

# Village monograph Guideline

## What is a village monograph?

The village monograph methodology has been jointly developed by the Catch-up program (NAFRI-IRD-CIFOR), and Agrisud between January to Mai 2011. Then, a team involving members of Agrisud and district staffs have been involved in the implementation of village monographs in Agrisud target villages in Viengkham District.

The objective of monographs is to compile in an easily accessible format useful information about the village that is generated during the participatory land use planning process.

## Monographs for whom?

The main users of the monographs are district staff and development project staff. A village monograph provides the basic information needed for projects to select target villages, understand the villages issues and on-going changes. and have a clear understanding of the village future plan as designed by village communities. Beyond extension purpose, monographs provide also systematic information about villages that can be used by district authorities for planning purpose.

## How were monographs built?

The village monographs have been developed at a same time as the PLUP process. The monographs help organizing the knowledge relevant to PLUP. The data and information provided in the monographs has been co-produced with villagers during the PLUP. They aimed at guiding villagers through the land

zoning process. Data from Agrisud baseline conducted in 2009 have also been used.

## How to use this guideline?

The following pages explain the charts, diagrams, and tables used in the monographs: i.e. calculations, sources of data, etc. Each page in this guideline explains the corresponding page of the monograph.

## For more information contact

### *Catch-Up Programme*

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The programme emphasizes the development of specific research methods to increase the impact of research and development activities on rural livelihood systems and public policies.

### *Agrisud International*

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An integrated development project funded by the European Commission and managed by Agrisud promotes food security for women and rural poor in Viengkham District, through diversification of agricultural products and NTFPs, and construction of water supply systems.



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## Village name



(Village coordinat)

| Population   |  | Location   |  |
|--|--|--|--|
| Number of households, number of inhabitants, number of women | Ethnicity (% of household of the different ethnic groups)  | <b>Accessibility:</b><br>Description of village accessibility (distance and travel time) | The map shows all the villages in Viengkham district. The red spot indicates the target village. |
| Population density (village area in ha)                      | Number of labour forces  |  |  |
| Comments on the age pyramid                                  | The chart shows the total number of people in the village of each age group. <ul style="list-style-type: none"> <li>-Children: people under 15 years old</li> <li>-Adults: people between 16 to 55</li> <li>-Elders: people above 56.</li> </ul> |  |  |

| Livelihood Indicators   |  |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
|---|--|---------------------|--------------------|----------------|--------------------|-----------------------------------|------|-----------------------|------------------------------|----------------------|------------------------------------|------------------------------|---|---------------------|--|------------------------|--|
| The chart compares the index value of different indicators for the target village and the district. For each indicator, the index value of the villages, varies from 0 to 1. Those indexes have been calculated as follows: <ul style="list-style-type: none"> <li>-Rice sufficiency index is calculated from the percentage of rice sufficient households with agriculture activities.</li> <li>-Literacy index is calculated from the percentage of literate people (data from 2009 Agrisud baseline).</li> <li>-Wealth index is calculated from the percentage of rich households.</li> <li>-Off-farm importance index is calculated from the percentage of households with off-farm activities as a main source of income.</li> <li>-Population density index is calculated from the ratio of inhabitants to village total area.</li> </ul> | <table border="1"> <tr> <td><b>Water supply</b></td> <td>Date, Project name</td> </tr> <tr> <td><b>Latrine</b></td> <td>Date, Project name</td> </tr> <tr> <td><b>Electricity network (year)</b></td> <td>Date</td> </tr> <tr> <td><b>Primary school</b></td> <td>Dates (level of the classes)</td> </tr> <tr> <td><b>Village funds</b></td> <td>Types of fund (Date, Project name)</td> </tr> <tr> <td><b>Average rice shortage</b></td> <td>Average number of rice shortage months for households with agricultural activities.</td> </tr> <tr> <td><b>Poverty rate</b></td> <td>Percentage of poor households (rice insufficient every year)</td> </tr> <tr> <td><b>Illiteracy rate</b></td> <td>Percentage of people who do not write and read Lao. Data from Agrisud baseline</td> </tr> </table> | <b>Water supply</b> | Date, Project name | <b>Latrine</b> | Date, Project name | <b>Electricity network (year)</b> | Date | <b>Primary school</b> | Dates (level of the classes) | <b>Village funds</b> | Types of fund (Date, Project name) | <b>Average rice shortage</b> | Average number of rice shortage months for households with agricultural activities. | <b>Poverty rate</b> | Percentage of poor households (rice insufficient every year) | <b>Illiteracy rate</b> | Percentage of people who do not write and read Lao. Data from Agrisud baseline |
|   | <b>Water supply</b>  | Date, Project name  |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Latrine</b>  | Date, Project name   |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Electricity network (year)</b>   | Date   |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Primary school</b>   | Dates (level of the classes)   |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Village funds</b>  | Types of fund (Date, Project name)   |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Average rice shortage</b>  | Average number of rice shortage months for households with agricultural activities.  |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Poverty rate</b>   | Percentage of poor households (rice insufficient every year)   |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| <b>Illiteracy rate</b>  | Percentage of people who do not write and read Lao. Data from Agrisud baseline   |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |
| Graphic description and comments  |  |                     |                    |                |                    |                                   |      |                       |                              |                      |                                    |                              |   |                     |  |                        |  |

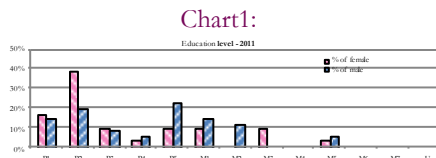
| History  |   | Date of village establishment: Date   |     |          |  |
|--|---|---|-----|----------|--|
| This table summarizes historical changes in the village. This information is provided by villagers themselves. |   |   |     |          |  |
| Period   | Period 1  | Period 2  | ... | Period n |  |
| <b>Population</b>  | For each period, total number of households in the village                              |   |     |          |  |
|  | For each period, description of the population related events or trends (disease, etc.) |   |     |          |  |
| <b>Infrastructures</b>   | Construction of infrastructures (road, water supply, school, etc.)                      |   |     |          |  |
| <b>Agriculture</b>   | <b>Rotation (years)</b>   | For each period, approximation of the rotation period of upland crops.  |     |          |  |
|  | <b>Yield (ton/ha)</b>   | For each period, approximation of upland rice yield.  |     |          |  |
|  | <b>Changes in practices</b>   | For each period, description of changes in agricultural practices (new crops, introduction of new techniques, etc.) |     |          |  |
| <b>Livestock</b>   | For each period, description of the livestock (diseases, livestock management, etc.)    |   |     |          |  |

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## Education

Comments on patterns of school enrolment.

Depending on the village, two different sources of data can be used to illustrate school enrolment patterns, leading to two different types of charts depending on the village.



This chart refers to all villagers (children, adults, elders) who have been or are attending school. The percentage of villagers of each gender who has reached each class level is calculated. The data are calculated from a representative sample of households. If not otherwise indicated, the data are coming from household survey conducted in 2011 by a CIFOR/Agrisud team.



This chart refers to children under 15 years old. For each gender, the chart shows how many boys and girls are between P1 to P5, have completed P5, are between M1 to M3, have completed M3, and study beyond M3. The data are from Agrisud baseline survey made in 2009.

## Household Assets

The pie chart shows the different types of houses in the villages. The houses are classified into 3 types.

- Temporary houses are made of bamboo only.
- Half permanent houses have walls in wood.
- Permanent house are made of concrete.

The data used are from the Agrisud baseline made in 2009.

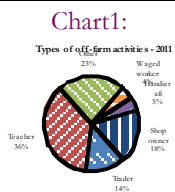
For each asset (motorcycle, television, turbine), the chart shows the percentage of households in the village who own it and compare this value with the average percentage of households who own it in the district. The district average was calculated from Agrisud baseline 2009.

Comments on villages houses.

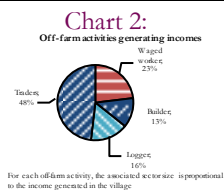
Comments on household assets

## Off-farm Activities

Depending on the village, two sources of data were used to describe off-farm activities, leading to two different types of charts.



In this pie chart, each off-farm activity practiced in the village is represented by a sector. The sector size is proportional to the ratio of the number of households with the represented off-farm activity to the total number of household with off-farm activities. This ratio is given as a percentages for each off-farm activity.



In this type of pie chart, each off-farm activity is associated with a sector. The sector size is proportional to the income generated by the off-farm activity. The ratio of the income generated by the off-farm activity to the total off-farm activities income is given as a percentage. This chart was made using surveys on a sample of representative households.

**Percentage of households with off-farm activities as main source of income**

Percentage of households in the village with off-farm activity as main source of income to the total number of households in the village. A household with off-farm activity as a main source of income is defined as a household that generates more than half of its total income from off-farm activities.

**Percentage of households practising at least one off-farm activity**

Percentage of households in the village with at least one off-farm activity as a source of income to the total number of households in the village.

**Percentage of households collecting NTFPs**

Percentage of households in the village collecting NTFPs as a source of income to the total number of households in the village

Comments about off-farm activities

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## Cropping Systems

### Average land use per household

Rotational crops :

Diagram showing the average rotational land per household. Shapes correspond to plots of rotational crop of a “model household”.

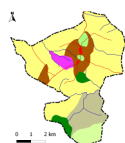
Permanent crops:

Diagram showing the average area of permanent crop per household. Shapes correspond to plots of permanent crop of a “model household”.

### Village current land use in 2011

The current land use map of the village can be produced by two different participatory methods:

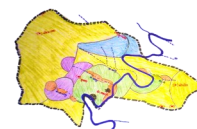
#### 3D mapping



Current land use map of the village produced from the participatory mapping done by villager on the village 3D model.

| Land use  | Area (ha) |
|---|-----------|
| This table shows the area of each land use type in the village. The cell colour for each land use type corresponds to the colour on the land use map. |           |

#### 2D mapping



Current land use map of the village produced from the participatory mapping done by villagers using a topographic map. The result is therefore less accurate than with 3D map.

## Income

Pie chart explanation

Comments of pie chart

Each sector of the pie chart is proportional to the income generated by each activity for the whole village (i.e. rotational crop, permanent crop, plantation, NTFPs, livestock). The income levels are calculated using economic estimates provided by villagers.

## Livestock Systems

For each period (described in the history table), the numbers of livestock heads (cow, buffalo, goat, pig) are displayed in this chart. The data are provided by the villagers.

| Livestock  | Number of heads in 2011 |
|--|-------------------------|
| For each livestock type, the total number of heads is showed. The data are calculated from the village census. |                         |

Livestock is considered in most villages as a ‘living savings’ or ‘living capital’ by the households. Three household types are distinguished following official district classifications:

*Rich*: better-off households who can generate income surpluses every year

*Medium* : intermediary situation, irregular income depending on the cropping conditions of the year

*Poor*: rice insufficient every year

For every herd (cow, buffalo, goat, pig), a standard capital value has been calculated using 110 households surveys conducted in 2011 by a CIFOR/Agrisud team  
For each household type, the livestock capital is calculated by multiplying the average number of animals per household type by the standard value of a livestock head.

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## Problem Census

| Problem census | Rank |   | Cause | Impact | Proposed solution |
|----------------|------|---|-------|--------|-------------------|
|                | ♀    | ♂ |       |        |                   |

The results of a problems census session with villagers are summarized in this table. Villagers are asked about the problems they face, and for each problem, the cause, impact, and potential solution are described.

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|--|--|--|--|--|--|

## Land Use Plan

| Land Use Plan  | Area (ha) |
|--|-----------|
| This table shows the area of each land use planned in the land use plan of the village. The cell colour of each land use type corresponds to the colour in the land use map. |           |

Map of the village Land Use Plan produced through participatory mapping done by villagers on the village 3D model.

Land use plan description.

Land use plan description.

Land use plan description.

## Village Action Plan

| Land Use | Planned activities | Suggested support |
|----------|--------------------|-------------------|
|----------|--------------------|-------------------|

For each land use they planned, the villagers are asked to propose relevant activities to convert their land use plan into action. The planned activities, and the potential supports needed are for each land use is summarized in this table.

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|