

# AFRICAN CENTER OF EXCELLENCE IN AGROECOLOGY AND LIVELIHOOD SYSTEMS



## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING IS ENTERED INTO ON THIS  
\_\_\_\_\_ BETWEEN

**UGANDA MATYRS UNIVERSITY NKOZI,**

and

**Makerere University Kampala (MUK)**

College of Agricultural and Environmental Sciences (CAES) P.O. Box: 7062, Kampala,  
Uganda

**ITCOA**   
INTERNATIONAL TRAINING COURSE ON  
ORGANIC AGRICULTURE



## **INTRODUCTION**

Where as the African Centre of Excellence in Agro-ecology and Livelihood Systems (ACALISE), is one of the twenty-four World Bank Centres of Excellence in the ACE II Project. The main objective of ACALISE is to streamline the production of high level, well-motivated and ethically conscious critical mass of Agro-ecology and Livelihood systems experts.

It is funded by the World Bank through the Government of Uganda as a regional centre of excellence to collaborate quality postgraduate education as well as applied research to address key development challenges facing the East and Southern Africa and beyond. Uganda Martyrs University, the World Bank Group and the Inter-University Council for East Africa are jointly responsible for overseeing the activities of ACALISE.

ACALISE is hosted by Uganda Martyrs University in the Faculty of Agriculture; Uganda Martyrs University is a leader in Agro-ecological solutions related to climate change and livelihood systems and has trained top-notch Agro-ecologists on the African continent and beyond through its top-rated programs in Organic Agriculture and Agro ecology.

### **Where as,**

Makerere University Kampala (MUK) is one of the oldest centres of excellence in Sub-Saharan Africa. It is Uganda's largest institution of higher learning; it was first established as a technical school in 1922 and in 1963 became the University of East Africa, offering courses leading to general degrees from the University of London. It became an independent national university in 1970 when the University of East Africa was split into three independent universities: University of Nairobi (Kenya), University of Dar es Salaam (Tanzania), and the current Makerere University Kampala (MUK).

It was one of the organizers of the first training course in July 2005 and has since then annually led and hosted International Training Course On Organic Agriculture (ITCOA) at the College of Agricultural and Environmental Science, School of Agricultural Sciences. For the eleven (11) years that the University has so far led and hosted the program, it has learnt a lot in terms of programming for effective implementation as well as drawn lessons on critical areas that need special attention to ensure sustainable capacity building. It has strong linkages with reputable organizations/institutions; both governmental and nongovernmental including private practitioners across Africa and globally.

### **Now therefore;**

The African Centre of Excellence in Agro-ecology and Livelihood Systems (ACALISE), Uganda Matyrs University Nkozi, Faculty of Agriculture and the International Training Course in Organic Agriculture (ITCOA), Makerere University Kampala (MUK) College of Agricultural and Environmental Sciences (CAES), agrees to the following terms and conditions for implementing ITCOA for a period of two years (2020-2021).

### **Goals of the Collaboration**

- 1.1 To work together as partners for the achievement of the overall PDO for the ACE II Project and ensure timely production of the desired results at ACALISE.



5. Provide guidance on financial and narrative reporting requirements

**International Training Course in Organic Agriculture (ITCOA), Makerere University Kampala (MUK) College of Agricultural and Environmental Sciences (CAES) will: -**

1. Use the funds only for the purpose it is intended to (covering ITCOA 2020-2021 training expenses)
2. Submit all reports and accountabilities required
3. Inform ACALISE- UMU on the progress of the project implementation and or any occurrence within the project implementation period
4. Collaborate with the project accountant ACALISE in ensuring that the funds are well managed
5. Observe the terms of operations of ACALISE and ensure compliance with UMU policies regarding financial management, accountability and reporting

**The two parties agree jointly as follows**

**a) Official Representatives of both parties**

Dr. John Baptist Tumuhairwe, Tel: +256-772463092, Email: [jbtumuhairwe@gmail.com](mailto:jbtumuhairwe@gmail.com); Head of Department, Agricultural Productions, College of Agricultural and Environmental Sciences (CAES), School of Agricultural Sciences Makerere University - will be the focal point person on behalf of ITCOA-MUK regarding this contractual obligations.

Prof. Julius Mwine, Tel: +256-772648863, Email: [mwinetj@gmail.com](mailto:mwinetj@gmail.com); **Principal Investigator (PI)**, African Centre of Excellence in Agro-ecology and Livelihood Systems (ACALISE) will be the focal point person on behalf of ACALISE-UMU regarding this contractual obligations

**b) Logistics and Financial Management**

Hudson Ogwali, the Logistics Manager and deputy coordinator ITCOA: Tel: +256-772713720, Email: [ogwalih@gmail.com](mailto:ogwalih@gmail.com) will be responsible for the overall logistics and financial management of ITCOA

**C) Financial Contribution / Disbursement**

ACALISE-UMU will make a financial contribution of twenty thousand United States dollars (20,000USD); this contribution / disbursement is 30% of the total ITCOA 2020-2021 Budget.

The total budget shall be USD 74,780 (Seventy-four thousand seven hundred and eighty thousand) with each collaborating partner contributing as follows; UMU/ACALISE - USD 20,000 that will be Paid to the College of Agricultural & Environmental Sciences, USD Account Number 0344241694, Barclays Bank Uganda Limited, Kampala Road Branch, P.O. Box 2971, Kampala, Uganda. Swift Code BARCUGKX; Intermediary / Correspondent Bank: Barclays Bank PLC, New

1.2 To undertake mutual activities and programmes aimed at ensuring timely realization of the following interventions at ACALISE:

- 1.2.1 Training of the all-round scientist who is not only academically excellent but also ethically sound and morally mindful of both his/her needs and the needs of others and of the environment.
- 1.2.2 Popularization of sustainable and climate smart agricultural systems like Agro-ecology and food value chains
- 1.2.3 Promotion of mutual collaborations with research institutions, academic institutions, Government agencies, industry and the Private sector, for sustainable development
- 1.2.4 Fostering Public-Private partnerships for research, internship, and value addition
- 1.2.5 Establishment of demonstration farms to provide hands on skills to the communities on the relevant better technologies, techniques, and practices to improve production and productivity.
- 1.2.6 Reviewing and upgrading Curricula for relevant training and research outputs in line with National and Regional strategic plans for development.
- 1.2.7 Promotion of the up-grading of research and training infrastructure like laboratories, Video-Conferencing facilities, value addition enterprises
- 1.2.8 Capacity building for Faculty of Agriculture at UMU and at partner institutions
- 1.2.9 Improvement of visibility and ranking of the host in order to attract more partnerships, more funding, more experts, and more students for the sustainability of the ACE beyond the five-year timeframe.
- 1.2.10 Enhance the adoption of research outcomes through outreach programmes in the host and partner institutions

**The African Centre of Excellence in Agro-ecology and Livelihood Systems (ACALISE), Uganda Martyr's University Nkozi, Faculty of Agriculture will: -**

1. Make a financial contribution of twenty thousand united states dollars (20,000USD) towards the implementation of ITCOA 2020 - 2021 training
2. Ensure that International Training Course in Organic Agriculture (ITCOA), Makerere University Kampala (MUK) College of Agricultural and Environmental Sciences (CAES) submits a end of project narrative and financial reports indicating the various activities supported by this funds.
3. Host ITCOA 2020-2021 and provide guidance on different service providers that may be needed by the organisers to ensure that ITCOA 2020-2021 is managed smoothly
4. Disburse all funds committed towards the implementation of ITCOA 2020-2021 on a yearly basis.



York, NY, Swift Code BARCUS33, ITCOA consortium (Biovision&GIZ) - USD 54,780(fifty-four thousand seven hundred and eighty thousand) for the first Year as per designated activities in the budget and work plan attached.

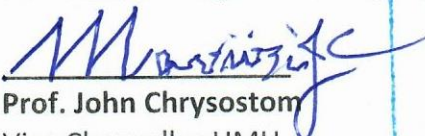
**Governing Law; Dispute Resolution**

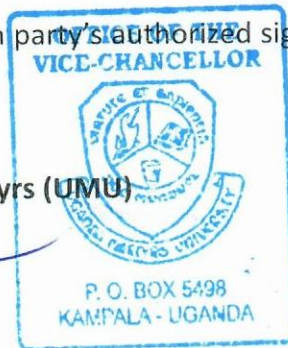
a) This Agreement shall be governed by the laws of Uganda

b) The parties hereby agree that they shall first try to resolve any controversy or claim arising out of or relating to this Agreement, or the breach or alleged breach thereof, by good faith negotiation among senior managers unrelated to the dispute. If such negotiation shall fail to resolve the dispute within sixty days, either party may submit the dispute to the most preferred legal entity.

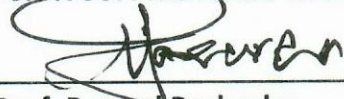
**IN WITNESS WHEREOF**, each party's authorized signatory has set their hands as of the dates set forth below.

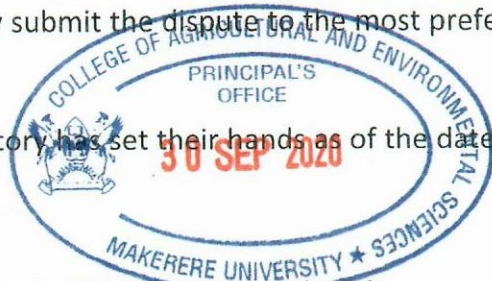
For-ACALISE – Uganda Martyrs (UMU)

  
Prof. John Chrysostom  
Vice Chancellor UMU



For-ITCOA-Makerere University

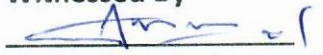
  
Prof. Benard Bashasha  
Principle CAES



Date & Place:

4th OCTOBER, 2020 NKOZI

Witnessed By

  
Prof. Julius Mwine  
PI ACALISE

Date & Place:

04/10/2020

Date & Place:

Sept 30, 2020 Kampala

Witnessed By

  
Dr. John Baptist Tumuhairwe  
Head of Department, Agric Production

Date & Place:

30/9/2020, Kampala

# ITCOA

INTERNATIONAL TRAINING COURSE ON  
ORGANIC AGRICULTURE

<b>Project:</b>	ITCOA							
<b>Year</b>	2020							
<b>Currency:</b>	USD							
<b>Budget</b>						ACALISE	Biovision	GIZ
<b>Personnel Costs</b>	<b>Unit</b>	<b>Freq</b>	<b>Qty</b>	<b>Rate</b>	<b>Ammount</b>			
Country Coordination and participants selection	People	1	5	500	2,500	1000.00	1,500.00	-
National and International Course Organisation	Countries	1	3	1000	3,000	1000.00	1,000.00	1,000.00
Perdiem for national and international staff engaged in ITCOA 2020	People	1	6	300	1,800	1800.00	-	-
Tutors Gratification	People	1	3	600	1,800	0.00	1,800.00	-
Consultancy service for I.T and Digital information mgt	Team	1	1	1000	1,000	1000.00	-	-
Facilitators Fees for Different ITCOA sesssions in three countries	People	3	7	200	4,200	0.00	-	4,200.00
Logistics Preparation and Management in three countries	Countries	1	3	1000	3,000	1000.00	1,000.00	1,000.00
Facilitation to ITCOA support staff (Drivers, Secretaries / Rapatour	People	1	4	200	800			800.00
Financial Mgt and Reporting (Accountant)	People	1	1	300	300			300.00
<b>Sub Total</b>					<b>18,400</b>	<b>5,800.00</b>	<b>5,300.00</b>	<b>7,300.00</b>
<b>Travels</b>								
Transportation of participants to Universities where the training is hosted	Universities	1	3	100	300	0.00	-	300.00
Regional Travel Costs for ITCOA Steering Committee members	People	1	3	600	1,800	0.00	600.00	1,200.00
Transport of participants to ITCOA field sites in three countries	Sites	2	3	300	1,800	900.00	900.00	-
Transport of participants to the field for engagement with farmers and research in three countries	Days	5	3	100	1,500	600.00	600.00	300.00
Transport to and from the national parks	Countries	1	3	400	1,200	800.00	-	400.00
Transport 4 Wheel for monitoring ITCOA in three countries	Days	3	8	200	4,800	1000.00	1,000.00	2,800.00



Transporting Farmers to field feed back and farewell sessions in three countries	People	1	3	300	900	0.00	-	900.00
Transport Refund to selected invited guest during ITCOA public workshop and key events in three countries	Countries	3	5	50	750	0.00	-	750.00
<b>Sub Total</b>					<b>13,050</b>	<b>3,300</b>	<b>3,100</b>	<b>6,650</b>
<b>Training / Workshops / Meetings Costs</b>								
Participants Reception parties in three countries	Assorted	1	3	200	600	0.00	400.00	200.00
Accomodation of ITCOA participants	Days	20	40	16	12,800	4000.00	3,000.00	5,800.00
Lunch ITCOA Participants	Days	20	40	5	4,000	1500.00	500.00	2,000.00
Dinner ITCOA participants	Days	20	40	5	4,000	1500.00	500.00	2,000.00
Break Teas	Days	20	40	2	1,600	500.00	500.00	600.00
Evening Teas	Days	20	40	2	1,600	500.00	300.00	800.00
Water	Bottles	60	40	0.5	1,200	0.00	-	1,200.00
Farmer feedback sessions after resaerch and field work	Sites	1	3	200	600	0.00	-	600.00
Farewell parties Field site	Assorted	1	3	200	600	0.00	-	600.00
Gradutaion and farewell ceremonies	Assorted	1	3	400	1,200	200.00	-	1,000.00
<b>Unit Costs</b>					<b>28,200</b>	<b>8,200</b>	<b>5,200</b>	<b>14,800</b>
<b>Public workshop and students skills dissemination session</b>								
Hall Hire	Days	1	3	100	300	0.00	-	300.00
Public address systems	Days	1	3	150	450	0.00	-	450.00
Documentation & Publicity	Days	1	3	300	900	0.00	-	900.00
PR Materials	Lumpsum	1	3	200	600	400.00	-	200.00
Meals and Refreshments	People	1	100	5	500	0.00	-	500.00
<b>Unit Costs</b>					<b>2,750</b>	<b>400</b>	<b>-</b>	<b>2,350</b>
<b>Materials, Equipments and office supplies</b>								
Hire of Soil test kits and refilling	Countries	3	3	60	540	0.00	-	540.00
Stationery (assorted) -Flipcahrts, markers, masking tapes, stick notes etc	Assorted	1	3	200	600	0.00	-	600.00
Hire of projectors in three countries	Days	10	3	50	1,500	500.00	-	1,000.00
Acquisition of soft wares for managing virtual trainings	Computers	3	4	100	1,200	0.00	-	1,200.00

Communication (Airtime and Internet Bundles)	Lumpsum	1	3	200	600	400.00	-	200.00
Lecture hall / field site	Lumpsum	3	6	30	540	0.00	-	540.00
Research / demo equipments	Lumpsum	1	3	600	1,800	0.00	-	1,800.00
					<b>6,780</b>	<b>900</b>	-	<b>5,880</b>
<b>Other Project Indirect costs</b>								
Contingencies (3% of total Budget)	Lumpsum	1	0.03	70000	2,100	525.00	525.00	1,050.00
Overheads: Financial and institutional cost (5% of total Budget)	Lumpsum	1	0.05	70000	3,500	875.00	875.00	1,750.00
<b>Sub Total</b>					<b>5,600</b>	<b>1,400</b>	<b>1,400</b>	<b>2,800</b>
<b>Grand Total</b>					<b>74,780</b>	<b>20,000</b>	<b>15,000</b>	<b>39,780</b>
<b>Contributions from Different Donors / Partners</b>	<b>Amounts</b>							
ACALISE	20,000							
GIZ	39,780							
Biovision	15,000							
<b>Grand Total</b>	<b>74,780</b>							



## ITCOA 2020 IMPLEMENTATION STRATEGY

### ITCOA 2020 Strategy

Given the current situation and anticipation of the near future's effects of COVID-19 on ITCOA 2020 implementation; a **Hybrid strategy** (Both online and Practical hands on) is adopted for implementation of ITCOA 2020.

Participants will be join via **Google class room** or, Microsoft teams, or Zoom for joint engagements and collective knowledge sharing. Clearance will be obtained from the Resident district commissioners where ITCOA participants in the different countries will travel for field work and hands on learning.

In all circumstance ministry of health standard operating procedures (SoPs) will be observed as well as different countries presidential directives regarding COVID-19.

### Induction and E-Learning Sessions

1. Onboarding Microsoft teams or zoom meetings will be conducted where all participants will know each other as well as know the facilitators, coordinators and the training program, several questions will be asked, clarified on, the do's and don'ts of ITCOA 2020 will be agreed on. Expectations levelled and the road map for ITCOA 2020 made clear to all participants (Induction session).
2. Learning contracts with clear health precautions will be signed by all participants to ensure observance of COVID-19 guidelines and standard operating procedures.
3. E-Learning will be centrally coordinated from Kenya by Noel Templor supported by Clessy Pausta Nuwagaba from Uganda; it will be enriched to address / handle a number of theoretical explanations usually given during the face to face sessions.

### Practical Sessions

To have a feel of the trans-disciplinary and transformative nature of ITCOA, each country will have hands on practical sites where participants will be able to move to and learn.

The table shows the potential sites mapped for ITCOA 2020

Country	Potential Sites	Purpose & Key Highlights of training content
Uganda	Uganda Martyrs University (UMU) - African Centre of Excellence in Agro-ecology and Livelihood Systems (ACALISE)	-Main Coordinating Centre, Orientation place and pre-field learning site - Ecological Soil fertility mgt, Integrated pest mgt, Energy conservation, Organic Bio-rationales
	RUCID Organic Institute	-Practical hands on site on various Organic technologies



		- Water Management in Tropical Organic Farms, Nutrient Management in Tropical Organic Farms, Soil Fertility Management in Tropical Organic Farms, Pest and disease management, Animal husbandry in the tropics and Organic Value addition/marketing
	AMFRI-Farms	-Field site for demonstrations, practical's and exposure to various Organic export crops e.g. pineapple, apple bananas, ginger and passion fruit Vanilla and scotch bonnet pepper for the export market among others
	Bio fresh	-Excursion for exposing participants to different organic fresh product such as:- Pineapples, Passion Fruits, Ginger, Lemon grass, sweet Potatoes, Hibiscus, Apple Banana, Mangoes, Papaya, Matoke, Avocado and Tumeric
Tanzania	Sokoine University of Agriculture (SUA)	-Main Coordinating Centre, Orientation place and pre-field learning site
	Sustainable Agriculture Tanzania (SAT) – Morogoro Training Centre	-Practical hands on site on various Organic technologies *Conservation Agriculture, Food processing and Value addition, Natural Medicine, Organic Spice production, Permaculture designs, Sustainable Waste Management and Composting, Entrepreneurship and Agribusiness Development, Post harvest handling and management of Agricultural produce.
	SAT's Organic Shop	Exposing participants to different Organic Products in TZ
	Dodoma's Women in Agriculture and Business Initiative (DWABI)	-Field site for demonstrations, practical's and exposure to various farm operations
Kenya	University of Nairobi (UoN)	-Main Coordinating Centre, Orientation place and pre-field learning site
	Resources Oriented Development Initiatives (RODI Kenya)	Exposure of Participants to food security and Agro ecology hands on practices with emphasis on production, value chain development and linking farmers to markets and increased access to financing.
	SACDEP	Practical hands on site on various Organic technologies
	Jonita	Excursion for exposing participants to different organic products



**GO ORGANIC**



### **Keeping ITCOA lively and interactive**

As conducted over the years, at the different sites; events that refresh participants such as welcome parties, farewell parties, games and sports will be there as always done. Participants from the different countries will be able to change stations (From University to practical training centers, to farmer practical sites for field work, for product exposition sites etc.); after long and hectic moments participants from each country will travel to national parks within their respective countries for relaxation and getting re-energized.

### **Research and Documentation**

To enable compare the status of Organic Agriculture in the three countries that will participate in ITCOA 2020, a standard questionnaire will be used across the countries for data collection. Soil sampling and analysis will as well be done as usual. These data will be analyzed and transcribed into public posters for presentation to the audience; Comparisons of results will be made during public workshop engagements and probable reasons for variations across counties mapped.

### **Logistics**

To handle operations as well as the practical training expenses, the secretariat will agree with respective country coordinators as well as service providers and transfer funds to meet different expenses in participating countries.

### **Public Workshop**

A hybrid public workshop (Both online and face to face) will be adopted for ITCOA 2020; participants from Kenya, Tanzania, Uganda and other participating Universities will present their posters online relayed on the server and they will be enhanced to watch online the proceeding of the public workshop live across countries.

### **Graduation and Farewell Ceremony**

A hybrid ceremony will be conducted across the countries with similar program and timing, participants across countries will share online farewell messages with each other and in all circumstances a farewell party enjoyed at the final eve of graduation.

### **Reporting**

To ensure no credible content is missed, country specific reports will be compiled by tutors and a general report for ITCOA 2020 consolidated from the country chapter reports.

As usual, at different stages, pre and post training evaluations will be conducted to gauge the impact of ITCOA 2020.

*August 2020 //ho.fko*



ITCOA 2019-2020... *Operational / Work Plan*

# ITCOA

INTERNATIONAL TRAINING COURSE ON  
ORGANIC AGRICULTURE



**Operational / Work Plan \_2019 / 2020**

**Uganda Martyrs University Nkozi & Field Sites, Uganda**





*ITCOA 2019-2020... Operational / Work Plan*  
**Learning Goals**

1. Explain the concept of Organic Agriculture (OA) and related approaches
2. Enable participants to learn about multi-faceted contributions of Organic Agriculture to Agro-ecosystem health
3. Develop and apply systems thinking using the concept of Agro-Ecosystems Health (AESH)
4. Obtain a critical understanding of Environmental Resilience and sustainable livelihoods through Organic Agriculture & Agro-ecology
5. Identify practices of organic certification and research for development in a specific context
6. Embrace a vision of how you can contribute to an innovation platform towards healthy Agro-Ecosystems as Agents of change



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2019 – 2020 Donors



ITCOA 2019-2020... Operational / Work Plan

S/No	Activity	J	F	M	A	M	J	J	A	S	O	N	D	Responsible Person (s) and Institution (s)
1	Planning Meetings and conferences	■	■											Hudson.o. (MUK)
2	Advertisement			■	■									Noel Templer (UoN) / Daphine K
3	Selection of Participants				■	■								Country Coordinators / Partner Universities
4	Phase 0: E-Learning						■							Noel Templer (UoN), Nuwagaba Clessy Pausta (MUK) and Marius Mulongo (UMU)
5	Logistical Preparations (Site (s) visits and Validation)						■	■						Hudson Ogwali (MUK) / Rossete (UMU)
6	Phase 1 & 2: Inauguration & Orientation								■	■				Dr. Ssekandi Joseph (UMU) / Dr. JB (MUK)
7	Phase 3: Face to face training Implementation and field work including practical sessions + Research								■	■	■			Internal and External Facilitators (Daphine .K. Anguyu)
8	Documentation / Knowledge management								■	■				Nuwagaba Clessy Pausta (MUK)
9	Phase 4: Reflection & Field / Research Presentation							■	■					Dr. Chepkemoi Janeth (UoN)
10	Evaluation and reviews								■	■				Hudson .o. & Dr. JB
11	Reporting											■	■	Daphine K. and Hudson .O.
12	Resource mobilisation and Coordination	■	■	■	■	■	■	■	■	■	■	■	■	Hudson .O. and Country / University Coordinators



2019 - 2020 Donors

