



National Development
Planning Commission



THE WORLD BANK



FOOD SYSTEMS TRANSFORMATION AND NUTRITION SECURITY

Training Of Trainers and Pilot District Planning Workshop

April 13-16, 2026

Greater Accra, Ghana

Workshop Report



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ACRONYMS

AAP	Annual Action Plan
DPCU	District Planning Coordinating Unit
ExCom	Executive Committee
FCDP	Finance Capacity Development Platform
FSN	Food Systems and Nutrition
FSNS	Food Systems and Nutrition Security
GES	Ghana Education Service
GHS	Ghana Health Service
MDAs	Ministries, Departments, and Agencies
MMDAs	Metropolitan, Municipal, and District Assemblies
MoFA	Ministry of Food and Agriculture
MoGCSP	Ministry of Gender, Children and Social Protection
MTDP	Medium-Term Development Plan
MTNDPF	Medium-Term National Development Policy Framework
NDPC	National Development Planning Commission
R4D	Results for Development
SMART	Specific, Measurable, Achievable, Relevant, Time-bound
SUN	Scaling Up Nutrition
ToT	Training of Trainers
UNICEF	United Nations Children's Fund
WB	World Bank

1.0 EXECUTIVE SUMMARY

Food systems transformation and nutrition security remain central to Ghana's national development agenda under Focus Area 2.4 of Ghana's new Medium-Term National Development Policy Framework (MTNDPF) 2026–2029. In Ghana, the National Development Planning Commission (NDPC) is the facilitator and convenor of the country's food systems and nutrition agenda due to its mandate to coordinate the implementation of programs and strategies and manage Ghana's decentralized planning system. The NDPC developed a toolkit for FSNS district-level planning and is now leading an initiative to support all districts in Ghana to develop FSNS plans in order to strengthen budget advocacy.

The NDPC, with technical and financial support from the Finance Capacity Development Platform (FCDP) for Scaling Up Nutrition (SUN) countries, the World Bank, and UNICEF, organized a four-day Training of Trainers (ToT) and Pilot Planning Workshop on Food Systems Transformation and Nutrition Security from April 13th - 16th 2026 at Aqua Safari Resort, Ada.

The workshop was convened to strengthen national and sub-national capacity for integrating FSNS priorities into district 2026–2029 Medium-Term Development Plans (MTDPs), in line with the MTNDPF and Ghana's Nutrition for Growth commitments. The ToT is the first component of a three-part process, to be followed by sub-national workshops across all 16 regions to integrate FSNS priorities into district MTDPs and an audit of resulting plans. The program was implemented in two linked phases:

- **Phase I** (13th–14th April): Training of selected national-level sector officers as Master Trainers to facilitate district-level FSNS planning.
- **Phase II** (15th–16th April): Pilot district workshop with Ada East, Ningo-Prampram, and South Tongu to test the practicality and user-friendliness of the FSNS planning tools & facilitation model.

The full program validated and refined the FSNS Planning Tools, strengthened the technical capacity of a national pool of Master Trainers, and demonstrated the feasibility of district-level integration of FSNS interventions into planning and budgeting systems.

A defining highlight of Phase II was the participation of the Ada East District leadership during the pilot district engagement. The District Coordinating Director, on behalf of the District Chief Executive of Ada East, formally welcomed participants and delivered remarks that reinforced the importance of district-level political and administrative commitment to food systems transformation and nutrition security. This level of engagement elevated the significance of the pilot process, strengthened institutional ownership, and set a strong implementation-oriented tone for the district sessions. The workshop marked a significant milestone in institutionalizing food systems and nutrition security planning within Ghana's decentralized development planning processes.

Key Lessons from the Pilot

- The Master Trainer model proved effective, with facilitators demonstrating strong competency in transferring technical knowledge and guiding district planning processes.
- District Planning Officers provided strong institutional leadership, ensuring effective team coordination and quality outputs.
- Districts demonstrated strong responsiveness, adaptability, and innovation, particularly in addressing data availability challenges.
- The FSNS Planning Toolkit was confirmed as practical, functional, and sufficiently robust for broader national application, while also identifying opportunities for further simplification.
- The multi-sectoral structure of district participation proved essential in testing the practicality of the toolkit within real governance and service delivery systems.

Key Outputs

- Validation and refinement of the FSNS Planning Toolkit and planning tools (Box 1 and Annex 1).
- Establishment of a pool of trained Master Trainers for rollout across the regions.
- Development of draft district-level costed FSNS action plans for three pilot districts.
- Development of an action plan to validate and seek approvals for the finalization of the FSNS plans for three pilot districts, and plans for incorporation into the budget process.
- Improved multi-sectoral coordination and planning for food systems and nutrition.

Box 1: The FSNS Planning Toolkit – A Suite of Integrated Planning Tools

- **REF 1 (FSNS Issues, Objectives and Strategies)** helps align the planning process with the priority activities in the national policy framework.
- **REF 2 (FSN Interventions Checklist)** provides a sector-by-sector menu of example programs to leverage and interventions to be integrated.
- **Setting the Scene Worksheet** facilitates a participatory assessment of the district's FSN burden, key FSNS challenges, and the formulation of local goals and priority interventions.
- **The Excel-based Annual Action Plan and Costing Template** operationalizes these priorities by mapping existing and potential new FSNS activities within the district MTDP and guides district planners to estimate costs for budget-ready action plans.
- **The District FSNS Plan Template** consolidates all outputs into a comprehensive narrative document for finalization and integration into the MTDP 2026–2029.
- **Next Steps Worksheet** identifies the key actions needed to finalize the District's FSNS plan, integrate it into the 2026–2029 District MTDP, and budget for priority FSNS activities in the district's FY2027 budget.

2.0 BACKGROUND

Food systems transformation and nutrition security remain central to Ghana's national development agenda under Focus Area 2.4 of the MTNDPF, 2026–2029. Despite policy progress, significant implementation gaps persist at district level, particularly in translating national nutrition objectives into costed, actionable programs.

To address this gap, the NDPC and its partners adapted the existing food and nutrition planning toolkit into a highly practical suite of tools now called the FSNS Planning Toolkit to support Ministries, Departments, and Agencies (MDAs), as well as Metropolitan, Municipal, and District Assemblies (MMDAs), in integrating nutrition and food systems interventions into their statutory development planning processes. The upgraded toolkit will enable FSNS-relevant sectors and all 261 districts to develop comprehensive, costed FSNS Plans with SMART indicators.

The ToT and Pilot Planning Workshop was designed to:

- Build technical capacity for district-level FSNS planning.
- Strengthen evidence-based and costed nutrition programming.
- Validate and simplify planning and costing tools for nationwide application.
- Prepare a cadre of master trainers for regional and district planning workshops.
- Support nationwide mainstreaming of FSNS into MTDPs.

This initiative represents a significant step forward from policy commitment toward operational integration and budget-responsive implementation.

3.0 PROCEEDINGS

3.1 Phase I: Training of Trainers Workshop (13th–14th April 2026)

Training of Trainers Opening Session

The ToT workshop convened 18 Master Trainers drawn from key national-level institutions central to Ghana's nutrition and development architecture, including NDPC, Ghana Health Service (GHS), Ministry of Food and Agriculture (MoFA), Ghana Education Service (GES), and the Ministry of Gender, Children and Social Protection (MoGCSP). These participants were strategically selected to form a national facilitation pool capable of leading district-level training and technical backstopping for the FSNS planning workshops.

The workshop opened with a strong demonstration of multi-sectoral ownership and institutional commitment. Opening statements from sector representatives across health, agriculture, education, and social protection consistently emphasized the need to transition from fragmented, sector-specific interventions toward a more coordinated, collaborative approach. Speakers highlighted that addressing Ghana's nutrition burden requires deliberate integration of multi-sectoral FSNS actions into mainstream district development planning, budgeting, and implementation systems.

NDPC framed the engagement not merely as a technical training exercise, but as a strategic national mandate to institutionalize Food Systems and Nutrition Security planning within the 2026–2029 MTDP preparation cycle. Participants were reminded that this process is critical to strengthening policy coherence, improving financing alignment, and ensuring measurable district-level nutrition outcomes.

Representatives from participating sectors and development partners (FCDP, World Bank, and UNICEF) collectively reaffirmed their commitment to supporting a unified, whole-of-government approach to food systems transformation and nutrition security.

Technical Presentations

The technical sessions were structured around three pillars: (1) Policy and planning alignment; (2) Nutrition financing; and (3) The economics of nutrition investment.

'Food Systems and Nutrition Security Policy Context and District Reporting'

Presenters: Mr. Nii-Odoi Odotei and Mr. Daniel Amofa (NDPC)

NDPC provided a comprehensive overview of Ghana's MTNDPF Focus Area 2.4, outlining national food systems and nutrition priorities, relevant policy objectives, and Ghana's Nutrition for Growth commitments. The session clarified how national policy commitments should translate into district planning processes and positioned the FSNS Planning Toolkit as the operational bridge between policy intent and district implementation. NDPC demonstrated the level of reporting done at the subnational level through their Annual Progress Reports. This revealed critical gaps in reporting, monitoring, and performance tracking required to strengthen accountability and assess progress on food systems and nutrition outcomes.



'The Economic Case for Nutrition Investment'

Presenter: Mrs. Mireya Vilar (World Bank)

The presentation highlighted the developmental and economic consequences of malnutrition, particularly the long-term implications for human capital, productivity, and economic growth. It reinforced the high returns on investing in nutrition interventions across the life cycle, and provided an advocacy-oriented perspective to help district planners justify nutrition investments within constrained budgetary environments.



'Nutrition Financing and Institutional Budgeting'

Presenter: Mrs. Mary D'Alimonte (FCDP)

Practical lessons from nutrition financing across multiple African countries were presented, highlighting persistent challenges in tracking and prioritizing nutrition investments within public financial systems. The presentation emphasized that weak nutrition budget visibility often limits implementation and accountability. Participants were introduced to broader principles of government-led nutrition financing, including planning coherence, budget integration, and stronger accountability systems necessary to sustain nutrition investments.

Review and Hands-on Training on Planning Tools

Ms. Abbe McCarter and Mr. Fuseini Sataru (FCDP) introduced the Master Trainers to the various components of the FSNS Planning Toolkit and facilitated detailed review sessions to gather technical input and feedback. Participants assessed the practicality, clarity, and relevance of the templates and guidance materials, providing recommendations to simplify the tools, improve usability, and better align them with Ghana's district planning processes and sector programs.



Following incorporation of key feedback and refinements, the second day focused on hands-on simulation exercises using the Medium-Term Development Plans (MTDPs) of the three pilot districts. Master Trainers applied the tools to review existing programs, undertake situational analyses, identify programming gaps, develop interventions to address identified priorities, align activities with the 2026–2029 MTNDPF, and generate cost estimates. The simulation exercises also served to test the functionality of the tools within real district planning contexts and identify potential implementation challenges prior to national rollout.

Participants from the sectors identified persistent institutional and financing constraints limiting effective implementation and integration of FSNS into planning processes. These included poorly structured funding for interventions, the absence of dedicated budget lines within the chart of accounts, and restrictive budget ceilings set before program design. Technical and institutional challenges were also noted, including limited

involvement of key agencies in planning processes at the sector level, weak integration of nutrition within sector plans, and difficulties in costing nutrition activities. Additionally, limited decision-making influence and weak linkages between sector interventions, particularly between social protection and nutrition outcomes, were identified as key barriers to coherent and sustainable implementation.

Key Achievements of the Training of Trainers

The ToT Workshop was a valuable exercise as sector representatives were able to input into the tools and strengthen their design prior to piloting them with the districts. Representatives also expressed gratitude and enthusiasm that the tools would facilitate better planning for food systems and nutrition within and across their sectors, particularly at the sub-national level. The workshop achieved the following:

- 1 Strengthened facilitator competence in district-level FSNS planning
- 2 Validated and simplified core FSNS planning tools
- 3 Enhanced understanding of district planning and costing requirements
- 4 Improved alignment between nutrition priorities and planning systems

3.2 Phase II: Pilot District Workshops (15th–16th April 2026)

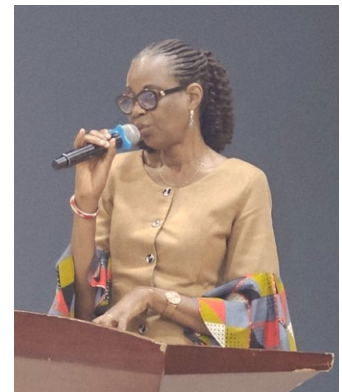
Pilot Workshop Opening Session

This pilot workshop provided an opportunity for the Master Trainers to put into practice the training they had received during the ToT. Ada East, Ningo-Prampram, and South Tongu District Assemblies were selected to participate. A six-member delegation of key technical officers from planning, budgeting, nutrition, public health, agriculture, education, and social welfare was selected from each district to ensure all relevant departments were well represented.

Mrs. Alice Amekudzi, Acting Director of the Development Policy Division of NDPC, opened the session by positioning the district engagement as a strategic national process aimed at institutionalizing FSNS planning within district development systems. She noted that the workshop followed the successful completion of a two-day ToT program, which equipped master trainers from the health, agriculture, education, and social protection sectors with the knowledge, tools, and methodologies required to strengthen district-level FSNS programming.

It was underscored that district assemblies constitute the critical operational level at which national food systems and nutrition priorities must be translated into implementable, costed, and evidence-based interventions. Ghana continues to face a triple burden of malnutrition (undernutrition, overnutrition, and micronutrient deficiencies) driven in part by food systems that remain insufficiently resilient, inclusive, and nutrition-responsive. Addressing these challenges requires coordinated, data-driven, and multi-sectoral action at the district level, where planning interfaces directly with implementation and service delivery.

The workshop was therefore framed as a practical results-oriented exercise focused on applying the FSNS Planning Toolkit to district contexts through an analysis of the food systems and nutrition security situation, prioritization of interventions, integration of nutrition into existing programs, and development of evidence-based FSNS programs aligned with district MTDPs. She further noted that lessons and feedback from the pilot exercise would inform refinement and subsequent national rollout of the toolkit.



Technical Presentations

NDPC Presentation: Food Systems and Nutrition Security Policy Context and District Reporting

Presenters: Mr. Nii-Odoi Odotei and Mr. Daniel Amofa

NDPC provided the global, national and regional context of food systems and nutrition security, highlighting the challenges presented, the root causes and national policy responses. The 2026-2029 Medium-Term National Development Policy Framework prioritizes food systems and nutrition security, providing district and sector objectives and strategies to support the attainment of national targets. The presentation clarified district-level responsibilities for translating national priorities into actionable plans and underscored the necessity of integrating FSNS objectives directly into district MTDPs, annual action plans, and budgeting processes.



This session provided district participants with a clear understanding of the policy architecture guiding the exercise and strengthened appreciation of FSNS planning as an institutional requirement rather than an optional development activity. The three District Assemblies were taken through selected programs and indicators captured in their Annual Progress Reports, which revealed critical gaps in reporting, monitoring, and performance tracking required to strengthen accountability and assess progress on food systems and nutrition outcomes

World Bank Presentation: Economic Rationale for Nutrition Investment

Presenter: Mrs. Mireya Vilar

The presentation highlighted the economic case for investing in nutrition. The session highlighted the significant developmental, human capital, and productivity costs associated with malnutrition, while demonstrating the substantial long-term returns generated by strategic nutrition investments.

For district officials, this presentation served as a powerful advocacy tool, enabling them to better appreciate nutrition interventions not merely as social programs, but as economically strategic investments essential to sustainable local development.

Statement by Leadership of Ada East District Assembly

The District Chief Executive and District Coordinating Director attended the opening session of the Pilot Workshop, endorsing the objectives of the workshop. In the remarks delivered during the session, the District Coordinating Director emphasized the strategic importance of FSNS to the district's social and economic development agenda, acknowledged the persistent nutrition and food systems challenges facing local communities, and pledged the district's commitment to ensuring that workshop outputs would be effectively integrated into district planning systems.



Pilot Session: Training on Planning Tools and Documents

Following successful completion of the Training of Trainers workshop, Mr. Nii-Odoi Odotei and Mr. Daniel Amofa (NDPC) led the pilot district training sessions. Drawing on the knowledge and practical experience gained during the ToT, the NDPC team guided district participants through the application of the FSNS Planning Toolkit and facilitated the hands-on planning exercises. District teams were first taken through a section that sets the scene, where districts undertake a comprehensive assessment of district-specific nutrition burdens, food systems challenges, and related socio-economic and environmental factors. Drawing on available survey data, administrative records, and local institutional data, participants identified priority FSNS challenges, established district-specific goals, and defined strategic interventions aligned with both district realities and national policy priorities. Following the situation analysis, district teams presented their outputs in plenary for peer review and technical feedback.

Subsequently, participants undertook detailed reviews of their 2026–2029 Medium-Term Development Plans using the Excel-based Annual Action Plan and Costing Template. Guided by Master Trainers, district teams identified relevant existing programs, prioritized opportunities for integrating food systems and nutrition interventions, introduced new interventions where necessary, and generated cost estimates for implementation. This exercise revealed significant gaps in nutrition-related costing and indicators within existing district plans while validating the toolkit as a practical and user-friendly mechanism for strengthening district planning and budgeting.

The final stage focused on completion of the District FSNS Plan Template and structured next-step planning. District teams consolidated their analyses, priorities, and costed interventions into draft standalone FSNS plans and agreed on clear timelines, responsibilities, and institutional processes for finalization, validation, and integration into their MTDPs. Consensus was reached across pilot districts on post-workshop deliverables, including submission of completed district FSNS plans to NDPC for national-level quality assurance and tracking.



4.0 WORKSHOP PROCESS OBSERVATIONS

Key Lessons on the Process from the Pilot

- The Master Trainer model proved effective, with facilitators demonstrating strong competency in transferring technical knowledge and guiding district planning processes.
- District Planning Officers provided strong institutional leadership, ensuring effective team coordination and quality outputs.
- Districts demonstrated strong responsiveness, adaptability, and innovation, particularly in addressing data availability challenges.
- The FSNS Planning Toolkit was confirmed as practical, functional, and sufficiently robust for broader national application, while also identifying opportunities for further simplification and efficiency improvements.
- The multi-sectoral structure of district participation proved essential in testing the practicality of the toolkit within real governance and service delivery systems, while also strengthening institutional coordination among departments across sectors responsible for FSNS interventions.

High Success Rate of the FSNS Planning Toolkit

Post-workshop survey results confirmed strong user acceptance and tool usability among both Master Trainers and district participants. Across the combined cohort, 87% of respondents expressed confidence in applying the FSNS Planning Toolkit (52.2% very confident, 34.8% confident). Tool-specific comfort ratings were likewise high: 78.3% were comfortable with Worksheet 1 (Setting the Scene), 73.9% with the Excel-based Annual Action Plan and Costing Template, and 69.9% with the District FSNS Plan Template. These figures validate the toolkit's user-friendly design and the effectiveness of the step-by-step, hands-on facilitation approach used during the workshop.

Training of Trainers & District Pilot Workshop Outcomes

- Established a national pool of 18 Master Trainers.
- Validated and refined the FSNS Planning Tools.
- Produced draft costed FSNS plans for pilot districts.
- Strengthened district planning and budgeting capacity.
- Improved multi-sectoral coordination mechanisms.

Recommendations

- Finalize and institutionalize the FSNS Planning Tools.
- Strengthen NDPC oversight and quality assurance systems in sector and district level planning.
- Simplify and pre-populate planning tools where feasible.
- Enhance budgeting and tracking systems for nutrition across sectors.
- Provide continuous capacity building and technical backstopping.
- Implement phased national rollout with quality control.

5.0 NEXT STEPS FOR DISTRICTS

Based on the success of the workshop, NDPC is already in the process of planning the national roll-out starting with one region. The tools will continue to be simplified and tested throughout the process using a continuous learning approach.

The following list outlines the agreed post-workshop activities required to finalize, validate, and integrate FSNS priorities into district MTDPs. These actions were identified by district participants and serve as an example action plan for the broader roll-out.

Action(s)	Responsible Party	Supporting Party / Partners	Output / Deliverable	Deadline
Complete situation analysis	Team (Planner)	Team (Planner)	Completed Worksheet 1	April 17
Finish pulling programs & projects into Excel & validate	Planner	Team	Completed Step 1 in Excel	April 20
Finish identifying new interventions to include (Step 2)	Departmental heads	Team (Planner)	Completed Step 2 in Excel	April 21
Finish the costing template	Budget officer	Team	Completed costing template	April 22
Populate the FSNS plan template	Planner	Team	Completed first draft of the FSNS plan	April 30
DPCU review the FSNS plan and discuss	Planner	DPCU	DPCU feedback on the FSNS plan & recommendation to be forwarded to sub-committee	1st week of July 2026
Development planners sub-committee review and endorsement	Planner	Team	FSNS plan endorsed by dev planners sub-committee	2nd week of July 2026
Executive committee review and approve the FSNS plan	Planner	Team	ExCom recommended draft for submission to general assembly	3rd week of July 2026
General assembly meet to approve the update to the MTDP	Planner	Team	Adopted FSNS plan	3rd week of July 2026
Region committee review	Planner	Team	Plan forwarded to NDPC	[TBC]
NDPC approval and certification	Planner	Team	Certified FSNS plan	[TBC]
2027 AAP and budget submitted	Planner	Team	AAP with FSNS activities included in the annual budget is submitted	October 2026



6.0 KEY FINDINGS & LESSONS

The workshop generated critical technical insights regarding FSNS integration within Ghana's decentralized planning system.

1. **Establishing the Economic Case for Nutrition Strengthened Multi-Sectoral Buy-In.** Alignment on the rationale for investing in nutrition and food systems transformation was critical, particularly for planning and budget officials. Presentations on the economic costs of malnutrition and the returns on nutrition investment helped reposition nutrition as a development and economic priority rather than solely a health issue. The "Setting the Scene" exercise further strengthened this by contextualizing nutrition and food systems challenges within each district's own reality, improving cross-sector engagement and ownership.
2. **Alignment with Existing Planning and Budgeting Structures Is Essential for Sustainability.** The FSNS Planning Toolkit was intentionally designed around the existing MTDP and Annual Action Plan structures to support seamless integration into district planning, costing, and budgeting processes. The integration of the tools and FSNS budgeting guidance into NDPC's broader MTDP guidance is expected to strengthen institutionalization, standardization, and long-term sustainability.
3. **Practical Guidance Tools Improve Identification of FSNS Across Sectors.** The workshop highlighted the importance of practical and contextualized guidance tools for identifying and tracking FSNS-related investments. Feedback from Master Trainers informed development of the FSN Interventions Checklist, making it more relevant to Ghana's planning context and sector programs. This proved particularly valuable for sectors where participants often lacked clarity on what counts as "nutrition" or "food systems" related interventions.
4. **Multi-Sectoral Participation Strengthened Coordination and Planning Quality.** The multi-sectoral composition of district teams strengthened coordination, improved planning discussions, and supported a more integrated understanding of food systems and nutrition challenges. Participation from planning, budgeting, health, agriculture, education, and social protection sectors reinforced the importance of coordinated action and district-level leadership in advancing FSNS planning and implementation.
5. **The Need for Incentive Alignment for Accountability.** While this multi-sectoral planning process was robust, long-term implementation success depends on follow-up. Participants acknowledged the importance of dedicated government circulars to all sectoral ministries emphasizing integration of the planning process in existing quality assurance tools and approaches at national and sub-national levels.

7.0 CONCLUSION

The ToT and Pilot Workshop marks a key step in operationalizing food systems transformation and nutrition security within Ghana's decentralized planning system. By combining capacity building with practical application, the workshop demonstrated that integrating FSNS priorities into district MTDPs is both feasible and scalable.

The workshop achieved its dual objectives of establishing a pool of Master Trainers and validating the FSNS Planning Tools through pilot implementation. Participating districts strengthened their capacity for evidence-based, multi-sectoral planning and developed draft costed FSNS plans to inform the 2026–2029 MTDPs.

The process reinforced the importance of planning, budget alignment, institutional coordination, and sustained technical support. It also highlighted key constraints, including gaps in nutrition financing, data limitations, and inconsistencies in planning standardization.

Overall, the initiative provides a credible pathway for translating national nutrition commitments into costed district-level programs. With sustained support and a phased rollout approach, the FSNS Planning Toolkit and Master Trainer model position NDPC to lead a more coordinated and results-oriented FSNS planning process nationwide. With the FSNS cascade training planned for a national roll-out, the stage is now set to translate this foundational work into nationwide impact.



ANNEXES

Annex 1: The FSNS Planning Toolkit

The FSNS Planning Toolkit comprises six integrated tools designed to guide districts through a logical progression—from situational analysis and priority setting through to costing, plan development, and accountability. The table below provides a detailed description of each component and its intended purpose.

Tool	Description and Purpose
REF 1: Table on FSNS Issues, Objectives and Strategies	Provides an overview of the Key Issues, Objectives, and Strategies under Focus Area 2.4: Food Systems and Nutrition, extracted from the Medium-Term National Development Policy Framework (MTNDPF) 2026–2029 Social Development Policy Matrix. This reference document anchors the district planning exercise firmly within the national policy architecture.
REF 2: FSN Interventions Checklist	A sector-by-sector checklist of activity and project types that districts can either leverage (existing actions that can be enhanced) or newly integrate into their plans. Organized to facilitate the completion of the Excel-based Annual Action Plan and Costing Template, this tool helps districts identify high-impact, feasible FSN interventions aligned with national priorities.
Worksheet 1: Setting the Scene – District FSNS Burden and Priorities	A participatory worksheet that guides district teams through a structured reflection on their local food and nutrition burden, key FSNS challenges, and the formulation of district-specific goals, objectives, and priority interventions for the 2026–2029 planning period. This foundational exercise ensures that all subsequent planning is evidence-based and locally relevant.
Excel Tool: FSNS Annual Action Plan and Costing	A dynamic Excel workbook that transforms identified priority interventions into a costed FSNS action plan. The tool enables districts to: (a) map current activities in the draft MTDP 2026–2029 that already address FSNS; (b) identify activities that could be leveraged to integrate additional FSNS actions; and (c) define new activities required to achieve FSNS goals. All interventions selected for integration or addition are then costed, producing budget-ready estimates.
District Plan Template: District Food Systems and Nutrition Security Plan	A comprehensive Word template for developing the first full draft of the District FSNS Plan narrative. It consolidates outputs from Worksheet 1 (burden, goals, and priorities) and the Excel Tool (costed action plan) into a single, coherent document. Once finalized, this plan is integrated into the district's MTDP 2026–2029.
Worksheet 2: Next Steps – Planning for FSNS in the 2026–2029 MTDP	The final accountability tool that translates the District FSNS Plan into concrete, time-bound actions. It addresses three critical questions: What exactly will we do next, by whom, and by when? How will we align our partners to support implementation? How will we track our own progress? This worksheet ensures that planning translates into execution.

Annex 2: ToT and Pilot Participant List

No.	Name	Institution
1	Mary D'Alimonte	FCDP (R4D)
2	Albertha Nyaku	FCDP (R4D)
3	Cheickna Toure	FCDP (R4D)
4	Abbe McCarter	FCDP (R4D)
5	Fuseini Sataru	FCDP (R4D)
6	Mireya Vilar	World Bank
7	Annette Imohe	UNICEF
8	Jevaise Aballo	UNICEF
9	Nii-Odoi Odotei	National Development Planning Commission (NDPC)
10	Daniel Amofa	NDPC
11	Cecilia Agbanu-Kumordzi	NDPC
12	Esther Torga-Drovou	NDPC
13	Emmanuel Abotsi	NDPC
14	Wilfred Ebo Sam-Awortwi	NDPC
15	Alice Gyening Amekudzi	NDPC
16	Sandra Kesse-Amankwah	NDPC
17	Naa Oyoe Sackey	Women in Agriculture Development Directorate (WIAD) – Ministry of Food & Agriculture (MoFA)
18	Solace Tamakloe	WIAD-MoFA
19	Gideon Ashitei	MoFA
20	Olivia Timpo	Ghana Health Service (GHS)
21	Cynthia Obbu	GHS
22	Catherine Adu-Asare	GHS
23	Ernest Amoah Ampah	School Health Education Program (SHEP) Unit – Ghana Education Service (GES)
24	Patrick Banafo	SHEP–GES
25	Benjamin Ntiri	SHEP–GES
26	Lynda Coffie	Ministry of Gender, Children & Social Protection (MGCSP)
27	Juliet Masamaka	MGCSP
28	Esther A. Gyinde Ampah	Ghana School Feeding Program – MGCSP
29	Raphael Angmortey	GHS
30	Emmanuel Anim	Department of Agriculture (DoA)
31	Noami Sogbey	GHS
32	Hubert Hounkpatin	GHS
33	Mohammed Abu Shiraz	South Tongu District Assembly
34	Ebenezer Afriyie-Boadi	South Tongu District Assembly
35	Regina Lawson	GHS

36	Ntim Gyarko	Ada East District Assembly
37	Nelson Constance Gbeddie	DoA
38	Joel Elorm Quarcoo	Social Welfare & Community Development
39	Prince Orleans Ofori-Boateng	Ningo-Prampram District Assembly
40	Ayorkor Ayayee	Ningo-Prampram District Assembly
41	Richmond Tetteh	Ningo-Prampram District Assembly
42	Godsway Kotoku	Ningo-Prampram District Assembly
43	Diana Ackom	GHS
44	Abdul Wajab Brimah	Ada East District Assembly
45	P. Valentina Dzameshie	GHS
46	Enock Bampoe Addy	Ada East District Assembly