



Agriculture Community Resource Person (CRP) Selection Guidelines

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Acronyms

CRP	Community Resource Person
GEF-8	Global Environment Facility, 8th Replenishment Phase
FSAAP	Food Security and Agriculture Productivity Project
CARLEP	Commercial Agriculture and Resilient Livelihoods Enhancement Programme
WHO	World Health Organization
UNICEF	United Nations Children's Fund
ARDCs	Agriculture Research and Development Centres
M&E	Monitoring and Evaluation
MoAL	Ministry of Agriculture and Livestock
NSB	National Statistics Bureau
CID	Citizen Identity (Number)
DoA	Department of Agriculture

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1. Introduction

Bhutan's agriculture is largely small-scale, subsistence-oriented, and integrated with livestock, supporting food security and crop diversity. However, extension services remain underutilised. Low rural literacy, outmigration of educated youth, and an ageing workforce have limited technology adoption and innovation, maintaining low productivity. At the same time, demand for extension services is increasing with the ongoing shift toward commercial farming.

Equal inheritance rights have accelerated land fragmentation, farmland conversion, and labour shortages, constraining the extension system's ability to support commercialisation, value addition, and market-linked livelihoods. Timely service delivery is further hampered by remoteness, scattered settlements, rugged terrain, and limited access during peak monsoon periods. The current norm of one extension agent per gewog is insufficient, particularly as agents often perform non-extension duties. Nationally, only 175 extension agents serve 205 gewogs, highlighting the urgent need to expand human capacity to drive change in rural areas.

Community-based agricultural extension offers a practical solution to these challenges. Bringing advisory services directly into farming communities complements traditional top-down approaches. Research demonstrates that local relationships, trust, and peer interactions are critical determinants of the effectiveness of community extension, strongly influencing knowledge sharing and the adoption of improved practices.

Under the GEF-8 Project on “productive and sustainable food systems in Bhutan for environmental benefits and gross national happiness”, Community Resource Persons (CRPs) will be trained in project sites to support existing extension agents, building on successful experiences from the FSAAP project in western Bhutan and the Lead Farmers model under CARLEP in the east. The concept of CRPs has also proven effective internationally.

The project intends to mobilise CRPs to enhance the reach and effectiveness of extension services, ensuring broader information dissemination, stronger farmer engagement, and sustained behaviour change among project beneficiaries. By working closely with extension agents, CRPs will serve as local champions and knowledge multipliers, helping translate technical advice into practical actions at the community level.

The CRP role will be voluntary and community-based, and it will not include a formal salary or remuneration. However, CRPs will receive structured training, ongoing technical guidance, and opportunities for capacity development to enhance their ability to support fellow farmers and promote improved agricultural practices. Given the strategic importance of this role, the selection of CRPs will be critical to the overall effectiveness and impact of the project, as they will contribute significantly to strengthening community-level learning, expanding outreach, and supporting the sustainability of project interventions.

2. Purpose

This guideline aims to establish a transparent, participatory, and context-sensitive process for identifying, assessing, and selecting Community Resource Persons (CRPs) who can effectively support community-driven agricultural extension.

3. Definition of Community Resource Person (CRP)

Community Resource Persons (CRPs) are locally selected individuals who facilitate access to programs, resources, and information, serving as bridges between service providers and community members (WHO, 2005; UNICEF, 2011; Nair & George, 2013). An agriculture CRP is a trained, community-recognised individual who:

- Act as a change agent for agricultural development
- Provides basic agricultural education, demonstrations, and practical guidance.
- Links farmers to formal extension services, development programs, and market opportunities.

4. Roles and Responsibilities of Community Resource Persons (CRPs)

Community Resource Persons (CRPs) support the delivery of community-based agricultural extension services and facilitate knowledge transfer between extension systems and farmers. As trusted members of the community, CRPs play an important role in promoting improved agricultural practices, strengthening farmer capacity, and supporting sustainable agricultural development.

The key roles and responsibilities of agriculture CRPs include the following:

i. Facilitate Community-Based Agricultural Extension

Act as a link between farmers and extension services by sharing relevant agricultural information, promoting locally suitable practices, and supporting community-level extension activities when possible.

ii. Support Farmer Learning and Knowledge Sharing

Encourage learning by sharing practical agricultural knowledge during community gatherings or informal sessions. Promote peer-to-peer learning and support farmers' participation in local agricultural planning.

iii. Promote Sustainable Agricultural Practices

Encourage farmers to adopt simple, sustainable, and climate-resilient practices such as soil fertility improvement, safe pest management, and water conservation.

iv. Strengthen Linkages with Extension Services and Markets

Help connect farmers with extension agents, input suppliers, and market opportunities to improve access to technical support and agricultural resources.

v. Conduct On-Farm Demonstrations (Optional)

Where feasible, support or demonstrate improved farming practices through small on-farm demonstrations or practical learning activities.

The Vital Role of Community Resource Persons (CRPs)

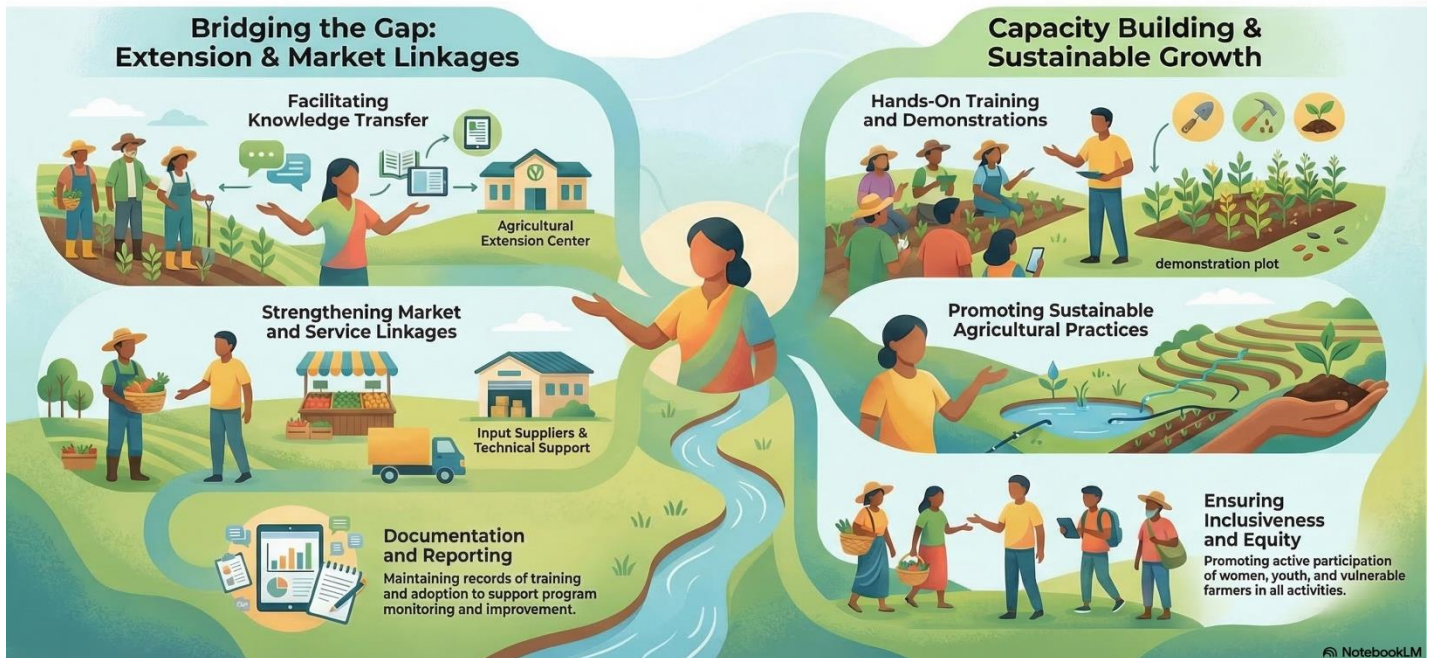


Figure 1: Roles and responsibilities of the agriculture community resource person (CRP) represented through NotebookLM

5. Eligibility Criteria for Community Resource Persons (CRPs)

The effectiveness of Community Resource Persons (CRPs) largely depends on selecting individuals whose skills, experience, and commitment align with the responsibilities of community-based agricultural extension. The selection process should prioritise individuals who are capable, credible, and motivated to support farmer learning and agricultural development within their communities.

The eligibility criteria are organised into basic requirements, best practice considerations, and equity considerations to ensure both competency and inclusiveness in the selection process. The basic requirements serve as the primary eligibility criteria, while best practice and equity considerations should be applied to strengthen and guide the selection process, promoting fairness and broader representation.

5.1. Basic Requirements

Candidates must meet the following minimum criteria:

- **Resident of the Target Community:** CRPs should be permanent or long-term residents of the community they serve. This ensures familiarity with local conditions, stronger community trust, and easier accessibility for farmers.
- **Basic Literacy and Numeracy:** Candidates should possess basic reading, writing, and numeracy skills to enable effective communication, record-keeping, and reporting of extension activities. Preference may be given to individuals who have completed at least Class 8 and above.
- **Progressive Farmer Actively Engaged in Agriculture:** Candidates should be progressive farmers within the community who possess practical experience and active involvement in agricultural activities. This ensures they have a strong understanding of local farming practices, challenges, and opportunities, enabling them to effectively contribute to agricultural development and support fellow farmers.
- **Good Communication and Interpersonal Skills:** CRPs should be able to communicate clearly, facilitate group discussions, and interact effectively with farmers, extension staff, and other stakeholders.
- **Respected and Trusted by the Community:** Candidates should have a positive reputation and be recognised as trustworthy individuals within the community, which is essential for encouraging farmer participation and adoption of new practices.
- **Commitment to Community Development:** CRPs should demonstrate willingness and motivation to contribute time and effort to community agricultural development, voluntarily.

5.2. Best Practice Considerations

In addition to the basic requirements, the following attributes are desirable and may strengthen the effectiveness of CRPs:

- **Former Civil Servants or Local Government Staff:** Individuals with prior experience in government or public service may contribute valuable administrative knowledge, community networks, and leadership experience.
- **Lead Farmers or Leaders of Farmer Groups:** Progressive farmers or office bearers of producer groups, farmer groups, or cooperatives often possess practical knowledge and leadership skills that can support peer learning and knowledge dissemination.
- **Youth Agri-Entrepreneurs:** Young farmers engaged in innovative agricultural practices or agribusiness, can bring energy, new ideas, and technological awareness to extension activities.

5.3. Equity and Inclusion Considerations

The selection process should promote fairness and inclusive participation:

- **Gender Balance and Youth Inclusion:** Efforts should be made to encourage the participation of women and youth as CRPs to improve representation and ensure that extension services reach diverse groups within the community.
- **Avoid Unnecessary Exclusion:** Age, ethnicity, or other demographic characteristics should not be used as exclusion criteria unless clearly justified by local context.
- **Inclusion of Marginalised Groups:** Where possible, individuals from socially or economically disadvantaged groups should be considered to strengthen community ownership and ensure equitable access to extension services.

6. Selection Process and Its Principles

6.1. Selection Principles

The effectiveness of Community Resource Persons (CRPs) depends not only on their qualifications but also on a selection process that is fair, transparent, participatory, and merit-based. The core principles are:

- **Transparency:** Clearly communicate selection criteria, procedures, timelines, and decisions to the community, local authorities, and stakeholders. Transparency builds trust, reduces bias, and enhances acceptance.

- **Participation:** Involve community members, farmer groups, and local leaders in nominating and validating candidates to ensure CRPs are trusted and supported.
- **Inclusiveness:** Provide equal opportunities for all eligible candidates, including women, youth, and marginalised groups. Avoid discrimination based on gender, age, ethnicity, or socio-economic status to ensure equitable representation.
- **Merit-Based Selection:** Select candidates based on knowledge, skills, agricultural experience, communication ability, and community acceptance to ensure effective performance.

6.2. CRP Selection Process

A structured, multi-stage selection process enhances fairness, transparency, and community confidence, ensuring that selected CRPs are competent, credible, and widely accepted. The recommended steps are:

A. Community Consultation and Awareness

Local authorities and extension officers should inform the community about the purpose, roles, and expectations of CRPs. Meetings should explain program objectives, CRP responsibilities, and eligibility criteria, promoting transparency and participation.

B. Nomination of Candidates

Community members, farmer groups, cooperatives, and local leaders may nominate candidates who meet eligibility criteria. The process should be open and inclusive to ensure all eligible individuals can participate.

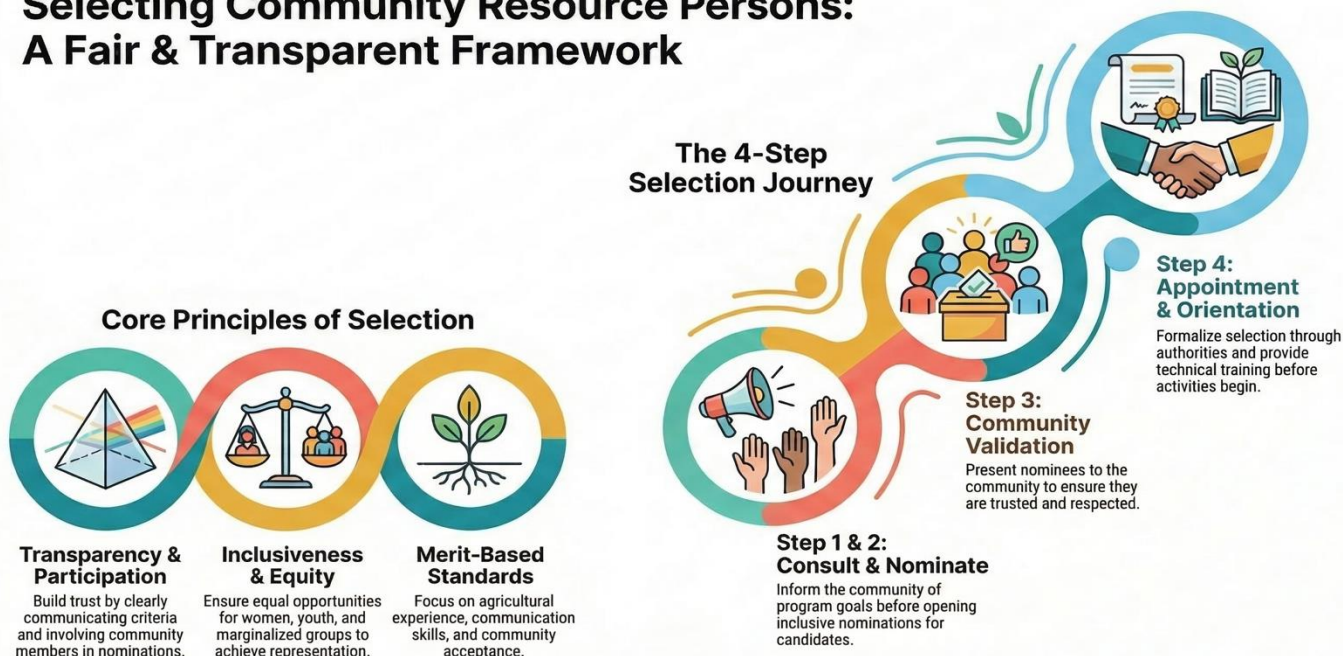
C. Community Validation

Nominated candidates are presented to the community or farmer groups for validation. This ensures that selected individuals are respected, trusted, and suitable to serve as CRPs, promoting cooperation and acceptance.

D. Formal Appointment and Orientation

Selected CRPs are formally endorsed by the selection committee using a nomination form (Annexure I) and submitted to the Department of Agriculture. They then receive structured orientation and technical training on their roles, responsibilities, extension approaches, and reporting requirements before starting their activities.

Selecting Community Resource Persons: A Fair & Transparent Framework



NotebookLM

Figure 2: Overview of the selection principles and process, represented through NotebookLM.

7. Selection Committee

The selection/endorsement committee should be composed of the following officials:

- i. **Gup** – Chairman
- ii. **Mangmi**- Member
- iii. **Tshogpas** – Community representation/member
- iv. **Extension Officer** – Member
- v. **Farmer Group / Cooperative Rep.** – member (Optional, if groups exist)

8. Roles of Stakeholders in Selection

The selection of Community Resource Persons (CRPs) requires active participation from multiple stakeholders to ensure transparency, fairness, and community ownership.

- **Local Government:** *Gups, Mangmis,* and *Tshogpas* convene meetings, facilitate consultations, and ensure community representation, lending credibility to the process.
- **Extension Officers:** *Gewog* and *Dzongkhag* officials serve as the bridge between the community, local government, and central headquarters. Explain the roles and responsibilities of Community Resource Persons (CRPs) and their importance in delivering agricultural services at the community level. They link CRPs to government services, provide technical guidance, maintain oversight, and ensure accountability throughout the program.
- **Farmer Groups:** Farmers' groups and cooperatives assess candidates' agricultural knowledge, communication skills, and trustworthiness, aligning CRPs with community needs.

9. Training and Capacity Building of CRPs

To perform their roles effectively, Community Resource Persons (CRPs) require appropriate training to strengthen their skills, knowledge, and capacity to effectively cascade information and practices to other farmers in their communities. After selection, the candidates will undergo a structured training program delivered by technical officers, focusing on key agricultural practices, extension methods, and community facilitation skills.

The training program will be aligned with the cropping seasons so that candidates can combine classroom learning with practical, field-based experiences. This seasonal approach will allow CRPs to observe and practice different stages of crop production and management, from establishment through harvesting, thereby reinforcing their learning through real-time application.

All training activities will follow a standardised CRP training manual, which has been developed to ensure consistency, quality, and relevance of the training content. The manual will guide both the trainers and participants through a step-by-step learning process, combining theoretical

knowledge with hands-on demonstrations and participatory learning methods. This approach will equip CRPs with the confidence and competence needed to effectively support farmers and promote improved agricultural practices within their communities. Following certification, CRPs will be formally assigned to their respective Gewogs under the supervision of the Extension Officer.

In addition, periodic refresher trainings will be organised to update CRPs on emerging technologies, improved farming practices, and evolving program priorities by ARDCs. These refresher sessions will help maintain the effectiveness of CRPs, strengthen their technical capacity, and ensure that they continue to provide relevant and up-to-date support to farming communities.

10. Supervision and Support

CRPs require regular supervision and technical support to ensure effective performance.

- a. **Technical Guidance:** Dzongkhag Agriculture officers and Extension officers should provide technical guidance to CRPs during field activities, demonstrations, and farmer training sessions.
- b. **Field Monitoring:** Extension officers may conduct field visits to observe CRP activities, provide feedback, and support problem-solving.
- c. **Continuous Learning Support:** Agriculture CRPs will be provided with training materials, extension guidelines, technical resources and will be linked to research centres to support their work.

11. Incentives and Motivation Mechanisms

Although CRPs are expected to serve their communities voluntarily, appropriate incentives can help maintain motivation and performance. The following incentives may be considered to enhance their engagement in agricultural service delivery:

1. **Training Opportunities:** Access to capacity-building programs and exposure visits.
2. **Recognition and Certification:** Certificates or public recognition for their contributions to community development.

3. **Access to Agricultural Inputs or Services:** In some programs, CRPs may receive priority access to improved technologies or demonstration inputs.
4. **Performance-Based Incentives:** Recognition or additional support based on outstanding performance.
5. **Service Charges:** Community Resource Persons (CRPs) may charge service fees for services provided to farmers, based on the prevailing wage rates within the community.

12. Monitoring and Reporting

Agriculture Community Resource Persons (CRPs) play a vital role in delivering extension services and supporting farmers in adopting improved practices. To track their performance and progress, a structured monitoring and reporting system will be implemented. An online monitoring platform will complement regular field-based supervision by extension agents at the community level. The Monitoring and Evaluation (M&E) framework will cover the following key aspects:

- a. **Activity Documentation:** CRPs should record training sessions, demonstrations, farmer participation, and other key activities.
- b. **Adoption Monitoring:** CRPs should observe and report the adoption of improved practices by farmers and identify any challenges faced.
- c. **Regular Reporting:** CRPs should submit regular reports to extension officers quarterly once they complete and receive their completion certificate as per the reporting format (Annexure II).
- d. **Feedback and Learning:** Information collected from CRPs should be used to improve program implementation and address field challenges.

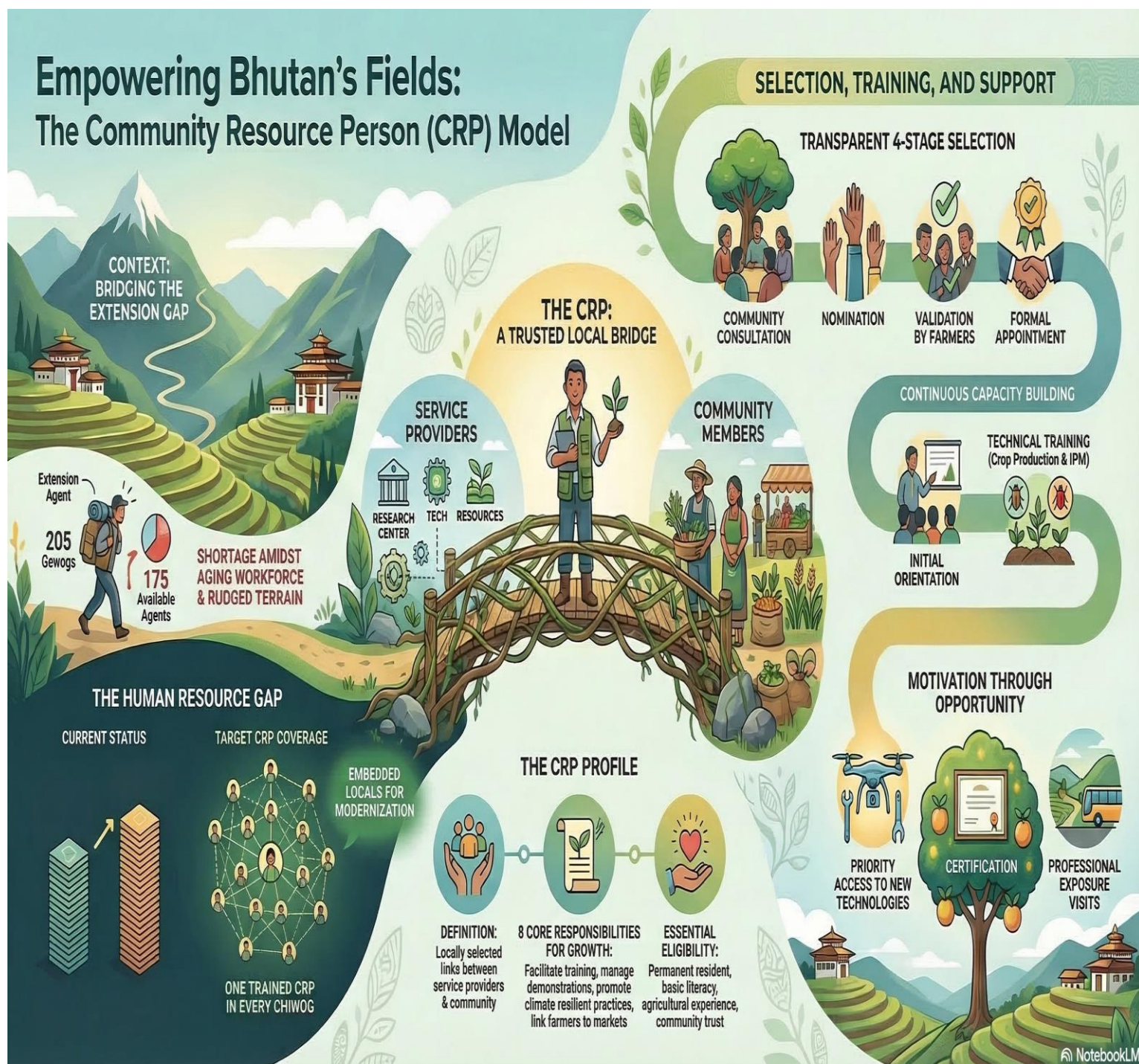


Figure 3: Overall concepts of the Agriculture Community Resource person (CRP) and its aspects.

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Annexure I: Community Resource Person (CRP) Nomination Form

A. Nominee Information

Name:

CID No:

Gender: ☐ Male ☐ Female ☐ Other

Contact number:

Email (if any):

Village:

Gewog:

Dzongkhag:

Education Level:

B. Eligibility Criteria

Criteria	Yes / No	Remarks
Resident of the community / village	☐ Yes ☐ No	
Knowledge / experience in agriculture / livestock / fisheries	☐ Yes ☐ No	
Willingness to serve farmers and community	☐ Yes ☐ No	
Ability to attend training and field visits	☐ Yes ☐ No	
Previous experience as volunteer / extension worker (if any)	☐ Yes ☐ No	

Recommendation (if any):

Signature

Member 1

Name:

Designation:

Member 2

Name:

Designation:

Member 3

Name:

Designation

Member 4

Name:

Designation

Chairman

Annexure II: Agriculture CRP Monitoring Form

A. Community Resource Person Profile

Reporting Period:.....
CRP Name:.....
CRP ID (if applicable):.....
Community/Village:
Gewog/Block:.....
Dzongkhag:.....

B. Activity Documentation

Date	Activity Type (select from the list below)	Location	No. of Farmers Participated	Duration (hrs)	Key Topics Covered

Activity Types:

Training Session
Demonstration Plot
Field Visit / Advisory Support
Farmer Group Meeting
Other (Specify):

C. Adoption Monitoring

Farmer Name	Improved Practice introduced	Adoption Status (Yes/Partial/No)	Challenges Observed	Remarks / Follow-up Required

Instructions: Record only practices introduced during the reporting period. Note adoption constraints such as resource limitations, knowledge gaps, or environmental challenges.

D. Feedback and Learning

What are the key Challenges Faced by Farmers?

CRP Observations / Recommendations:

Suggestions to Improve Program Implementation:

CRP Signature:

Date:

Annexure III: List of Contributors

Sl. No	Name	Designation	Agency
1	Thinley Gyeltshen	Dy. CAO	ARDC-Wengkhar
2	Kinzang Thinley	Sr. AO	ARDC-Wengkhar
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5	Thinley Wangdi	Dy. CAO	ARDC-Wengkhar
6	Kinga Wangchuk	Sr. HO	ARDC-Wengkhar
7	Kinley Wangmo	Sr. AS	ARDC-Wengkhar
8	Karma Pelden	Principal AO	ARDC-Bajo
9	Ugyen Dema	Sr. AS	ARDC-Bajo
10	Tshering Wangchuk	Sr. Agriculture officer	NCOA-Yusipang
11	D K Sharma	Sr.AS	NCOA-Yusipang
12	Sangay Pelzang	Asst. Lab Officer	NSSC -Semtokha
13	Yeshi Lhamo	Dy. CPPO	NPPC-Semtokha
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