

Progress Narrative

Use this form to provide updates to your foundation program officer regarding progress made toward achieving your project's stated outputs and outcomes.

The Progress Narrative must be submitted in Word, as PDFs will not be accepted.

General Information

Investment Title	Global Cassava Partnership: Third Global Cassava Conference and Network Support		
Grantee/Vendor	Centro Internacional de Agricultura Tropical		
Primary Contact	Joe Tohme	Investment Start Date	October 1, 2014
Feedback Contact ¹	Claude Fauquet	Investment End Date	September 30, 2019
Feedback Email ¹	c.fauquet@cgiar.org	Reporting Period Start Date	October 1, 2016
Program Officer	Lawrence Kent	Reporting Period End Date	September 30, 2017
Program Coordinator		Reporting Due Date	November 2, 2017
Investment Total	\$1,894,787	Opportunity/Contract ID	OPP1115996
Scheduled Payment Amount (If applicable)	\$49,000		

¹ Feedback Contact/Email: The full name and email of the contact whom foundation staff queries for various surveys.

Submission Information

By submitting this report, I declare that I am authorized to certify, on behalf of the grantee or vendor identified on page 1, that I have examined the following statements and related attachments, and that to the best of my knowledge, they are true, correct and complete. I hereby also confirm that the grantee or vendor identified on page 1 has complied with all of the terms and conditions of the Grant Agreement or Contract for Services, as applicable, including but not limited to the clauses contained therein regarding Use of Funds, Anti-Terrorism, and Subgrants and Subcontracts.

Date Submitted	November 3, 2017	Submitted by Contact Name	Joe Tohme
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Progress and Results

1. Progress Details

Provide information regarding the current period's progress towards achieving the investment outputs and outcomes. In addition, submit the Results Tracker with actual results as requested.

Overall Objectives of GCP21

The overall concept of GCP21 is not to implement actions and projects but rather to stimulate the creation of new projects and actions based on scientific and technical gaps identified through broad participatory meetings with experts from different organizations. Each of these meetings will address a single question and elaborate a “road map” with all the necessary tools to fill the gaps and remove constraints in cassava production and processing. Donors will be invited to consider funding these actions and together with all participants in a participatory manner.

To achieve this overarching objective, GCP21 will act on three levels by:

- 1. Advocating, networking, and rallying a broad coalition of stakeholders to trigger increased funding for cassava R&D, to facilitate the transfer of science and technology to cassava to fill existing gaps, and to enhance international collaboration geared to increase cassava productivity.*
- 2. Identifying gaps in R&D in the cassava production and transformation chain, from farmers to consumers. Modern tools will be developed that will help to create more advanced and improved cassava cultivars, to better manage cassava diseases, and to improve healthier cassava products for multiple users.*
- 3. Collecting and circulating information through a global network and an inclusive cassava portal about the crop, the scientists, the projects, and multiple databases to be regularly updated. Meetings and conferences will convene regularly to strengthen information-sharing efforts.*

Summary on Objectives of GCP21 for Year 3

The objectives of Y3 were to: 1- consolidate and increase the GCP21 website by developing the Membership database and developing the website for the IVth International GCP21 Cassava Conference, 2- begin the organization of the next Cassava International Conference in Benin in June 2018, 3- organize one strategic meeting regarding “Cassava Data Accuracy”, and 4- Put in place the recruitment process of the next GCP21 Director. The items 1, 2 and 4 have been done and the item #3 has been postponed to Y4. The Membership Database of the GCP21 Website has been launched in August 2017 and it comprises individuals, institutions, companies and cassava projects information. The IVth International GCP21 Cassava Conference website has been completely developed and it was open on July 1, 2017 and the pre-registration system for the conference has been open on Sept 1, 2017. The organization of the Conference in Benin is proceeding normally, the local committee has been put in place in Benin, a number of African and International institutions have committed to collaborate/participate to the Conference, a lot of logistical and physical details have already been sorted out for the conference. The scheduled strategic meeting on “Cassava Data Accuracy” has been postponed to Y4 mostly due to the development of CMD epidemic in Cambodia that is taking quite some time.

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Summary of activities for Year 3 (October 2016-September 2017)

1. Governance activities in Year 2

1.1. Overview of GCP21 Charter and governance (reminder)

According to the GCP21 Charter signed in 2014, the governance of GCP21 is composed of two entities; the **Secretariat** and the Technical Advisory Committee – **TAC**.

- **the GCP21 Secretariat:** The Secretariat consists of the Director of GCP21, the CIAT and IITA representatives on the RTB Management Committee, and the RTB Director (or their designees), and will be chaired by the CIAT representative (Joe Tohme).

The Roles and responsibilities of the Secretariat:

- ☑ *Appoint members of the Advisory Group.*
- ☑ *Assure optimum linkage and coordination with RTB.*
- ☑ *Develop and approve program and budget for GCP21.*
- ☑ *Coordinate and oversee execution of the GCP21 work plan.*
- ☑ *Assure partner engagement and communication.*
- ☑ *Communicate results and activities.*
- ☑ *Fundraise.*
- Periodically review and update the Charter for GCP21, as needed.*
- ☑ *Convene virtually or face to face at least once every two months.*

- **the GCP21 Technical Advisory Committee – TAC:**

GCP21 will be scientifically guided by an Advisory Group of 5-7 prominent cassava scientists or other persons with strong interest and science leadership capacity.

☑ The Advisory Group will be named by the Secretariat, and will include at least one member each from CIAT and IITA. At least three members will be from non-CGIAR institutions.

☑ The Advisory Group will program annual face-to-face meetings. When possible, these should be in parallel with other meetings where a majority of the members will be attending. Virtual meetings should be held as necessary to carry out the duties of the Group, but should not be less than twice a year.

Roles and responsibilities of the TAC:

- ☐ *Advice on long-term goals and planning for GCP21.*
- ☐ *Guidance on scientific value, relevance and synergy with RTB activities and initiatives.*
- ☐ *Advice on partnership opportunities.*
- ☐ *Advice on opportunities and priorities for convening of the scientific and donor communities.*

1.2. Activities and decisions of the Secretariat Y3

The Secretariat met on the following dates:

- ✓ 8 November 2016 (skype); for decisions relative to the next Cassava Conference and other matters, and plan of work for Y3.
- ✓ 2 March 2017 (skype); for decisions about the response to the Y2 Report, hiring of the new Director of GCP21 and modification of the budget to include a no-cost extension for Y5.
- ✓ 19 May, 2017 (skype); for final decisions about the response to the Y2 Report to Lawrence, the recruiting of the new Director of GCP21 and the modification of the budget to include a no-cost extension for Y5.

1.3. Developing plans and roles for Secretariat in Y3

The secretariat played a key role in Y3 for 3 major points: 1- the acceptance of the plan of work for Y3, 2- the decision to have the next Cassava Conference in Benin and 3- the decision to hire the new Director of GCP21 by the end of Y3 for 2 years on a consultancy contract with CIAT. This last point generated direct discussions with Lawrence Kent, and triggered a formal response of the Secretariat to LK, and finally lead to the extension of the grant to 5 years at no-cost (minutes in Appendices A, B, C).

1. Work plan for Year 3 (October 2016-September 2017)

- 1.1. The Development of the GCP21 website
- 1.2. The organization of the Fourth International GCP21 Conference in 2018
- 1.3. Cassava strategic visits and meetings
 - 1.3.1. Gari Revolution
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 - 1.5.3. follow up for Cassava Transformation in Ghana, and Benin

2. Summary of activities for Year 3 (October 2016-September 2017)

2.1. The Development of the GCP21 website

Membership database: Each year we develop a portion of the GCP21 website and this year was dedicated to the Membership database, meaning a system to record members, but also institutions, companies and cassava projects. This took a long time for programming and testing for errors, but finally the system was launched in July 2017 (<http://www.gcp21.org/members.html>) and it was loaded with 750 members corresponding to the people who registered for the last cassava conference in China, with the assumption that these people were interested enough by cassava to become GCP21 members. In addition we have sent the information to our complete email list greater than 3000 addresses. As of today we have 962 Members out of which 170 pre-registered for the conference, 56 Associations, 262 Institutions, 297 Companies and 60 projects (Appendix D)

Benin Conference website: We have also developed the complete website for the next cassava conference (<http://gcp21.org/BeninConference/>). That was fairly quickly done because we used the WCTC website structure and updated it with the information for the Benin conference. The longest was to generate the new design, logo, banners ... for the conference. The website was open at the beginning of May 2017. The pre-registration system was immediately developed and was open on time on Sept 1, 2017.

Cassava News: In Y3 we have launched the **Cassava News**. The GCP21 communication coordinator is constantly collecting all the news about cassava on the web and all these Cassava News are resent through the GCP21 network as well as posted on the GCP21 website (<http://www.gcp21.org/news.html>). More than 778 Cassava News have been classified in 6 categories and posted on the web (Appendix E) and they are searchable. All these news have been also sent by email, FaceBook and Tweeter

Social media outreach: To spread the news and the information, GCP21 is regularly using FaceBook and Tweeter and for example this month we had the following statistics for tweeter: Twitter summary shows 65 news posts, 179 people visited the GCP21 twitter profile, 20 new followers, 11.3k impressions or views in different feeds and 13 people mentioned about GCP21 in their tweets.

Cassava Stories: the concept here is to develop a document (video, ppt, doc...) on a specific topic of interest for the community. Therefore, we have prepared a number of Cassava stories to be posted on the website and these

correspond to the following topics; Cassava waste and animal feed, Successful cassava plantations in Nigeria, Cassava in Indonesia, Cassava Revolution in Vietnam and Cambodia, The Cassava Mosaic Disease in South East Asia, Cassava Development in Ghana, Cassava Development in Benin... these cassava stories will be launched very soon.

Creating GCP21 Apps for smartphones: we have developed, with a small company in Pakistan, two Apps with the GCP21 logo, one for iPhone and one for Android phones. These Apps are ready to be distributed as soon as the Apps will be registred with Apple and Google respectively. They will ease the connection with the GCP21 website.

Stats for the GCP21 website; Number of users in 2016: 5,334; Number of sessions: 9,333; Number of Pageviews: 36,927; Number of Pageviews for the Benin Conference in 2017: 4,323.

2.2. The organization of the Fourth International GCP21 Conference in 2018

Constitution of the LOC in Benin: The first action for organizing conference is to constitute the Local Organizing Committee (LOC). My first trip in Benin was in December 2016 and I immediately contacted the thre major R&D organizations to be interested by the conference; the Institut National de Recherche Agricole du Benin –INRAB, the Faculte des Sciences Agronmique de l’Universite d’Abomey Calavi – FAS-UAC and the IITA station in Benin – IITA-Benin. Each institution committed a couple of people to participate to the LOC (see the list in Appendix F). The LOC has been completed by several individuals who could be very useful for the conference; Peter Kulakow from IITA-Ibadan, very committed to the cause and very good for the program organization; Sylvia Oyinlola, Regional administrator of IITA and very knowledgeable and interested into the participation of young people; Godwin Atser, Member of the communication team of IITA and very knowledgeable and interested about cassava development and who will lead the Conference Communication Team; and finally with Dr Abourhamane Sangare, Adjunct Director of INERA, Cote d’Ivoire, and former member of CORAF for 10 years. The chairmanship of the LOC has been given to Prof Mathurin Nago, former Minister of Agriculture of Benin and former President of the Chamber of Representatives of Benin. The LOC is also in contact with several individuals in Benin who could be put in charge of specific activities for the development of the conference.

Engagement of Benin authorities for the Conference; the second action was to contact the Ministry of Agriculture and the Ministry of High Education and Research of Benin. This was done in June 2017, and the LOC members met with each Minister respectively. They were both very positive about the conference and promised to help as much as possible. The LOC is now formulating a note for them to do a communication at the Council of Ministers, which would put the conference officially on the Benin Agenda for 2018. This should be done in November 2017.

Enlarging the number of institutions participating to the Conference; because the theme of the conference is: Cassava Transformation in Africa, there will be potentially a much larger number of people interested into the conference, as transformation will cover much more than R&D. It is also a way to connect science and technology with the development, because too many time, there is a complete dissociation between the two and this is certainly part of the equation for the lack of impact of science. Consequently, in addition to CIAT and IITA and to the local organizations from Benin such as INRAB, FAS-UAC, and IITA-Benin, we have contacted the following organizations; AfDB, ECOWAS, CORAF, FARA, CIRAD, IRD and they all have positively endorsed the Conference as very important for the region and they are willing to collaborate. That does not mean that they will all financially contribute but at least they will send representatives and participate to the opening day. Particularly for the AfDB, we hope to have the participation of its President, Dr. Akin Adesina, for the Keynote on the opening day on June 11. The president of ECOWAS is from Benin and it is possible that he might also participate to the opening day of the conference. The primary goal of this work is to make sure that all parties interested by the cassava transformation in Africa, be informed about the conference and be offered to participate. It is important to remember that West Africa with 80 mt in 2014, is the largest cassava producing region of the world (30%).

Venue for the conference; It was planned to have the conference at the Palais des Congres, which could host thousands of participants, unfortunately the building has entered a phase of renovation that will not be finished before June 2018. Therefore we have reconsidered all possibilities and we are now planning to have the conference at the Benin Marina Hotel, which however is limiting the participation to 550 people! We do not expect to have more than this number of participants but in such case we could have a back up position to do the opening day at the FAS-UAC, where a room of 1500 seats is available, but this would impose transportation of

hundreds of people.

International Organizing Committee: For each cassava conference we do benefit from the support of an International Organizing Committee (IOC), which is composed of long term cassava scientists, or people who are involved into international development, and TAC members of GCP21. The list of IOC members is almost ready and the IOC will be contacted soon for advising on general organization, program, fund raising and nomination of Golden Cassava Awardees.

Program of the Conference: The structure of the program will be very similar to the previous two conferences (<http://gcp21.org/BeninConference/program.html>); 1 day of plenary presentations to illustrate the theme of the conference, 3 days of parallel sessions with oral presentations and posters, and one day of plenary presentations for new cassava discoveries. In addition we will have two evening workshop sessions on various topics and a number of satellite meetings before or after the Conference (Appendix G).

Satellite meetings: with the help of Lawrence Kent, senior program officer at BMGF, we have launched the Satellite Meetings program. This is a series of meetings chosen by people in charge of important cassava projects or by a group of people around a theme of discussion. This event was very catalytic for the success of the GCP21 Conference in 2012 and we expect it will be the same for the Benin Conference. There has already been several ideas of satellite meetings that have been suggested and the registration will open in January 1, 2018.

Organizational items; with members of the LOC, we have worked out a lot on details for the organization of the conference such as ; participant bag and content, hotels for participants, local transportation, social events, poster stands, exhibit stands, tents, banquet and more... all of this is greatly sorted out and we should not have problems of that sort for the conference.

What's next? It is now time to begin fund raising if we want to have a stronger Travel grant program for young people and if we want to comfort some items of the conference. To this effect we have in the work the organization of a Conference Presentation Ceremony at the French Embassy in Cotonou, with sponsoring Ministers, representatives of embassies, donor agencies, ministries and media. The Ceremony is scheduled to take place in the week of Dec 11-15, 2017. We will also soon begin to assemble the Communication team, and work with the IOC for the Golden Cassava Awardees and finally with more details of the program. The plan is to do as much as possible in the beginning of the year, not to be overwhelmed by the second trimester of 2018.

2.3. Cassava strategic visits and meetings

The two strategic meetings scheduled for Y2 were actually carried at the beginning of Y3. Both were organized at IITA, Ibadan and their description is listed below for memory. The Strategic meeting which was scheduled for Y3, "Cassava Data Accuracy" has been postponed to Y4 in view of other GCP21 activities.

2.3.1. The Gari Revolution: this strategic meeting, co-organized with RTB, initially decided for 2015 was postponed to Y2 due to the difficulties with the Congress in China. It was then rescheduled for 2016 and it was carried on Oct 4-6, 2016 at IITA, Ibadan. The meeting gathered 68 experts of gari processing, it was a real success in terms of presentations and discussions (<http://gcp21.org/strategic6.html>) and a small committee was formed to do the follow-up and decide on actions to be undertaken (see below).

2.3.2. Integrated Systems for an Effective Cassava Production: after discussion with Lawrence Kent and AATF, and considering the importance of the topic for the TAAT program, it was decided to organize a "Cassava Mechanization workshop" in Nigeria in October 2016. However, AATF was much more interested in short term development of their CAMAP project with potential support from BMGF, while GCP21 was much more interested in the integration of mechanization with many other elements important to modernize cassava agriculture, it was therefore decided to have two back-to-back meetings in Nigeria in October 2016. The first meeting focusing on the mechanization aspects and entitled: **Economically Sustainable Approaches to the Provision of Field Mechanization Services for Cassava Farmers in Nigeria**, was held in Abeokuta on Oct 25-26, 2016, while the second one, entitled: **Integrated Systems for an Efficient Cassava Production in Africa**, was held at IITA on Oct 26-27, 2016 (<http://gcp21.org/strategic7.html>). Each workshop was very successful and they were very complimentary in their content.

2.3.3. Cassava Data Accuracy strategic meeting: For Y3 only one strategic meeting was scheduled and that was about Cassava Data Accuracy, to be co-organized with CIAT, FAO and IFPRI. However, several other elements

came into play to postpone this strategic meeting. First of all there were scheduling conflicts between the co-organizers that compromised to identify an easy time for the meeting. Secondly, several independent elements also emerged to come to the conclusion of postponing this strategic meeting, such as: other strategic cassava visits, the development of cassava mosaic disease epidemic in south east Asia, and the change in venue for the Benin Conference. Therefore this strategic meeting has been postponed to Y4.

2.3.4. Other activities

The development of a cassava mosaic epidemic in south east Asia: It came to be known in 2016 that a cassava mosaic disease was present in Cambodia and progressively it was clear that this was not a benign incident that could jeopardize the cassava industry in the region. The GCP21 Director, as former virologist, planned for a visit with CIAT personnel for the spring 2017. The trip finally took place in August 2017 and the conclusion is that CMD has already invaded a huge territory and may be beyond control, unless action is taken immediately. Since that time, GCP21 took the initiative to stimulate regional discussions about the disease to work at establishing a consensus to propose a regional plan of action. If there is a general agreement to develop such a plan, there are divergences on the details of the plan and above all, because most of the disease is in Cambodia, there is a need for the Cambodian government officials to take the lead for action. This activity translated into a lot of electronic interactions between all parties and we are now aiming at having a Regional Task Force Meeting as soon as possible.

Follow up on Cassava Transformation in Africa: In 2016, several meetings took place in Africa to talk about the TAAT program of the AfDB aiming at developing a continental plan for many crops including cassava, based on the transformation of the primary products. After our visit in Parana, Brazil, we contacted IITA, the institution in charge of the scientific support for the TAAT, to discuss how we could implement such plan for cassava with modern technologies as those used in Parana. We decided to push the AfDB to organize a meeting on this subject and the meeting took place in March 2017. The AfDB invited a number of Brazilians and Africans to discuss the issue, to know more about the Brazilian example and to envisage how a collaboration between the two continents could take place. At this meeting, it was asked how to prioritize actions and how to identify countries where the action could begin soon. GCP21 responded by providing statistics about cassava in Africa, pointing to a limited number of countries where cassava had already been boosted in productivity and production and consequently where action for cassava transformation might have more chances of success. These countries are Malawi, Rwanda, Sierra Leone, Ghana, Benin, Nigeria and Angola. A trip to investigate the interest and willingness to develop a cassava transformation plan was done in September 2017 in Ghana, where a number of stakeholders were met, including the Minister of Agriculture of Ghana. Similar discussions, but with many less people, were also developed in Benin.

2.4. Recruiting the new Director of GCP21

In Y2, it was decided that the new Director of GCP21 should be hired at the end of Y2 for two years on a consultancy contract with CIAT, and that these two years would be mostly used by this person to look for long term funding for GCP21.

CIAT posted the position opening in July 1 (Appendix H), and by the end of October we had only 17 candidates who applied (Appendix I). From these applications we can conclude the followings:

- Most applicants are long term consultants, who worked for on variety of subjects and for many organizations
- All had so far very special careers with many different jobs for short period of time
- None has real experience with cassava if at all in an specific domain
- None has networking experience
- None even looked into the GCP21 website to comment/support GCP21 activities
- None seems fit for the position of the GCP21 Director!

We also had in mind a few possible candidates, but after enquiry, none of them were in a position to apply for the position because of prior engagements for the next 1-2 years.

Therefore, it was recently decided to now use the GCP21 network and to look for a better candidate in the

cassava community. A special NewsLetter will be sent in the first week of November to 3500 members of the GCP21 website with the description of the position and the profile of the person that we are looking for. This search may provide us with a better candidate for the job.

2.5. Follow up actions

2.5.1. the Road Map of the Gari meeting

The strategic meeting “Gari Revolution” was held in IITA in October 2016 and the plan was to write a road map on what it would take to put a revolution into the gari processing in Africa. We have organized series of skype meetings and face-to-face meetings with a selection of about 10 people who actively participated to the meeting, but it has not been possible to get from them the writing of the different chapters we needed to have. However, we do have a sketch of bullet points for each and every topic and we decided now to hire a writer to come up with the road map. This will be done in Y4.

2.5.2. the CMD epidemic in Cambodia

As mentioned above, the Director of GCP21 did a visit to Vietnam and Cambodia in August 2017, mostly to have a better understanding of the situation of cassava relative to the cassava mosaic disease that was identified by a Chinese laboratory in 2016. Basically, CMD is present in provinces in Cambodia and one in Vietnam with infection rates varying between 3% and 100%! The good news is that there are very very few whiteflies and consequently the spread is done mostly through infected cuttings, indicating that there might be a way to stop the spread and control the disease. The threat is real and very important, as the region produces more than 50 MT of cassava each year and the cassava industry represent \$6-8 billions!

As usual the Cambodian government is not eager to disclose the magnitude of the CMD spread but they are reaching a point where they will have to do so under international pressure, and secondly these countries are not well equipped to face such a new problem; they do not have seed systems in place, no natural source of resistance has been integrated into useful germplasm, they do not have regulations in place to prevent material exchange or quarantine and they have little resources for developing an efficient plan. But more importantly they are not conscious about the importance of this disease and of its potential to knock down 20-30% of the production or more!

GCP21 has played the middle role of catalyzer to raise awareness and consciousness of the CMD disease in SE Asia and has contacted, and continue to contact, all parties that potentially could be involved into a regional plan of action (Appendices J, K); CIAT, JICA, FAO, UNDP, ACIAR, and individuals and organizations in the 3 most important countries: Cambodia, Vietnam and Thailand.

It seems that the Cambodians are slowly moving towards the decision to take action; the DG of the General Directorate of Agriculture, has taken the decision to look into the issue and he has charged the Director of Phytosanitary Department to develop a plan! GCP21 is working directly with this director to have the soonest possible a meeting to develop a consensus on the best plan for control and to contact a series of donors to fund the project.

2.5.3. follow up for Cassava Transformation in Ghana, Benin

Although there is a visionary plan at the AfDB for developing cassava transformation in Africa, there is no strategic plan to do so. If it is clear that the research support for this plan will come from IITA under the TAAT budget, it is very unclear on who will take what initiative to start to develop a plan in which country. Because most of the resources will come from loans from the AfDB to specific countries, it seems that the countries should be the one taking initiatives to this effect. To probe that possibility, GCP21 has contacted individuals in Ghana who could help trigger such a plan, namely the WAAP program, the Rural Dev Dept. of the Ministry of Agriculture, a few people in the industry who would like to develop cassava industry, farmer associations and some other people who are gravitating around cassava in Ghana, and finally Mr. Minister of Agriculture. From this visit, it is clear that there a general consensus in the country that all ingredients are present to allow such plan to take off; large production increase, democratic system in place, a past and present collaboration with

Brazil, a number of potential investors in and out of the country, huge number of consumers in the country and in the region... From all these discussions, we have been very much encouraged to continue to take initiative and trigger the whole country to aim at a cassava transformation plan. A recommendation document is under preparation by GCP21 for the Minister of Agriculture, at his request. Similar discussions, but with much less intensity have been developed in Benin, and they need further discussions.

3. Proposed activities for the work plan of Y4

- 3.1. Recruiting the New Director for GCP21
- 3.2. Organization of the International Cassava Conference in Benin, June 2018
- 3.3. Posting on the web of all abstracts, presentations and posters of the Benin Conference
- 3.4. Running an evaluation test for the International Cassava Conference in Benin, June 2018
- 3.5. Organization of a Regional Task Force meeting in Cambodia to control CMD
- 3.6. Organization of the strategic meeting: “Cassava Data Accuracy” in Rome
- 3.7. Continuation of the GCP21 website; GCP21 Newsletters and Cassava News

4. Synthesis

The third year of GCP21 is a transition year between major events such as the Conference in China and the next one in Benin, between the existing Director and the Future one, with some on-going activities such as the development of the website, and the organization of meetings and visits about cassava in different parts of the world. Certainly, the organization of the Benin Conference is the main drain of activities and will continue to be so until June 2018. The conference is well on tracks and possibly in advance compared to previous conferences. Some other activities such as the CMD epidemic in SE Asia also required some input from GCP21 and this actually could be the clear demonstration that such organization is needed to help cassava improvement in the world. The development of the website is continuing to progress as planned and is becoming more and more informative, and more and more of a tool for the Members. The possibility to have GCP21 Apps for the website will add to the friendliness. Certainly, the first attempt to identify the New Director of GCP21 has been very disappointing. This could be the lack of visibility of the available position, or possibly the use of the term “Consultancy” that could only attracts “professional” consultants? We will put the GCP21 network at use and see if we can remedy rapidly to this situation.

6. List of appendices attached to the report

1. Appendix A: Minutes of Secretariat meeting Nov 8, 2016
2. Appendix B: Minutes of Secretariat meeting March 6, 2017
3. Appendix C: Minutes of Secretariat meeting May 15, 2017
4. Appendix D: list of GCP21 Members
5. Appendix E: list of Cassava News
6. Appendix F: LOC Composition
7. Appendix G: Program structure
8. Appendix H: ToR for the New Director of GCP21
9. Appendix I: List of candidates for the New Director of GCP21
10. Appendix J: Proposed plan to control CMD in SE Asia
11. Appendix K: Slide ppt of Proposed plan to control CMD in SE Asia

2. Project Adjustments

For each outcome or output that is behind schedule or under target, explain what adjustments you are making to get back on track.

For the strategic meeting entitled “Cassava data Accuracy”, the meeting is postponed to spring Y4. Regarding the hiring of the new director for GCP21, a new strategy for advertisement is put in place now, using the GCP21 network of 3000 plus people, to identify a much better candidate.

3. Geographic Areas to Be Served

Provide the most updated list of countries and regions/states that has benefitted or will benefit from this work and associated dollar amounts. If areas to be served include the United States, indicate city and state. Reflect both spent and unspent funds. Add more locations as needed. More information about Geographic Areas to Be Served can be found [here](#).

Location	Foundation Funding (U.S.\$)
Global with a special emphasis for Africa	100%
	\$
	\$

4. Geographic Location of Work

Provide the most updated list of countries and regions/states where this work has been or will be performed and associated dollar amounts. If location of work includes the United States, indicate city and state. Reflect both spent and unspent funds. Add more locations as needed. More information about Geographic Location of Work can be found [here](#).

Location	Foundation Funding (U.S.\$)
Global with a special emphasis for Africa (Nigeria)	100%
	\$
	\$

5. Feedback for the Foundation

Provide one to three ways the foundation has successfully enabled your work so far. Provide one to three ways the foundation can improve.

The Foundation should be commended for the generous support provided to the International Cassava Conferences through this grant. Without this support, these conferences would not have been done. These conferences are highly appreciated by the entire global community and they all enjoyed it tremendously. It is obvious that this type of scientific exchange is promoting very efficiently the development of knowledge and it is speeding up the improvement of cassava. Furthermore, a large proportion (33%) of the financial support is geared towards the Travel Grant Program to support young scientists (± 45) to attend the Conference. The Senior Program officer for this grant should also be commended for his involvement to invite all the cassava grantees to attend the conference and to organize satellite meetings to the conference, this is triggering new ideas and promote the exchange of information.

6. Technology and Information Management

If you answer “yes” to any of the questions below, you must complete the [Technology and Information Management Attachment](#) and submit it along with your progress narrative. If you have submitted an annual report previously and nothing has changed from your previous submission, please indicate “no change”.

Question	Yes/No/No Change
Do any Third Parties ¹ have Rights ² to Background Technology ³ ?	No
Do any Third Parties have Rights in Project Technology ⁴ ?	No
Have you filed any copyright registrations for or patent applications claiming any Project Technology?	No

¹ **Third Parties:** All individuals, organizations or companies that have not executed a foundation approved collaboration agreement associate with the project.

² **Rights:** (i) Any interest in patents, patent applications and copyrights (e.g. license, ownership, option, security interest and (ii) the rights to use any technologies, information, data or materials.

³ **Background Technology:** All technologies and materials, and all associated Rights, used as part of your project that were created prior to or outside of the project.

⁴ **Project Technology:** All technologies and materials created, conceived or reduced to practice as part of your project and all associated Rights.

7. Clinical Studies and Regulated Research

Answer the questions below only if you completed the Regulated Research module with your proposal.

If you answer “yes” to any of the questions below, you must complete the [Clinical Studies and Regulated Research Assurances Attachment](#) and submit it along with your progress narrative.

Question	Yes/No/No Change
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Will the project involve a clinical trial ¹ ? According to the definition provided, what phase(s) will the project include (Phase I, II, III, or IV)?	No
Does your project involve research using human subjects ² and/or vertebrate animals?	No
Does your project involve the use of recombinant DNA?	No
Does your project involve the use of biohazards or genetically modified organisms or plants?	No
Will the project involve the use of pathogens/toxins identified as select agents ³ by U.S. law?	No

¹clinical trials
²human subjects
³select agents

8. Subgrants

If your grant agreement (not applicable to contracts) is subject to expenditure responsibility and permits you to make subgrants to organizations that are not U.S. public charities or government agencies/instrumentalities, please complete the [Subgrantee Checklist](#) and attach a copy with this progress narrative for each such subgrantee.

Financial Update

The purpose of the Financial Update section is to supplement the information provided in the “Financial Summary & Reporting” sheet in the foundation budget template, which reports actual expenditures and projections for the remaining periods of the grant. This section is a tool to help foundation staff fully understand the financial expenditures across the life of the project. Together, the Financial Update section and budget template (“Financial Summary & Reporting” sheet) should provide a complete quantitative and qualitative explanation of variances to approved budget.

Note: If you are using an older version of the budget template, this information could be in a different location in your template.

1. Summary

Briefly describe how total project spending to date compares against the budget and how your assumptions may have changed as the project progressed.

The total spending for Year 3 (\$257,394) was only 56% of the money allocated (\$458,280). All the late expenses for Y3 are postponed to Y4 and some expenses for the New Director are postponed in Y5 to comfort his budget in Y5.

Latest Period Variance

Provide explanation for any cost category variances outside the allowable range. Explain causes, consequences for the project, and mitigation plans if relevant. Report whether or not approval for the variance has been obtained from your Program Officer.

Note: “Latest period variance” compares actuals to previous projections for the period. See “Financial Summary & Reporting” sheet in the foundation budget template for calculated variance. If you are using an older version of the budget template, this information could be in a different location in your template. Allowable variance is defined in your grant agreement.

The short fall in expenses in Y3 is due to a combination of four elements: 1- the strategic meeting Data Accuracy is postponed in Y4 (-\$50k), 2- the adjustment of expenses from IITA for strategic meetings in Y2 has not been provided (-\$40k), 3- The new Director for GCP21 has not been hired yet (-\$57k), 4- Some of the programming costs for the GCP21 website have not been paid yet and will be paid in Y4 (-40k), and therefore the Indirect costs are lower than scheduled, \$31,610 instead of \$56,280. All these expenses are postponed in Y4, with the exception of some expenses for the New Director that are postponed in Y5 to match with the plan of hiring this person for 2 full years, and some expenses to keep the communication coordinator and the website up and running for at least 9 months in Y5.

3. Budget Plans for Next Reporting Period

Explain any significant reforecasting, any impact that the reforecasting will have on the total budget, and how your organization will be able to successfully perform within the reforecasted budget.

As explained above, we have reforecasted the unspent money in Y3 over Y4, and Y5 (extension no-cost) and the major changes have been spread

on the following items:

Actions of Y3 not done or not paid

- Provision of \$40k in Y4 to cover adjust expenses of strategic meetings done at IITA in Y3 in 2016
- Provision of \$16k in Y4 to cover ISTRC Registration fees from the WCRTC in 2016
- Provision of \$50k in Y4 to cover expenses of the strategic meetings "Data Accuracy"
- Provision of \$10k in Y4 to contribute to expenses of a regional task force for CMD control in SE Asia

Adjusted Actions to be done in Y4

- Provision of funds for traveling budget for the New Director in Y4 (\$20k)
- Allocate \$40k in Y4 to hire two consultants for the website to speed up the posting of various cassava data before the end of the grant, to prep the website for the Benin Conference and to post all the presentations, abstracts and posters on the website after the conference.
- Allocate \$20k in Y4 to hire one consultant to video record, edit and post the plenary presentations at the Benin Conference,

Adjusted Actions to be done in Y5

- Provision of \$12k to cover the expenses of the communication coordinator to post all documents of the Benin Conference on the website and continue the Cassava News almost until the end of the grant
- Provision of \$10k to cover website expenses in Y5 for posting and other activities related to the website until the end of the grant
- Provision of \$30k in Y5 to complement the 2 years of contract of the to-be-hired new director
- Provision of funds for traveling budget for the New Director in Y5 (\$20k)

With these reforecasts changes, the variance on all the line items remains 0% over the 5 years of the grant (one year extension no-cost)

4. Sub-awards (if applicable)

Use the chart to provide the name(s) of the sub-grantee(s) or subcontractor(s), actual disbursement for this reporting period, total disbursement to date from the primary grantee to sub-awardee, total spend to date by the sub-awardee and total contracted amount.

Note: The total of actual disbursements for this reporting period should equal the actual Sub-awards expenses reported on the 'Financial Summary & Reporting' sheet in the foundation template for this reporting period. If you are using an older version of the budget template, this information could be in a different location in your template.

Organization Name	Actual Disbursement for this Reporting Period (\$USD)	Total Disbursed from Primary Awardee to Sub to Date (\$USD)	Total Sub-awardee Spent to Date (\$USD)	Total Contracted Amount (\$USD)
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

5. Other Sources of Support (if applicable)

List and describe any sources of *in-kind* project support or resources received in the reporting period.

NOTE: Names of the other sources of funding and their contributions (\$USD) should be included in the budget template on the 'Financial Summary & Reporting' sheet in the foundation budget template¹ in the Funding Plan table. If you are using an older version of the budget template, this information could be in a different location in your template.

CIAT, IITA and RTB were budgeted for \$59k and \$61k of in-kind personnel support for the Secretariat in Y1 and Y2 respectively and we have effectively received \$51k and \$62k. CIAT, IITA and RTB were scheduled to participate to the funding of the Strategic meetings \$201k and \$111k for Y1 and Y2, but because they have been cancelled or postponed and because budgets of RTB has been drastically cut, this source of support have only provided \$141 and \$41k respectively for Y1 and Y2.

In addition, there were discussions between RTB, GCP21 and USAID to get a participation to GCP21 at the level of \$100k per year, and this has not been materialized and will not be in the near future, especially with the huge cuts at USAIF in 2017.

It is also important to notice that CIAT and CIP contributed to the organization of the Congress with two assistants for about 6 months each in Y1 and will do it again in Y4 for the Benin meeting.

IITA, where we organized 2 strategic meetings in 2016 and IITA contributed in various ways to this organization with several people: organization, communication, accommodation and waving indirect costs for these events.

Finally we raised about \$105k from multiple donors for the Congress as we indicated previously \$100k, and we are working at raising another \$100k for the Benin Conference in Y4.

Describe how interest earned and/or currency gains were used to support the project.

No interest earned in Y3.

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For Foundation Staff to Complete

Analysis (required if contingent payment or PO assessment differs from grantee/vendor assessment)

Progress Analysis

Include analysis of significant project variances and key learnings that may inform portfolio discussions for progress against the strategic goals.

Budget & Financial Analysis

Include analysis of unexpended funds or over expenditures.

Scheduled Payment Amount

\$

Carryover Amount

\$

Recommended Payment Amount

\$

Approver Comments (if applicable)

Name

Title

Date

Comments