

# Feasibility Study Activity Report

Fredskorpset/FK Norway  
PO Box 8055 Dep  
0031 Oslo, Norway

Organisational ID: NO 981965132

## Feasibility study agreement ID:121501A

### Partner constitution

### Partner thematic profile

### Coordinating partner

African Self Help Assistance Programme (ASAP), Mutare, Zimbabwe  
Regai Tsunga: [regait@asap.co.zw](mailto:regait@asap.co.zw) / [regaitsunga@gmail.com](mailto:regaitsunga@gmail.com)

### Partners

Community Oriented Development Programme (CODEP), Chipata Zambia.

Joseph Mwale: [codepwat@yahoo.com](mailto:codepwat@yahoo.com)

as well as Marianne Gohn Jonsberg, the Programme adviser on civil society from FK Norway. The purpose of this meeting was for ASAP and CODEP to explore the benefits of an FK Norway International personnel exchange to broaden their relations and achieve institutional results. This would be followed by developing the project idea, gaining knowledge about the FK Norway project cycle, developing a project description and budget as well as prepare a partnership agreement. The outcome of this meeting was that the attendants were able to go through all the documentation required for the youth exchange application with the guidance of the representative from FK. Norway. A three hour break was taken in the midst of the meeting to attend a scheduled meeting where ASAP was coordinating a public meeting on education. The meeting resumed and the participants had an appreciation of some of the programmes that ASAP implements. The meeting also saw the first physical contact of the partners to discuss the feasibility study documents. The meeting was hosted by ASAP in Mutare, Zimbabwe and was attended by Marianne, a representative from F.K Norway.

## BACKGROUND

A feasibility study agreement was entered into between FK Norway and African Self-help Assistance Programme (ASAP). In this agreement ASAP and Community Oriented Development Programme (CODEP) will develop a project description for submission to FK Norway. The following paragraphs are a concise description of the various activities carried out by ASAP and CODEP during the feasibility study. The main outcomes of the activities are also described in the ensuing paragraphs.



Joseph of CODEP welcomes Regai of ASAP to Zambia



ASAP staff in Mutare, Zimbabwe

## MEETINGS

An introductory meeting was held in Mutare, Zimbabwe from the 30<sup>th</sup> to the 31<sup>st</sup> of March 2017. In attendance were two representatives flown from CODEP Zambia, six members of staff from ASAP

A partner visit meeting was also held in Chipata, Eastern Province in Zambia. Two ASAP representatives namely Regai Tsunga (Executive Director) and Nyatwa Mwarera (Project officer) travelled to Zambia by road on the 15<sup>th</sup> of May 2017 and arrived on the 16<sup>th</sup> for a partner visit meeting which took place on the 17<sup>th</sup> and 18<sup>th</sup> of May 2017. This meeting was hosted by CODEP. Six members of staff including the director and finance officer for CODEP were in attendance for this partner visit meeting.

CODEP project coordinator and director took ASAP representatives on a guided tour of CODEP's various projects. Notable amongst the diverse projects are the infrastructural projects where CODEP have built a small dam from which livestock in the local community drink water.



**CODEP Project Officer Ms Ngoza Mwale explains the chick incubation project near Chipata, Eastern Zambia.**

The director explained that the community members used to drive their cattle for more than ten kilometres to the next village where they would have to pay 2 kwacha (about us\$0.20) per animal per day for their animals to drink water. This was a difficult task for the villagers in general and for the shepherds in particular. The villagers can also do their laundry on the other end of the dam. CODEP also facilitated the construction of an earth road which links the furthest end of the community to the main road leading to Chipata town. The road also leads to one preschool which was also built by CODEP to cater for orphaned and vulnerable children. Along the same road is a community warehouse in which villagers store their produce before transportation to

various markets in Eastern Province. One clinic which was dilapidated was also rehabilitated by CODEP to provide a health centre for the community.

**Peanut butter project in Zambia**



The two representatives from ASAP Zimbabwe also toured projects at the CODEP compound. These are peanut butter processing, vegetable drying, goat production and poultry. There is also an incubator where the eggs from indigenous chicken, guinea -fowls and quails hatch for distribution to the community in what they call a "pass-on" project. In this project they produce chickens and goats which they give to one family and when these reproduce the offspring is then passed on to another family. This was a successful tour full of learning and potential for replication.

**Joseph of CODEP (left) explains to**



**Mwarera of ASAP how the fruit and vegetable solar drier works**

**DOCUMENT PREPARATION MEETING**

The purpose of that meeting was to finalise on the project description, budget, and partnership agreement as well as to appreciate each other's work and establish common areas which could form the basis of the exchange programme. This was successfully done and all aspects of the

application were agreed upon by the two organisations during the two meetings held in Mutare and Chipata in Zimbabwe and Zambia respectively.

The preparation of a collaboration agreement application was done jointly by ASAP and CODEP during the two meetings held in Zimbabwe and Zambia in March and May 2017 respectively. The outcome of the two meetings is that the two organisations managed to complete the project description and budget as well as the partnership agreement.(B01)

Preparation of a round 1 agreement application was also done jointly by the two organisations. Activities were agreed upon and listed accordingly. These activities formed the basis for the preparation of the grant calculation. All parties agreed to the elements of both the agreement application and the grant calculation.

#### **PARTNERSHIP**

A partnership between ASAP and CODEP was formed based on common interests and consequently mutual intention to participate in a youth exchange programme organised by FK Norway. General communication and decision-making procedures within the partnership were agreed upon by the two organisations giving rise to the consent that ASAP, as the coordinating partner, will be responsible for direct communication with FK Norway after concurrence with CODEP. It was also agreed that ASAP and CODEP will each be responsible for independent recruitment of participants based on their respective policies, supervise and manage each other's exchange participants and report accordingly in order to ensure equality, reciprocity and participation within the partnership.

ASAP was elected coordinating partner for possible future Collaboration Agreement by virtue of initial contact with FK Norway and also by mutual agreement with CODEP. The two organisations agreed to leverage on their partnership to learn from each other's current projects and to share notes on successes and best practices as well as

work on the results of the exchange project to develop new programmes and projects.

#### **ADMINISTRATION**

ASAP was and will continue to bear responsibility for financial management of the FK Norway grant and to produce the relevant reports for submission to FK Norway. CODEP will also produce a financial report for the funds they received from ASAP.

Preparation of this activity report as well as the financial report was done by ASAP in terms of the agreement.



**Signature**

Date: 30<sup>th</sup> May, 2017

On behalf of African Self-help Assistance Programme (ASAP)-**Coordinating partner**

**Regai Tsunga**

Executive Director

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**ANNEX: FINANCIAL REPORT**  
**(A04)**