# **SA Drought Hub Technical Report**

**PROJECT NAME**

**PROJECT LEAD: [ORGANISATION NAME]**

**PREPARED BY: [NAME]**

**DATE SUBMITTED: [DATE]**

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| --- |
| **Delete this section when you save your document****Template purpose**The purpose of this template is to provide the results of projects undertaken with funding from the SA Drought Hub. **Projects over $50,000 or those containing field trials or demonstration sites must complete all sections.**For further information on completing this report contact the SA Drought Hub Knowledge Broker * + Tony Randall - 0402 245 747 tony@agex.org.au

**Using this template*** Save a copy of this template on your device.
* Complete each of the sections in the document that are necessary for your scale of project.
* Delete this page and save your document.
* Submit the completed version of this document in Word format to sadroughthub@adelaide.edu.au
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Contents

[SA Drought Hub Technical Report 1](#_Toc120097570)

[PROJECT SUMMARY 3](#_Toc120097571)

[EXECUTIVE SUMMARY 4](#_Toc120097572)

[PROJECT BACKGROUND AND OBJECTIVES 4](#_Toc120097573)

[METHODOLOGY 5](#_Toc120097574)

[LOCATION 6](#_Toc120097575)

[RESULTS 7](#_Toc120097576)

[CONCLUSION 8](#_Toc120097577)

[REFERENCES 9](#_Toc120097578)

[APPENDIX 1: MEL SUMMARY DATA 10](#_Toc120097579)

## PROJECT SUMMARY

**This section is compulsory for all projects**

The project summary will be used as the web summary and for any communication about your project. It should be a short, concise description of your project, key results and recommendations. It should engage the reader and be written in plain language.

**This section should be no longer than 200 words.**

It should simply explain:

* What the problem was and what work was done
* how the work was performed
* what benefits the project has and who will benefit from the work

**Note: IP and confidential reports**

Please ensure that all information provided in this summary is available for public viewing. Any confidential information or intellectual property can be provided in the final report, but should not be referenced in this section. For further clarification please contact the SA Drought Hub Knowledge Broker.

## EXECUTIVE SUMMARY

**This section is compulsory for all projects**

An executive summary is to simply understand the results, recommendations and potential adoption opportunities from your project. It must be succinct and clear and free from jargon.

**It should be a maximum of 2 A4 pages.** The Executive Summary will be used to support any further communication activities from your project, including case studies or future adoption opportunities with the SA Drought Hub.

The Executive Summary should summarise project objectives, significant results, conclusions and recommendations for future actions.

It should explain:

* why the work was done
* what was achieved
* who can benefit from the results
* when the practices can be adopted
* who can be contacted to support adoption

## PROJECT BACKGROUND AND OBJECTIVES

**This section is compulsory for all projects**

This section should discuss the original scope and objectives of the project being carried out and whether they were achieved. Describe any limitations to the project that resulted in the objectives not being achieved. **It should be a maximum of 2 A4 pages.**

Project objectives should align with information provided in the Project Details (Annexure D) Form for the project.

## METHODOLOGY

Describe the methods used to deliver the project. Technical language is expected but please provide non-technical explanations where possible. Outline any monitoring, evaluation and learning (MEL) process used for data collection and any metrics measured.

MEL data should align with information provided in any previous project reports submitted for the project.

**Photos/images**

All photos/images used in reports must also be supplied in high resolution for printing purposes (above 3MB in file size). Separate files may be required for larger MB pictures.

The following information should be included with any photograph:

* the name and contact details of the photographer;
* the name and contact details of each person appearing in the photograph
* the date on which the photograph was taken; and
* A detailed description of the image and what it depicts.

Permission to have their photograph taken and used for this purpose should be obtained from any person appearing in any photograph provided.

## LOCATION

Where demonstration sites, field trials, events or other activities have been conducted, provide the following location details in the table below: latitude and longitude for field trials, or LGA for events and other activities. (Add additional rows as required.)

|  |  |  |  |
| --- | --- | --- | --- |
| Site # and name | Latitude (decimal degrees) | Longitude (decimal degrees) | LGA |
| Trial Site #1 / name |  |  |  |
| Trial Site #2  |  |  |  |

## RESULTS

Describe the results from the project, amalgamated as appropriate, including graphs / photos and statistical analysis.

Include any benefits recorded by implementing the project results. Include any adoption rates measured (e.g. what was adopted and by how many producers). If no adoption or practice changes resulted include reasons why producers did not implement the results of the project.

**Photos/images**

All photos/images used in reports must also be supplied in high resolution for printing purposes (above 3MB in file size). Separate files may be required for larger MB pictures.

The following information should be included with any photograph:

* the name and contact details of the photographer;
* the name and contact details of each person appearing in the photograph
* the date on which the photograph was taken; and
* A detailed description of the image and what it depicts.

Permission to have their photograph taken and used for this purpose should be obtained from any person appearing in any photograph provided to the GRDC.

## CONCLUSION

Conclusions should include why the results and findings are important. It should outline any key challenges for adopting the results of the project and where possible include future opportunities for adoption or extension of project results.

**It should be a maximum of 2 A4 pages.**

Subheadings for this section can include:

* Key findings
* Benefits to industry
* Future adoption opportunities

## REFERENCES

This section provides the information a reader would need to locate the articles, journals, and/or other publications referred to in the report.

## APPENDIX 1: MEL SUMMARY DATA

**This section is compulsory for all projects that cover more than one reporting period.**

This section provides a collation of all data reported on through the MEL reports submitted to the SA Drought Hub. This information will be used to confirm that all deliverables for your project have been completed as outlined in the Project Details (Annexure D) Form for your project and may be used to communicate the results of your project.

**LEARNING ACTIVITY SUMMARY**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity name***\*To add more rows right click & select insert / insert rows below* | **Type of activity** * farm visits
* seminars
* Training
* workshop
* field days
* crop/pasture walk
 | **Location of activity (LGA)** | **Primary category of participants** * Farmers/Producers,
* Government extension officers,
* Private consultant or agribusiness agent,
* Businesses,
* Local farmer groups / networks
 | **No. of participants (by category)*** Farmers/Producers,
* Government extension officers,
* Private consultant or agribusiness agent,
* Businesses,
* Local farmer groups / networks
 | **Primary focus area** | **Delivery style*** online
* face-to-face
* dual delivery
 | **No. of products developed, adapted or used to support activity*** decision tools
* information sheets
* fact sheets
 |
| ***EXAMPLE ROW:****Water management field day* | *Field day* | *Barossa* | *Farmers/Producers* | *Farmers / Producers x 16**Gov extension officers x 1**Private consultant or agribusiness agent x 3**Local farmer networks x 2* | *Managing risks around water security. Improve the management of water resources on farm.*  | *Dual delivery* | *Fact sheets x 2* |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**COMMUNICATION ACTIVITY SUMMARY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category***\*To add more rows right click & select insert / insert rows below* | **Overview**  | **No. issues/posts/?** **(i.e. how many generated/****produced)** | **No. of subscribers/****visitors/ followers**  | **Feedback (if available)** |
| ***EXAMPLE ROW:****Newsletter* | *SA Drought Hub Monthly Newsletter* | *6 (Jan to July 2022)* | *592* | *Hub partners like receiving updates on the Hub and FDF opportunities that are promoted through the newsletter.* |
| Newsletter |  |  |  |  |
| Website |  |  |  |  |
| Social media  |  |  |  |  |
| Media  |  |  |  |  |
| Ad hoc communiques to partners |  |  |  |  |
| Podcasts |  |  |  |  |
| Other |  |  |  |  |

**ON FARM TRIAL DEMONSTRATION SUMMARY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project name***\*To add more rows right click & select insert / insert rows below* | **Activity (type and description)*** Demonstration Site
* Trial Site
 | **Location of activity (LGA)** | **Number of visitors to trial/demonstration (please breakdown by stakeholder category if possible)*** Farmers/Producers,
* Government extension officers,
* Private consultant or agribusiness agent,
* Businesses,
* Local farmer groups / networks
 | **No. of farms participating in trial/demonstration**  |
| ***EXAMPLE ROW:****Increasing soil water retention in cereal crop farming systems.* | *On-farm demonstrations of agronomic techniques to retaining soil moisture in the profile over Summer and Autumn to benefit early season crop establishment.* | *1 x Karoonda East Murray**1 x Loxton* | * *Farmer / Producer x 30*
* *Government extension officers x 5*
* *Private consultant or agribusiness agent x 12*
* *Local farmer Groups / networks x 3*
 | *2 Farms participating, Management strategies differ on each farm*  |
|  |  |  |  |  |
|  |  |  |  |  |
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**DROUGHT RESILIENCE TOOLS AND PRODUCTS SUMMARY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of tool/product***\*To add more rows right click & select insert / insert rows below* | **Primary focus area** | **Overview and purpose** | **Promotion strategies**  | **Extent of uptake (if available)**  |
| ***EXAMPLE ROW:****Feed base calculator* | *To determine the amount of feed available to livestock in a paddock.* | *This tool has been developed using information from a number of existing calculators to compliment local conditions and livestock management systems. The calculator will assist in managing paddock stocking rates to maintain sufficient ground cover and livestock nutrition.* | *Through local producer group networks, at field days, via node coordinators* | *25 producers are currently trialing the calculator on their properties.* |
|  |  |  |  |  |
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**COMMERCIALISATION OPPORTUNITIES**

|  |  |  |
| --- | --- | --- |
| **Type of opportunities***\*To add more rows right click & select insert / insert rows below* | **Stage of commercialization*** research and product development
* on-farm demonstration/trial
* market validation
* commercialisation
 | **Comments** |
|  |  |  |
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