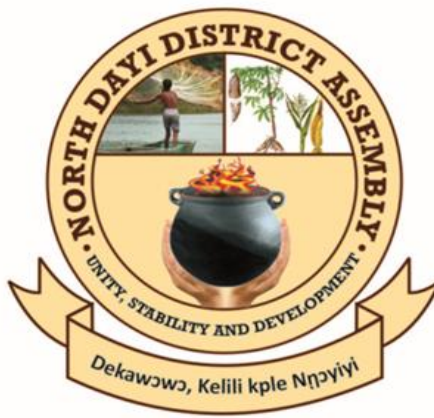


NORTH DAYI DISTRICT ASSEMBLY



ANNUAL ACTION PLAN, 2026

Prepared By:

District Planning Coordinating Unit (DPCU)

North Dayi District Assembly

Anfoega

OCTOBER, 2025

1 TABLE OF CONTENTS

1.1 PHYSICAL CHARACTERISTICS	3
1.1.1 LOCATION.....	3
1.1.2 CLIMATE OF THE DISTRICT.	3
1.1.3 VEGETATION OF THE DISTRICT.	4
1.1.4 DRAINAGE.....	4
1.1.5 TOPOGRAPHY	5
1.1.6 GEOLOGY AND MINERALS.....	5
1.1.7 BIODIVERSITY, CLIMATE CHANGE AND GREEN ECONOMY.....	6
1.1.8 NATURAL AND MAN-MADE DISASTERS.....	7
1.1.9 NATURAL RESOURCE UTILIZATION	7
1.1.10 CHALLENGES FOR THE USE OF NATURAL RESOURCE.....	8
1.2 GENERAL INTRODUCTION.....	9
 TABLE 1.1 MATRIX SHOWING ANNUAL ACTION PLAN, 2023	 10

DISTRICT PROFILE

1.1 PHYSICAL CHARACTERISTICS

1.1.1 LOCATION

The North Dayi District is located in the Volta Region of Ghana and it was established by the Legislative Instrument LI 2076 of 2012. The office of the North Dayi District Assembly is located in Anfoega. The district is about 70km away from Ho where the Office of the Volta Regional Minister is located and 250Km away from Accra, the seat of Government.

The district lies within latitudes 6° 20'N and 7° 05'N, and Longitude 0° 17'E. It shares boundaries with Kpando Municipal to the North, South Dayi District to the south, and Afadzato South District to the East and the Volta Lake to the west. The Lake stretches over 80km of the coastal line, demarcates the Western boundary.

The district covers a total land area of 462.8 square kilometers representing 2.2% of the Volta Region with almost 30% of the land being covered by the Volta Lake. The district is rural and has over sixty (60) settlements. The district is basically agrarian with the sector providing jobs to a large section of the population and contributing significantly to the Local Economy. Economically active communities in the district are Anfoega and Vakpo.

1.1.2 CLIMATE OF THE DISTRICT.

The district falls within the tropical equatorial zone, it is generally influenced by the South West Monsoons winds from the South Atlantic Ocean and the dry Harmattan winds from the Sahara. The district is characterized by double-maxima rainfall pattern with average annual rainfall ranging from 900mm to 1,300mm. The rainfall pattern supports the cultivation of variety of crops including cash crops throughout the year. Eg. Cocoa, coffee etc.

The major raining season occurs from mid-April to early July and the minor from September to November. The district normally experiences variations in the seasons which affect agricultural activities in the district.

The mean annual temperature is about 27⁰ Celsius whereas the daily mean ranges from, 22⁰ to 33⁰ Celsius. The months of February and March are characterized usually with hot temperatures while July and August are of relatively cold.

1.1.3 VEGETATION OF THE DISTRICT.

The vegetation of the district is a mix of guinea savannah woodland and semi-deciduous forest. The savannah woodlands consist of grass with scattered trees like acacia, bamboo and baobabs. These dots the River Dayi Basin. The semi-deciduous forests are found on the slopes of the Akwapim –Togo – Attakora ranges with many tree species which are also found in high forest zone, such as *Antiaris toxicaria chechen*, *milicia excels* (Odum) and Oil palm.

The situation described above is to a large extent has been destroyed. There is a gross misconduct on the part of citizens as regards the vegetation. Primarily Human Activities that destroy the vegetation as pertain in the district are: inappropriate farming practices, use of unauthorized chemicals, misapplication of chemicals, excessive logging and lumbering, charcoal burning, Development of settlement, construction of major infrastructure etc.

The activities above cause damages to the vegetation. Some of the issues are: Lost of forest cover, Biodiversity loss, Loss of organic materials, loss of soil fertility, erosion, Climate change and variability, loss of water resources, air pollution etc. All these damages have detrimental effects on human existence.

In an attempt to conserve the environment and protect the vegetative cover, the Forestry Commission under the FORUM project developed some forest reserves in the district. These are the Awate and Tsrukpe forest reserves, Wusuta, Aveme Sabadu, Vakpo, Botoku and Tsoxor forest reserves. Citizens have started destroying the forest reserves.

1.1.4 DRAINAGE

The Volta Lake and the River Dayi are the major water bodies that drain the district. There are other numerous streams and rivulets that are found throughout the district. These rivers and streams are more or less perennial.

The Volta Lake is the largest water resource in the district. It runs along the whole of the western corridor with big potential for irrigation, aqua-culture and fishing. The district relies on the Lake for fish both for local consumption and export to towns within the country. The River Dayi is the second largest water resource in the district, and its basin provides a prime farming land for the cultivation of a variety of food

crop and vegetables. The presence of these water bodies is a great potential for supporting economic activities which can generate employment opportunities for the youth.

The Volta Lake and river Dayi are critical resources in the district that can Support commercial agriculture, small and medium size Irrigation schemes, vegetable cultivation, water transport, Commercial fish farming, Potable water schemes, tourism and eco-tourism etc.

1.1.5 TOPOGRAPHY

The obvious physical features of the district are the Akwapim-Togo-Atakora ranges which is at the eastern corridor between Ho and Kpando Districts. The district is dotted with scattered hills and ranges of varied length and height resulting in an undulating feature of the district. The major hills are around Anfoega, Awate, Botoku and Wusuta. The highest point in the district is about 1,250 ft. and is located along the Volta Lake around Awate and Botoku. The hilly nature of the district predisposes the district to poverty and also a potential for development. The presence of the hills is the reason for massive erosion in the district affecting settlement development, The Mountains have also covered several acres of land making arable land very scarce hence low productivity.

It is common for people to think that mountain contains mineral resources, even though no prospective study has been conducted but residence hold the view that they (mountains) contain some essential minerals. The mountains are currently the mining point of kaolin on small scale. Kaolin is a critical raw material in the construction industry, it is used for paint and other materials. Commercial mining will promote economic growth and development. The mountains also contain rocks that can aid the construction industry and tourism development.

On agriculture, farm lands are relatively uncommon due to the presence of the mountains by implication the department of Agriculture should adopt best farming practices to increase productivity. Eg. The use of good farming techniques, improve seeds, use of local manures to sustain the nutrients in the soil.

1.1.6 GEOLOGY AND MINERALS

The district is generally underlain by Buem Volcanic rocks stretching through to Jasikan and Kadjebi Districts. The implication of this type of rock is that it supports surface supplies of underground water and the surface supplies are fairly good while prospects for boreholes ranges from fair to good. The major soil types developed from this parent rock in the district are the Savannah Ochrosols (reddish, lightly acid; more nutrient) “Oxysol” (heavily drained; yellowish; less nutrient and ground water laterites. This is characterized by sandy loam type of soil with local adaptation. Along the lake and the River Dayi, the

alluvial silt loams predominate. The terrain is mostly steep and sometimes gentle resulting in difficulty to access. Inventories made to classify soils according to their general and chemical characteristics indicate that the soils in the district are of low fertility and low moisture holding capacity which has serious implication for agricultural sub-sector. Irrigation schemes will support agricultural development in the district.

The district is relatively endowed with limited mineral deposits of economic importance. There are large deposits of Kaolin at Anfoega Agatanyigbe, Anfoega Bume and Botoku with different colour suitable for molding of bricks, tiles, paint etc. for the construction industry. North Dayi District Assembly can establish cottage industry in pottery and ceramics taking advantage of the mineral deposit by extension create jobs.

1.1.7 BIODIVERSITY, CLIMATE CHANGE AND GREEN ECONOMY

The effects of climate change and its vulnerability can be felt across the length and breadth of the district due to its agrarian nature. North Dayi District is home to four (4) forest reserves (Dayi Block Forest reserve, West Block Forest reserve and others) endowed with several economic trees, fruit and other tree species which serves as home to hundreds of thousands of animals' species. Not to talk about these forests serving as shade to the numerous springs, streams and rivers that run the length and breadth of the district.

North Dayi District has witnessed persistent depletion of the forest, bio-diversity, water resources and other aquatic species.

The district is experiencing a destruction of its ecosystem and natural resource base through the following factors;

- ✓ Destruction of forests through encroachment into forest reserves and exploitation of economic timber species without permit
- ✓ Annual bush fires
- ✓ Inappropriate farming practices and deforestation, destruction of vegetation and the ecological systems through cultivation on slopes and on the lands adjoining rivers and streams
- ✓ Encroachment into and destruction of wildlife sanctuary through uncontrolled hunting and other human activities
- ✓ Winning of sand, quarrying of stones and gravel for building and road construction
- ✓ Lack of enough education on the negative effects of climate change

- ✓ Accelerated erosion resulting from removal of vegetative cover around dwellings and open spaces in settlements and absence of properly constructed drainage channels.
- ✓ Non-management of domestic waste i.e. rubbish and human excreta are disposed-off indiscriminately.
- ✓ Little monitoring of the environmental impact of human activities and development projects

The Assembly with support from development partners will implement interventions programmes to mitigate the impacts of this trends in the district.

1.1.8 NATURAL AND MAN-MADE DISASTERS

A disaster is a distraction occurring over a relatively short time of the functioning of a community or a society involving widespread human, material, economic or environmental loss and impacts which normally exceeds the ability of the affected community or society to cope using its own resources.

The North Dayi District is prone to both natural and man-made disasters, ranging from water Transport disasters, motor incidents (Okada) Meteorological disasters, Disease and Epidemic Outbreaks, Domestic and Bush Fires, Pest and Infestation of Farms and Crops, black flies, Natural Resource destruction activities like deforestation, pollution of water bodies etc.

1.1.9 NATURAL RESOURCE UTILIZATION

The natural resources available to the district can generally be grouped under forest reserves, arable land, water resources (*Lake Volta, River Dayi*) and mineral resources. The forest reserve is a local one which is utilized for research purposes, recreation and serves as a tourist site.

The arable land (fertile lands) is basically used for farming activities and sustainable farming can be used for the extraction of the resource.

The water resources are mainly the rivers in the district and the lake volta. They are used for irrigation, fishing and as a tourist site. Again, sustainable fishing activities are the technologies that can be used for their extraction.

The mineral resource is mainly white clay which is basically chewed by women in the district. The available technology for its extraction is the use of hoes. Mechanized sustainable extraction can be

another technology for its extraction and in order to enhance its utilization, it can be used for paints, ceramics and tiles.

1.1.10 CHALLENGES FOR THE USE OF NATURAL RESOURCE

The listed challenges as faced by the district with respect to their natural resources include the unapproved usage of agro-chemicals for farming, the activities of illegal chain saw operators in the forest reserve areas, the use of unapproved fishing methods in the Volta Lake and the difficulty in finding other uses for the white clay.

1.1.11 HOW TO ADDRESS THE CHALLENGES

UNAPPROVED AGRO-CHEMICALS:

- **Training and awareness:** Organize workshops for farmers on sustainable practices and risks of unapproved chemicals.
- **Regulation and enforcement:** Strengthen monitoring and penalties for misuse.
- **Promote alternatives:** Introduce organic farming methods and subsidies for eco-friendly inputs.

ILLEGAL CHAINSAW OPERATORS:

- **Enhanced surveillance:** Increase patrols and monitoring in forest reserves.
- **Community engagement:** Educate locals on sustainable forestry benefits and involve them in conservation.
- **Alternative livelihoods:** Support alternative income-generating activities for affected communities.

UNAPPROVED FISHING METHODS:

- **Fisheries management:** Implement regulations and enforce sustainable fishing practices.
- **Community-led initiatives:** Engage fishing communities in co-management of Volta Lake resources.
- **Alternative income sources:** Support fish farming or other livelihoods.

WHITE CLAY UTILIZATION:

- **Research and development:** Explore alternative uses for kaolin (e.g., ceramics, cosmetics).
- **Value-added products:** Support local businesses in creating products from kaolin.
- **Market linkages:** Connect producers with potential buyers or investors.

Collaboration with local stakeholders, NGOs, and government agencies is key

1.2 GENERAL INTRODUCTION

The North Dayi District Assembly per the National Development Planning System Act 1994, (Act 480) National Development Planning (System) Regulation 2016, LI 2232, the Local Governance Act, 2016 Act 936 is mandated to prepare plans to guide the development of the district. The district is again mandated to prepare reports on progress based on monitoring of development projects and programmes conducted. The district every four years commits significant amount of resources, both human and financial to prepare Medium Term Development Plan from which Annual Action Plans are extracted every year up to four years.

This activity is preceded by a thorough needs assessment and other stakeholder engagements to update needs of the people per the needs assessment conducted during the preparation of the DMTDP.

The Development Dimensions of the District Medium Term Development Plan 2022-2025 are the following:

- Economic Development
- Social Development
- Environment, Infrastructure and Human settlement
- Governance, Corruption and Public Accountability

Table 1.1 below is the Annual Action Plan for 2026, this constitute programmes and projects for implementation and ongoing programmes and projects are rolled on from the 2025 Annual Action Plan.

TABLE 1.1 MATRIX SHOWING ANNUAL ACTION PLAN, 2026

PROGRAMME: Revenue Improvement Programme														
GOAL: To improve fiscal performance of the Assembly														
OBJECTIVE: To improve IGF performance by 20% annually and sustain it within the planned period														
PROJECT	LOCATION	Time frame				Cost				Project status		Lead		Collabo rating
		QTR 1	QTR 2	QTR 3	QTR 4	GO G	DACF	IGF	Other	New	On-going			
Conduct Routine monitoring of revenue collectors.	District wide							15,000.00					Fin. Dep't	Budget Unit
Organize quarterly sensitization programmes on revenue mobilization and utilization (Radio programmes, town hall meetings etc.)	District wide							10,000.00					Fin. Dep't	Budget Unit
Organize 2No. training workshops on effective revenue mobilization for revenue collectors	Anfoega						30,000.00						Fin. Dep't	Budget Unit
Procure and sell 1,500 vehicle and motor stickers	District wide						10,000.00						Fin. Dep't	Budget Unit
Strengthen and enforce the work of revenue mobilization task force.	Anfoega							5000					Fin. Dep't	Budget Unit
Update revenue data base to include new structures.	Anfoega						150,000.00						Fin. Dep't	Budget Unit
Print and distribute 500 demand notices, 1,500 property rate bills for distribution and collection.	Anfoega						10,000.00						Budget Unit	Finance Dept
Insist on timely preparation and submission of Financial Statements for audit.	Anfoega							5000					Finance Dept.	IA/Cent ral Admin.
Valuation of properties within the North Dayi District.	District wide						100,000.00						Budget Unit	Central Admin.
	SUB-TOTAL					0.00	300,000.00	35,000.00	0.00					
PROGRAMME: Child Protection and Social Welfare Programme														
GOAL: To promote and protect the rights of every child from all forms of abuse														

OBJECTIVE 1: To increase LEAP beneficiary households by 10% by the end of the planned period													
Provide financial support, start-up capital and items for 60 PWDs	District wide						50,000.00					SWC D	GFD
Provide educational support to 20 Persons with Disability (PWDS)	District wide						50,000.00					SWC D	GFD
Sensitize PWDs on DACF PWD fund and its mode of application	District wide						50,000.00					SWC D	GFD
Collect data and update Disability Album	District wide						50,000.00					SWC D	Cent. Admi.
Organize District Disability Fund Management committee meetings (DFMC)	Anfoega						5,000.00					SWC D	Cent. Admi.
Renew NHIS membership subscription for PWDs.	Anfoega						2,500.00					SWC D	NHIA, GFD
Monitor beneficiaries of PWD Funds	District wide						8,000.00					SWC D	GFD
Build the capacity of at least 100 PWDs	District wide						25,000.00					SWC D	GFD
Supervise six (6) payment cycles for LEAP grants to beneficiaries in 22 payment centres bi monthly	District wide							2,000.00				SWC D	WETO RURAL BANK.
Case management and community follow ups on Leap payment issues	Anfoega							3000.00				SWC D	Cent. Admi.
Renew NHIS membership subscription for LEAP beneficiaries	Anfoega					3000.00			4000.00			SWC D	NHIA
	Sub-Total					3,000.00	215,500.00	5,000.00	4,000.00				
OBJECTIVE 2: To reduce child related abuse cases by 10% by the end of the planned period													
Engage 20 basic schools on child protection with CP tool kit with emphasis on teenage pregnancy and drug abuse	District wide						12,000.00					SWC D	GES, GHS, NCCE
Ensure effective management of child protection and family welfare cases and follow ups (Case management)	District wide							6000.00				SWC D	CHRAJ, GPS, JS
Organized community sensitization on child protection with the use of CP facilitation tool kits in 20 communities	District wide					12,000.00						SWC D	GES.GH S.NCCE

Organize training workshop to increase awareness of Stakeholders on Inter-Sectorial Standard Operating Procedures (ISSOPS)	Anfoega					5,530.00						SWC D	GES.GH S, NCCE, NHIA, GPS
Celebrate World Child Labour Day	Selected community						5,000.00					SWC D	GES, LO, NCCE
Monitor activities of Day care centers	District wide						4,000.00					SWC D	Cent. Admi.
To prepare Social Enquiry Reports (SER) on Family Tribunal cases as may be requested by the Court	Anfoega						1,222.00					SWC D	Cent. Admi.
To train two (2) women groups in alternative livelihood (Economic empowerment)	Anfoega						10,000.00					SWC D	BAC
Organize sensitization on Domestic and Gender Based Violence in 4 communities	Selected communities						10,000.00					SWC D	DOVSU/CHRAJ
	Sub-Total					17,530.00	42,222.00	6,000.00					
	TOTAL					20,530.00	257,722.00	11,000.00	4,000.00				
PROGRAMME: Agriculture and Rural Development Programme													
GOAL: To improve access to extension services by all farmers.													
OBJECTIVE: To reduce post-harvest losses from 40% to 10% by the end of the planned period													
Organise 1No. Farmers' Day celebration	Selected Venue						100,000.00					Cent Adm in	Agric Dep't
supervising the distribution of poultry birds under the 'nkokor nkitinkitin' program	District wide						10,000.00					Agri c Dep't	Central Admin.
Establish field-crop demonstrations per operational area in Rice, garden eggs and maize production with beneficiary farmers	District wide					1,500	47,000.00					Agri c Dep't	
Embark on field and home visits by AEAs, Vet and DAOs	District wide						5,500.00	3,500.00				Agri c Dep't	Central Admin.

Train women groups in the processing of cassava into various flavours of gari	Vakpo New Adomi						7,000.00					Agri c Dep' t	Central Admin.
Supervise and monitor activities of AEAs, DAOs and Government Flagship programs.	District wide						20,000					Agri c Dep' t	Central Admin.
Organize a District-wide community fora in each operational area	District wide						12,000.00					Agri c Dep' t	Central Admin.
Supervise the writing and submission of monthly and quarterly reports by the MIS and DDA	Vakpo					1,000.00							
Organize trainings on the reduction of post-harvest losses in cassava and maize	District wide					2,000	17,000	1,500				Agri c Dep' t	Central Admin.
Facilitate secondary multiplication of 2 acres improved cassava planting materials in each operational area for distribution to farmers	District wide						53,000	2,500				Agri c Dep' t	Central Admin.
Conduct yield studies on 4 main value chains (Maize, Cassava, Rice and Plantain)	District wide						3,500	21,000				Agri c Dep' t	Central Admin.
Organize Monthly Technical Review Meeting for District staff and DDA	Anfoega					2,345	22,000.00	2,500				Agri c Dep' t	Central Admin.
Add	Sub-Total					6,845.00	297,000.00	31,000.00					
PROGRAMMES: Business Development and Private Sector Collaboration.													
GOAL: To enhance access to credit facilities by SME's													
OBJECTIVE: To facilitate access to stimulus packages for 100 MSME's by the end of the planned period													
Business counselling and follow ups	Anfoega							5,000.00				BAC	Central Admin.
Facilitate skills training for 50 MSEs and Clients.	Anfoega						10,000.00					BAC	Central Admin.
LED Programmes (Agric, Tourism, Trade and skills development)	Anfoega						50,000.00					BAC	Central Admin.

Regulatory requirements training and support to formalize businesses with RGD.	Anfoega						2,000				BAC	Central Admin.
Stakeholder's forum on business and commerce.	Anfoega						2,000.00				BAC	Central Admin.
Facilitate organization of three (3) MSE committee meetings	Anfoega					8,000.00					BAC	Central Admin.
Monitoring of beneficiaries and activities	District wide					3,500.00					BAC	Central Admin.
Train 2-woman groups in local economic development and ways to promote LED in the district.	Anfoega					25,000.00					BAC	Central Admin.
Conduct training for market woman / traders on enterprise management.	District wide						2,500.00				BAC	Central Admin.
Conduct a follow up of trained women groups and offer advice on their activities	District wide						2,500.00				BAC	Central Admin.
	Sub-Total					0.00	96,500.00	31,000.00	0.00			

PROGRAMME: Market Infrastructure Development Programme

GOAL: To promote the development of modern market and transport infrastructure at all levels

OBJECTIVE: To ensure the construction of market sheds, stalls, transit quarters, Warehouses, water facilities and toilets in 2 markets by the end of the planned period

Construction of 24hr Economy Market (Super Market, Stores, Warehouse, Restaurant, Creche and Police Post at Anfoega Gblenkor..	Anfoega Gblenkor					4,194,851.35					Central Admin.	Works
Construct 2No. Market sheds, 2No. Warehouses at Aveme market	Aveme					300,000.00					Central Admin.	Works
Construct 1No. Market shed, 1No. Warehouse at Vakpo Market	Vakpo					200,000.00					Central Admin.	Works
Complete the pavement of Anfoega market.	Anfoega					250,000.00					Central Admin.	Works
	Sub-Total					0.00	4,944,851.35	0.00	0.00	0.00		

PROGRAMME: Health Promotion Programme													
GOAL: To enhance access to quality healthcare													
OBJECTIVE: To improve CHPS coverage and functionality from 60% to 90% by the end of the planned period													
Organize at least 3No. public health emergency meeting	Anfoega						16,000.00					Health Direc.	Central Admin.
Organize at least 3No. District health committee meetings	Anfoega						16,000.00					Health Direc.	Central Admin.
Retooling of Botoku and Beme CHPS	Botoku & Beme						10,000.00					Health Direc.	Central Admin.
Construction of 1No. 2Unit staff bungalow for Wusuta health center.	Wusuta						350,000.00					Central Admin.	Wks
Complete construction of 1No. CHPS Compounds at Tsrupke -Tota	Tsrupke Tota						300,000.00					Central Admin.	Works
Construction of 1No. CHPS compound at Anfoega Akukome	Anfoega Akukpme						1,377,940.54					Central Admin.	Works
Construction of 1No. CHPS compound at Aveti Denui	Aveti Denui						1,377,940.54					Central Admin.	Works
Organise integrated supportive supervision.	Anfoega							1,000.00				Health Direc.	Central Admin.
Renovation of existing facilities (Jordanu CHPS and Aveme Danyigba Health Centre)	Jordanu and Aveme Danyigba						250,000.00					Health Direc.	Central Admin.
Add	Sub-Total					0.00	3,347,881.08	1000.00					

PROGRAMME: District Water and sanitation Improvement programme													
GOAL: To improve access to sustainable safe drinking water for all & To improve environmental sanitation													
OBJECTIVE 1: To improve safe water coverage from 53% to 75% by the end of the planned period													
Construct and mechanize 5No. boreholes at Anfoega Akloba, Aveme Beme, Wusuta Hortor communities.	Selected communities						100,000.00					Wor ks Dept.	Central Admin.
Drill and mechanise 10 No. Borehole across the district	Selected communities						1,500,000.00					Wor ks Dept.	Central Admin.
Maintain 10No. broken-down boreholes across the district.	District wide						177,940.54					Wor ks Dept.	Central Admin.
	Sub-Total						1,777,940.54						
OBJECTIVE 2: To increase ODF coverage from 42% to 78% by the end of the planned period													
Field facilitators weekly visit to Fifty-Five (55). Communities	District wide						33,600.00					EHU	Central Admin.
Support for CLTS activities	District wide						45,000.00					EHU	Central Admin.
Dislodging of institutional toilets	District wide						40,000.00					EHU	Central Admin.
Organise National Sanitation Day monthly.	District wide						26,000.00					EHU	Central Admin.
Sceptic emptier	District wide						530,000.54					EHU	Central Admin.
Medical screening and health education to 1,500 food and drink handlers including school feeding caterers.	District wide							5,000.00				EHU	Central Admin.
SIP (Zoom Lion)	District wide						387,204.00					EHU	Central Admin.
DESSAP	Anfoega						30,524.00					EHU	Central Admin.
Sanitary guards	District wide						102,940.00					EHU	Central Admin.
By-laws updating and gazetting	Anfoega						40,000.00					EHU	Central Admin.
Capacity building on prosecution	Anfoega						50,000.00					EHU	Central Admin.

Educate food and drink handlers on nutrition including school feeding caterers	District wide					10,000.00					EHU	Central Admin.
Arrest and impound at least 500 stray animals	District wide					10,000.00					EHU	Central Admin.
Sitting and acquisition of liquid waste and solid waste disposal site	Anfoega Dzana					30,000.00					EHU	Central Admin.
Damping site management (final disposal site)	Anfoega Dzana					50,000.00					EHU	Central Admin.
Siting for at least 5 home burials, pauper burials (chemical agents, blanket, etc.)	District wide						2,000.00				EHU	Central Admin.
Fumigation (Zoom Lion)	District wide					336,272.00					EHU	Central Admin.
Procure 3No. skip containers for three communities.	Selected communities					150,000.00					EHU	Central Admin.
Procure 3No. laptops and a printer for EHU	Anfoega					70,000.00					EHU	Central Admin.
Procure 2No. motorbike for EHU	Anfoega					60,000.00					EHU	Central Admin.
	Sub-Total				0.00	1,967,940.54	7,000.00	0.00				
	TOTAL					3,745,881.08	7,000.00					

PROGRAMME: Education and training programme

GOAL: To expand and improve access to quality education infrastructure at all levels

OBJECTIVE: To improve access to quality basic education infrastructure by 30% by the end of the planned period

Complete 1No. 3Unit Classroom Block at Youdanu (MP)	Yordanu					650,000.00					Wor ks Dept.	Central Admin.
Complete the construction 1No. 2-unit K.G block with ancillary facilities	Vakpo Afeyi					50,000.00					Wor ks Dept.	Central Admin.
Organize My First Day at School Programme for KG & Prim. 1	Selected Schools					30,000.00					Centr al Adm in.	GES
Complete the construction of dining hall at VASTECH	VASTECH					665,000.00					Wor ks Dept.	Central Admin.
Complete the construction of an institutional Toilet at ANFOESEC	ANFOESEC					100,000.00					Wor ks Dept.	Central Admin.

Complete construction of 1No. 6Unit Classroom block at Vakpo Konda	Vakpo Konda						646,632 .65					Wor ks Dept.	Central Admin.
Construct 1No. 2 Unit K G block Vakpo Gboxome	Vakpo Gboxome						830,940 .54					Wor ks Dept.	Central Admin.
Construct 1No. 3 Unit classroom block at Aveme Resettlement	Aveme Resettlement						847,000 .00					Wor ks Dept.	Central Admin.
Support Brilliant but Needy Students (DA&MP)	Anfoega						50,000. 00					Centr al Adm in.	Other stakehold ers
Construction of office complex for department of education and Health	Anfoega						750,000 .00					Wks	Central Admi
Construction of 1No. 2Unit staff bungalow for Vakpo Senior High Technical School.	Wusuta						350.00					Wks	Central Admi
Organize 1No. stakeholder’s engagement to enhance education delivery in the district	Anfoega						25,000. 00					Wks.	other stakehold ers
Organize 4No. DEOC meetings	Anfoega						25,000. 00					Wks.	other stakehold ers
Procure 2000No. school furniture, Mono & Dual Desk and Dining tables and marker boards for schools in the District	Beneficiary schools.						1,677,9 40.54					Proc. Unit	Central Admin.
Facilitate the Development of Human Resource through the organization of capacity building training, seminars and programmes for staff	Anfoega							5,000.0 0					HR Dept.
Training on Local Governance Protocols (Act 936)	Anfoega						5,000.0 0					HR Dept.	Central Admin.
Facilitate preparation and timely submission of various reports and organizing on-the-job training and workshops for staff in the Department of Human Resources and others.	Anfoega						4,000.0 0					HR Dept.	Central Admin.
Capacity building workshop for Performance Management and code of conduct for departmental, Unit Heads and key staff	Anfoega						10,000. 00					HR Dept.	Central Admin.
							5,621,5 13.73						
	Sub-Total					0.00							
PROGRAMME: District Road Improvement Programme													

GOAL: To improve the transportation system													
OBJECTIVE: To improve the safety and security of all categories of road users by the end of the planned period													
Rehabilitate Tsrukpe –Zanu Kope Feeder Road (4.6km)	Tsrukpe -Zanu Kope								624,000.00			Plg Unit	Central Admin/ GPSNP
Rehabilitate Anfoega Dzana -Wadamaxe feeder Road 1.5km	Anfoega Dzana						350,000.00					Wor ks Dept.	Central Admin
Maintenance of Roads across the district	District wide						40,000.00					Wor ks Dept.	Central Admin
Organize sensitization programme for Drivers and Motto riders on road safety	District wide						45,000.00					HR Unit	Central Admin
	Sub-Total						435,000.00		624,000.00				
PROGRAMME: Spatial and Human Settlement Planning													
GOAL: To provide decent and safe accommodation for staff & To promote integrated spatial development													
OBJECTIVE: To increase the number of permits issued by 100% annually by the end of the planned period													
Organize at least 12No. Technical Planning Committee meetings	Anfoega						180,000.00					Physi cal Plg	Central Admin.
Organize at least 12No. Spatial Planning Committee meetings	Anfoega						180,000.00					Physi cal Plg	Central Admin.
Organize 4No. SAT meetings	Anfoega						10,000.00					Physi cal Plg	Central Admin.
Organize 4No. public education programme on land use planning and building regulations	District wide						12,000.00					Physi cal Plg	Central Admin.
Land acquisition for North Dayi District Assembly	Anfoega						50,000.00					Physi cal Plg	Central Admin.
Prepare three (3) sector Local Planning schemes.	Anfoega						60,000.00					Physi cal Plg	Central Admin.
	Sub-Total					0.00	492,000.00	0.00	0.00				
OBJECTIVE 2: To reduce staff accommodation deficit from 90% to 60% by the end of the planned period													

Complete DCE bungalow at Anfoega Dzana	Anfoega Dzana						14,206,783.54					Wor ks Dept.	Central Admin.
Complete 2No. semi-detach staff bungalow at Anfoega Dzana	Anfoega Dzana						565,385.75					Wor ks Dept.	Central Admin.
Maintenance of staff bungalows.	District wide						20,000.00						
	Sub-Total						14,792169.29						
	TOTAL						15,284,169.29						

PROGRAMME: Climate Change Adaptation Programme

GOAL: To ensure resilience against the impact of climate change at all levels

OBJECTIVE: To mitigate the impact of climate change on households by 10% annually by the end of the planned period

Monitoring of 25-acre degraded land at Wusuta Kpebe using cashew	Wusuta Kpebe								200,000.00			Plg Unit	Central Admin/G PSNP
Monitoring of 25-acre degraded land at Awate Agame cashew	Awate Agame								200,000.00			Plg Unit	Central Admin/G PSNP
Rehabilitation of 35-acre degraded land and nurseries of 250,000 seedlings at Tsoxor using cashew	Tsoxor								500,000.00			Plg Unit	Central Admin/G PSNP
Rehabilitation of 25-acre degraded land and nurseries of 10,000.00 at Vakpo New Adomi using coconut	Vakpo New Adomi								400,000.00			Plg Unit	Central Admin/G PSNP
Rehabilitation of 25-acre degraded land at Awate Tornu using Coconut	Awate Tornu								400,000.00			Plg Unit	Central Admin/G PSNP
Procure farm inputs for farmers across the district.	Anfoega						50,000.00					Proc. Unit	Central Admin.
Planting and nursing of Ten Thousand (10,000) trees across the district	District wide					55,000.00						NAD MO	Central Admin.
	Sub-Total					55,000.00	50,000.00		1,340.000.00				

PROGRAMME: Disaster Preparedness and emergency response programme

GOAL: To mitigate the impact of pandemics on the populace at all levels of society

OBJECTIVE: To facilitate access to stimulus packages for 100 MSME's by the end of the planned period.

Organize public education and sensitization on bush/domestic fire and deforestation	District wide					15,000.00					NAD MO	Central Admin.
Community engagement with farmers, charcoal burners, chainsaw operators and other stakeholders.	District wide					15,000.00					NAD MO	Central Admin.
Formation of ecological protection clubs in the various secondary schools.	District wide						5000				NAD MO	Central Admin.
Procure relieve items for disaster victims.	Affected communities					200,000.00					NAD MO	Central Admin.
Quarterly DAC meetings	Anfoega					6000,00					HIV/ AIDs Desk	Central Admin.
Monitoring of CBOs, NGOs, PMTCT & ART centers	District wide					4000,00					HIV/ AIDs Desk	Central Admin.
Support 3 Persons Living with HIV (PLHIV) under emergency.	Anfoega					10,000.00					HIV/ AIDs Desk	Central Admin.
Counseling and testing on HIV/AIDs during National Celebrations.	Anfoega					2,500.00					HIV/ AIDs Desk	Central Admin.
Advocacy on PMTCT, stigma reduction and resource mobilization	Anfoega					5000,00					HIV/ AIDs Desk	Central Admin.
	Sub-Total					257,500.00	5,000.00	0.00				
PROGRAMME: Maintenance of peace and security												
GOAL: To ensure maximum security for all												
OBJECTIVE: To reduce the incidence of crime by 50% by the end of the planned period												
Organize 12No. DISEC meetings	Anfoega					55,000.00					Central Admin.	Security Agencies
Support to District Security Agencies to maintain peace and security	Anfoega					50,000.00					Central Admin.	Security Agencies
Support the maintenance of vehicles for security services	Anfoega					30,000.00					Central	Security Agencies

										Adm in.	
	Sub-Total					135,000.00					
PROGRAMME: Popular participation and NACAP											
GOAL: To deepen decentralization and popular participation in local governance											
OBJECTIVE: To ensure the operationalization of two sub-district structures annually by the end of the planned period.											
Organize at least 3No. town hall meetings with Six (6) sub-district structures	District wide					20,000.00				Centr al Adm in	
Convene at least 3No. General Assembly meetings	Anfoega					30,000.00				Offic e of the PM	Central Admin.
Convene at least 3No. Executive Committee (EXECO) meetings	Anfoega					10,000.00				Centr al Adm in.	Central Admin.
Organize at least 3No. five statutory sub-committee's meetings	Anfoega					50,000.00				Chair perso n of com.	Central Admin.
Organize 1No. Independence Day Anniversary celebrations	Selected community					35,000.00				Centr al Adm in.	
Organize 4No. Audit Committee meetings	Anfoega					15,000.00				Audi t Com. Chair	Central Admin.
Organize at least 3No. budget Committee meetings	Anfoega					10,000.00				Budg et Unit	Central Admin.
Organize at least 3No. DPCU meetings	Anfoega					15,000.00				Centr al Adm in.	
Organize at least 3No. Entity Tender Committee meetings	Anfoega					10,000.00				Proc. Unit	Central Admin.

Organize at least 3No. Management meetings	Anfoega						10,000.00					Central Adm in.	
Organize at least 3No. PRCC meetings	Anfoega						16,000.00					Offic e of the PM	Central Admin.
Preparation of 2026 fee fixing resolution.	Anfoega						15,000.00					Bud get Unit	Central Admin.
Prepare and submit 2026 Annual Action Plan (AAP - 2026)	Anfoega						15,000.00					Plan ning Unit	Central Admin.
Procure 3No. lab tops and 3No. printers for three Area councils	Six Area Councils						30,000.00					Proc . Unit	Central Admin.
Provide financial support to Six Area Councils to support sanitation and hygiene activities (clean-up exercises)	Six Area Councils						35,000.00					Centr al Adm in.	
Organize quarterly CIC/radio programme on Government policies and Assembly activities	District wide						12,000.00					infor mati on Dept.	
Add	Sub-Total					0.00	233,000.00	0.00	0.00				
OBJECTIVE 2: To increase awareness of the populace on corruption and how to report corruption.													
Organize 3No. Staff meeting to sensitize staff on the importance of attendance register.	Anfoega						8,500.00					Centr al Adm in.	
Institute punitive measures like verbal and written caution to staff	Anfoega						2,000.00					Centr al Adm in.	Heads of dept.
Public education on types, effects and mechanisms for reporting corruption	Anfoega						8,500.00					CHRAJ	Central Admin.
Regular meetings by PRCC, Audit Committee and CHRAJ on issues of corruption.	Anfoega							21,000.00				Offic e of the PM	Central Admin.

Create a web base platform to receive complaints.	Anfoega					500						MIS	Central Admin.
Erect a sign post providing procedural information to the public on issues of corruption	Vantage points					5,000.00						Central Admin.	Works
Conduct Quarterly Audits to strengthen internal controls	Anfoega							2,000.00				Internal Audit	
Public education on Whistle Blowers Act (Act 720), 2006,	District wide							8,500.00				CHRAJ	Central Admin.
Create awareness on the use of Assembly Hot Lines.	District wide							6,000.00				CHRAJ	Central Admin.
Ensure the incorporation of conflict-of-interest clause in contract documents.	Anfoega							1,000.00				Central Admin.	
Public education on guidelines on conflict of interest, effects of corruption on the society and abuse of power/office and ensure asset declaration by public office holders	Anfoega							5,000.00				CHRAJ	Central Admin.
Capacity building for staff and sensitization of the general public on NACAP	Anfoega							5,000.00				CHRAJ	Central Admin.
	Sub-Total					0.00	24,500.00	21,000.00	27,500.00				
	Total					0.00	257,500.00	21,000.00	27,500.00				
PROGRAMME: Tourism and creative art Development													
GOAL: To develop and promote local tourism potential sites to meet internationally acceptable standards													
OBJECTIVE: Diversify and expand the tourism industry													
Design 2No. big size bill boards and 10No. Sign board at the potential tourist sites.	Selected sites					10,000.00						Central Admin.	
Culture/tourism and investment Expo						30,000.00						Central Admin.	

	Sub-Total	0.00	40,000.00	0.00	0.00				
	GRAND TOTAL	82,375.00	34,840,518.53	126,000.00	655,500.00				

2.1.0 MONITORING AND EVALUATION ARRANGEMENTS

2.1.1 INTRODUCTION

This Chapter looks at the monitoring and evaluation arrangement of the district during implementation of projects, programmes and government policies. Again, it looks at the tools to be used for the exercise to ensure that programmes and projects are implemented according to plan so as to achieve the desired goals and objectives and in the long term the impacts.

It will provide detailed analysis of stakeholders considering their interest in relation to the programmes and projects to be implemented within the planned period.

The Chapter also gives a brief description on how Participatory Monitoring and Evaluation (PM&E) will be conducted and the tools to be used.

2.1.2 STAKEHOLDERS

The term stakeholder refers to a person or group of persons or organizations that have interest in a programme, projects, policy, or an activity directly or indirectly. The stakeholders per the programmes and projects captured in the MTDP 2022-2025 are identified in the table 6.1.1 below.

This analysis was undertaken to identify varied perspectives on implementation, increased rate of success of implementation, promote participation and enhances sense of ownership of the Assembly's outlined programmes and projects within the planning horizon.

2.1.3 LIST OF IDENTIFIED STAKEHOLDERS

The table below provides list of identified stakeholders for the planned period.

TABLE 2.1 SHOWING LIST OF STAKEHOLDERS AND THEIR CATEGORIZATION

STAKEHOLDERS	SUB-SECTOR
Ministries	Ministry of Telecommunication

STAKEHOLDERS	SUB-SECTOR
	Ministry of Roads
	Ministry of local government, decentralization and Rural Development
	Ministry of Gender, Children and social protection
	Ministry of Trade and Industry (MOTI)
	Ministry of Agriculture
	Ministry of Education
	Ministry of Health
Agencies	National Communications Authority (NCA)
	Ghana Investment Fund for Electronic Communications
	Department of Feeder Roads
	National Road Safety Authority
	District Assemblies' Common Fund Secretariat (DACF)
	District Development Facility Secretariat (DDF)
	Business Resource Center
	Forestry Commission
	Electoral Commission
	National Development Planning Commission (NDPC)
	Volta River Authority (VRA resettlement programme)
	Ghana Productive Social Safety Project (GPSNP)
Transport Union	Transport Unions (GPRTU, Okada)
	Volta lake transport
NGO's (Development partners)	UNICEF

STAKEHOLDERS	SUB-SECTOR
	Coastal Development Authority
Religious Groups	Local Council of Churches
	Churches
Regional Coordinating Council	Volta Regional Coordinating Council (VRCC)
Assembly Members	Assembly members (elected and appointees)
Unit Committees	Unit committee
Sub-structures	Area Council
	Water and Sanitation Management Teams
Departments of Assembly	Departments of the Assembly (Health, Education, Central Administration, Physical Planning, Agriculture, Trade and Industry, Disaster Prevention and Management, Human Resource, Social Welfare and Community Development) Magistrate court.
Member of Parliament	Member of Parliament
Security Agencies	Police Service
	National Investigative Bureau (NIB)
	Fire Service
	DISEC
	Ghana Ambulance Service
Informal Sector	Traders
	Farmer Based Organizations (FBOs)
	Artisans
	Farmers
	Traditional authorities

Source: DPCU, Desk Work, NDDA 2022

2.1.4 STAKEHOLDER ANALYSIS

Table 3.1 provides details of analysis undertaken on identified stakeholders in terms of their features, interest, potentials and limitations.

TABLE 3.1 SHOWING **STAKEHOLDER ANALYSIS**

Stakeholder	Features	Interest	Potentials	Limitations
Ministries	Policy formulation Monitoring and evaluation Release of funds	Socio-economic development Regulates activities of MDAs/MMDAs	• Staff with technical know-how and expertise • Logistics • Sector policies	Inadequate funds
VRCC	• Monitoring and evaluation of Assemblies • Coordination and harmonization of plans and budgets of Assemblies	Socio-economic development of the Region	• Staff with technical know-how and expertise • Co-ordinated and harmonized plans and budgets	Limited office space Inadequate logistics Inadequate funds
Security Agencies	• Maintenance of peace • Protection of lives and properties • Enforcement of laws • Border protection	Promote, protect and maintain law and order	• Availability of security personnel	Inadequate logistics Inadequate personnel

Stakeholder	Features	Interest	Potentials	Limitations
District Assembly	- Political and administrative functions - Implementer of government policies - Collaboration with development partners - Exercises deliberative, executive and legislative powers - Plan and budget preparation - Implementation of government policies - Provision of basic infrastructure	- Socio-economic development - Provision of basic infrastructure and services	- Staff with technical know-how and expertise - Development plans	- Delays in the release of external funds (DACF/DACF-RFG) - Low IGF
NGO's	- Collaborates with Assembly for plan implementation - Provides financial support for plan implementation - Provision of funds	Socio-economic development	- Logistics - Staff - Funds	Limited coverage of interventions
Traditional Authority	- Community mobilisation - Release of land - Settlement of disputes	- Development of their traditional jurisdiction - Conserve the culture and tradition of the community - Promote peaceful co-existence	- Availability of land - Authority - Customs and tradition	- Inadequate funds - Inadequate logistics

Stakeholder	Features	Interest	Potentials	Limitations
Religious organisations	• Moral and spiritual support for members • Collaboration with Assembly on information dissemination • Collaborates with Assembly in plan implementation	• Improved societal norms • Socio-economic development	• Church members • PA systems • Auditorium • Logistics	•
Agencies	• Construction and maintenance of roads • Monitoring and evaluation o • Provision and expansion of telecommunication • Promote and sustain road safety • Release of funds • Protection and conservation of forest reserves • Sustainable felling of trees • Protection of forest reserves and tourist potentials within the District • Monitoring and evaluation • Enhance access to safe water	• Socio-economic development • Sustainable development • Conservation and environmental protection • Improved access to safe water • Safeguard of democracy	• Availability of policies and legislations	• Inadequate staff and logistics

Stakeholder	Features	Interest	Potentials	Limitations
	• Development of planning guidelines • Conduction of elections			
Farmer-based Organisations/ Farmers	• Subsistence/se mi-subsistence Farming • Labour intensive • Weather dependant • Peasant farmer • Cultivation done on shifting or semi-permanent basis	• Higher crop and livestock yields	• Availability of labour • Availability of land	• Decline in soil fertility • Negative effects of climate change • Over-reliance on rainfall • Erratic rainfall • Inadequate agric inputs • Low level of mechanisation • Limited market • Poor road network • Pest infestations • Limited irrigation facilities
Artisanal groups	• Mobilisation of members for sensitization and incentives	• Produce goods and services • Income generation • Artisanal training	• Availability of labour • Availability of associations	• Limited access to credit facilities • Use of manual tools
Office of the Member of Parliament	Provision of funds	Socio-economic development of constituency Representation of constituency at Parliament	Availability of MP's Common Fund	Non-availability of Constituency Office
Assembly Members	Community mobilization	Socio-economic development of electoral areas	Availability of Area Councils/Unit Committees	Non-functionality of Area council Limited access to funds

Stakeholder	Features	Interest	Potentials	Limitations
		Representation of electorates at General Assembly		Low communal spirit
Area Councils/Unit Committees	Community mobilization	Socio-economic development of Council	Availability of Area Council structures Availability of executives	Low communal spirit Inadequate funds Non-availability of council offices
Transport Unions	Provision of transportation services	Transportation of goods and services	Availability of drivers and vehicles	Bad road conditions Limited capacity of drivers Unlicensed drivers/riders Non-availability of transport union offices
Traders	Sale of goods and Provision of services	Socio-economic development	Availability of traders Payment of tolls and levies	Inadequate basic market infrastructure
Magistrate Court	Adjudication of justice	Promote rule of law and administration of justice	Availability of magistrate court	Inadequate logistics
Departments	Implementation of Assembly plans Revenue mobilization	Socio-economic development	Availability of staff Availability of plans and budget	Inadequate logistics

Stakeholder	Features	Interest	Potentials	Limitations
Water and sanitation management team (WSMT)	Protection of water and sanitation installations in line with regulation	Improve access to potable water supply	Availability of LI 2007, 2011	Limited capacity of members of WSMT

Source: DPCU, Desk Work, NDDA 2022

2.1.5 MONITORING

Systematic Monitoring of the Plan will provide details of progress made towards the implementation of interventions and will further help at the district level:

- ◆ Provide information for effective coordination of District development.
- ◆ Document lessons learned from the implementation of programmes and projects.
- ◆ Improve service delivery and influence allocation of resources.
- ◆ Assess whether MTDP developmental targets are being met.
- ◆ Identify achievements, constraints and failures so that improvements can be made to the MTDP and project designs to achieve better impact.
- ◆ Identify the appropriate interventions that will increase the responsiveness of targeted beneficiaries.
- ◆ Demonstrate result to stakeholders as part of accountability and transparency.
- ◆ Reinforce ownership of the MTDP and build M&E capacity within the district.

2.1.6 MONITORING REPORT

Project Monitoring formally begins as soon as actual implementation of a project starts, and it is directed at ensuring progress according to schedule, standard quality of work, and the correct delivery of inputs (including labour) according to time, quality and quantity.

This function will be facilitated by the District Planning Coordinating Unit (DPCU) through Departments, Units and Sub-structures of the Assembly.

The monitoring report shall be prepared according to the format (as prescribed by NDPC, 1995) which include indicators such as project description, project location, sector, name of contractor, contract sum, date of award, commencement date, expected completion, payment, balance, percentage of work done and source of funding.

2.1.7 MONITORING INDICATORS

Indicators are needed for measuring progress while targets are specific, planned level of results expected to be achieved within a timeframe. These measurements lead to assessing the achievement or otherwise of stated goals and objectives indicated in the PoA and AAP.

The DPCU in its quest to measure the achievements of stated goals and objectives selected some twenty (20) core indicators from the National level and District specific indicators to be tracked within the planned period and as input into the National Annual Progress Report.

The core and District specific indicators are categorised into input, output, outcomes and impact indicators respectively in relation to the developed goals and objectives.

The monitoring framework for all plans is found in the District Medium Term Development Plan 2022-2025, it provides details on indicators, baseline, indicator type, target etc.

2.1.8 EVALUATION

Evaluation start from project programme inception to establish the prevailing situation before project or programme is implemented. Evaluation will assess the degree to which goals and objectives are achieved. If the programmes and projects fail to achieve their goals and objectives, the shortcomings and their causes will be identified and analyzed and corrective measures will be put in place to ensure the objectives are achieved. This requires that resources (logistics and funds) are made available to effectively assess the impact of the programmes and projects on the beneficiaries and also serve as a learning experience for those involved in the implementation process to make informed decisions and recommendations.

The Assembly will adopt various types of evaluation to assess extent of implementation of the programmes and projects being executed during the four-year planning period. The evaluation will also highlight on the impact of the programmes and projects.

The Assembly will in the medium term apply the under-listed evaluation types;

- ◆ **Ex-ante evaluation:** conducted before the implementation of a project or programme. Eg. Cost benefit analysis, feasibility studies etc
- ◆ **Mid-term evaluation:** it is conducted half-way into the implementation of any development plan or intervention
- ◆ **Final or terminal evaluation:** it is conducted to assess the achievements or otherwise made under the implementation of a programme or project.
- ◆ **Ex-post evaluation:** it is conducted after the implementation of any development intervention to assess the impact of any development intervention.

A participatory approach will be adopted for each of these evaluation methods and tools such as community scorecards, citizen report and interviews.

The matrix below shows details of the above. The evaluation matrix is a concrete translation of the TOR into key issues of the evaluation, the main and sub questions that must be addressed and the indicators and methods to be used for data collection and analysis. The Assembly would make use of this matrix to carry out its evaluation activities.

2.1.9 PARTICIPATORY MONITORING AND EVALUATION

Participatory M&E (PM&E) refers to the practice where all key stakeholders are directly involved in the M&E design and implementation process. It is a valuable tool used to capture perceptions and assess whether interventions have met these expectations, especially of the poor and the vulnerable in society.

The following methods will be utilized by the Assembly to carry out its PM&E activities in the planning horizon:

- ◆ **Participatory Rural Appraisal:** it consists of a range of largely qualitative techniques employed by stakeholders to monitor and evaluate programme performance. The technique

is made up of a range of visualization, interviewing and group work methods. This technique enables people to express their view and share information.

- ◆ Citizen Report Card: this is a tool used to obtain summative feedback from citizens on the performance government, service providers or programmes and projects to form the basis for joint reflection and correction among stakeholders.
- ◆ Community Score Card: this technique uses focus group discussions to collect data from community members and analyse it with the objective of influencing the quality, efficiency and accountability services that are provided.
- ◆ Participatory Expenditure Tracking Survey: they are quantitative exercises that trace the flow of resources from the origin to destination and determine the location and scale of anomaly.

The DPCU will consider the following steps in planning for PM&E. These are deciding on the need for PM&E, deciding on the PM&E method to use, identifying the key stakeholders, identifying a lead facilitator, determining the performance questions, determining the resources and time available, defining a Terms of Reference (TOR) for the lead facilitator or consultant, training the team to carry out the PM&E, disseminating the results and acting on the findings and recommendations as part of the dissemination and communication strategy.

In the planning horizon, the above indicated PM&E tools and techniques will be applied on selected projects and interventions indicated in the Plan.