**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 |
| 2. Introduction | * Explain the purpose and scope of case study survey |
| 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? |
| 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? |
| 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? |
| 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? |
| 7. Collective action | * What services does the organization provide to members? * Have these services changed over time? How? Why? |
| 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? |
| 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? |
| 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? |
| 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? |
| 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? |
| 13: Lessons | * What are the main lessons so far from your experience as a group/association/cooperative? |