**Project Concept Note**

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| **SECTION** | **DESCRIPTION** |
| **Project Title** | **FARM MECHANIZATION PROJECT FOR THE SUGARCANE FARMERS OF (PLEASE STATE THE NAME OF SUGARCANE MILL DISTRICT)** |
| **Proponent** | *The lead operating unit or the organization who will implement the project - (Name of the Association / Cooperative / Foundation)* |
| **Project Duration** | *2021-2026* |
| **Fund Source** | *Japan Non-Project Grant Aid (NPGA) for the Economic and Social Development Programme of Sugar Regulatory Administration (SRA)* |
| **Rationale** | *(Please fill in the blanks and the farm matrix below)*  *The (name of Association / Foundation / Cooperative) has a total number of members of \_\_\_\_\_\_\_\_ with combined area of \_\_\_\_\_\_\_\_ hectares for the Crop Year 2019-2020. Total canes produced for the Crop Year is \_\_\_\_ tons and sugar produced is \_\_\_\_\_\_\_ LKG.*   1. ***Profile of Members (Crop Year 2019-2020)***  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | ***Farm Area (hectare)*** | ***Total No. of Members*** | | ***Total Area***  ***(in Hectares)*** | | ***Total Canes Produced***  ***(in MT)*** | | ***Total Sugar Produced***  ***(in LKG)*** | | | ***Men*** | ***Women*** | ***Men*** | ***Women*** | ***Men*** | ***Women*** | ***Men*** | ***Women*** | | *5.00 & below* |  |  |  |  |  |  |  |  | | *5.01 - 10.00* |  |  |  |  |  |  |  |  | | *10.01– 25.00* |  |  |  |  |  |  |  |  | | *25.01 -50.00* |  |  |  |  |  |  |  |  | | *50.01– 100* |  |  |  |  |  |  |  |  | | *Above 100.00* |  |  |  |  |  |  |  |  | | ***Total*** |  |  |  |  |  |  |  |  |  1. ***Historical Production***   *In terms of sugarcane area under ratoon and new plant, the (name of association/ coop/ foundation) has the following 3 year historical data:*   |  |  |  |  | | --- | --- | --- | --- | | ***Crop Class*** | ***CY 2017-2018*** | ***CY 2018-2019*** | ***CY 2019-2020*** | | *Ratoon Area (Has.)* |  |  |  | | *New Plant (Has.)* |  |  |  | | *Total* |  |  |  |  1. ***Projected new plantation area for CY 2020-2021 is broken down as follows:***  |  |  |  |  | | --- | --- | --- | --- | | ***Farm Area (Hectares)*** | ***For Ratoon Plant (Hectares)*** | ***For New Plant (Hectares)*** | ***Total Area (Hectares)*** | | *5.00 has. & below* |  |  |  | | *5.01 has.- 10.00* |  |  |  | | *10.01 has. – 25.00* |  |  |  | | *50.01 has. – 100* |  |  |  | | *Above 100.00 has.* |  |  |  | | ***Total*** |  |  |  |  1. *Declaration of Existing Farm Machineries: (Please fill in the blanks)*  * *Currently, the association owns (number of tractors and (number of implements which provided services to an average of \_\_\_\_\_\_ hectares of sugarcane plantations per crop year. Service fee sfor land preparation, mulching and planting are: (please indicate if other implements are also used)*   + *Php\_\_\_\_\_\_\_\_\_\_\_\_ per hectare for plowing*   + *Php \_\_\_\_\_\_\_\_\_\_\_\_per hectare for harrowing*   + *Php \_\_\_\_\_\_\_\_\_\_\_\_per hectare for mulching*   + *Php \_\_\_\_\_\_\_\_\_\_\_\_per hectare for planting using wholestalk planter* * *Other members source out tractor services from (cite other sources of tractor services) for a land preparation fee of :*   + *Php\_\_\_\_\_\_\_\_\_\_\_\_ per hectare for plowing*   + *Php \_\_\_\_\_\_\_\_\_\_\_\_per hectare for harrowing*   + *Php \_\_\_\_\_\_\_\_\_\_\_\_per hectare for mulching*   + *Php \_\_\_\_\_\_\_\_\_\_\_\_per hectare for planting using wholestalk planter*  1. *Additional Tractors Needed to Fully Serve the Association / Coop / Foundation Members or Target:*  * *Number of tractors needed - \_\_\_\_\_\_\_\_\_\_\_\_\_ (Please indicate Horsepower)* * *Number of implements needed - \_\_\_\_\_\_\_\_\_\_\_\_\_ (Please indicate type of implements needed)* * *Target hectarage to be covered per crop year by additional tractors and implements - \_\_\_\_\_\_\_\_\_hectares* * *Expected revenue per tractor with implements per crop year – Php\_\_\_\_\_\_\_\_\_\_\_*   *Please list down the barangays and municipalities that the project is expected to cover prioritizing small farmers with less than 10 hectares as* ***Annex A****.* |
| **Project Description** | *(Please fill in the blanks)*  *The association / coop / foundation proposed to acquire ( number of tractors ) complete with the following implements under the Japan NPGA:*   |  | | --- | | *Farm Equipment:* | | 1. *Tractor – 95 Hp, 4WD* | | 1. *Power Harrow* | | 1. *Wholestalk Sugarcane Planter* | | 1. *Mulcher* |   *A Memorandum of Agreement (MOA) between SRA and (name of association/ coop/ foundation) as beneficiary will be executed. The beneficiary shall execute the terms and conditions provided in the MOA, which includes the payment of annual depreciation cost to SRA within the economic life of 15 years for the farm equipment. The manual of operation for the deployment, repair and maintenance of the farm equipment as well as the project proposal or project concept note shall form part of the MOA.*  *The (name of association/ coop/ foundation) shall also provide the required data to SRA and other agencies involved in this project to measure and assess the performance or success of the project. A Project Management Team (PMT) shall be established by (name of association/ coop/ foundation) to manage the project.* |

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| **Objectives** | ***Overall Objective:***   1. *To improve the farm productivity of small sugarcane farmers served by the farm equipment by at least \_\_\_\_\_\_tons cane per hectare per crop year;* 2. *To generate a gross additional revenue for the associations, cooperatives and foundations as service providers of farm equipment for land preparation, mulching and planting at an estimated amount of Php\_\_\_\_\_\_\_\_\_\_\_\_\_ per crop year.*   ***Specific Objectives:*** *(Please fill in the blanks)*   1. *To provide the planters associations, cooperatives and foundations the farm equipment to service the mechanization needs of (number of small sugarcane farmers) as target beneficiaries per crop year per set of farm tractor with implements;* 2. *To provide (number of small sugarcane farmers) priority access to farm equipment through the planters associations, cooperatives and foundations as service providers.* |
| **Methodology** | *The project is a Grant-Operate-Transfer scheme:*   1. *SRA shall grant the project to the beneficiary based on the guidelines of awarding the project and through a MOA with the beneficiary;* 2. *The (name of association/ cooperative/ foundation) shall operate the project and generate the revenue for the operation and maintenance of the tractor, payment of insurance premium for the equipment in the name of SRA, and to cover the annual depreciation cost of the farm equipment for an economic life of 15 years;* 3. *SRA shall transfer the ownership of the tractor and its implements to (name of association/ cooperative/ foundation) at the end of the economic life of the farm equipment of 15 years pursuant to COA Circular No. 2017-004.* 4. *The (name of association/ cooperative/ foundation) shall meet the terms and conditions set forth in the MOA with SRA.* |
| **Implementation Strategy, Timeline/ Schedules and Deliverables** | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | ***Project Activities*** | ***Responsible Entity*** | ***2021*** | ***2022*** | ***2023*** | ***2024*** | ***2025*** | ***2026*** | | *1.* | *Approval of grant* | *SRA* | *X* |  |  |  |  |  | | *2.* | *Signing of MOA* | *SRA & Beneficiary* | *X* |  |  |  |  |  | | *3.* | *Inception meeting* | *SRA & Beneficiary* | *X* |  |  |  |  |  | | *4.* | *Delivery of tractors and implements* | *SRA* | *X* |  |  |  |  |  | | *5.* | *Procurement of equipment insurance in the name of SRA* | *Beneficiary* | *X* |  |  |  |  |  | | *6.* | *Operation and Maintenance of Tractor and Implements* | *Beneficiary* | *X* | *X* | *X* | *X* | *X* | *X* | | *7.* | *Recording of deployment and list of serviced small sugarcane members (by gender)* | *Beneficiary* | *X* | *X* | *X* | *X* | *X* | *X* | | *8.* | *Bookkeeping of revenues and expenses from the project* | *Beneficiary* | *X* | *X* | *X* | *X* | *X* | *X* | | *9.* | *Monitoring the productivity of small sugarcane members (by gender)* | *Beneficiary* | *X* | *X* | *X* | *X* | *X* | *X* | |
|  | |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | *10.* | *Payment of annual depreciation costs* | *Beneficiary* | *X* | *X* | *X* | *X* | *X* | *X* | | *10.* | *Quarterly Monitoring of project implementation & Submission of Quarterly Reports* | *SRA & Beneficiary* | *X* | *X* | *X* | *X* | *X* | *X* | | *10.* | *Conduct of project impact assessment* | *SRA* |  |  |  | *X* |  | *X* | |
| **Outcomes** | *(Please fill in the blanks)*   1. *Delivered ( number of tractors and implements) to the planters associations / cooperatives / foundations;* 2. *Increased productivity of small sugarcane farmer-members by \_\_\_\_ tons cane per hectare per crop year;* 3. *Increased gross revenue of planters associations / cooperatives / foundations by Php\_\_\_\_\_\_\_\_\_\_ per crop year* |
| **Gender** | *The (name of association/ cooperative/ foundation) ensures that the participation of women in this project will be equally treated in importance as with men. Also, the PMT will ensure that the project is compliant with the law related to the participation of children in farm activities. Collection of data pertaining to the participation of women on this project will be monitored and recorded by the PMT.* |
| **Budgetary Requirements** | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | ***Year*** | ***Insurance Premium Payment(PhP)*** | ***Depreciation Cost Payment (PhP)*** | ***Operation & Maintenance Cost (PhP)*** | ***Labor & Other Costs (Php)*** | ***Total Costs (PhP)*** | | *1* |  |  |  |  |  | | *2* |  |  |  |  |  | | *3* |  |  |  |  |  | | *4* |  |  |  |  |  | | *5* |  |  |  |  |  | | *6* |  |  |  |  |  | | *7* |  |  |  |  |  | | *8* |  |  |  |  |  | | *9* |  |  |  |  |  | | *10* |  |  |  |  |  | | *11* |  |  |  |  |  | | *12* |  |  |  |  |  | | *13* |  |  |  |  |  | | *14* |  |  |  |  |  | | *15* |  |  |  |  |  | | ***Total*** |  |  |  |  |  |   *(Please fill in the table or matrix below)*  *The following is the breakdown of projected cost that will be shouldered by (name association/ cooperative/ foundation):* |
| **Sustainability Plan** | *(Please fill in the table or matrix below)*  *To make the project sustainable, the (name of association/ cooperative/ foundation) shall ensure that the revenue generated from the project will be utilized for the operation and maintenance of the tractor and implements. The projected revenue and income is given below:*   |  |  |  |  | | --- | --- | --- | --- | | ***Year*** | ***Projected Total Costs (PhP)*** | ***Projected Revenue (PhP)*** | ***Net Income (PhP) Revenue less Total Costs*** | | *1* |  |  |  | | *2* |  |  |  | | *3* |  |  |  | | *4* |  |  |  | | *5* |  |  |  | | *6* |  |  |  | | *7* |  |  |  | | *8* |  |  |  | | *9* |  |  |  | | *10* |  |  |  | | *11* |  |  |  | | *12* |  |  |  | | *13* |  |  |  | | *14* |  |  |  | | *15* |  |  |  | | ***Total*** |  |  |  | |
| **Project Management Team** | *(Please fill in the table or matrix below)*  *The (name of association/ cooperative/ foundation) will create a Project Management Team(PMT) who will oversee and manage the project and also maintain the data collected on the project for the purpose of evaluating and assessing the performance of the project by SRA and other government agencies:*   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | ***Position*** | ***Name of Responsible Person*** | ***Sex (M/F)*** | ***Roles & Responsibilities*** | | *1.* | *PMT Chairperson* |  |  |  | | *2.* | *PMT Vice-Chairperson* |  |  |  | | *3.* | *Treasurer* |  |  |  | | *4.* | *Secretary* |  |  |  | | *5.* | *Bookkeeper* |  |  |  | | *6.* | *Tractor Dispatcher* |  |  |  | | *7.* | *Tractor Driver* |  |  |  | | *8.* | *Tractor Mechanic* |  |  |  | | *9.* | *Tractor Assistant Driver* |  |  |  | |
| **Contact Information** | *Name of Association / Foundation/ Cooperative:*  *Office Address:*  *Contact Person:*  *Position/Designation:*  *Contact Nos.:*  *E-mail Address:* |

(please attached Letter of Intent for this Proposal)

Prepared by:

**(Printed Name and Signature)**

Head of Association / Foundation/ Cooperative