



A Checklist for Creating Impact

**Tips &
Facts
Sheet**

1. Pre-project

- a. Identify target region in response to local demand or perceived opportunity
- b. Evaluate potential for impact (agricultural, institutional and/or political)
- c. Identify partners and a likely local project driver. Develop trust and a strong relationship
- d. Discuss and plan: from needs assessment through to scaling up and M&E
- e. Establish benchmarks for collaboration partners

2. Needs assessment

- a. Select and characterize target region for survey
- b. Review existing information and heavily consult local contacts
- c. Perform a stakeholder analysis (including a communication network and market analysis)
- d. Visit fields and talk with farmers to identify problems, true causes and possible options
- e. Conduct a baseline survey (identify impact indicators)
- f. Select options for validation and/or identify needs requiring research

3. Research (where knowledge or technology gaps identified)

- a. Ensure technology matches farmers' circumstances

4. Validation

- a. Build Capacity – with local project driver and collaborators: Train partners and collaborators in technology and participatory delivery
- b. Define recommendation domains – areas where potential technology fits
- c. Identify target communities
- d. Identify and contact potential partners and collaborators
- e. Visit and meet with farmers to jointly plan demonstrations and to select participants
- f. Choose options and sites with farmers
- g. Train farmers

5. Validation (continued)

- h. Establish sites
- i. Visit and evaluate fields
- j. Conduct field days and farm walks – encourage farmer-farmer awareness rising and sharing
- k. Collect farmer feedback, record adaptations, identify further opportunities or needed changes
- l. Adapt technologies IF needed.
- m. Evaluate partnerships.

6. Scaling up – led by local project driver and collaborators

- a. Ensure required inputs and market for additional produce are available
- b. Identify target zones for scaling up
- c. Re-assess partnership and identify other key stakeholders
- d. Distill and package farmer-preferred technologies
- e. Revisit farmer communication networks and work with these for effective dissemination
- f. Establish a communication/Extension campaign committee
- g. Design and plan the communication/ extension campaign (include a message design workshop)
- h. Design, test, adapt and produce multi-media communication materials
- i. Initiate and build communication program around field demonstration sites (preferably farmer-led)
- j. Monitor and evaluate technology adoption and impact.
- k. Collect feedback to modify technology and program as needed

7. Monitoring and evaluation

- a. Post-intervention surveys
- b. Field day evaluations
- c. Document lessons learned
- d. Assess impact against benchmark and project goals

Based on the IRRI fact sheet "Checklist for creating impact" 2004. V Balasubramanian, M Bell, et al.