले मिसाई खेतवारीमा १५ दिनको फरकमा बोटमा राम्रोसंग पने गरी छिने।

कोंक्रो रोग

- कोंक्रो पाट र फलमा देखिएको कोंक्रो
  
  Colletotrichum lagenarium
  दुसी रोगवाट भएको क्षति।
 Phytophthora spp ढुसी को सडन

- पात र फलमा
  देखिएको
 Phytophthora spp ढुसीवाट भएको
  लक्षण।

व्यवस्थापन विधि

- ढुई तिन वर्ष लहरबाली, खुर्सानि र टमाटर खेति नगरिएको खेत
- पनिको निकास
- ढुगारगामा खेति
- बढि सिंचाई लाई निपेध
- भिजेको खेतमा काम नगर्न
- संक्रमित भागलाई हटाउने
- डाईथेनियम एम ४५ छन्
ओइलाउने रोग

- बोट र डांठमा ओइलाउने
  *Fusarium oxysporum*
  लगाएको दुसीवाट
  भएको क्षति।
- *Verticillium dahliae* वाट पूरै
  बोट ओइलाउने को

खाल तत्वको कमी

- क्यालसियमको कमी
- फलामको कमी
- नाइटोजनको कमी
- बोरनको कमी
सल्फर वडी
चिरो वडी
नुन वडी
विपादी वडी
1.12 Post-Harvest Handling and Marketing

SRC-CAP
सिम्बुल सडक खण्ड व्यवसायिक कृषि प्रवाण परियोजना - तर्ककारी बाली टिमाई पक्षकार कार्य तथा व्यवसायकारण.

1. तर्ककारी बाली टिमाई तथा पाककैकी

1.1. तर्ककारी बाली टिमाई तथा कटाई (सवे तर्ककारी लागि)
   ➢ बाली पाककैले (पाककैले) समयमा कटाई गरी ।

   ➢ दिन भरमा समयमा खिलाए दिन्ने गरी (सवे तर्ककारी लागि)
   १. तर्ककारी समयमा दिन्ने गरी:
   ➢ तोहोल्ट दोकहरू, प्याले, बाली सामग्री कायामा उपलब्ध
   ➢ नयाँ दिन्ने गरी बाली कम स्वादी हुन।
   २. तर्ककारी समयमा दिन्ने गरी:
   ➢ बालीमा हिंदे चर्या हुन। यो खिलाए पाककैले विराम गरीः
   ➢ बालीमा विस्तार गर्नुहोस्

1.2. रसन नियमित भएको इटाउने (सवे तर्ककारी लागि)

उपायहरु
अवश्य टिमाई दिनाईका समयमा
बाली १२ दिनमा २० दिनमा पात
⇒ धेरै समय

४. पात कर्जी गरी अघ
हटाउने

नयाँ पाती बाली धेरै
पात पाइने पाइने

1.3. बनोट (सवे तर्ककारी लागि)

बाली नयाँ चालनाले

1.4. तर्ककारी धुने (जस्ता बाली/जस्ता तर्ककारी)

माटो तपाईलाई दिन र कम स्वादी

जलाल रामसोम पक्षकार
⇒ बाली स्वादी

भित्रको पानीमा हिंदै बाली पाककैले बाली पक्षकार

1.4.1. जलाल रामसोम पक्षकार

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बालीको धुनी बालीको धुनी
बालीको धुनी बालीको धुनी
बालीको धुनी बालीको धुनी
बालीको धुनी बालीको धुनी

1.5. बालीको धुनी
बालीको धुनी (बाली, नौस, मुःका, बाली धुनी)

नौस/टिमाई
1. Condition of support:
Terms and conditions for the items are given below:
- Maximum of NRs. 200,000 per Farmer Group per year will be supported for agricultural inputs/equipments and infrastructure facilities from the project in 50% cost sharing in kind or cash of the farmer group in accordance with the Action Plan. The duration of the support will be two years.

2. Procedure for agricultural inputs category:

2.1. Cost of the plastic sheet for the plastic house construction will cover by the Project but other construction expenses like purchasing of binding wire, nails, enamel, string, bamboo, and cost of unskilled labor should bear by the farmer group. Farmer group should bear fifty percent of the total cost for other agricultural inputs like seed, pesticides, micronutrient, chemical fertilizer, sprayer, watering can, crate, weighing machine, drip and sprinkler irrigation set etc.

2.1.1. Finalization of material quantity:
Farmer group should first decide the quantity collectively and deadline of procurement based on the group action plan prepared.

2.1.2. Selection of horticulture related traders (buyers and agricultural input suppliers):
- Nominated (two members: one male one female) members from each farmer group will visit the market and fill the quotation form (annex-1) from at least three available horticulture related traders within or outside the district and whichever they found the lowest in price will be a candidate supplier.
- Farmer group will discuss on the collected quotation organizing group meeting after returning back from the market and select only one agricultural input supplier. The evaluation basis for the supplier selection is the lowest total cost of the total item filled in the quotation form.
- Farmer group should make a decision minute and submit the photocopy to the project office together with collected quotations.

2.1.3. Contract with agricultural input supplier:
Once photocopy of decision minute and collected quotations is received, a contract (annex-2) among project, farmer group and agriculture section of municipality/rural municipality will be made with selected agricultural input supplier as soon as possible.

2.2. Procedure of horticulture:
- The project will provide travel and one day daily allowances (without accommodation) for the quotation collection.
- Farmer group will discuss on the collected quotation organizing group meeting after returning back from the market and select only one agricultural input supplier. The evaluation basis for the supplier selection is the lowest total cost of the total item filled in the quotation form.
- Farmer group should make a decision minute and submit the photocopy to the project office together with collected quotations.

2.2.1. Once photocopy of decision minute and collected quotations is received, a contract (annex-2) among project, farmer group and agriculture section of municipality/rural municipality will be made with selected agricultural input supplier as soon as possible.
Annex 1: Condition of Support and Procedures

1. Condition of support:
Terms and conditions for the items are given below:

✓ Maximum of NRs. 200,000 per Farmer Group per year will be supported for agricultural inputs/equipments and infrastructure facilities from the project in 50% cost sharing in kind or cash of the farmer group in accordance with their Action Plan. The duration of the support year will be two years.

2. Procedure for agri-input category

2.1 Agri-Inputs

Cost of the plastic sheet for the plastic house construction will cover by Project but other construction expenses like purchasing of binding wire, nails, enamel, string, bamboo and cost of unskilled labor should bear by the farmer group.

Farmer group should bear fifty percent of total cost for other agri-inputs like seed, pesticides, micronutrient, chemical fertilizer, sprayer, watering can, crate, weighing machine, drip and sprinkler irrigation set etc.

2.1.1 Finalization of material quantity:
Farmer group should first decide the quantity collectively and deadline of procurement based on group action plan prepared.

2.1.2 Selection of horticulture related traders (buyers and agricultural input suppliers):

✓ Nominated (two members: one male one female) members from each farmer group will visit market and fill the quotation form (annex-1) from at least three available horticulture related traders within or outside the district and whichever they found the lowest in price that will be a candidate supplier.

Note:
1. If two or three groups from a Municipality/Rural Municipality are demanding agri-inputs, they will collect quotation jointly and will choose only one agri-Input supplier whenever possible depending on accessibility and location of farmer groups.
2. Project will provide travel and one day daily allowances (without accommodation) for the quotation collection.

✓ Farmer group will discuss on the collected quotation organizing group meeting after returning back from market and select only one agri-input supplier. The evaluation basis for the supplier selection is the lowest total cost of the total item filled in the quotation form.

✓ Farmer group should make a decision minute and submit the photocopy to the project office together with collected quotations.

2.1.3 Contract with agri-input supplier:

Once photocopy of decision minute and collected quotation is received, a contract (annex-2) among project, farmer group and agriculture section of municipality/rural municipality will be made with selected agri-input supplier as soon as possible.
2.1.4 Payment process:

After the contract signed, first installment payment, 70% of the total cost will be handed to the agri-input supplier. Farmer group should pay their sharing amount at the time of agri-inputs received. Remaining 30 % amount will be provided as a final installment payment to the agri-input supplier after the delivery of agri-inputs to the farmer group’s place, receiving signed recipients from farmer group, bill and payment request letter from the agri-input supplier.

2.1.5 Transportation:

✓ Agri-Input supplier should responsible to deliver agri-inputs to the farmer group's place and should quote one time delivery cost and means of transportation in the quotation form.
✓ Agri-Input supplier should be able to deliver all the agri-inputs in a given deadline.
✓ The transportation cost can be paid full by project (if it is less than or 5% of total cost) or cost shared with the farmer group member (if it is more than 5%).

2.2 Equipments (Mini Tiller)

Farmer group should bear fifty percent of total cost for the Mini Tiller.

2.2.1 Finalization of Mini Tiller

✓ Farmer group should first decide the capacity of the Mini Tiller and deadline of procurement based on action plan among the group. Mini Tiller should be gender friendly.

2.2.2 Selection of Machinery shop

✓ Nominated (two members: one male one female) members from each farmer group will visit market and fill the quotation form (annex-1) from at least three available machinery shops within or outside the district and whichever they found the lowest in price that will be a candidate supplier.

Note:
1. If two or three groups from a Municipality/Rural Municipality are demanding Mini Tiller, they will collect quotation jointly and will choose only one shop whenever possible depending on accessibility and location of farmer groups.
2. Where the machinery shops are not available within the district, Project will provide travel and daily allowance of one and one fourth day (with accommodation) for the market survey. If the shops are available within the district then travel and one day daily allowances (without accommodation) will be provided.

✓ Farmer group will discuss on the collected quotation organizing group meeting after returning back from market and select only one machinery shop. The evaluation basis for the supplier selection is the lowest total cost of the total item filled in the quotation form.

2.2.3 Contract with Farmer group

✓ Farmer group should make a decision minute and submit the photocopy to the project office together with collected quotations.
✓ Once photocopy of decision minute and collected quotation is received, a contract (annex-2) among project, farmer group, machinery shop and agriculture section of municipality/ rural municipality will be made.
2.2.4 Payment Process
✓ Farmer group should collect and pay their shared fifty percent amount of the total cost. Project will provide fifty percent amount to the farmer group at the time of mini tiller purchased and copy of bill of the mini tiller will be received.

2.2.5 Transportation
✓ Machinery shop should responsible to make available the quoted Mini Tiller in a given deadline.
✓ Farmer group should responsible for the transportation. The transportation cost can be paid full by project (if it is less than or 5% of total cost) or cost shared with the farmer group member (if it is more than 5%).

3. Procedure for Infrastructure category (Irrigation):
Farmer group should implement their prioritized infrastructure work based on action plan preparation.

3.1 Survey and Cost Estimation
✓ SRC-CAP engineer will provide the detail cost estimate after detail survey and it will be approved by agriculture section of municipality/rural municipality.

3.1.1 Contract with Farmer group
✓ Based on the estimate, contract (annex-3) will be prepared and signed among the Project, agriculture section of municipality/rural municipality and farmer group and farmer group should bear at least 50% of the total cost in cash or kind.

3.1.2 Payment and materials procurement process
✓ After the contract sign, Farmer group will collect local materials like sand, stone, aggregate, wood etc. Once the local materials collected, farmer group will submit the request letter for the first installment payment to the Project. Project will handed first installment payment of seventy percent (70 %) to the farmer group of the project support amount.
✓ Farmer groups should purchase materials based on the estimation which are not locally available from any hardware shop without quotation as per The Public Procurement Rules 2064, section 97.
✓ After the completion of work, Farmer group should inform to the agriculture section of municipality/rural municipality/Project office. Municipality/rural municipality/Project will measure the work done and prepare the completion report.
✓ After the approval of completion report from agriculture section of municipality/rural municipality, farmer group should submit all the bills/receipts, copy of minutes and request letter for the final installment payment to the project. Project will handed reaming final installment payment of thirty percent (30%) to the Farmer group.

Note: Transportation cost of market materials will be added in cost estimation as per approved district rate and farmer group should responsible for all the action during transportation.
Annex 2: Sample for quotation form for Agri-Input Suppliers and Machinery Shops

### Quotation Form

Name of Agri-Input Supplier/ Machinery Shop: ..........................................................
Name of contact person: ..........................................................
Contact phone number: ..........................................................
Address: ..........................................................................

#### A. Details of agri-inputs/ equipment

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Item</th>
<th>Specification</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

Grand Total

#### B. Transportation

Means of transportation: ..................
Transportation: From ........................................... to ..........................................
One time delivery cost: Nrs. .................

..................................................

Signature: ..........................................
Name of the Agri-Input Supplier/ Machinery Shop owner:
Date of quotation submission:
Stamp: ..........................................

Note:
- An Agri-Input Supplier/ Machinery Shop must be able to send their quote price and items mentioned. Inability of doing so will not be considered for further process.
- An Agri-Input Supplier/ Machinery Shop will have to provide PAN bill once selected and contracted by project with the receipt

Sindhuli Road Corridor Commercial Agriculture Promotion Project (SRC-CAP)

Contract for Action Plan Implementation: Agri Input

FY:
Name of Farmer group:
District: Municipality/Rural Municipality :
Total number of producer member:

1. Name of item, cost, delivery date:
   Start date: End date:
<table>
<thead>
<tr>
<th>Name of item</th>
<th>Quantity</th>
<th>Total (NRs.)</th>
<th>Farmer group (Nrs)</th>
<th>Project (Nrs.)</th>
<th>Delivery Date</th>
</tr>
</thead>
</table>

Grand Total (NRs.)
(Note: 50 % contribution of farmer group is included in total cost of agri-inputs but in the case of plastic tunnel farmer group should bear all the other expenses except than Plastic Sheet. Breakdown of estimated budget for plastic tunnel is attached herewith)

2. Payment method:
   Installment Amount (NRs.) Percentage Date
   First After Agreement sign
   Second (except plastic sheet) After distribution of items
   Final After completion of payment from Farmer group and delivery of plastic sheet
   Total

3. Transportation:
   Transportation cost can be paid full by project (if it is less than or 5% of total cost) or cost shared with the farmer group member (if it is more than 5%).

4. Terms and conditions:
   Agri-Input Supplier:
   - Agreed item should not be different than the specification provided in the quotation and should not be damaged or broken
   - The materials should be made available in the given time
   - Once the materials are available in the given time, should communicate farmer group in advance
   - Should provide receipt to the project and bill to the Farmer group
   - Should be responsible until the materials are handed over to the farmer groups
Farmer group:
- Farmer group should get a bill when they receive agri-inputs from the agri input supplier.
- The supported item should be used properly.
- Except the plastic sheet, farmer group should be responsible to pay the 50% of the total cost directly to the supplier in cash at the time of delivery. If one or two member could not pay their share, group should be responsible for it.

SRC-CAP:
- The project will bear no responsibility of risk and/or accident raised during the above mentioned activity.

We agree the terms and conditions mentioned above:

<table>
<thead>
<tr>
<th>From SRC-CAP:</th>
<th>From Agri-Input Supplier:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td>Position:</td>
<td>Signature:</td>
</tr>
<tr>
<td>Signature:</td>
<td>Date:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>From Farmer group:</th>
<th>From Municipality/Rural Municipality Office (Agriculture Section Head)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td>Address</td>
<td>Position:</td>
</tr>
<tr>
<td>Position:</td>
<td>Signature:</td>
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<tr>
<td>Signature:</td>
<td>Date:</td>
</tr>
</tbody>
</table>
Annex 4: Contract for Action Plan Implementation: Infrastructure

GoN/JICA  
Sindhuli Road Corridor Commercial Agriculture Promotion Project (SRC-CAP)  
Contract for Action Plan Implementation: Infrastructure

FY:  
Name of Farmer group:  
District: Municipality/Rural Municipality:  
Total number of producer member:

1. Infrastructure:

Start date: End date:

<table>
<thead>
<tr>
<th>Types of Activity</th>
<th>Total (NRs.)</th>
<th>Producers (NRs.)</th>
<th>Project (NRs.)</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Grand Total (Nrs.)

Note: Breakdown of estimated budget approved by agricultural section of municipality/rural municipality is attached herewith.

Payment method:

<table>
<thead>
<tr>
<th>Installment</th>
<th>Amount (NRs.)</th>
<th>Percentage</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td></td>
<td>70%</td>
<td>After collection of local materials</td>
</tr>
<tr>
<td>Final</td>
<td></td>
<td>30%</td>
<td>After approval of work completion report and other supporting documents.</td>
</tr>
<tr>
<td>Total</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

4. Terms and conditions:

- Farmer groups will be responsible for repair and maintenance of the infrastructure.
- After the completion of the activity, financial clearance should be made from concerned agency.
- Farmer group will follow the rules and regulations as per the Nepal Government Law.
- Final installment will be paid after the approval of work completion report and other supporting documents.
- Farmer group should maintain the record of cash and kinds.
- Activity should be completed in a given time period.
- The project will bear no responsibility of risk and/or accident raised during the above mentioned activity.
We agree the terms and conditions mentioned above:

<table>
<thead>
<tr>
<th>From SRC-CAP:</th>
<th>From Farmer group:</th>
<th>From Municipality/Rural Municipality Office (Agriculture Section Head):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td>Position:</td>
<td>Address:</td>
<td>Position:</td>
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<td>Signature:</td>
<td>Signature:</td>
<td>Signature:</td>
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<tr>
<td>Date:</td>
<td>Date:</td>
<td>Date:</td>
</tr>
</tbody>
</table>

Date: To: SRC-CAP/JICA Hariharbhawan, Lalitpur

We received NRs for first installment payment based on the contract made with Farmer group, Municipality/Rural municipality District.

Date: To: SRC-CAP/JICA Hariharbhawan, Lalitpur

We received NRs for final installment payment based on the contract made with Farmer group, Municipality/Rural municipality District.

Stamp:
Annex 5: Receipt of payment for Agri-Input Supplier/Machinery Shop

<table>
<thead>
<tr>
<th>Receipt of First/Final Installment Payment by Agri-Input Supplier /Machinery Shop</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipt of First Installment Payment by agri-input supplier /machinery shop</td>
</tr>
</tbody>
</table>

Date:  
To: SRC-CAP/JICA  
Hariharbhawan, Lalitpur

We received _______________ NRs for first installment payment based on the contract made with  
…….Farmer Group,..........................Municipality/Rural municipality.......................District.

__________________________  
Mr./Ms.:  
Agri-Input Supplier /Machinery Shop:  
Stamp

<table>
<thead>
<tr>
<th>Receipt of Final Installment Payment by agri-input supplier /machinery shop</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipt of Final Installment Payment by agri-input supplier /machinery shop</td>
</tr>
</tbody>
</table>

Date:  
To: SRC-CAP/JICA  
Hariharbhawan, Lalitpur

We received _______________ NRs for final installment payment based on the contract made with  
……..Farmer group,..........................Municipality/Rural municipality.......................District

__________________________  
Mr./Ms.:  
Agri-Input Supplier /Machinery Shop:  
Stamp
Annex 6: Payment request letter for Agri-Input Supplier /Machinery Shop

Payment request letter by Agri-Input Supplier /Machinery Shop

Date:

SRC-CAP/JICA
Hariharbhawan, Lalitpur

Subject: Request for First Installment payment

Dear madam/sir

As per contract made among in date……………………I would like to request for the first installment payment of amount Nrs……………….

Thank you

……………………

Mr./Ms.:
Agri-Input Supplier /Machinery Shop:
Stamp

Payment request letter by Agri-Input Supplier /Machinery Shop

Date:

SRC-CAP/JICA
Hariharbhawan, Lalitpur

Subject: Request for Final Installment payment

Dear madam/sir

I received first installment on…………..date. I have distributed all the items as agreed in the contract made on…………….. I would like to request for the final installment payment of amount Nrs………….

Thank you

……………………

Mr./Ms.:
Agri-Input Supplier /Machinery Shop:
Stamp

Note:
With this request letter, please enclose the following documents as well:

- a receipt voucher of each producer group member,
- a meeting minute of the farmer group where groups mention receipt of all items and request for full payment to the agri- input supplier (name mentioned)
- Bill of the all items
Annex 7: Delivery notice made by Agri-input supplier/Machinery shop

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Name of items</th>
<th>Quantity</th>
<th>Remarks</th>
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</table>

I have received the following items and quantity.

Receive by:
Name:
Position:
Address:
Date:

Distributed by:
Agri-Input Supplier /Machinery Shop:
Date:
Stamp:
Annex 8: Receipt of first/final payment by Farmer group

Receipt of First/Final Installment payment by Farmer group

Date:
To: SRC-CAP/JICA
Hariharbhan, Lalitpur

We received ______________ NRs for first installment payment based on the contract.

Name:
Position:
Name of Farmer Group:
Address:

Receipt of Final Installment payment by Farmer group

Date:
To: SRC-CAP/JICA
Hariharbhan, Lalitpur

We received ______________ NRs for final installment payment based on the contract.

Name:
Position:
Name of Farmer Group:
Address:
Annex 9: Payment request letter for Farmer Group

**Payment request letter by farmer group**

Date:

SRC-CAP/JICA
Hariharbhan, Lalitpur

**Subject: Request for First Installment payment**

Dear madam/sir

As per contract made among in date…………………We would like to request for the first installment payment of amount Nrs……………….

Thank you

Name:……………………………
Position:…………………………
Name of Farmer Group:
Address

**Payment request letter by farmer group**

Date:

SRC-CAP/JICA
Hariharbhan, Lalitpur

**Subject: Request for Final Installment payment**

Dear madam/sir

We have completed the construction of…………………We would like to request for the last installment payment. We have attached completion report along with other supporting documents here with.

Thank you

Name:……………………………
Position:…………………………
Name of Farmer Group:
Address

**Note:**

With this request letter, please enclose the following documents as well:

- Completion report
- Bill of the all items purchased
- Meeting minute mentioning the completion of the activity and sharing of the agreed amount of cash and kind work in given time and mentioning payment of the final installment