LAKE VICTORIA SMALL FISH PROJECT

KNOWLEDGE MANAGEMENT CONSULTANCY

INCEPTION REPORT

October 2024

TABLE OF CONTENT

1.0 INTRODUCTION 1
2.0 OBJECTIVE OF THE CONSULTANCY 3
3.0 SCOPE OF WORK 7
4.0. TIMELINE FOR THE CONSULTANCY 8
5.0 METHODOLOGIES 11
6.0 EXPECTED OUTCOMES 13
7.0. WAY FORWARD 15

1.0 INTRODUCTION

1.1 Overview of the LVSFP

The Lake Victoria Fisheries Organization (LVFO) has received a grant from the International Fund for Agricultural Development (IFAD) to implement Lake Victoria Small Fish Project a project titled" Promoting Sustainable Technologies and Marketing Strategies to Increase Incomes and Reduce Food Losses in Small Fish Systems (the "Project" or "LVSFP.

The Lake Victoria Small Fish Project (LVSFP) is an initiative to promote sustainable fisheries management and enhance the livelihoods of communities dependent on small fish species in the Lake Victoria region. The project focuses on small-scale fisheries' ecological, economic, and social aspects, recognizing their critical role in food security and local economies.

The LVSFP's primary objectives include improving the management of small fish resources, increasing the availability of small fish for consumption, and enhancing the socio-economic conditions of fishing communities. The project involves stakeholders, including local fishing communities, government agencies, non-governmental organizations (NGOs), and academic institutions. Collaboration among these stakeholders is essential for the successful implementation of the project. The LVSFP emphasizes sustainable fishing practices to ensure the long-term viability of fish stocks and the health of the aquatic ecosystem. This includes promoting responsible fishing techniques and reducing overfishing. The project provides training and capacity-building initiatives for local fishers and community members to enhance their skills in sustainable fishing practices, fish processing, and marketing. Engaging local communities is a core component of the LVSFP. The project seeks to empower communities by involving them in decision-making processes and fostering a sense of ownership over local resources.

1.2 Importance of knowledge management in fisheries

Knowledge Management (KM) plays a crucial role in the fisheries sector, particularly in initiatives like the Lake Victoria Small Fish Project (LVSFP). Here are some key points highlighting the importance of knowledge management

in fisheries: KM facilitates the collection, analysis, and dissemination of data related to fish stocks, environmental conditions, and market trends, enabling stakeholders to make informed decisions. By integrating traditional knowledge with scientific research, fisheries management can adapt to changing conditions and improve sustainability. Effective KM fosters collaboration among various stakeholders, including fishers, government agencies, NGOs, and researchers, leading to a more unified approach to fisheries management. Creating platforms for sharing best practices, lessons learned, and innovative solutions enhances collective knowledge and strengthens partnerships. KM initiatives can provide training programs and resources that empower local communities with the skills and knowledge needed for sustainable fishing practices. Continuous learning opportunities help fishers adapt to new technologies and methods, improving their livelihoods and the health of fish populations.

KM supports the integration of ecological knowledge into fisheries management, promoting practices that protect aquatic ecosystems and biodiversity. By understanding fish life cycles and habitats, stakeholders can implement strategies that optimize resource use while minimizing environmental impact. KM enhances the visibility of fisheries projects and their contributions to food security and local economies, attracting support and funding. -managed knowledge can be used to advocate for policies that support sustainable fisheries and the rights of local communities. KM encourages developing and disseminating innovative fishing techniques and technologies to improve efficiency and sustainability. Facilitating partnerships between researchers and practitioners leads to more relevant research outcomes that address real-world challenges in fisheries.

Effective knowledge management is essential for the sustainable management of fisheries. It enhances decision-making, fosters collaboration, builds capacity, promotes sustainability, increases visibility, and encourages innovation, ultimately contributing to the resilience and prosperity of fishing communities.

2.0 OBJECTIVE OF THE CONSULTANCY

The objective is to enhance the effectiveness of knowledge management and stakeholder engagement practices, ultimately improving the sustainability and management of small fish resources in the Lake Victoria region.

2.1 Enhance knowledge sharing among stakeholders

Enhancing knowledge sharing among stakeholders in the Lake Victoria Small Fish Project (LVSFP) context is vital for fostering collaboration, improving decision-making, and promoting sustainable practices. Here are several strategies to facilitate effective knowledge sharing: Organize regular workshops and conferences that bring together stakeholders, including fishers, researchers, policymakers, and NGOs, to share experiences, challenges, and best practices. Create a centralized online platform where stakeholders can access and contribute resources, research findings, and case studies related to small fish management. Schedule regular meetings among stakeholders to discuss ongoing projects, share updates, and address challenges collaboratively. Implement feedback loops that allow stakeholders to provide input on policies and practices, ensuring that diverse perspectives are considered. Leverage digital tools such as mobile applications, social media, and webinars to facilitate real-time communication and knowledge exchange among stakeholders. Develop systems for sharing data on fish stocks, market trends, and environmental conditions, enabling stakeholders to make informed decisions based on the latest information.

Offer training sessions on knowledge-sharing techniques, effective communication, and stakeholder collaborative problem-solving. Establish mentorship programs where experienced stakeholders can guide and support less experienced individuals in knowledge-sharing practices. Involve local communities in decision-making processes and knowledge-sharing activities, ensuring their traditional knowledge and experiences are valued and integrated. Identify and empower local champions who can facilitate knowledge sharing within their communities and act as liaisons between stakeholders. Implement recognition programs that reward stakeholders for their contributions to knowledge sharing, encouraging a culture of collaboration. Provide funding for initiatives that promote knowledge sharing,

such as community-led projects or research collaborations. Regularly document successful practices and lessons learned from various stakeholders and disseminate this information through reports, newsletters, or online platforms. Use storytelling techniques to share experiences and knowledge engagingly, making it easier for stakeholders to relate and learn from each other. By implementing these strategies, the LVSFP can enhance knowledge sharing among stakeholders, leading to improved collaboration, better decision-making, and, ultimately, more sustainable management of small fish resources in Lake Victoria.

2.2 Improve decision-making processes

Improving decision-making processes within the Lake Victoria Small Fish Project (LVSFP) context is essential for effective management and sustainable practices. Here are several strategies to enhance stakeholder decision-making: Establish systematic data collection methods to gather information on fish populations, environmental conditions, and socio-economic factors affecting fishing communities. Utilize analytical tools and software to interpret data, identify trends, and generate insights that inform decision-making. Involve diverse stakeholders, including local fishers, community leaders, researchers, and policymakers, in the decision-making process to ensure that multiple perspectives are considered.

Facilitate discussions and workshops to build consensus among stakeholders on key decisions, fostering a sense of ownership and commitment to outcomes. Develop and analyze various future scenarios based on different management strategies, environmental changes, and socio-economic developments to understand potential impacts and trade-offs. Conduct risk assessments to evaluate the consequences of different decisions, helping stakeholders make informed choices that minimize negative outcomes. Provide training for stakeholders on decision-making frameworks, analytical techniques, and the use of data in decision-making processes—Foster leadership skills among community members to empower them to take an active role in decision-making and advocacy. Develop a clear decision-making framework that outlines processes, roles, and responsibilities for stakeholders

involved in fisheries management. Create standard operating procedures for common decision-making scenarios, ensuring consistency and transparency.

Implement decision support systems integrating data, models, and stakeholder inputs to facilitate informed decision-making. Use mobile applications to provide real-time data and information to stakeholders, enabling them to make timely decisions based on the latest insights. Establish mechanisms for continuous monitoring and evaluating decisions, allowing stakeholders to assess outcomes and adjust strategies as needed. Encourage a learning culture by documenting successes and failures in decision-making and sharing lessons learned with stakeholders to improve future processes. Ensure that communication channels are open and accessible, allowing stakeholders to share information and updates on decision-making processes and maintaining transparency by documenting discussions, decisions made, and the rationale behind them, fostering stakeholder trust. Implementing these strategies can significantly improve decision-making processes, leading to more effective management of small fish resources and better outcomes for fishing communities around Lake Victoria.

2.3 Foster sustainable practices in small fish management

Fostering sustainable practices in small fish management is crucial for the long-term health of fish populations and the livelihoods of communities dependent on these resources. Here are several strategies to promote sustainability within the context of the Lake Victoria Small Fish Project (LVSFP):

2.3.1 Promote Responsible Fishing Practices - Sustainable Fishing Techniques: Encourage the adoption of fishing methods that minimize bycatch and reduce environmental impact, such as selective gear types and seasonal closures. Catch Limits: Implement and enforce catch limits based on scientific assessments of fish populations to prevent overfishing and ensure the sustainability of small fish stocks.

2.3.2 Enhance Habitat Protection - Habitat Conservation: Identify and protect critical habitats for small fish, such as breeding and nursery areas, through designated conservation zones and regulations. Restoration Projects: Initiate

habitat restoration projects to rehabilitate degraded ecosystems, such as wetlands and riverbanks, vital for fish populations.

2.3.3 Encourage Community Involvement. Participatory Management: Involve local communities in managing fish resources, empowering them to take ownership of sustainable practices and decision-making processes. Community Awareness Campaigns: Conduct awareness campaigns to educate communities about the importance of sustainable fishing practices and the long-term benefits for their livelihoods.

2.3.4 Implement Monitoring and Evaluation. Regular Assessments: Establish monitoring programs to assess fish populations, fishing practices, and ecosystem health, providing data to inform management decisions. Adaptive Management: Use an adaptive management approach that allows for adjustments to practices based on monitoring results and changing environmental conditions.

2.3.5 Support Research and Innovation. Research Collaborations: Foster partnerships with academic institutions and research organizations to study small fish species, their ecosystems, and the impacts of fishing practices. Innovative Solutions: Encourage developing and adopting innovative technologies and practices that enhance sustainability, such as eco-friendly fishing gear and aquaculture techniques.

2.3.6 Strengthen Policy and Governance. Regulatory Frameworks: Advocate for establishing and enforcing policies and regulations that promote sustainable fishing practices and protect fish habitats. Co-management Agreements: Develop co-management agreements between government agencies and local communities to ensure collaborative governance of fish resources.

2.3.7 Promote Alternative Livelihoods, Diversification: Encourage communities to diversify their livelihoods beyond fishing, such as engaging in fish processing, aquaculture, or eco-tourism, reducing pressure on fish stocks. Training and Capacity Building: Provide training programs to equip community members with skills for alternative income-generating activities that are sustainable and environmentally friendly.

2.3.8 Foster Market Access for Sustainable Products. Certification Programs: Support the development of certification programs for sustainably caught small fish, enhancing market access and consumer awareness. Value Chain

Development: Strengthen the value chain for small fish products, ensuring fair prices for fishers and promoting sustainable practices throughout the supply chain.

LVSFP is expected to foster sustainable practices in small fish management, ensuring the long-term viability of fish populations and the well-being of communities that rely on these resources.

3.0 SCOPE OF WORK

The scope of work for the long-term individual consultancy are prescribed as below:

3.1 Conduct a thorough assessment of the LVSFP and LVFO Secretariat's current knowledge management practices, including knowledge sources, repositories, and dissemination methods. Identify critical knowledge gaps and areas for improvement within the LVSFP. Develop a tailored knowledge management strategy that addresses the LVSFP's specific needs and objectives.

3.2 Restructure the Lake Victoria Small Fish Project website and update the contents of the newly refurbished site.

3.3 Advocacy for increased consumption of small fish products within the EAC region (including schools and hospitals).

3.4 Knowledge Sharing Events. Knowledge Fairs: Organize knowledge fairs or exhibitions where stakeholders can showcase their practices, share experiences, and document insights through presentations and displays. Learning Exchanges: Facilitate learning exchanges where stakeholders can visit each other’s operations, share knowledge, and document their observations and experiences.

3.5 Promote small fish packaging among fisher communities and education and social behaviour change communication targeting the most nutritionally vulnerable to promote a diversified and quality diet.

3.6 Work with other stakeholders to create awareness in the communities on the opportunities of solar technology during the Promotion and community training on solar dryer technology in the Partner States.

3.7 Lake Victoria Small Fish Project Data, Information, and Knowledge are processed and disseminated regionally and globally through varied networks for project sustainability.

3.8 Feedback and Reflection Sessions. Reflection Workshops: Conduct reflection workshops at the end of project phases or activities to capture lessons learned and stakeholder insights. Feedback Mechanisms: Implement feedback mechanisms that allow stakeholders to provide input on documentation processes and suggest improvements. The techniques are expected to effectively preserve valuable insights and experiences, ensuring that knowledge is accessible and can be utilized for future decision-making and management practices.

4.0. TIMELINE FOR THE CONSULTANCY

Below are the Timeline, Deliverables, and output for the consultancy

Month	Deliverables	Output
4.1 October 2024	4.1.1 Conduct a thorough assessment of the Lake Victoria Small Fish Project (LVSFP) and LVFO Secretariat's current knowledge management practices, including knowledge sources, repositories, and dissemination methods. Identify critical knowledge gaps and areas for improvement within the LVSFP. Develop a tailored knowledge management strategy that addresses the LVSFP's specific needs and objectives. (9 Man Days)	Knowledge Management Practices Assessment Report and A draft of the Knowledge Management Strategy for Lake Victoria Small Fish Project.
4.1 October 2024	4.1.2 Restructure the Lake Victoria Small Fish Project website (3 Man Days)	Report on restructuring the website for the Lake Victoria Small Fish Project. (Part1)

Month	Deliverables	Output
4.2 November 2024	4.2.1 Restructure the Lake Victoria Small Fish Project website and updating of the contents of the newly refurbished site. (6 Man Days)	Report on the restructured activities on the website and at least four Social Media handles reactivated for the project (Part 2)
4.2 November 2024	4.2.2 Advocacy for increased consumption of small fish products within the EAC region (including schools and hospitals) (6 Man Days)	At least one target group per country is reached remotely and reported on through social media messaging and engagement.
4.3 December 2024	4.3.1 Knowledge Sharing Events. Knowledge Fairs: Organize knowledge fairs or exhibitions where stakeholders can showcase their practices, share experiences, and document insights through presentations and displays. Learning Exchanges: Facilitate learning exchanges where stakeholders can visit each other's operations, share knowledge, and document their observations and experiences. (12 Man Days)	Prepared Community Awareness Campaign materials for use during the annual Fish Festival and posting of the event activities on social media and website.

Month	Deliverables	Output
4.4 January 2025	4.4.1 Promotion of small fish packaging among the fisher communities and education and social behavior change communication targeting the most nutritionally vulnerable to promote diet diversified and quality (12 Man Days);	Developed LVSFP Podcast to utilize local social media channels to spread awareness and foster discussions about nutrition, small fish consumption, and packaging benefits. {Part budget 3.2.2 can be used for the assignment. $1100}
4.5 February 2025	4.5.1 Work with other stakeholders to create awareness in the communities on the opportunities of solar technology during the Promotion and community training on solar dryer technology in the Partner States (4 Man days of engagement in each Partner State with a total of 12.)	Write at least a blog on the work done and the target audiences reached.
4.6 March 2025	4.6.1 Lake Victoria Small Fish Project Data, Information, and Knowledge are processed and disseminated regionally and globally through varied networks for project sustainability (12 Man Days)	Lake Victoria Small Fish Project Activity Reports uploaded on the website.

Month	Deliverables	Output
4.6 March 2025	4.6.2 Feedback and Reflection Sessions. Reflection Workshops: Conduct reflection workshops at the end of project phases or activities to capture lessons learned and stakeholder insights. Feedback Mechanisms: Implement feedback mechanisms that allow stakeholders to provide input on documentation processes and suggest improvements. The techniques are expected to effectively preserve valuable insights and experiences, ensuring that knowledge is accessible and can be utilized for future decision-making and management practices (6 Man Days).	Develop feedback forms for small fish fishers, BMUs and Small Fish Traders.

5.0 METHODOLOGIES

A methodology refers to a systematic framework or structured approach that outlines how specific tasks are to be accomplished. It encompasses the techniques, procedures, and processes necessary for achieving the goals, delivering quality outcomes, and ensuring that milestones are met within the Lake Victoria Small Fish Project (LVSFP), which include:

5.1 Assessment of Current Knowledge Management Practices

Conduct Stakeholder Interviews and Surveys, gather qualitative and quantitative data from LVSFP and LVFO Secretariat personnel, assess existing knowledge sources, repositories, and dissemination methods, and analyze responses to identify knowledge gaps and improvement areas.

5.2 Restructuring the Lake Victoria Small Fish Project Website

User-Centered Design Approach, conduct a content audit to assess current materials. Engage stakeholders through workshops to gather input on desired features and content; employ web design best practices to create an intuitive

and informative website that showcases small fish products and knowledge management efforts.

5.3 Advocacy for Increased Consumption of Small Fish

Use Targeted Campaign Strategy: Develop a multi-channel advocacy campaign targeting schools and hospitals; utilize data and success stories to promote the nutritional benefits of small fish; and Partner with nutritionists and local influencers to amplify the message.

5.4 Knowledge Sharing Events

Organize Knowledge Fairs and Learning Exchanges, Plan events that facilitate stakeholder interaction, develop a framework for documenting insights during these events, and Create resource materials that encapsulate best practices shared during exchanges.

5.5 Promotion of Small Fish Packaging

Community Engagement and Education Campaigns, Design workshops focused on the benefits of small fish and proper packaging techniques. Engage with community leaders to tailor messages that resonate with target demographics, particularly nutritionally vulnerable groups.

5.6 Solar Technology Awareness and Training

Deploy Collaborative Training Programs and Awareness Campaigns, Work with stakeholders to organize training sessions on solar dryer technology, develop informational materials highlighting the benefits and opportunities of solar technology, and Use community demonstrations to illustrate practical applications.

5.7 Data, Information, and Knowledge Dissemination

Use Multi-Network Data Sharing Platforms, establish partnerships with local and international networks for data sharing, implement a robust database or platform to manage project data, making it accessible to stakeholders regionally and globally.

5.8 Feedback and Reflection Sessions

Hold Structured Reflection Workshops; organize workshops following each project phase to gather feedback and discuss lessons learned; implement anonymous feedback mechanisms to encourage honest stakeholder input; and develop a continual improvement blueprint based on insights from these sessions.

6.0 EXPECTED OUTCOMES

The expected outcomes of the consultancy, which aim to enhance knowledge management and stakeholder engagement in the Lake Victoria Small Fish Project (LVSFP), are crucial for ensuring the sustainability and effectiveness of small fish resource management.

6.1 Assessment of Knowledge Management Practices:

A comprehensive report detailing the current knowledge sources, repositories, and dissemination methods within the LVSFP and LVFO Secretariat. Identification of at least three critical knowledge gaps, with specific recommendations for each area of improvement. Development of a tailored knowledge management strategy that reflects the key findings, ensuring alignment with the LVSFP's needs and objectives.

6.2 Restructure of the Lake Victoria Small Fish Project Website

A fully functional, user-friendly website that effectively serves as a hub for information on small fish products, policies, and best practices. Updated content that is relevant, engaging, and accessible to key stakeholders, leading to a measurable increase in site traffic and user engagement metrics.

6.3. Advocacy for Increased Consumption of Small Fish Products

As evidenced by surveys and consumption data, enhanced awareness, and a 15% increase in small fish product consumption within the EAC region's schools and hospitals. Formation of partnerships with at least three additional institutions promoting small fish in their meal programs.

6.4. Knowledge Sharing Events

Successful organization of at least two knowledge fairs, with active participation from at least 15 stakeholders, resulting in the documentation of best practices and insights. Implementation of 3 learning exchanges resulted in comprehensive reports capturing participants' observations, fostering greater stakeholder collaboration and understanding.

6.5. Promotion of Small Fish Packaging and Nutrition Awareness:

Increased adoption of sustainable packaging solutions among 70% of fisher communities contributes to better marketability and reduced post-harvest losses. Enhanced dietary knowledge among the most nutritionally vulnerable populations, leading to a demonstrable improvement in dietary diversity measured through community surveys.

6.6. Awareness of Solar Technology

Increase community awareness of solar dryer technology, with at least 200 community members trained and able to articulate the benefits and operational knowledge of solar drying. Formation of at least five community groups focused on solar technology, resulting in installing solar dryers in local fisheries within the partner states.

6.7. Processing and Dissemination of Data and Information

Establishment of a regional network for sharing data related to the small fish project that facilitates collaboration among stakeholders across the EAC. Regularly disseminating project data through quarterly reports increases the visibility and recognition of the LVSFP's efforts regionally and globally.

6.8. Feedback and Reflection Sessions

Implementation of three reflection workshops, leading to documenting at least ten lessons learned that will inform future project phases. Development of a structured feedback mechanism allowing stakeholders to provide ongoing input, fostering a culture of continuous improvement, and ensuring that 90% of stakeholders feel heard and valued.

7.0. WAY FORWARD

In summary, the way forward includes identifying knowledge gaps, developing a strategy tailored to specific needs, and enhancing user engagement and information accessibility. Increasing awareness and consumption of small fish products; Fostering collaboration and sharing of best practices among stakeholders; Improving marketability of small fish and nutritional awareness among vulnerable populations; Increasing community adoption of sustainable solar drying practices; Strengthening network collaboration for project sustainability and creating a continuous improvement framework that enhances knowledge accessibility and informs future practices.