

Lead Firm Baseline Survey Official Monitoring & Evaluation Documentation

Date of Survey: _____

Name of Representative Collecting Data: _____

Consent Statement: This information is being collected for the purposes of reporting aggregate level data. All information shared with AFE/<Project Name> will be kept in the strictest confidence, and individual company-level information will not be shared with third parties.

Section 1: Company Information

Company Profile:

Name of the Company: _____

Date of Incorporation: _____

Proprietor: _____

Respondent's Name & Position: _____

Type of Inputs Sold: _____

Section 2: Monitoring Indicators

Instructions: The following information should be collected by the AFE/<Project> interviewer. This form should NOT be submitted to lead firms for them to fill out.

All answers should have back up from company records and should relate to firm initiatives that are supported by AFE/<Project> (e.g. product, area, etc.). If not possible please use total company figures. See footnote below.

*** Note:** If LF initiatives (that are benefitting from AFE/<Project> support) target a specific geographic area or group of producers, and it is easy for LFs to delineate number of producers, sales to this area or group, number trained, etc. then monitoring can focus on that part of LF operation. If LF initiative affects their entire operation, or if LF cannot provide disaggregated information, then monitoring should focus on entire LF operation (entire sales, etc.).

Geographic area(s) of sales related to LF initiative (within <Project> targeted areas). Only list if it's possible for the LF to disaggregate this information from their overall sales:

1. What was the total value of your input sales to the target areas over the last twelve month period (Jan-Dec) for which you have records?

NPR: _____

Note: _____

2. How many retailers and producers* did you sell inputs to in the target areas over the last 12 month period (Jan-Dec) for which you have records? (for input supply companies, if LF is unable to provide the number of producers they sold inputs to, this could be calculated based on average input sales per retailer, etc.)

_____ producers of which _____% were female

Note: _____

3. How many retailers and producers* in the target areas received assistance or support from you over the last 12 month period for which you have records?* [LF assistance or support can include training, extension, pre-finance, marketing information, etc. provided by the LF to the producer]

_____ producers of which _____ were female

****Information on retailers and producers should be disaggregated if possible***

Signature company representative:

collector

Date: _____

Signature AFE/<Project> data

Date: _____