

KHULISA AMAFAMA LEARNING & RESOURCES FOLDER

The Khulisa Amafama pilot project (Nov 2020 – Nov 2021) was a collaboration between UCOOK, Abalimi Bezekhaya, the Philippi Economic Development Initiative and Kolisi Foundation. The project was based in the Cape Flats, supporting micro-farmers in four key areas: market access, skills development, resources, and infrastructure. This folder was created to be used by any individual, organisation or group that wishes to better understand the context of urban farming in South Africa, and/or replicate a similar project.

The below Table of Contents provides a detailed look at what resources are included in this Learning Folder. You can access the full set of resources at this [link](#). As you will see, Folder 1 contains all project reports and ongoing reflections. Folder 2 contains the master planning and implementation documents, as well as all farm sales and resource distribution data. Folder 3 contains the resources and agendas used to prepare the workshop series. Folder 4 contains a selection of templates used to manage the project. Folder 5 considers all learnings and reflections from the pilot project and contains the resources needed to launch Phase 2 of the project.

The following key learnings were identified from the pilot project:

1. A project such as this requires an increased focus on establishing local and external markets. This can be done through building community awareness around organic produce and dedicating a human resource towards onboarding new customers.
2. Building soil quality is a key requirement if farmers are to increase their production. By reframing soil building as a capital cost/infrastructure investment it will receive the attention it requires.
3. There needs to be an increased effort towards transparent record keeping, ensuring that detailed records are collected and disseminated for the benefit of both the farmer and the project.

4. A repeat project must pay careful attention to the selection criteria to ensure that the project participants are best suited to the project offering and will show progress during the project period.
5. The workshops series should be developed in collaboration with the farmer group as they have the best knowledge of their skill gaps.

We invite you to use these resources however you see fit, but we ask that you please use the following reference in any resulting documentation:

Khulisa Amafama, 2022. Open-Source Learning & Resources Folder.

This folder was created by Amy Murgatroyd (Project Director of Khulisa Amafama), in collaboration with the Kolisi Foundation. If you have any questions regarding the content of this folder, you are welcome to reach out to Amy at amy.t.murgatroyd@gmail.com.

A huge thank you to all the farmers and project team members that made this work possible. We are looking forward to seeing the growth of micro-farmers in South Africa in the future.

Table of Contents	Item
1	Project Reports & Reflections
1.1	A Year in Review
1.2	Jan-Mar 21 Project Progress Report
1.3	Apr-June 21 Project Progress Report
1.4	Mid-Year Reflections
1.5	July-Sep 21 Project Progress Report
1.6	Aug 21 Site Visits & Project Review
1.7	Oct-Nov 21 Project Progress Report
1.8	Post-Implementation Review
1.9	Sustainability Index Report
1.10	Soil Report & Recommendations
1.11	Financial Management Workshop Reflections
1.12	Parliamentary Recognition Notice
2	Project Management
2.1	Pilot Project Outline
2.2	Project Planning Master Document
2.3	Project Management Master Document
2.4	Project Farm Sales Data March-Sept
2.5	Resource Order & Distribution Document
3	Workshops
3.1	Survey of Interest
3.2	Workshop Schedule
3.3	Agenda - Introduction Workshop
3.4	Slideshow - Introduction Workshop
3.5	Agenda - UCOOK & PEDI tour
3.6	Agenda - Branding Workshop
3.7	Agenda - Winter Production Planning (Review)
3.8	Agenda - Community Mapping Workshop
3.9	Agenda - Managing Basic Finances Workshop
3.10	Outline - Basic Financial Management
3.11	Agenda - Heritage Day

- 3.12 Facilitator Brief - Heritage Day
- 3.13 Heritage Day - Recipe Book
- Agenda – Basic Finances II & Soil Building
- 3.14 Workshop
- 3.15 Planning Doc - End of Year Braai
- 3.16 Agenda - Post-Implementation Review

4 Templates

- 4.1 Survey - Farmer Bios
- 4.2 Survey - Farmer Bios (Extra Info)
- 4.3 Survey - Establishing Local Markets
- 4.4 Responses -Understanding the Context
- 4.5 Farmer Agreement
- 4.6 Implementing Partner Partnership Agreement
- 4.7 Project Progress Report
- 4.8 Mid-Year Farmer Feedback Form
- 4.9 Infrastructure/Resource Requirements Survey
- 4.10 Infrastructure/Resources Needs Assessment
- 4.11 Workshop Registration Form
- 4.12 Transport Claim
- 4.13 Production Record Keeping
- 4.14 Financial Record Keeping
- 4.15 Income Sheet
- 4.16 Expenditure Sheet
- 4.17 In Transactions
- 4.18 Out Transactions
- 4.19 Income Statement

5 Phase 2 Project Resources

5.1 Project Resources

- Agenda – Phase 2 Project Development
- 5.1.1 Workshop
- 5.1.2 Thematic Diagram
- 5.1.3 Detailed Thematic Outline
- 5.1.4 Phase 1 Insights

5.1.5	Visual Summary of Key Learnings
5.1.6	Phase 2 Building Blocks
5.1.7	Phase 2 Visual Overview
5.1.8	Phase 2 Measurables
5.1.9	Details of Membership Programme
5.2	Funding Resources
5.2.1	Project Proposal
5.2.2	Budget & Timeline
5.2.3	Farmer Sales Raw Data
5.2.4	Funding Model Data Explanation