**Survey of Collective Farmer Enterprises**

**Checklist – Management and Members of Existing Farmer Organizations**

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| 1. Information about the focus group discussion (recorded at the end of the interview) | * Date and time of interview
* Name of the organization
* Location of the organization
* Activity of the organization
* Name of key informants
* Position of key informants
* E-mail contact of key informants
* Telephone contact of key informants
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| 2. Introduction | * Explain the purpose and scope of case study survey
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| 3. History of the farmer organization | * When was the farmer group/association/cooperative formed?
* How was it established? Who had the initiative?
* What was the initial purpose of the group/association/cooperative?
* So far what have been the main milestones in the history of the organization?
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| 4. Membership | * How many members joined the organization in the beginning?
* What were the criteria for selection of members?
* What were the requirements or conditions for becoming a member?
* What was the ethnic, gender, socio-economic and age profile of members?
* Have membership rules changed over the years? What were the reasons for these changes?
* Has the number and profile of members changed over the years? What were the reasons?
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| 5. Organization | * How is the farmer group/association/cooperative structured and organized?
* What are its main rules and regulations?
* What are the main responsibilities of managers?
* What are the main roles and responsibilities of members?
* Do leaders and managers of the group/association/cooperative receive any payment for the services provided to members?
* What is the current legal status of the organization?
* Are there plans to change the legal status in the near future? If yes, why?
* What are the main organizational and management challenges faced? How are these being addressed?
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| 6. External support | * Over the years what type of support has the organization received from government, donors, NGOs, projects and the private sector?
* For how long did the organization receive different types of support?
* What external support is the organization still receiving?
* From all the external support received, which was more important? Why?
* What further external support you still require in order to develop as an organization?
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| 7. Collective action | * What services does the organization provide to members?
* Have these services changed over time? How? Why?
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| 8. Input marketing | * Can you describe in some detail the role of the organization in the purchase of inputs?
* To what extent do members rely on the organization to access inputs?
* What are the main challenges or difficulties members face to access inputs?
* How do you plan to address these challenges?
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| 9. Crop marketing | * Can you describe in some detail the role of the organization in crop marketing?
* What are the target markets?
* Who are the buyers? What is their profile?
* What have been the changes in target markets and client portfolios over time? What were the reasons for these changes?
* To what extent do members rely on the organization to sell their crop?
* What are the main challenges members face in the marketing sphere?
* How do you plan to address these?
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| 10. Private sector services | * Can you describe the role of the organization in helping farmers to access services from the private sector?
* What are the main challenges members still face to access critical services?
* How do you plan to address these challenges?
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| 11. Net benefits from collective action | * What have been the main benefits for members? How significant are these?
* What have been the main costs? And risks? How significant are these?
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| 12. Self-assessment and future prospects | * Can you provide an assessment of your strengths and weaknesses as a collective enterprise?
* How do you see your organization in five years time?
* What will be the main opportunities? How do you plan to access these opportunities?
* And what will be the main challenges? How do you plan to address these challenges?
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| 13: Lessons | * What are the main lessons so far from your experience as a group/association/cooperative?
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